

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

March 25, 2021

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, March 25, 2021 in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Mr. Floyd Brown, Sr., Chairman.

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

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

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

**INVOCATION.** Mr. Bresko provided the Invocation.

**PLEDGE OF ALLEGIANCE TO THE FLAG.** Mr. Simmons led in the Pledge of Allegiance to the United States flag.

**PUBLIC COMMENT PERIOD.** At 6:34 p.m., Mr. Brown opened the Public 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.

Larry Mitchell, 16200 Arwood Road, Disputanta spoke via Zoom and expressed his concerns in reference to the battery storage facilities that were discussed at the previous Planning Commission meeting in February. Mr. Mitchell stated the citizens living on Arwood Road are monitoring the progress of this project and are working with VDOT and the Board of Supervisors. He also wanted to offer his support for the Barns of Kanak's request for a special exception on Ruffin Road.

With no one else present or on Zoom indicating they wished to speak, the Public Comment Period was closed at 6:39 p.m.

**ADOPTION OF MEETING AGENDA.** Mr. Brown asked the Commissioners for a motion to approve the meeting Agenda for the March 25, 2021 Planning Commission. Mr. Bresko made a motion to approve the meeting Agenda and Mr. Brockwell seconded the motion. Roll was called on the motion.

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

**APPROVAL OF THE MEETING MINUTES.** Mr. Brown asked the Commissioners to review the February 25, 2021 Minutes of the Planning Commission for approval. Mr. Simmons made a motion to approve the February 25, 2021 Minutes as presented and Mr. Bresko seconded the motion. Roll was called on the motion.

In favor: (5) Simmons, Brown, Brockwell, Joyner, Bresko  
Abstain: (1) Easter  
Absent: (1) Elder

### **OLD BUSINESS.**

SPECIAL EXCEPTION SE-20-03: Request of Tom and Diane McCormick, pursuant to § 90-103 (52) and (53), to permit a cottage industry home occupation on a parcel of five acres or more for bed and board in an accessory building, and sales/rental of formalwear in a single-family residence in a R-A, Residential-Agricultural, Zoning District. The subject property is located at 5503 Ruffin Road and is known as Tax Map 240(0A)00-115-A. The Comprehensive Plan indicates the property is suitable for commercial or village center uses.

Mr. Graves presented to the Commissioners the Special Exception case SE-20-03. The Public Hearing for this case was presented to the Planning Commission on February 24<sup>th</sup>. During the Public Hearing there were no public comments received.

He began with the property history. In 2017, Ambrusta Development, LLC was granted a special exception on approximately 200 acres for an Assembly Hall use with the business operator to live on the property. In 2018, Living Well, LLC was granted a similar special exception request for 13.468 acres which was divided into a new parcel. The current owners are requesting to add a small scale over-night accommodations for their guests. They would also like to have an office on-site for the rental and sales of formalwear.

Mr. Graves highlighted a few conditions from the Staff Report:

1. This Special Exception for a “Cottage industry home occupation” on a parcel of five acres or more for a bed and board in an accessory building, and sales/rental of formalwear in a single-family residence on Tax Map 240(OA)00-115-A.
2. During any period in which the property is used for the permitted Cottage industry home occupation uses, either the property owner or business operator shall live in the permitted dwelling unit on the property.
3. Structures related to special exception uses shall be constructed in the R-A portion of the property.
4. Days and hours of operation for the formalwear sales and rental shall be Monday through Sunday between the hours of 9:00 a.m. and 8:00 p.m., by appointment only.
5. Applicant added an additional condition: Limit the overnight stays to four (4) guests at one time.

Mr. Graves reviewed the outcome of the February Planning Commission meeting when staff recommended approval and the Commissioners had a 3-3 tied vote on this case. Staff reached out to the Commissioners for concerns and feedback following the meeting.

- Concern: The number of special exceptions on one property
  - Staff comment: This is the second special exception request for this property.
- Concern: Possible future growth of the business requiring additional special exceptions
  - Staff comment: This would be addressed on a case-by-case bases if a special exception is required. The applicant stated in the Work Session on Monday, March 22<sup>nd</sup>, that there were no additional plans for business growth at this time.
- Concern: Rezoning the property to B-1-Business to be more appropriate
  - Staff comment: Staff did explore this option at submittal and a rezoning case and two (2) special exception cases would still be needed to comply.
- Concern: Having two (2) residential properties on the property
  - Staff comment: The structure on the property that is currently used as an accessory building (the farmhouse), would become the lodging place for overnight guest. The kitchen would need to be removed. The proposed new structure would become the new single-family dwelling. Therefore, there would only be one (1) single-family dwelling on the property.

In response to these concerns, the applicant submitted the additional condition limiting the number of overnight accommodations to four (4) guests at a time.

Staff recommended approval with the recommended conditions listed in the Staff Report. Mr. Graves also stated there were no negative public comments or feedback received after the notices were sent out to adjacent property owners or by the public.

Mr. Brown stated he had previously looked at this case in a “different category than he was use to”. Therefore, he wished to change his vote from the previous “no” to a “yes”.

Mr. Bresko asked if a parcel is zoned business, would it need a special exception to have a hotel on it? Mr. Graves explained, a parcel would need a special exception for a hotel even if it was already located in the B-1 Business zoning area.

Mr. Brown asked for a motion on SE-20-03. Mr. Simmons made a motion that SE-20-03 be forwarded to the Board of Supervisors with the recommendation of approval with the conditions listed in the Staff Report. Mr. Brockwell seconded the motion. Roll was called on the motion.

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

Mr. Wade stated this cases would be forwarded to the Board of Supervisors on April 27<sup>th</sup>.

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

1. Actions of the Board of Zoning Appeals
  - a. No cases for March or April
2. Actions of the Board of Supervisors (BOS)
  - a. Recaps from the March 9<sup>th</sup> and 23<sup>rd</sup> meetings were provided
    - i. March 9<sup>th</sup> Resolution for a self-storage was approved

**ADJOURNMENT.** At 6:58 p.m., Mr. Brown asked the Commissioners if they had any additional questions. If not, he would entertain a motion to adjourn. Mr. Bresko made a motion to adjourn and Mr. Brockwell seconded the motion. Roll was called on the motion.

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