



**PLANNING COMMISSION**

Imogene S. Elder, Chair  
Tammy Anderson, Vice Chair  
Alex W. Bresko, Jr.  
R. Steven Brockwell  
Jennifer D. Canepa  
V. Clarence Joyner, Jr.  
M. Brian Waymack

## *County of Prince George, Virginia*

*"A welcoming community • Embracing its rural character • Focusing on its prosperous future"*

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### **MEMORANDUM**

TO: Imogene S. Elder, Chair  
Tammy Anderson, Vice-Chair  
Alex W. Bresko, Jr.  
R. Steven Brockwell  
Jennifer D. Canepa  
V. Clarence Joyner, Jr.  
M. Brian Waymack

FROM: Tim Graves, Planner II

RE: January 2024 Planning Commission Work Session & Business Meeting

DATE: January 25, 2024

CC: Jeff Stoke, County Administrator (cover sheet only)  
Andrea Erard, Interim County Attorney (cover sheet only)  
Robert Baldwin, Director of Planning  
David "Koty" Gray, Planner I  
Madison Sobczak, Planning & Zoning Technician

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The Planning Commission's Work Session will be Monday, January 22, 2024 at 5:30 p.m. in the Board Room.

The Planning Commission's regular Business Meeting will be Thursday, January 25, 2024 at 6:30 p.m. in the Board Room.

Please contact me at (804)722-8678 or via e-mail at [tgraves@princegeorgecountyva.gov](mailto:tgraves@princegeorgecountyva.gov) with any questions.

1	Agenda
2	Draft 2024 Meeting Schedule
3	Draft Work Session Minutes December 11, 2023
4	Draft Business Meeting Minutes, December 13, 2023
5	Special Exception SE-23-10 Heaven Sent Childcare Building #2
6	Communications
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Begin

**TAB 1**

**AGENDA – ORGANIZATIONAL AND BUSINESS MEETING**  
Planning Commission of Prince George County, Virginia

**Thursday, January 25, 2024 at 6:30 p.m.**  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

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**CALL TO ORDER – Madam Chair Elder**  
Roll Call - Clerk

**INVOCATION**

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

**ADOPTION OF AGENDA [1] – Madam Chair Elder**

**ORGANIZATIONAL MEETING – Madam Chair Elder**

**O-1.** Election of Planning Commission Officers for 2024.

- A. Election of Chair
- B. Election of Vice-Chair

**O-2.** Adoption of the Planning Commission 2024 Meeting Schedule. [2]

**PUBLIC COMMENTS – Chair TBD**

**COMMISSIONERS' COMMENTS – Chair TBD**

**ORDER OF BUSINESS – Chair TBD**

**A-1.** Adoption of Work Session Meeting Minutes – December 11, 2023 [3]

**A-2.** Adoption of Business Meeting Minutes – December 13, 2023 [4]

**PUBLIC HEARINGS – Chair TBD**

**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**

**COMMUNICATIONS – [6] Tim Graves**

**C-1.** Actions of the Board of Zoning Appeals

**C-2.** Actions of the Board of Supervisors

**A.** BOS Recap(s)

**C-3.** Upcoming Cases for February 2024

**ADJOURNMENT – Chair TBD**



Begin

**TAB 2**



## County of Prince George, Virginia

*“A welcoming community · Embracing its rural character · Focusing on its prosperous future”*

### **2024 Planning Commission Meeting Schedule**

**Adopted**

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

For any information concerning a scheduled Planning Commission Case, please contact the Planning Department at 804.722.8678, [planning@princegeorgecountyva.gov](mailto:planning@princegeorgecountyva.gov), or visit [www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov)

If County Government operations are deemed to be closed by the County Administrator or designee due to inclement weather or unforeseen instances, then the meeting shall be cancelled and rescheduled to the next regular meeting date.

<b><u>Work Session Date</u></b> <b>The Monday prior to the Public Meeting at 5:30 p.m.</b>	<b><u>Public Meeting Date</u></b> <b>4th Thursday of each month at 6:30 p.m.</b>	<b><u>Deadline to File</u></b> <b>Generally, 8 Fridays before the public meeting date</b>
January 22, 2024	January 25, 2024	December 7, 2023
Tuesday, Feb. 20, 2024*	February 22, 2024	December 29, 2023
N/A	March 21, 2024 6:00 p.m. – Special Meeting for Comprehensive Plan	N/A
March 25, 2024	March 28, 2024	February 2, 2024
April 22, 2024	April 25, 2024	March 1, 2024
May 20, 2024	May 23, 2024	March 29, 2024
June 24, 2024	June 27, 2024	May 3, 2024
July 22, 2024	July 25, 2024	May 31, 2024
August 19, 2024	August 22, 2024	June 28, 2024
September 23, 2024	September 26, 2024	August 2, 2024
October 21, 2024	October 24, 2024	August 30, 2024
November 18, 2024*	November 21, 2024*	September 27, 2024
December 16, 2024*	December 19, 2024*	October 25, 2024
January 20, 2025	January 23, 2025	November 29, 2024

**Dates and locations are subject to change. Proper Notice will be provided.**

\*Changes due to scheduled County holidays

Begin

**TAB 3**

## **DRAFT MINUTES - WORK SESSION**

Planning Commission of Prince George County, Virginia

**Monday, December 11, 2023 at 5:30 p.m.**

County Administration Bldg., Board Room (Third Floor)

6602 Courts Drive, Prince George, Virginia

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**CALL TO ORDER** – Madam Chair Elder called the meeting to order at 5:34 p.m.

**Roll Call – Madison Sobczak called roll:**

**Commissioners Present: Elder, Bresko, Canepa**

**Commissioners Absent: Waymack, Joyner, Anderson, Brockwell**

**Staff Present: Robert Baldwin, Tim Graves, Madison Sobczak, Koty Gray**

**AGENDA REVIEW FOR DECEMBER 13 BUSINESS MEETING** - Tim Graves

### **CASE REVIEW**

**P-1. SPECIAL EXCEPTION SE-23-07:** 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 approximately 0.66 acres in size, located at 5842 Allin Road, and is identified as Tax Map # 230(26)00-003-0. The Comprehensive Plan indicates the property is planned for “Village Center” land uses. – **[4] Tim Graves reviewed the Staff Report and answered questions asked by commissioners.**

**P-2. REZONING RZ-23-11:** Request to rezone 2.2777 acres from General Agricultural (A-1) to Limited Residential (R-1). The purpose of the rezoning is to allow for a minor boundary line adjustment to occur prior to the sale of the lot. The subject property is located behind 12400 James River Drive and is identified as Tax Map # 150(0A)00-051-0. The Comprehensive Plan indicates the property is planned for Residential uses. – **[5] Koty Gray reviewed the Staff Report and answered key questions asked by commissioners.**

**COMMUNICATIONS** – Tim Graves asked commissioners to review the draft 2024 Planning Commission meetings schedule.

**ADJOURNMENT** – At 5:53 p.m., Madam Chair Elder asked for a Motion to Adjourn. Ms. Canepa made the motion, seconded by Mr. Bresko. The vote was 3-0.

Begin

**TAB 4**

**DRAFT MINUTES**  
Planning Commission  
County of Prince George, Virginia  
Business Meeting  
December 13, 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 Wednesday, December 13, 2023, 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	Present
Stephen Bresko	Present
Clarence Joyner	Absent
Imogene Elder, Chair	Absent
Jennifer Canepa	Present
Brian Waymack	Absent

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

**INVOCATION.** Mr. Bresko 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. Anderson asked the Commissioners for a motion to approve the Agenda for the December 13, 2023, Planning Commission meeting. Mr. Bresko made a motion to approve the Agenda and Ms. Canepa seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (3) Joyner, Elder, Waymack,

**PUBLIC COMMENT PERIOD.**

At 6:32 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.**

There were no Commissioners' comments.

### **ORDER OF BUSINESS.**

#### **A-1. Adoption of the Work Session Minutes – November 13, 2023**

Ms. Anderson asked the Commissioners to review the Work Session Minutes from November 13, 2023. Ms. Canepa made a motion to approve the November 13, 2023, Work Session Minutes. The motion was seconded by Mr. Brockwell.

Roll Call:

In favor: (3) Canepa, Brockwell, Anderson

Abstain: (1) Bresko

Absent: (3) Elder, Waymack, Joyner

#### **A-2. Adoption of Business Meeting Minutes – November 16, 2023**

Ms. Anderson asked the Commissioners to review the Minutes of the November 16, 2023, Planning Commission meeting. Mr. Brockwell made a motion to approve the November 16, 2023 Meeting Minutes as written. The motion for approval was seconded by Ms. Canepa.

Roll Call:

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

Opposed: (0)

Abstain: (0)

Absent: (3) Waymack, Joyner, Elder

#### **P-1. SPECIAL EXCEPTION SE-23-07: 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 approximately 0.66 acres in size, located at 5842 Allin Road, and is identified as Tax Map # 230(26)00-003-0. The Comprehensive Plan indicates the property is planned for "Village Center" land uses. – [4] Tim Graves**

Mr. Graves presented SE-23-07 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 opened the public comment period 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.

Ms. Anderson asked if the Commissioners had any comments for staff, since there were none, Ms. Anderson called for a motion.

Ms. Canepa motioned to forward request SE-23-07 to the Board with a recommendation for approval, subject to the recommended conditions in the Staff Report, and the reason for this recommendation is it is compatible with the Comprehensive Plan and current surrounding uses and zoning districts. Mr. Brockwell seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (3) Elder, Waymack, Joyner

- P-2. REZONING RZ-23-11:** Request to rezone 2.2777 acres from General Agricultural (A-1) to Limited Residential (R-1). The purpose of the rezoning is to allow for a minor boundary line adjustment to occur prior to the sale of the lot. The subject property is located behind 12400 James River Drive and is identified as Tax Map # 150(0A)00-051-0. The Comprehensive Plan indicates the property is planned for Residential uses.  
– [5] **Koty Gray**

Mr. Gray presented RZ-23-11 to the Commissioners. (The staff report materials including the application materials are posted on the Planning Department website in the Planning Commission Meetings section.)

Ms. Anderson opened the public comment period 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.

Ms. Anderson asked if the Commissioners had any comments for staff, since there were none, Ms. Anderson called for a motion.

Mr. Brockwell motioned to forward request RZ-23-11 to the Board with a recommendation for approval and the reason for this recommendation is: It is compatible with the Comprehensive Plan and current surrounding uses and zoning districts. Mr. Bresko seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (3) Waymack, Joyner, Elder

## **COMMUNICATIONS.**



- C-1.** Draft 2024 Planning Commission Schedule  
Needs to be adopted at the January Organizational Meeting.
- C-2.** Actions of the Board of Zoning Appeals (BZA)
- One variance request scheduled for December.
- C-3.** Actions of the Board of Supervisors (BOS)
- Meeting recap was provided to the Planning Commission.
  - Board of Supervisors upheld the Planning Commission's determination that Bakers Pond Solar was not in Substantial Accord.
  - Mr. Joyner was reappointed to the Planning Commission for 4 more years.
- C-4.** Upcoming Planning Commission Cases for January
- There will be at least one Public Hearing at the January meeting.
- Mr. Bresko asked if Mr. Joyner's term was the only one expiring.  
Mr. Graves confirmed that was correct.

### **ADJOURNMENT.**

At 6:48 p.m., Ms. Anderson asked the Commissioners if they had any additional questions. If not, she would entertain a motion to adjourn. Mr. Bresko made a motion to adjourn, and Ms. Canepa seconded the motion. Roll was called on the motion.

Roll Call:

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

Opposed: (0)

Absent: (3) Waymack, Joyner, Elder

Begin

**TAB 5**

**SPECIAL EXCEPTION REQUEST – SE-23-10**  
**PLANNING COMMISSION STAFF REPORT – January 25, 2024**

**RESUME**

The applicant has requested a special exception to allow a “Commercial child care center”, pursuant to Section 90-393(28) in order to open a child care center in an existing building.

Staff requests that the Planning Commission review the staff report, hold a public hearing, and make a recommendation to the Board.

**CONTENTS OF REPORT:**

1. Sample Motions
2. Draft Ordinance for Board of Supervisors
3. Staff Report
4. Copy of the Application with Attachments
5. APO letter, map, mailing list, and newspaper ad

## **Sample Motions**

### **APPROVE:**

"I move to forward request SE-23-10 to the Board with a recommendation for APPROVAL, subject to the recommended conditions in the Staff Report, and the reason(s) for this recommendation is/are:"

(EXAMPLES):

- "It is compatible with the Comprehensive Plan and current surrounding uses and zoning districts."
- "It is expected to benefit the general welfare of the community."
- "The expected off-site impacts appear to be adequately addressed by the conditions."
- Other \_\_\_\_\_

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### **APPROVE WITH CHANGES:**

I move to forward request SE-23-10 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### **DENY:**

I move to forward request SE-23-10 to the Board with a recommendation for DENIAL for the following reason(s): (SPECIFY)

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### **POSTPONE:**

I move to POSTPONE request SE-23-10 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

\_\_\_\_\_  
(ACTION/EVENT)

Board of Supervisors  
County of Prince George, Virginia

ORDINANCE TO GRANT A SPECIAL EXCEPTION FOR A COMMERCIAL CHILD CARE  
CENTER ON TAX MAP 230(26)00-002-0

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this \_\_\_\_ day of \_\_\_\_, 2024:

Present:

Floyd M. Brown, Jr.  
R.E. "Bobby" Cox Jr.  
Philip T. Pugh  
Marlene J. Waymack  
T. J. Webb

Vote:

**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.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-23-10 is granted with the following conditions:

1. This Special Exception is granted for a commercial child care center, as defined in the zoning ordinance, on Tax Map 230(26)00-002-0.
2. Any outdoor play areas provided shall be fenced and used in accordance with applicable code requirements, and shall located no closer to Allin Road and Courthouse Road than the front of the building, and any outdoor activities associated with the business shall conclude no later than 6:00p.m.
3. All required federal, state and local licenses/permits shall be obtained for the approved use(s). An updated Certificate of Occupancy shall be obtained from the Building Inspections Office prior to opening the business to customers. Any required approvals shall be obtained from the Health Department prior to issuance of an updated Certificate of Occupancy or Business License.
4. The Special Exception shall become null and void if the use is abandoned for a period of 24 consecutive months.
5. This Special Exception may be revoked by the Prince George County Board of Supervisors for failure by the property owner or tenant to comply with any of the listed conditions or any provision of federal, state or local regulations.

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Adopted on \_\_\_\_, 2024 and becoming effective immediately.



## PLANNING COMMISSION STAFF REPORT

Public Hearing January 25, 2024

**SE-23-10** – Special Exception for Heaven Sent Child Care Center (Bldg. #2)

**Applicant:** Lakeshia Ramsey

**Property Owner:** Cannon Investments, LLC

**Case Manager:** Tim Graves, Planner II - (804)722-8678

### I. Request

The applicant has requested a special exception to allow a “Commercial child care center”, pursuant to Section 90-393(28) in order to open a child care center in an existing building. The existing building is located next door to the child care center operated by the same business, which was recently approved by the Board of Supervisors on January 9, 2024.

Staff requests that the Planning Commission review the staff report, hold a public hearing, and make a recommendation to the Board for approval or denial.

### II. Property

**Address:** 5840 Allin Rd

**Tax Map:** 230(26)00-002-0

**Site Size:** 0.887 Acres

**RE Taxes Paid?:** Yes

**Zoning District:** B-1 General Business

**Current Use(s):** Vacant office building

**Comp Plan Land Use:** Village Center

**Planning Area:** Prince George Planning Area

### III. Meeting Information

Planning Commission Public Hearing: January 25, 2024

Board of Supervisors Public Hearing: February 27, 2024 (Tentative)

### IV. Applicant Proposal

According to the letter submitted with the application:

- Flexible hours to be provided, outside of the typical 6am to 6pm offered by other child care centers
- Licensed with the State of Virginia and will have First Aid, CPR, and MAT certified staff
- LaKeshia Ramsey is a Licensed Clinical Social Worker equipped to handle the emotional and mental needs of children and families
- Plans to provide healthy meals and snacks for children
- Educate children ages 2-4
- The program will include guest speakers field trips and classes outside the typical pre-school curriculum



## V. Exhibits

Exhibit 1 – Aerial view of area including subject property

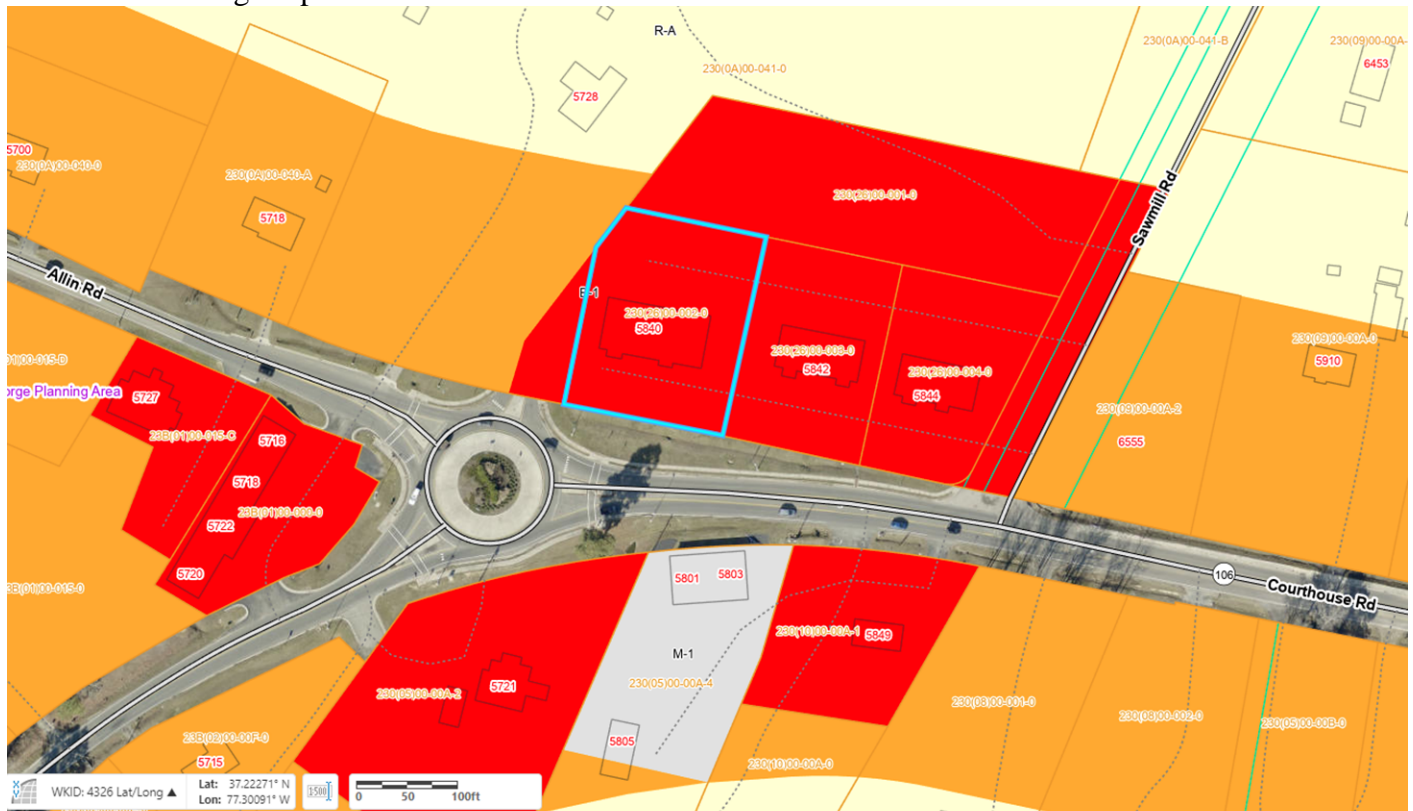


Exhibit 2 – Street view from 2023





## Exhibit 3 – Zoning Map



### VI. Planning and Zoning Review Comments

1. The desired land use is enumerated in the zoning ordinance as “Commercial child care center, pursuant to Section 90-393(28), which requires a Special Exception in the B-1 General Business Zoning District. A definition for this term is provided in the Zoning Ordinance:

*Commercial child care center means a facility, other than a family day care home, operated for the purpose of providing care, protection, or guidance to children separated from their parents or guardian during any part of the 24-hour day, excluding:*

- a. A public or private school, unless the commissioner of social services determines that such school is operating a child care facility outside the scope of regular classes.*
- b. A religious-exempt child care center as classified by the state department of social services, and operated on the premises of a church or religious institution.*
- c. A facility required to be licensed as a summer camp by the department of social services.*
- d. A Sunday School conducted by a religious institution or a facility operated by a religious or nonprofit organization, where children are cared for during short periods of time while persons responsible for such children are attending religious services or activities.*

2. A *Special Exception* is defined in the Zoning Ordinance as “a use that would not be appropriate generally or without restriction throughout the zoning district but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare.” ---- The proposed activities do appear to be consistent with the definition of a Special Exception.



3. The BOS granted approved for a child care facility next door at 5842 Allin Road (SE-23-07 on 1-9-2024). During the public hearing process for that application, the second building became available for rent, thus Ms. Ramsey submitted this application so that either one or both buildings can be operated as a child care center. This request is for the same land use in a second building next door.
4. Current land uses on adjacent properties: Commercial Child Care Center to the right, office uses across street. Vacant land to rear.
5. Is this request consistent with the Comprehensive Plan?: Yes because the Future Land Use Map indicates this property is planned for Village Center uses which is intended to have small-scale commercial uses in addition to residential uses.
6. Expected outside and off-site impacts could include the following which are compatible with the B-1 zoning district but not necessarily the R-2 and R-A zoning districts to the west.
  - a. Limited vehicle traffic at beginning an end of day – Mitigation not warranted.
  - b. Children playing outside – Staff has recommended a condition to limit potential impacts on adjacent properties and roadways.
7. At least 7 special exceptions have been granted before in the County for commercial child care centers:
  - a. 1989 - 4821 Prince George Dr.
  - b. 1990 - 4224 Branchester Parkway
  - c. 1999 - 5501 Middle Rd.
  - d. 2001 - 11665 James River Dr.
  - e. 2012 – 3801 Ruffin Rd.
  - f. 2014 - 4712 Owens Way
  - g. 2024 – 5842 Allin Road (next door to this request)

## VII. Supplemental Staff Review Comments

The departments below reviewed this request and had no comments, or comments were not received prior to publishing this report.

**Real Estate Assessor** – *Randall Horne, Senior Real Estate Appraiser*

**Utilities Department** – *Rachael Lumpkin, Utility Project Engineer*

**Environmental Division** - *Angela Blount, Environmental Program Coordinator*

**Building Inspections Division** – *Charles Harrison III, Building Official*

**Virginia Department of Health** - *Alice Weathers, Environmental Health Specialist*

**Virginia Department of Transportation (VDOT)** - *Paul Hinson, Area Land Use Engineer*

**Economic Development** - *Makayla Christensen, Economic Development & Tourism Specialist*

**Fire & EMS Department** – *Frank Vaerewyck, Fire & EMS Plans Reviewer*

## VIII. Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- Staff notified the commander of Fort-Gregg Adams.
- Staff ran the required legal ads for this request in the *Progress-Index* prior to the public hearing.
- No comments from the community were received prior to finalizing this report.

## IX. Staff Recommendation

Approval, subject to the recommended conditions in the section below.

This recommendation is based on the following considerations:

1. The applicant's request appears to be compatible with current and future surrounding land uses.

2. No negative feedback was received from adjacent property owners and community prior to publishing this staff report.
3. Staff has recommended the below conditions for this request which are intended to mitigate any foreseen impacts and ensure applicable code requirements are met.

## **XI. Recommended Conditions**

1. This Special Exception is granted for a commercial child care center, as defined in the zoning ordinance, on Tax Map 230(26)00-002-0.
2. Any outdoor play areas provided shall be fenced and used in accordance with applicable code requirements, and shall be located no closer to Allin Road and Courthouse Road than the front of the building, and any outdoor activities associated with the business shall conclude no later than 6:00p.m.
3. All required federal, state and local licenses/permits shall be obtained for the approved use(s). An updated Certificate of Occupancy shall be obtained from the Building Inspections Office prior to opening the business to customers. Any required approvals shall be obtained from the Health Department prior to issuance of an updated Certificate of Occupancy or Business License.
4. The Special Exception shall become null and void if the use is abandoned for a period of 24 consecutive months.
5. This Special Exception may be revoked by the Prince George County Board of Supervisors for failure by the property owner or tenant to comply with any of the listed conditions or any provision of federal, state or local regulations.

Inv. 5599

Executed:

SE-23-0030



# SPECIAL EXCEPTION APPLICATION

Department of Community Development and Code Compliance  
Planning & Zoning Division

6602 Courts Drive, Prince George, VA 23875  
(804) 722-8678 | [www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov)

OFFICE USE ONLY

APPLICATION #:

SE-23-010

DATE SUBMITTED:

DEC 21 2023

BY: TWG

## APPLICANT FILL-IN ALL BLANKS

### REQUEST:

Childcare Facility

### REQUEST PROPERTY ADDRESS / LOCATION:

230(26)00-002-0

### REQUEST TAX MAP PIN(S): (List all)

5840 Allen Rd  
Suite A + B  
Prince George, VA 23875

### AFFECTED ACREAGE (Each parcel):

0.887 ac

### ENTIRE PARCEL (Y / N - Each parcel):

Y

### ATTACHMENTS (Check if Attached; \* = Required):

☒ APPLICANT STATEMENT\* (Specify goals, details, etc.)

☐ COMMUNITY MEETING SUMMARY

☐ PROPOSED CONDITIONS

☐ ADDITIONAL ATTACHMENTS:

☐ SITE LAYOUT SKETCH OR CONCEPTUAL SITE PLAN\*

(Show proposed improvements; Use GIS or Engineer Drawing)

### LEGAL OWNER

NAME(S): Capron Investments, LLC

### MAILING ADDRESS: (Incl. City, State, Zip):

809 Koolwood Ln, S Prince George, VA 23805

### E-MAIL:

jw@caproninvestments.com

### PHONE:

804-520-1515

### APPLICANT CONTACT

### NAME(S): (If different than owner):

Nakechia Ramsey

### RELATION TO OWNER:

Lessee

### MAILING ADDRESS: (Incl. City, State, Zip):

PO Box 795 Prince George, VA 23875

### E-MAIL:

kceezinspirationz@gmail.com

### PHONE:

757-580-0051

## OFFICE USE ONLY (Completed at the time of application)

### ZONING DISTRICT(S):

B-1

### LAND USE(S) CODE REFERENCE(S):

90-398(28) Commercial Child Care

### PAYMENT

#### FEE DUE:

Special Exception: \$700  
Special Exception Home Occ: \$350

#### FEE PAID:

\$700.00

#### PAYMENT TYPE: eCheck

CHECK / CASH / CREDIT / DEBIT

#### CHECK # / TRANSACTION #:

REC-4913-2024

#### DATE RECEIVED:

11/5/24

#### RECEIVED BY:

Maelison Sobczak

OWNER AFFIDAVIT

The undersigned Property Owner(s) or duly authorized Agent or Representative certifies that this petition and the foregoing answers, statement, and other information herewith submitted are in all respect true and correct to the best of their knowledge and belief.

NAME:

Raymond A. Carson

NAME:

SIGNED:

R. A. Carson

SIGNED:

DATE:

12/21/23

DATE:

NOTARIZATION:

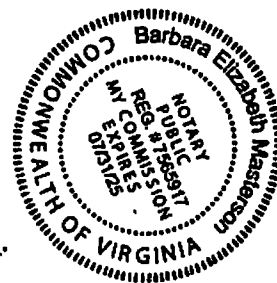
STATE OF VIRGINIA

COUNTY OF: Colonial Heights

Subscribed and sworn before me this 21 day of December, 2023.

Notary Public

My Commission expires: 7/31, 2025



**December 19, 2023**

**To whom this may concern:**

**The early years of a child's education are critical years. They set the foundation for developing children with cognitive, mental, emotional and social strengths. 90% of a child's brain develops by the age of 5. We believe that having a daycare and preschool that partners with parents and the community improves this development. Childcare centers encourage curiosity, improve separation anxiety and educate children on how to engage with others. Furthermore, the Virginia Department of Education believes that daycares and preschools help to prepare children for Kindergarten. Because of this, we are proposing to open Heaven Sent Child Care center in Prince George County.**

**Having a free standing childcare center in Prince George County will not only benefit our children but also the families.**

**Heaven Sent Child Care center will offer flexible hours to accommodate working families. We understand how important it is to have a safe space for children while parents work to take care of them. Our hours will be outside of the typical 6am.-6pm.**

**Heaven Sent Child Care center will be an extension of our families. Families can depend on us to communicate effectively about their child's progress and needs weekly.**

**Heaven Sent Child Care center will be licensed with the State of Virginia and will have First Aid, CPR and MAT certified staff to ensure that our children are safe and their needs are met at all times. LaKeshia Ramsey is also a Licensed Clinical Social Worker equipped to handle the emotional and mental needs of children and families.**

**Heaven Sent Child Care center will provide healthy meals and snacks to improve children's cognitive, mental and emotional health.**

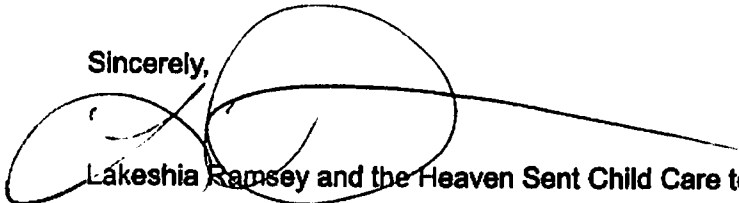
**Heaven Sent Child Care center will educate children ages 2-4 as well as offer before and after care as needed. They will enjoy guest speakers, field trips and classes outside of the typical preschool curriculum. Students will have the opportunity to learn through play and hands-on experiences.**

**We are striving to house our Heaven Sent Child Care center at 5840 Allin Rd Suite A&B Prince George Virginia 23875. Our daycare will be a staple in the community by providing early childhood education with an emphasis on music, art, social-emotional learning and development. At Heaven Sent Child Care, each child will be equipped with the early literacy skills to ensure that they are reading and writing on grade level once entering the public school system.**

**We thank you in advance for giving us an opportunity to bring an affordable solution for childcare to the Prince George County Community.**

**Please contact Lakeshia Ramsey for more information and to address any questions or concerns.**

**Sincerely,**



**Lakeshia Ramsey and the Heaven Sent Child Care team**

RECEIPT (REC-004913-2024)  
FOR PRINCE GEORGE COUNTY, VA

BILLING CONTACT

CANNON INVESTMENTS  
869 Koolwood Ln  
South Prince George, Va 23805



Payment Date: 01/05/2024

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SE-23-0030	PGC Special Exception Request	Fee Payment	eCheck	\$700.00
5840 Allin Rd Prince George, VA 23875				<b>SUB TOTAL</b>
				<b>\$700.00</b>
				<b>TOTAL</b>
				<b>\$700.00</b>



## County of Prince George, Virginia

*"A welcoming community • Embracing its rural character • Focusing on its prosperous future"*

January 10, 2024

### NOTICE OF PUBLIC HEARING - PLANNING COMMISSION

Dear owner, agent or occupant of each parcel that is abutting or immediately across the street or road from the property affected:

This is notification that the Prince George County Planning Commission will hold a public hearing on **Thursday, January 25, 2024 beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**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.

The public hearing will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. A copy of the proposed Ordinance and other materials related to the above named request may be reviewed or obtained in the Planning Department in the County Administration Building between 8:30 a.m.-5:00 p.m., Monday–Friday, or by calling 804-722-8678 or emailing [planning@princegeorgecountyva.gov](mailto:planning@princegeorgecountyva.gov). All interested persons are invited to participate in the public hearing in person. A live video stream will be available at [https://www.princegeorgecountyva.gov/live\\_stream/](https://www.princegeorgecountyva.gov/live_stream/). Public comments can be submitted prior to 4:30 p.m. on the public hearing date. Public Comment submittal forms and information on accessing this meeting electronically are available at <https://www.princegeorgecountyva.gov>. Any person requiring assistance to participate in the public hearing is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

You may also contact me with any questions prior to the scheduled meeting. We have included a GIS Map showing the general location of the request.

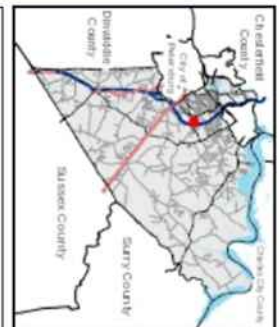
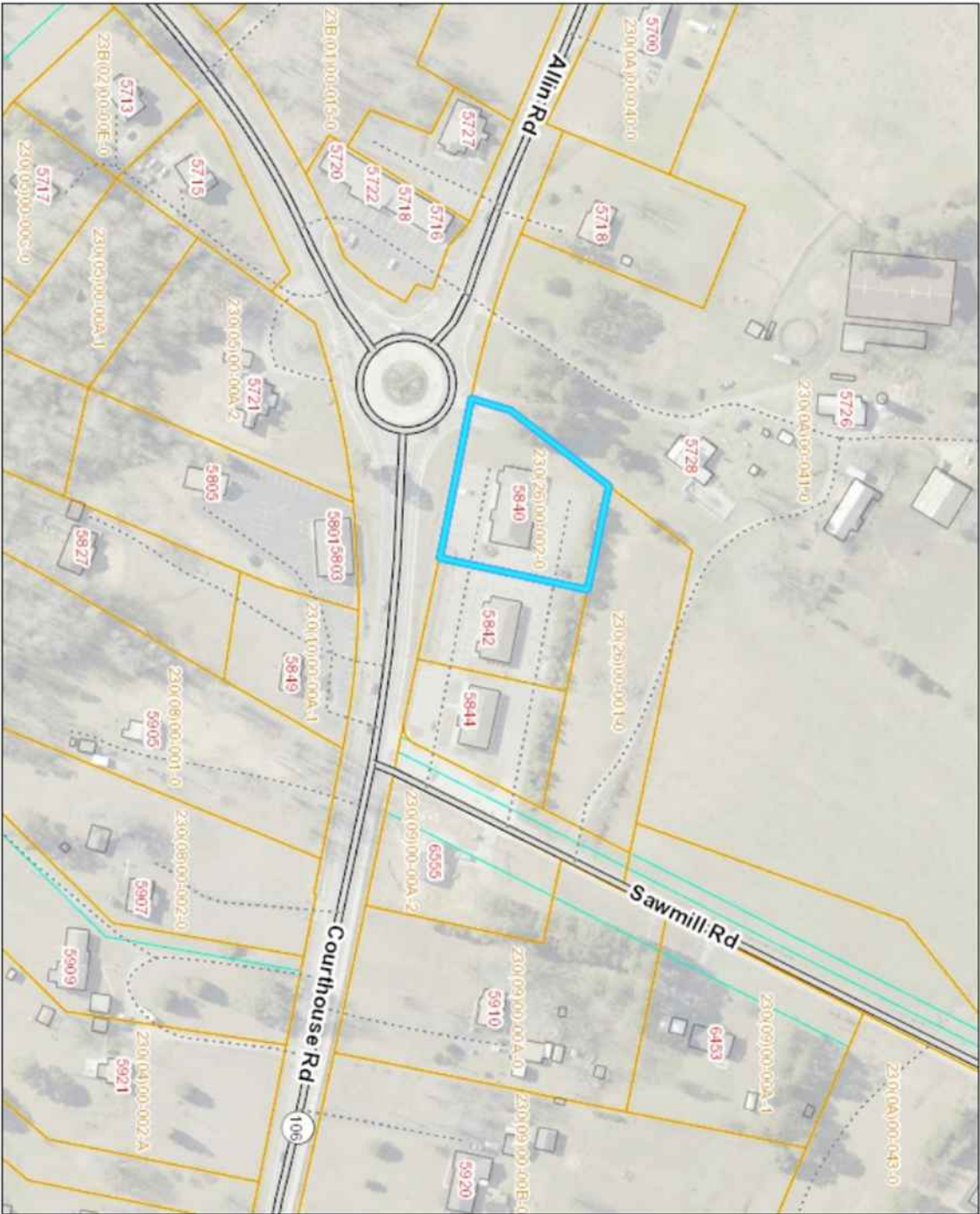
Sincerely,

A handwritten signature in blue ink that reads "Tim Graves".

Tim Graves  
Planner II



# County of Prince George



- Legend**
- Political Boundaries
  - Taxparcels
  - Access Easements

**Notes**



The information contained in this data should not be used as a "legal description". Map information aims to be accurate, but accuracy and completeness is not guaranteed.

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Map Scale 1:2,345

12/21/2023



## County of Prince George, Virginia

*"A welcoming community • Embracing its rural character • Focusing on its prosperous future"*

**December 21, 2023**

James D. Hoyman  
Commanding COL, U.S. Army  
BLDG 12010, 3312 Adams Ave  
Fort Gregg-Adams, Virginia 23801-2102

### NOTICE OF PUBLIC HEARING - PLANNING COMMISSION

Colonel Hoyman,

You are receiving this notice because the Code of Virginia § 15.2-2204(D) requires notification of the commander if an application for special exception involves a parcel of land within 3,000 feet of a boundary of a military base (Fort Gregg-Adams), with at least 30 days notice. You are invited to submit comments or recommendations on the below request, if desired. The Prince George County Planning Commission will hold a public hearing on **Thursday, January 25, 2024 beginning at 6:30 pm** to consider the following request:

**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.

The public hearing will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. A copy of the proposed Ordinance and other materials related to the above named request may be reviewed or obtained in the Planning Department in the County Administration Building between 8:30 a.m.-5:00 p.m., Monday–Friday, or by calling 804-722-8678 or emailing [planning@princegeorgecountyva.gov](mailto:planning@princegeorgecountyva.gov). All interested persons are invited to participate in the public hearing in person. A live video stream will be available at [https://www.princegeorgecountyva.gov/live\\_stream/](https://www.princegeorgecountyva.gov/live_stream/). Public comments can be submitted prior to 4:30 p.m. on the public hearing date. Public Comment submittal forms and information on accessing this meeting electronically are available at <https://www.princegeorgecountyva.gov>. Any person requiring assistance to participate in the public hearing is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

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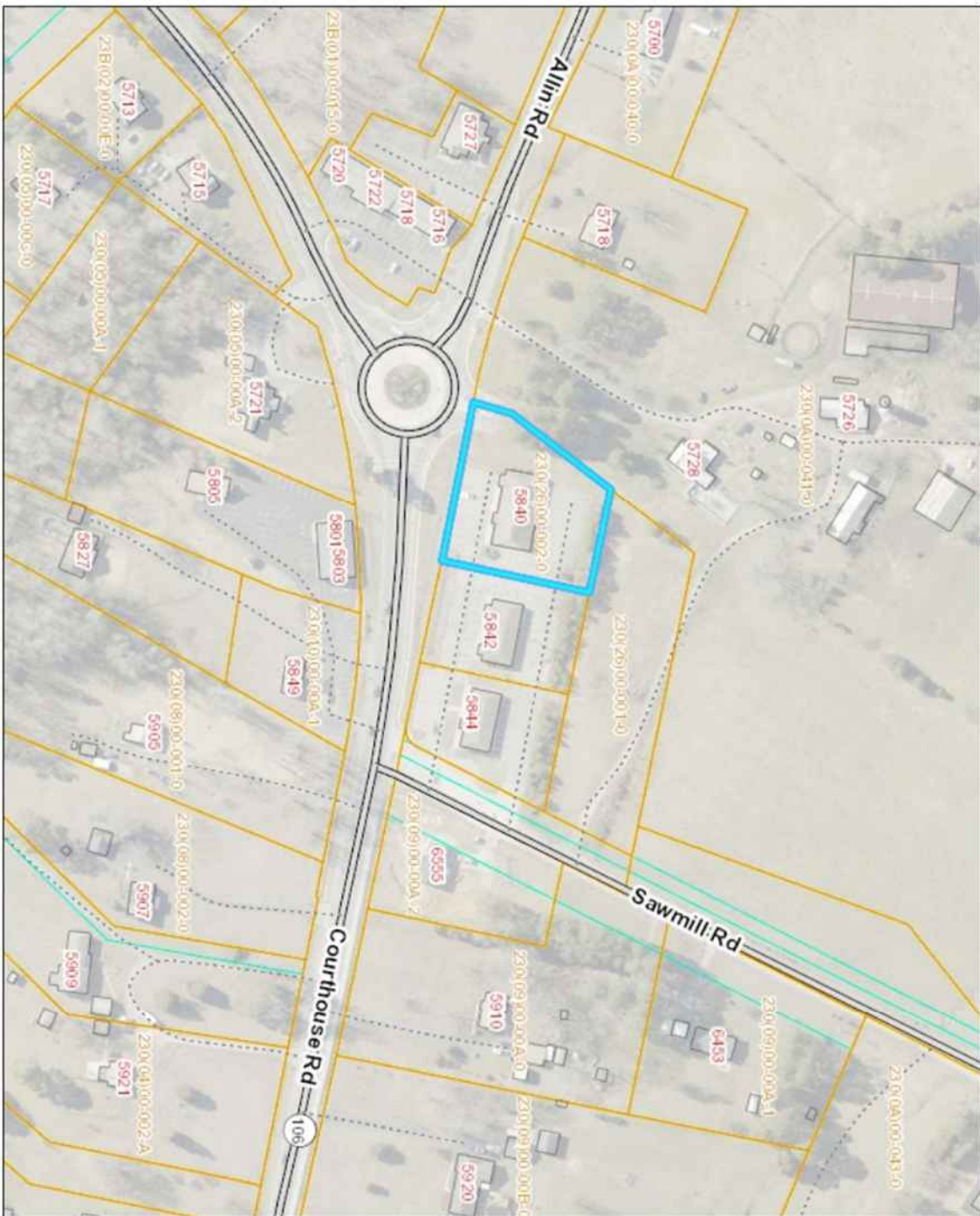
Sincerely,

A handwritten signature in blue ink that reads "Tim Graves".

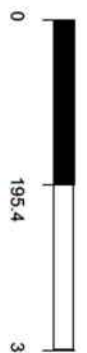
Tim Graves  
Planner II



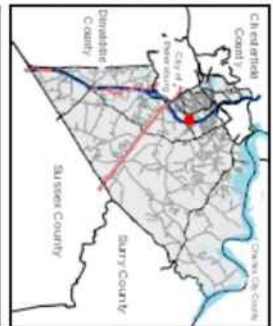
# County of Prince George



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Map Scale 1:2,345  
12/21/2023



## Legend

- Political Boundaries
- Taxparcels
- Access Easements

## Notes

FULL DRAW PROPERTIES LLC  
5721 COURTHOUSE RD  
PRINCE GEORGE, VA 23875

PEDRAZA FAMILY LLC  
3766 ELK CT  
PRINCE GEORGE, VA 23875

LUCY MARY REID  
5905 COURTHOUSE RD  
PRINCE GEORGE, VA 23875

MCDONOUGH STEPHEN A  
5910 COURTHOUSE RD  
PRINCE GEORGE, VA 23875

ALLIN BARBARA C  
5728 ALLIN RD  
PRINCE GEORGE, VA 23875

CANNON INVESTMENTS LLC  
160 WASHINGTON AVE  
COLONIAL HEIGHTS, VA 23834

HORNE JACQUELYNN & MICHAEL  
6555 SAWMILL RD  
PRINCE GEORGE, VA 23875

Lakeshia Ramsey  
P.O. Box 795  
Prince George, VA 23875

**NOTICE OF PUBLIC HEARING  
PRINCE GEORGE COUNTY PLANNING COMMISSION**

The Prince George County Planning Commission will hold public hearing on Thursday, January 25, 2024 beginning at 6:30 p.m. concerning the following request:

**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.

The public hearing will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinance and other materials related to the above named request may be reviewed or obtained in the Planning Department, located in the County Administration Building between 8:30 a.m.-5:00 p.m., Monday–Friday, or by calling 804-722-8678 or emailing [planning@princegeorgecountyva.gov](mailto:planning@princegeorgecountyva.gov). All interested persons are invited to participate in the public hearing in person. A live video stream will be available at [https://www.princegeorgecountyva.gov/live\\_stream/](https://www.princegeorgecountyva.gov/live_stream/). Public comments can be submitted prior to 4:30 p.m. on the public hearing date. Public Comment submittal forms and information on accessing this meeting electronically are available at <https://www.princegeorgecountyva.gov>. Any person requiring assistance to participate in the public hearing is asked to contact the Planning & Zoning office in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 1/11/24 and 1/18/24

Begin

**TAB 6**

## **January 9 Recap**

### **Board of Supervisors Approves Special Exception for Commercial Child Care Center**

At its January 9 meeting, the Prince George County Board of Supervisors held a public hearing for a Special Exception 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 approximately 0.66 acres in size, located at 5842 Allin Road, and is identified as Tax Map # 230(26)00-003-0. The Comprehensive Plan indicates the property is planned for “Village Center” land uses. The Board unanimously approved the Special Exception.

Other matters that came before the Board at its meeting:

- Held a discussion on the Stormwater Program.
- Approved on consent an appropriation revision in the amount of \$33,248.48 for Southside Programs for Adult Continuing Education for a reduction in State, Federal and Local revenue.
- Approved on consent an Opioid Abatement appropriation in the amount of \$9,321.81 for the quarter October 1 – December 31, 2023.
- Presented awards to the following Christmas Decoration winners: Traditional - Mike and Kat Ducharme; Religious Display - Mary and Gary Spivey; Tacky and Holiday Fun - Allison Pate; Best Front Door and Porch - Aaron, Melinda and Meghan Mutter; Children's Delight - Ashley and Jason Eagle; Business Decorations - Vigilant Self Storage; Most Facebook Likes - Gabriel Jenkins.
- Presented an award to the Christmas Card Winner – LeighAnne Beck.
- Presented awards to the following Christmas Parade winners: Best Decorated Float - Brighter Living Assisted Living and Memory Care; Best Decorated Public Service Vehicle - Burrowsville Volunteer Fire Department; Most Spirited/Themed - Unity Student Ministries; Judges Choice - Prince George Western Riders and Southland Percherons; Best Overall Entry - Dance Kraze; Best Entertaining - Art of Rhythm Dance Company.
- Approved the 2024 Board of Supervisors By-Laws by a 3-2 vote with Chairman Webb, Vice-Chairman Brown, and Mrs. Waymack in favor and Mr. Cox and Mr. Pugh opposed.
- Unanimously appointed Mr. William Gandel to the Crater Youth Care Commission.
- Held a public hearing and unanimously authorized an exemption of the Code of the County of Prince George for a leak adjustment for the Prince George County Schools.