

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

February 23, 2023

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

**CALL TO ORDER.** The Regular Meeting of the Prince George County Planning Commission was called to order at 6:30 p.m. on Thursday, February 23, 2023 in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Ms. Elder, Chair.

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

Mr. Simmons	Absent
Ms. Elder	Present
Mr. Bresko	Present
Mr. Joyner	Absent
Ms. Anderson	Present
Ms. Canepa	Present
Mr. Brockwell	Present

Also present: Dan Whitten, County Attorney; Julie Walton, Director; Tim Graves, Planner I; Missy Greaves-Smith, Office Manager

**INVOCATION.** Ms. Anderson provided the Invocation.

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

**ADOPTION OF THE AGENDA.** Ms. Elder asked the Commissioners for a motion to approve the Agenda for the February 23, 2023 Planning Commission meeting. Mr. Bresko made a motion to approve the meeting Agenda and Ms. Canepa seconded the motion.

Roll Call:

In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko

Opposed: (0)

Absent: (2) Joyner, Simmons

**PUBLIC COMMENT PERIOD.**

At 6:32 p.m., Ms. Elder opened the Public Comment Period to anyone who wished to come forward to speak to the Commissioners on topics that were not on the Agenda as Public Hearings. Citizens were asked to limit their comments to three (3) minutes.

With no one present indicating they wished to speak, the Public Comment Period was closed at 6:33 p.m.

**COMMISSIONERS’ COMMENTS.**

Ms. Elder asked the Commissioners to introduce themselves and briefly state their occupation and background. Ms. Imogene Elder explained she worked in the banking industry until she retired several years ago. Ms. Tammy Anderson stated she joined the Planning Commission last year and works in the pharmaceutical compliance field. Mr. Steve Brockwell is a business owner in Carson and has been in sales his whole career. Mr. Alex “Willie” Bresko stated he graduated from Prince George High School in 1966, received his BS in Agriculture Economics from VA Tech, and farmed in Prince George until 2020. Ms. Jennifer Canepa explained she is an IT Project Manager for VCU Health and has lived in Prince George for the past four years.

**ORDER OF BUSINESS.**

**A-1. Adoption of the Revised Planning Commission 2023 Meeting Schedule.**

Ms. Elder asked the Commissioners to review the revised 2023 Meeting Schedule for the Planning Commission. Ms. Elder asked if there were any questions or comments. Ms. Anderson made a motion to adopt the revised Planning Commission Meeting Schedule. The motion was seconded by Mr. Brockwell.

<b><u>Work Session Date</u></b> The Monday prior to the Public Meeting at 5:30 p.m.	<b><u>Public Meeting Date</u></b> 4th Thursday of each month at 6:30 p.m.	<b><u>Deadline to File</u></b>
January 23, 2023	January 26, 2023	December 9, 2022
Tuesday, February 21, 2023*	February 23, 2023	January 6, 2023
March 20, 2023	March 23, 2023	February 3, 2023
April 24, 2023	April 27, 2023	March 10, 2023
May 22, 2023	May 25, 2023	April 7, 2023
Tuesday, June 20, 2023*	June 22, 2023	May 5, 2023
July 24, 2023	July 27, 2023	June 9, 2023
August 21, 2023	August 24, 2023	July 7, 2023
September 25, 2023	September 28, 2023	August 4, 2023
October 23, 2023	October 26, 2023	September 8, 2023
November 13, 2023*	November 16, 2023*	September 29, 2023*
<b>December 11, 2023*</b>	<b>Wednesday, December 13, 2023*</b>	<b>October 27, 2023*</b>
January 22, 2024	January 25, 2024	December 7, 2023

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

Roll Call:  
In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko  
Opposed: (0)  
Absent: (2) Joyner, Simmons

**A-2. Adoption of the Work Session Minutes – January 23, 2023.**

Ms. Elder asked the Commissioners to review the minutes of the January 23, 2023 Work Session of the Planning Commission. Ms. Canepa made a motion to approve the January 23, 2023 Work Session Minutes. The motion was seconded by Mr. Bresko.

Roll Call:

In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko

Opposed: (0)

Absent: (2) Joyner, Simmons

**A-3. Adoption of Meeting Minutes – January 26, 2023.**

Ms. Elder asked the Commissioners to review the minutes of the January 26, 2023 Planning Commission meeting. Mr. Bresko made a motion to approve the meeting minutes of the January 26, 2023 meeting. The motion to approve the minutes was seconded by Ms. Canepa.

Roll Call:

In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko

Opposed: (0)

Absent: (2) Joyner, Simmons

**PUBLIC HEARINGS.**

**P-1. REZONING RZ-22-05:** Request of HB Property Associates, LLC to conditionally rezone approximately 19.836 acres from M-1, Light Industrial to M-2, General Industrial. The purpose of the rezoning is to allow overflow tractor trailer parking for e-commerce fulfillment transportation services. The subject property is located at the end of Corporate Lane (a road that is accessed off Birdsong-Rives Road in the corporate limits of the City of Petersburg). The property is identified as Tax Map 330(0A)00-016-0. The Comprehensive Plan Future Land Use Map indicates the property is planned for Industrial development.

Mr. Graves presented the case to the Planning Commissioners on behalf of Andre Greene who was absent. He shared several slides to reference the locations of the parcels, the current zonings of the area, Future Land Use map, and the aerial view.

**Background:**

The property was originally rezoned to M-1 in 1984 (ZM-84-3) and no conditions were added to the rezoning. The adjacent property to the North (owned by MAT Developments, LLC) recently rezoned to M-2 (RZ-21-05) for the same initial land use, with plans for 169 tractor trailer spaces.

Mr. Graves stated that the plans for overflow tractor-trailer parking for E-commerce fulfillment transportation services.

- Trailers stored on-site when not in use
- Number of trailers on the site will fluctuate during holidays (seasonal parking)

- Conceptual Plan shows 303 parking spaces and a stormwater management BMP pond

The Turn Warrant Analysis was submitted as part of the application and it indicates that the proposed facility will generate the following:

- 4 truck trips during the weekday morning peak hours (6:00 a.m. -9:00 a.m.)
- 4 truck trips during evening peak hours (3:00 p.m. -6:00 p.m.)

No structures have been planned for construction at this time. Therefore, no extension of public water and sewer utilities are needed at this time.

Applicant voluntarily submitted a proffer statement with the rezoning request.

Planning & Zoning Staff Review Comments:

Case ZM-84-3 originally rezoned the property to M-1 and there are no conditions associated to this case. The proposed use of the property falls under “Truck Terminal” land use which is permitted by-right if the land is rezoned to M-2 General Industrial. The expected impacts of proposed uses on adjacent properties and roadways are as follows:

- Additional traffic on Rives Road and Corporate Road (located in the corporate limits of the City of Petersburg)
- The applicant prepared a Turn Lane Warrant Study for the City of Petersburg. The City of Petersburg’s Engineer and Paul Hinson with VDOT reviewed the study and concluded that no turn lanes (left or right) are needed
- Corporate Road is a public road located in the jurisdiction of the City of Petersburg. The City of Petersburg maintains roads and has not requested a road maintenance agreement with the applicant

Mr. Graves stated that the request is compatible with the Comprehensive Plan Future Land Use Map – Industrial. The Truck Terminal use appears compatible with the existing surrounding uses, which includes offices, warehousing/distribution, and a similar parking terminal. There would be minimal impact on County services because the proposed use requires no extension of public water and sewer.

Other Staff Review Comments:

Virginia Department of Transportation (VDOT):

1. Access to the parcel is provided by Corporate Road which is a public street in the City of Petersburg that connects SR 629 Rives Road within the City limits. Corporate Road does appear to be a public roadway, but VDOT could not verify whether it is publicly maintained. As the proposed use will introduce heavy truck traffic on this roadway and maintenance responsibilities are not defined, it is recommended that the County require that a road maintenance agreement be required that defines maintenance responsibilities and responsible parties for the roadway to ensure Corporate Road can continue to provide access for the parcel.

*Planning & Zoning Staff Comment: Most of the road used to access the property is owned by the City of Petersburg. The City is not requiring a road maintenance agreement at this time.*

2. VDOT has no objection to the zoning application.

Utilities Department:

1. If public utilities are required to serve future development of this property, Water will be provided by the City of Petersburg. The City may require an assessment to determine the impact the development within Prince George would have on City's water facilities. If required, the developer will be responsible for providing the assessment.
2. Sewer will be provided by the County at the applicant's expense if needed in the future.

Economic Department:

1. This property is located in the Enterprise Zone.

Additional Department Reviews:

1. The departments below reviewed this request and had no comments:
  - Environmental Division
  - Fire & EMS Department
  - Building Inspections Division
  - Virginia Department of Health
  - Prince George Police Department

Proffered Conditions:

Mr. Graves highlighted the following conditions that were proffered by the applicant in their Proffer Statement dated November 30, 2022 and are acceptable to staff:

1. Prohibited Uses. The following uses shall be prohibited on the Property:
  - Automotive assembling, painting, upholstering, repairing, rebuilding, reconditioning, body and fender work, truck repairing or overhauling, tire retreading or recapping
  - Blacksmith shops, welding or machine shops
  - Building material sales yards and plumbing supplies storage
  - Contractor's equipment storage yard or plant or rental of equipment commonly used by contractors
  - Petroleum Storage
  - Sawmills and planing mills
  - Brick manufacture
  - Boiler shops
  - Meat, poultry and fish processing
  - Public Utilities
  - Concrete products or central mixing and proportioning plants
  - Vehicle impound facility

2. Natural Buffer. The owner shall include a minimum twenty-foot wide landscaped area buffer along all frontages of the Property abutting a right-of-way. The final location of the buffer shall be approved in connection with the approval of a site plan for the property.

Mr. Graves concluded with a recommendation of approval based on the following considerations:

- Compatible with existing and surrounding land uses
- Consistent with the adopted Comprehensive Plan
- The site adjoins property zoned M-2 (General Industrial) which was rezoned for the same type of land use
- Concerns of VDOT have been addressed
- A site plan is required which will address erosion and sediment control stormwater runoff, buffering, landscaping, parking area construction and outdoor lighting concerns
- No negative feedback was received from adjacent property owners and community prior to publishing this staff report
- The applicant has proffered several conditions which staff finds acceptable and supports

Ms. Elder asked the Commissioners if they had any questions for Mr. Graves. With no one indicating any questions or concerns for Mr. Graves or the applicant, Ms. Elder moved forward to the Public Hearing.

At 6:49 p.m., Ms. Elder opened the Public Hearing to anyone wishing to speak for or against the request. Citizens were asked to state their name and address and they would have three minutes to speak.

Matt Roberts, Lawyer from Hirschler Fliescher, representing the applicant, stated he was available if anyone had any questions.

With no one else coming forward to speak, the Public Hearing was closed at 6:50 p.m.

Ms. Elder asked the Commissioners if they had any additional questions. Mr. Bresko made a motion to forward request RZ-22-05 to the Board of Supervisors with a recommendation for approval, subject to the recommended conditions in the Staff Report and the applicant's proffers, and the reason for this recommendation is that it is compatible with the Comprehensive Plan and current surrounding uses and zoning districts. The motion was seconded by Mr. Brockwell.

Roll Call:

In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko

Opposed: (0)

Absent: (2) Joyner, Simmons

**COMMUNICATION.**

Mr. Graves presented to the Commissioners the following updates:

- A. Actions of the Board of Zoning Appeals (BZA)
  - a. The February BZA meeting was cancelled
  - b. One case is scheduled for March along with a training session
- B. Actions of the Board of Supervisors (BOS)
  - a. December 13, 2022 meeting approvals
    - i. Special Exception for dog breeding was postponed and the applicants withdrew their request
    - ii. Approved RZ-22-02 – M-1 to M-2 on Harvest Road
- C. Planning Commission Communications
  - a. Six Upcoming Cases in March

**ADJOURNMENT.**

At 6:56 p.m., Ms. Elder asked the Commissioners if they had any additional questions. If not, she would entertain a motion to adjourn. Mr. Brockwell made a motion to adjourn and Mr. Bresko seconded the motion. Roll was called on the motion.

Roll Call:

In favor: (5) Canepa, Elder, Anderson, Brockwell, Bresko

Opposed: (0)

Absent: (2) Joyner, Simmons