

MINUTES
Planning Commission
County of Prince George, Virginia
Business Meeting
February 22, 2024

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 22, 2024, in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Ms. Anderson, Chair.

ATTENDANCE. The following members responded to Roll Call:

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|----------------------------|---------|
| Alex Bresko | Present |
| Stephen Brockwell | Absent |
| Tammy Anderson, Vice-Chair | Present |
| Jennifer Canepa | Present |
| Imogene Elder, Chair | Present |
| Clarence Joyner | Present |
| Brian Waymack | Present |

Staff present: Robert Baldwin, Planning Director; Tim Graves, Planner II; Koty Gray, Planner I; Madison Sobczak, Planning Technician

INVOCATION. Ms. Elder provided the Invocation.

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

ADOPTION OF THE AGENDA. Ms. Anderson asked the Commissioners for a motion to approve the Agenda for the February 22, 2024, Planning Commission meeting. Mr. Joyner made a motion to approve the Agenda and Ms. Canepa seconded the motion.

Roll Call:

In favor: (6) Anderson, Canepa, Elder, Joyner, Waymack, Bresko

Opposed: (0)

Absent: (1) Brockwell

PUBLIC COMMENT PERIOD.

At 6:31 p.m., Ms. Anderson 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 6:32 p.m.

COMMISSIONERS' COMMENTS.

Ms. Anderson asked the Commissioners if they had any comments they would like to share.
Ms. Anderson stated she wanted to offer well wishes and prayers to those who were involved in the accident on state route 460 where there was a fatality in the county.
Ms. Elder stated she wanted to thank everyone for the prayers while she was out sick.

ORDER OF BUSINESS.

A-1. Adoption of the Work Session Minutes – January 22, 2024

Ms. Anderson asked the Commissioners to review the Work Session Minutes from January 22, 2024. Ms. Canepa made a motion to approve the January 22, 2024, Work Session Minutes. The motion was seconded by Mr. Waymack.

Roll Call:

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

Abstain: (1) Joyner

Absent: (1) Brockwell

A-2. Adoption of Business Meeting Minutes – January 25, 2024

Ms. Anderson asked the Commissioners to review the Minutes of the January 25, 2024, Planning Commission meeting. Mr. Bresko made a motion to approve the January 25, 2024, Meeting Minutes as written. The motion for approval was seconded by Ms. Canepa.

Roll Call:

In favor: (5) Waymack, Bresko, Anderson, Canepa, Joyner

Opposed: (0)

Abstain: (1) Elder

Absent: (1) Brockwell

A-3. SUBDIVISION WAIVER SW-23-04: Request to waive standards contained in Article VII of the Subdivision Ordinance, as authorized under § 70-208, to permit a subdivision of one lot into two for a family subdivision without adhering to all of the design standards of Article VII. Specifically, the applicant requests a waiver of §70-724(d)(3)iii which requires that private roads shall meet minimum design standards as given in the latest edition of the VDOT Subdivision Street Design Guide. The subject property is zoned (R-A) Residential Agricultural, is located on an existing private road that accesses Shands Road approximately 1,400 feet south of the intersection with Spain Drive, and is identified as Tax Map 570(09)00-00E-1. The proposed subdivision plat is filed in the Planning Department under Application ID # S-23-14. **[4] Tim Graves**

Mr. Graves presented SW-23-04 to the Commissioners. (The staff report materials including the application materials are posted on the Planning Department website in the Planning Commission Meetings section.)

Mr. Graves stated the applicant, and their attorney, Mr. Lewis Wyche, was in attendance to answer any questions the Commissioners may have.

Mr. Wyche introduced himself and stated he was representing the owners of the parcel, Timothy and Stacia Lee, and provided information and asked the Commissioners to consider approving the Subdivision Request for the following reasons:

- Mr. and Mrs. Lee have lived on the land for over 20 years and have raised their children on the land.
- The subdivided parcel would be going to their daughter, Trinity, and son-in-law, who currently have two children, and they are all living with Mr. and Mrs. Lee.
- The unimproved road from Shands Road to the property has been the same access road they have used since they purchased the parcel around 2000.
- Mr. and Mrs. Lee want Trinity and her family to live close by so they can continue to care for the grandchildren while they are out of the home working.
- No additional people would be using the road.
- Mr. Lee has upgraded the road over the years and there is currently a road maintenance agreement in place.
- The required adherence to VDOT design standards would be cost prohibitive.
- If the waiver is denied, it would prohibit Mr. and Mrs. Lee from providing their child with a home to live in and would cause a hardship by requiring their daughter to find another residential lot to build a home on.
- The strict adherence to the general regulations would cause an usual situation and financial hardship.
- The recommended conditions listed in the staff report are reasonable and acceptable.

Mr. Waymack made a motion to “Adopt the resolution to approve the Subdivision Ordinance Waiver requested in Application #SW-23-04 for the following reasons: Strict adherence to the general regulations in this ordinance would result in substantial injustice or hardship, specifically due to the cost of any road improvements; and There is no prejudice to the health and safety of the surrounding citizens; and This approval is subject to the conditions recommended by Staff in the Staff Report.” Mr. Joyner seconded the motion.

Roll Call:

In favor: (6) Canepa, Anderson, Bresko, Waymack, Joyner, Elder

Opposed: (0)

Absent: (1) Brockwell

PUBLIC HEARINGS - None

COMMUNICATIONS.

C-1. Actions of the Board of Zoning Appeals (BZA)

- There were none. February meeting was canceled.
- There will be a meeting in March. (Editor's Note: This statement was incorrect. The March BZA meeting is canceled.)

C-2. Actions of the Board of Supervisors (BOS)

- There were no Planning items that happened at the February 13 meeting.
- One item is on the agenda for February 27 .

C-3. Upcoming Planning Commission Cases for March 2024

- Five cases are scheduled for March.

C-4 Comprehensive Plan Update Process

- The joint Work Session meeting will be on March 21, with the Planning Commission and the Board of Supervisors.

Ms. Anderson asked if moving forward, the Planning Staff could provide a document showing an overview of what the scheduled cases would be for the following month. She then stated it was helpful to have the information sooner than the week before the meeting because it allows ample time for Commissioners to do their own research.

Mr. Graves stated a preview could be provided moving forward and gave a brief description of the cases scheduled for March.

Mr. Bresko stated there has been a lot of land disturbance in the Lakewood Townhouses.

Mr. Graves stated the applicants have a revised site plan that is currently in review in the Planning Department, but they are allowed to move the dirt around under the plan approval they already have. He then stated construction hasn't started yet because the revised plans that are under review have not yet been approved.

Ms. Anderson asked a question about the number of townhouses that were approved and about VDOT road maintenance.

Mr. Graves stated Lakewood Townhomes will be developed with public roads.

Ms. Elder asked if the Borrow Pit was where the land had already been cleared by State Route 10.

Mr. Graves confirmed and stated that Staff would have recommendations and more information about that for Commissioners next month.

ADJOURNMENT.

At 7:02 p.m., Ms. Anderson asked the Commissioners if they had any additional questions. If not, she would entertain a motion to adjourn. Ms. Canepa made a motion to adjourn, and Mr. Bresko seconded the motion. Roll was called on the motion.

Roll Call:

In favor: (6) Canepa, Anderson, Bresko, Waymack, Joyner, Elder

Opposed: (0)

Absent: (1) Brockwell