

**MINUTES**  
Planning Commission  
County of Prince George, Virginia  
Organizational & Business Meeting  
6:30 p.m. January 25, 2024

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

**CALL TO ORDER.** The Meeting of the Prince George County Planning Commission was called to order at 6:30 p.m. on Thursday, January 25, 2024, in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Ms. Anderson, Vice-Chair.

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

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

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

**INVOCATION.** Mr. Waymack 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 January 25, 2024, Planning Commission meeting. Mr. Bresko made a motion to approve the Agenda and Mr. Waymack seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Brockwell, Elder

**ELECTION OF CHAIR.** Ms. Anderson asked the Commission for a motion to elect a new Chair to the Planning Commission. Ms. Canepa made a motion to elect Ms. Anderson as the new Chair of the Planning Commission. The motion was seconded by Mr. Bresko.

Roll Call:

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

Opposed: (0)

Absent: (2) Brockwell, Elder

**ELECTION OF VICE-CHAIR.** Ms. Anderson asked the Commission for a motion to elect a new Vice-Chair to the Planning Commission. Ms. Canepa made a motion to elect Mr. Bresko as the new Vice-Chair of the Planning Commission. The motion was seconded by Mr. Waymack.

Roll Call:

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

Opposed: (0)

Absent: (2) Brockwell, Elder

**ADOPTION OF THE 2024 MEETING SCHEDULE.** Ms. Anderson asked the Commission for a motion to adopt the 2024 Planning Commission meeting schedule. Ms. Canepa made a motion to adopt the 2024 meeting schedule and Mr. Waymack seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Brockwell, Elder

**PUBLIC COMMENT PERIOD.**

At 6:34 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 6:35 p.m.

**COMMISSIONERS' COMMENTS.**

There were no Commissioners' comments.

**ORDER OF BUSINESS.**

**A-1. Adoption of the Work Session Minutes – December 11, 2023**

Ms. Anderson asked the Commissioners to review the Work Session Minutes from December 11, 2023. Mr. Bresko made a motion to approve the December 11, 2023, Work Session Minutes. The motion was seconded by Ms. Canepa.

Roll Call:

In favor: (4) Canepa, Anderson, Bresko, Waymack

Abstain: (1) Joyner

Absent: (2) Brockwell, Elder

Mr. Bresko stated the December meeting minutes needed to be revised to correct his name from Stephen to Alex.

**A-2. Adoption of Business Meeting Minutes – December 13, 2023**

Ms. Anderson asked the Commissioners to review the Minutes of the December 13, 2023, Planning Commission meeting. Ms. Canepa made a motion to approve the December 13, 2023 Meeting Minutes as written. The motion for approval was seconded by Mr. Bresko.

Roll Call:

In favor: (4) Bresko, Waymack, Canepa, Anderson

Opposed: (0)

Abstain: (1) Joyner

Absent: (2) Elder, Brockwell

**P-1. SPECIAL EXCEPTION SE-23-10:** Request to permit a commercial child care center within a General Business (B-1) Zoning District, pursuant to Prince George County Zoning Ordinance Section 90-393(28). The subject property is 0.887 acres in size, located at 5840 Allin Road, and is identified as Tax Map # 230(26)00-002-0. The Comprehensive Plan indicates the property is planned for “Village Center” land uses. – **[5] Tim Graves**

Mr. Graves presented SE-23-10 to the Commission. (The staff report materials including the application materials are posted on the Planning Department website in the Planning Commission Meetings section.)

Ms. Anderson asked if the Commissioners had any questions for staff.

Mr. Joyner asked what type of fence would be used and what the height of that fence would be.

Mr. Graves stated the applicant, Ms. Ramsey, was present and willing to answer questions from the Commissioners.

LaKeisha Ramsey introduced herself and stated the following.

- A 6 foot tall fence was required by the Virginia Department of Childcare for the previous center she operated in Richmond.
- She is waiting for the Virginia Department of Childcare to tell her what the height requirement is going to be in Prince George.
- The fence would be a chain link and would comply with state regulations and laws.

Mr. Joyner asked if there was currently a fence on the property.

Ms. Ramsey stated there is currently not a fence on the property.

Ms. Anderson opened the public comment period at 6:44 p.m. and asked if there was anyone in attendance that would like to speak, stating they had (3) minutes to speak. With no one wishing to speak, Ms. Anderson closed the public comment period at 6:44 p.m.

Ms. Anderson asked if the Commissioners had any further questions for staff. With there being no further questions Ms. Anderson stated she would entertain a motion. Ms. Canepa motioned to forward request SE-23-10 to the Board with a recommendation for approval, subject to the recommended conditions in the Staff Report; The reason for this recommendation is it is expected to benefit the general welfare of the community. Mr. Joyner seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Elder, Brockwell

## **COMMUNICATIONS.**

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

- Held their organizational meeting on Monday, January 22, 2024.
- The BZA elected the new Chair and Vice-Chair.
- There were no cases heard at that meeting and the meeting for February is canceled.

### **C-1. Actions of the Board of Supervisors (BOS)**

- Meeting recap was provided to the Planning Commission.
- Board of Supervisors approved the Special Exception request for a childcare facility in the B-1 zoning district.
- Vacated a small piece of right-of-way in the meadows.
- Bob Baldwin gave an update for the Comprehensive Plan to the Board.

### **C-2. Upcoming Planning Commission Cases for February**

- There will be at least one Public Hearing at the February meeting.

Mr. Joyner asked if because the Board of Supervisors upheld the Planning Commissions decision on the Bakers Pond Solar Facility, if that meant the case is null in void.

Mr. Graves confirmed and stated that the case cannot proceed any further because the Planning Commission and the Board of Supervisors found that it was not in compliance with the Comprehensive Plan, which is a requirement of the state code.

## **ADJOURNMENT.**

At 6:51 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. Joyner seconded the motion. Roll was called on the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Elder, Brockwell