



## County of Prince George, Virginia

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### MEMORANDUM

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

FROM: Tim Graves, Planner II

RE: March 2024 Planning Commission Work Session & Business Meeting

DATE: March 21, 2024

CC: Jeff Stoke, County Administrator\*  
Kristen Pudlow, Deputy County Administrator\*  
Andrea Erard, County Attorney\*  
Robert Baldwin, Director of Planning  
David "Koty" Gray, Planner I  
Madison Sobczak, Planning & Zoning Technician

*\* (Receiving digital copy only)*

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The Planning Commission's Work Session will be Monday, March 25, 2024 at 5:30 p.m. in the Board Room.

The Planning Commission's regular Business Meeting will be Thursday, March 28, 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 Work Session Minutes February 20, 2024
3	Draft Business Meeting Minutes February 22, 2024
4	Adoption of Revised 2024 Meeting Schedule
5	Rezoning RZ-24-01 Hopecrest Townes
6	Special Exception SE-23-11 Destination Church Preschool
7	Special Exception SE-24-01 Ellis Borrow Pit
8	Special Exception SE-24-02 Lee's Mill Woodworks, LLC
9	Special Exception SE-24-03 Chucks Custom Upholstery, LLC
10	Communications
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Begin

**TAB 1**

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

**Thursday, March 28, 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 Anderson**  
Roll Call - Clerk

**INVOCATION**

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

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

**PUBLIC COMMENTS – Madam Chair Anderson**

The Public Comments period is open to anyone who wishes to speak to the Commissioners on only topics that are not on the Agenda this evening. Please state your name and address and you will have three (3) minutes to speak.

**COMMISSIONERS' COMMENTS – Madam Chair Anderson**

**ORDER OF BUSINESS – Madam Chair Anderson**

**A-1.** Adoption of Work Session Meeting Minutes – February 20, 2024 [2]

**A-2.** Adoption of Business Meeting Minutes – February 22, 2024 [3]

**A-3.** Adoption of Revised 2024 (to Jan. 2025) Meeting Schedule [4]

**PUBLIC HEARINGS**

**P-1. REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses. [5] **Tim Graves**

**P-2. SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses. [6] **Tim Graves**



**P-3. SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses. [7] **Tim Graves**

**P-4. SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses. [8] **Koty Gray**

**P-5. SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses. [9] **Koty Gray**

**COMMUNICATIONS – [10] 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 April 2024

**C-4.** Comprehensive Plan Update Process

**ADJOURNMENT – Madam Chair Anderson**

Begin

**TAB 2**

## **DRAFT MINUTES - WORK SESSION**

Planning Commission of Prince George County, Virginia

**Tuesday, February 20, 2024, 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 Anderson called the meeting to order at 5:30 p.m.

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

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

**Commissioners Absent:** Joyner, Brockwell

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

**AGENDA REVIEW FOR February 22 BUSINESS MEETING** - Tim Graves

### **CASE REVIEW**

- 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 reviewed the Staff Report and answered questions asked by commissioners.**

**COMMUNICATIONS** – Tim Graves recapped the Board of Supervisors meeting held on February 13, 2024, and discussed the Joint Work Session for the Comprehensive Plan Update Process being held on March 21, 2024 with Planning Commission and the Board of Supervisors.

**ADJOURNMENT** – At 6:00 p.m., Madam Chair Anderson asked for a Motion to Adjourn. Ms. Elder made the motion, seconded by Ms. Canepa. The vote was 5-0.

Begin

**TAB 3**

**DRAFT 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:

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 unusual 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



Begin

**TAB 4**



## County of Prince George, Virginia

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### **2024 Planning Commission Meeting Schedule** **Adopted [REDACTED], 2024**

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>Business 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. (Joint Work Session with BOS about Comp. 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
Tuesday, Jan. 21, 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 5**



## PLANNING COMMISSION STAFF REPORT

Public Hearing March 28, 2024

**RZ-24-01** – Rezoning from R-2 to R-TH (Hopecrest Townes)

**Applicant:** David Monds

**Property Owner:** ABU-M, LLC

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

### Request Summary

The applicant has requested that an approximately 9-acre property consisting of four tax parcels be rezoned from Limited Residential (R-2) District to Residential Townhouse (R-TH) District, subject to proffered conditions, in order to develop up to 56 townhouses in Prince George County.

The applicant submitted a separate rezoning application to the City of Hopewell for the remainder of the development proposed in the City of Hopewell, consisting of approximately 173 townhouses and 48 multi-family units. That rezoning application was approved by the City of Hopewell in February.

The Planning Commission is required to hold a public hearing and make a recommendation of approval or denial and forward the request to the Board of Supervisors for a decision.

### Property

**Address:** N/A (undeveloped property)

**Zoning District:** Limited Residential (R-2)

**Tax Map #s:** 120(01)00-002-0; 120(01)00-003-0; 120(01)00-004-0; 120(01)00-005-0

**Current Use(s):** Vacant land

**Site Size:** +/- 9 acres in Prince George County:  
8.761 on PG GIS; 9.22 on conceptual plan

**Comp Plan Land Use:** Residential

**RE Taxes Paid?:** Yes

**Planning Area:** Prince George Planning Area

### Meeting Information

Planning Commission Public Hearing: March 28, 2024

Board of Supervisors Public Hearing: May 28, 2024 (Tentative)

### Attachments

#### 1. Copy of the Application with Attachments:

1. Application form	7. Conceptual Landscape Plan
2. Applicant Statement	8. Conceptual Renderings of Townhouses
3. Proffer Statement dated 1-12-24	9. Sewer Capacity Memo
4. Existing Conditions	10. Community Meeting Summary
5. Exhibit A Conceptual Plan	11. Fort Gregg-Adams Letter to applicant
6. Conceptual Site Plan	12. Fiscal Impact Analysis

#### 2. Copy of APO letter, map, mailing list, and newspaper ad

#### 3. Draft Ordinance for Board of Supervisors

#### 4. Sample Motions

## Background & Applicant Proposal

### Relevant Background Information

- The applicant has obtained rezoning approval for development of the portion of the project which is located in the City of Hopewell.
- The applicant filed a preliminary rezoning application to receive feedback from Prince George County staff and a comment letter with preliminary staff comments was provided to the applicant on 12-9-22.

### Key Details from Application Materials

- Up to 56 townhouses proposed in Prince George County
- Additional townhouses and multi-family building, and recreational amenities proposed in the City of Hopewell. Recreational amenities shown on conceptual plan include pavilion, pickleball court, playground, dog park, open space, and a pedestrian trail.
- Public roads throughout the development.
  - Main entrance to overall development will be Old Oaklawn Boulevard in the City of Hopewell.
  - Proposed extension of Monroe Avenue in Prince George County
- Proffers regarding the layout, square footage of units, garages, driveways, recreational amenities HOA, cash contribution and more. (More details in Planning Department comments)
- Fiscal impact analysis indicates an estimated additional annual tax revenue for Prince George County of approximately \$113,800. The fiscal impact analysis does not account for new costs to the County for services to be provided.

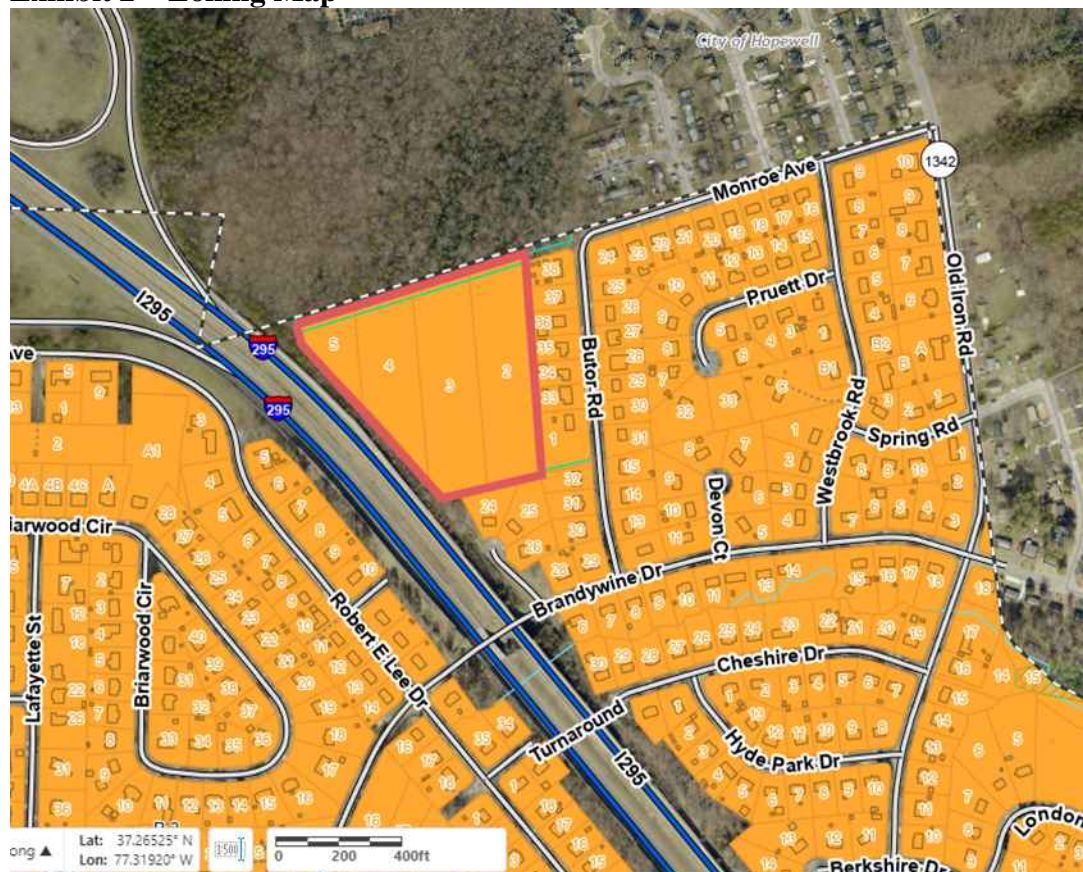
## Exhibits

### Exhibit 1 – Satellite view of area including subject property





**Exhibit 2 – Zoning Map**



**Exhibit 3 – Comprehensive Plan Future Land Use Map**





**Exhibit 4 – Exhibit A Conceptual plan provided by applicant**



**Exhibit 5 – Conceptual townhouse renderings provided by applicant**



## Staff Review Comments

### Planning Department Comments

<b>Prior RZ/SE/etc. cases applicable to this property, and/or other zoning cases relevant to this request:</b>	RZ-21-03 Approved 2-22-22 for up to 51 townhomes on Prince George Drive. This was the first townhouse rezoning in the County.												
<b>Acreage and boundaries of proposed rezoning:</b>	Approximately 8.761 acres as delineated on the conceptual plans provided.												
<b>Proposed land use(s):</b>	<p>“Townhouses” – pursuant to Section 90-592(1).</p> <p>Definition in Zoning Ordinance Section 90-1:  <i>Townhouse means an attached single-family dwelling unit located on an individual lot with an individual entry, constructed in a group of attached units. Individual units shall be separated from other units by party walls extending from basement to roof, without doors, windows or other provisions for human passage or visibility.</i></p>												
<b>Effect of rezoning on permitted uses:</b>	<p>If the property is rezoned, it can be used for the proposed land use(s) and also any of the uses permitted by-right in the R-TH Zoning District. The additional uses that are permitted in the district are: Schools, churches, rest homes, parks/playgrounds, home occupations, off-street parking, public utilities.</p> <p>The only residential type of development permitted in the district is townhouses. Any other type of housing would require rezoning the property.</p> <p>If the rezoning is denied, the property could still be developed with residential uses including single-family dwellings and/or duplexes which are allowed by-right in the R-2 zoning district.</p>												
<b>Proffers Review</b>	<p>The applicant submitted proffers including:</p> <ul style="list-style-type: none"> <li>• Development in general conformance with conceptual plan</li> <li>• No more than 56 townhouse units allowed</li> <li>• Minimum finished floor area of 1,250 sf per unit</li> <li>• Minimum of 1-car attached garage per unit</li> <li>• Landscaping for each unit</li> <li>• Recreational amenities (trails and open space in PG County, additional amenities in Hopewell)</li> <li>• \$3,500 cash proffer per unit</li> <li>• Property owners’ association to be created</li> </ul> <p>These proffers were revised after initial staff comments. The full proffers (dated 3-12-24) are included in the application materials. Staff generally supports the proposed proffers.</p> <p>Comments regarding the cash proffer:</p> <ul style="list-style-type: none"> <li>• The \$3,500 per-unit cash proffer offered by the developer is only 20% of the \$17,427.72 amount suggested by the County’s adopted cash proffer policy (see breakdown in table below, based on Feb. 2024 Building Cost Index)</li> </ul> <table border="1" data-bbox="370 1724 1370 1911"> <thead> <tr> <th colspan="2">MAXIMUM CASH PROFFER (PER UNIT) - ALL OTHER RESIDENTIAL DEVELOPMENTS</th></tr> </thead> <tbody> <tr> <td>Schools</td><td>\$ 14,770.87</td></tr> <tr> <td>Parks</td><td>\$ 435.87</td></tr> <tr> <td>Fire and emergency services</td><td>\$ 1,663.92</td></tr> <tr> <td>Public Safety (Sheriff &amp; Police)</td><td>\$ 557.05</td></tr> <tr> <td><b>Total</b></td><td><b>\$ 17,427.72</b></td></tr> </tbody> </table>	MAXIMUM CASH PROFFER (PER UNIT) - ALL OTHER RESIDENTIAL DEVELOPMENTS		Schools	\$ 14,770.87	Parks	\$ 435.87	Fire and emergency services	\$ 1,663.92	Public Safety (Sheriff & Police)	\$ 557.05	<b>Total</b>	<b>\$ 17,427.72</b>
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	<ul style="list-style-type: none"> <li>• A cash proffer is a voluntary contribution to pay capital costs for public facilities to serve a development. If the maximum amount is not offered by a developer, then the remaining financial burden for these estimated capital costs falls on County taxpayers.</li> <li>• Staff suggested to the applicant that cash proffers submitted for development should include language to automatically adjust the per-unit payment based on the Marshall &amp; Swift Building Cost Index, in order to account for changing costs of development over time. The applicant has not included such language, so the amount would not change over time.</li> <li>• Since the cash proffer is not worded in such a way to direct the funds to a specific project or category of public services, the County will allocate each cash proffer payment to the following programs: Public Schools, Fire/EMS, Police/Sheriff, Parks &amp; Recreation, and Public Schools, with Schools receiving the majority of the funds.</li> </ul>
<b>Surrounding land uses and zoning districts:</b>	<p>Surrounding land uses include single-family development in Prince George County to the east and south (Jefferson Place Subdivision), Interstate 295 to the west, and vacant land and single-family housing to the north in the City of Hopewell.</p> <p>The only zoning district surrounding the property is R-2 Limited Residential which allows single-family houses and duplexes by-right.</p>
<b>Compatibility with surrounding uses and zoning:</b>	The request appears to be generally compatible with these surrounding uses and zoning districts as long as any reasonable concerns of neighboring property owners are reasonably addressed during the rezoning process.
<b>Consistency with Comprehensive Plan:</b>	The request appears to be generally consistent with the Comprehensive Plan designation of Residential for this property and area. While the Residential future land use category does not specifically mention the word townhouses and the Residential-Multifamily category does, this property is surrounded by existing housing, is located on the border with the City of Hopewell which has already zoned the rest of the property for townhouse development, and the existing R-2 zoning already allows duplexes to be developed by-right. These existing conditions support townhouse development of the property.
<b>Other applicable Subdivision and Zoning processes:</b>	<ul style="list-style-type: none"> <li>• A Plat Review will be required for the proposed development, to be recorded prior to beginning any construction. The applicant has the option to file a preliminary plat for a preliminary review before filing an engineering/site plan for the public improvements.</li> <li>• A Site Plan Review will be required before the final plat can be approved and before beginning any construction.</li> <li>• A Land Disturbance Permit will be required to be obtained from the Community Development office after Site Plan approval and before any land disturbing activities can begin.</li> <li>• A Zoning Permit will be required prior to the construction of the new building(s), to be submitted as part of the Building Permit process.</li> </ul>
<b>Additional comments:</b>	<p>Section 90-597 sets out the design requirements for townhouse developments. The conceptual plan appears to generally meet the requirements with one exception:  <i>(4) Minimum total acreage of development zoned R-TH including lots for principal uses and common areas: ten acres.</i></p> <p>Only 9.22 acres (according to “Conceptual Site Plan”) is proposed to be rezoned to R-TH in Prince George County. The intent of this requirement appears to be met when considering the additional land that has already been rezoned for townhouse development in the City of Hopewell, and given the property within PG County limits is very close in size to 10 acres.</p> <p>After consultation with the County Attorney, staff notes that the Board has the authority to approve this rezoning despite the minor deviation from Section 90-597(4). This is supported by case law including <u>Rowland v. Town Council of Warrenton</u> (2020), in which the Virginia Supreme Court found that localities have flexibility in the application of their ordinances.</p>

## **Other Department/Agency Comments**

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

1. A portion of the project is contained within the City of Hopewell. The City of Hopewell maintains its own street network and performs all reviews related to street acceptance for public maintenance. VDOT will only be reviewing the roadway network proposed for state acceptance in Prince George County.
2. VDOT has reviewed the submitted application to determine if a Chapter 527 Traffic Impact Analysis (TIA) is required. Based upon the information contained in the submitted application, the conceptual plan, and current ADT numbers for adjacent roadways, a Chapter 527 TIA is not required. A traffic impact analysis was included with the application package and reviewed by VDOT.
3. Monroe Ave. and the associated right-of-way (ROW) must either be fully contained within Prince George County or fully contained within the City of Hopewell. Neither jurisdiction can maintain the roadway network if the street is located within two jurisdictions. VDOT could not tell from the conceptual site plan whether the street will be completely located within the county.
4. All roads proposed for state maintenance must be designed in accordance with VDOT's Secondary Street Acceptance Requirements (SSAR).
5. The typical street section provided will not be acceptable with the proposed street trees included on the landscaping plan. A 6' vegetative buffer strip is required between the back of the curb and gutter and the front of the sidewalk to allow for street trees. A 3' buffer strip is proposed.
6. Streetlights are shown on the conceptual site plan. Installation, maintenance, and operation of streetlighting shall be provided by and at the sole expense of others. VDOT will allow lighting within the ROW by Land Use Permit (LUP) only. Lighting on curb sections shall be placed behind the curb and preferably behind the sidewalk. For shoulder sections, the pole shall be placed a minimum of 10' from edge of pavement and behind the ditch line. All lighting proposed within the right-of-way must be designed in accordance with the AASHTO guide for Roadway Lighting and shall meet the current Illuminating Engineering Society of North America (IESNA) Standards.
7. The spacing between the intersection of the extension of Monroe Ave. and the intersection of the street to the north does not meet VDOT's spacing criteria of 200' between intersections. This street is within the City of Hopewell.
8. The portion of the southern-most road from the proposed tee intersection to the dead end must be equipped with a cul-de-sac or other approved turn around.
9. VDOT has no objection to the submitted zoning application

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

1. Water service in this part of Prince George County is provided by Virginia American Water. Any review for public water design and capacity must be completed by them.
2. Only sewer flows generated from the development within Prince George County will be accepted into the county's public sewer system.

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

The property is not located in the Enterprise Zone or Tourism Zone and is not eligible for incentives.

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

Summary of comments:

1. A small portion of one building on the conceptual layout extends into the City of Petersburg. Based on the current design, the entire townhouse lot would be assessed in Prince George County.
2. The projected real estate tax revenue in the Fiscal Impact Analysis is a reasonable conservative estimate. The actual revenue is likely to be higher depending on the valuation of each townhouse lot.

**Prince George County Public Schools –Lisa Pennycuff, Superintendent**

1. Transportation: Please include a proper radius for turning the buses; please ask the developers to consider including shelters for the bus pick-up and drop off. (P&Z Note: This was passed along to the developer. The public roads will need to be designed to conform with VDOT requirements.)
2. Capacity of Schools: We ask that all recognize that we need to replace Beazley and expand our elementary capacity by renovating J.E.J. Moore Middle School to be prepared to transition to an elementary school when the new high school is built.
3. Possible proffers: We ask that all new developments contribute to the Capital Improvement Program for the School Facilities plan. This includes renovating Moore (adding bathrooms for PK-1 in the classrooms) to become an elementary school to replace Beazley Elementary while we are waiting to build the new high school. Once the new high school is built, it would house grades 9-12. The current PGHS building would then house grades 6-8.
4. We generally anticipate an average of about 1 student per home with ½ expected to attend elementary and ½ secondary.
5. While this one development will not have a huge impact on the schools, cumulative developments will, which is why we are suggesting that this be accounted for through required contributions as new developments come online. At this time, the only one of these three schools that is currently over capacity is PGHS with 1,278 students currently enrolled with a capacity of 1,200. As always, we welcome all new families. We just want to be sure the County is aware of the building/capacity needs as we continue to grow.

**Fire & EMS – Parker Ramsey**

See below comments in reference to the impact/ issues this development may cause to Fire and EMS:

- Increased call volume in the already busiest district
- Station 5 is the closest station and does not have dedicated Engine Staffing
- Station 5 houses the busiest medic unit which places engine out of service- Next closest medic is 3 districts away
- Knox Box compatibility/ access
- Hydrant compatibility/ Maintenance
- FDC compatibility
- E911 - Due to its proximity to both localities, it could cause more transferring of 911 calls back and forth between jurisdictions. Not something we aren't already handling just an impact statement for everyone to be aware of when a complex of this size expands between two jurisdictions.

**Parks & Recreation – Keith Rotzoll, Director**

The only issue I see (and the school system will have a similar problem) is determining what residents are in PG. Everyone will have the Hopewell/N. PG zip code. I don't see any way to clearly differentiate the location of their residence. Since we only accept registration for County residents for youth sports, this will be a challenge without some clear boundaries.

The departments below reviewed this request and had no comments.

**Virginia Department of Health – Courtney Thomas, Environmental Health Specialist**

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

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

The departments below received a copy of this request and did not provide comments.

**Police Department – Chief Keith Early / Lt. Paul Burroughs**

## Anticipated Community Impacts and Potential Mitigation

	<b>Anticipated Impacts (vs. current use)</b>	<b>Potential Mitigation</b>
<b>Visual</b>	No significant change from housing that is already permitted by-right in R-2 zoning.	N/A – No significant impact
<b>Noise / Odor</b>	The townhouses will not produce significant noise when compared with housing that is allowed by-right on the property today. The townhouses may be exposed to highway noise from I-295.	N/A – There is already an interstate sound wall and the applicant proposes to retain a tree buffer between the new units and I-295.
<b>Water / Wastewater</b>	The applicant has provided a plan to connect to public water and wastewater systems.	N/A - The Utilities Department has not identified any issues with the plans.
<b>Parking</b>	Off-street parking is proffered. Street parking will be allowed if the roads are designed to accommodate street parking.	N/A -Sufficient parking will be provided.
<b>Traffic / Transportation</b>	<ul style="list-style-type: none"> <li>Monroe Avenue will need to be extended by the developer to serve the development. The main entrance for the development is in the City of Hopewell on Oaklawn Boulevard.</li> <li>A 130-page Traffic Impact Analysis (TIA) was submitted with the application (not attached).</li> <li>The only intersection studied in Prince George County was the intersection of Monroe Avenue and Old Iron Road. The study indicated that the intersection would not be adversely affected by the estimated traffic from the project.</li> </ul>	<p>VDOT offered no objection to the findings of the TIA that was provided.</p> <p>It is important to understand that regardless of whether this rezoning is approved in Prince George County, the developer plans to proceed with the extension of Monroe Avenue.</p> <p>The Planning Department's opinion is that no further traffic study is needed.</p>
<b>Fire / EMS</b>	<p>Comments from Fire/EMS Dept.</p> <ul style="list-style-type: none"> <li>Increased call volume in the already busiest district</li> <li>Station 5 is the closest station and does not have dedicated Engine Staffing</li> <li>Station 5 houses the busiest medic unit which places engine out of service- Next closest medic is 3 districts away</li> </ul> <p>According to the cash proffer policy, each new unit will cost the County approximately \$1,663.92 in new capital costs for Fire/EMS services.</p>	The cash proffer offered by the applicant would cover 20% of the anticipated capital costs for each new residential unit.
<b>Police/Sheriff</b>	<ul style="list-style-type: none"> <li>Additional County residents will need to be served by the Police and Sheriff's departments.</li> <li>According to the cash proffer policy, each new unit will cost the County approximately \$557.05 in new capital costs for Police and Sheriff services.</li> </ul>	The cash proffer offered by the applicant would cover 20% of the anticipated capital costs for each new residential unit.

<b>PG County Schools</b>	<ul style="list-style-type: none"> <li>• According to the cash proffer policy, each new unit will cost the County approximately \$14,770.87 in new capital costs for Public Schools.</li> <li>• The students in the PG County townhomes would attend Beazley Elementary, J.E.J. Moore Middle, and Prince George High. Each school needs various renovations.</li> <li>• See Comments above from Lisa Pennycuff, Superintendent for more information about the impacts to PG County Public Schools.</li> </ul>	The cash proffer offered by the applicant would cover 20% of the anticipated capital costs for each new residential unit.
<b>Parks / Recreation</b>	<ul style="list-style-type: none"> <li>• Additional County residents will use Parks &amp; Recreation facilities.</li> <li>• According to the cash proffer policy, each new unit will cost the County approximately \$435.87 in new capital costs for Parks &amp; Recreation services.</li> </ul>	The cash proffer offered by the applicant would cover 20% of the anticipated capital costs for each new residential unit. However, the applicant has proffered to provide recreational amenities which may offset the remaining capital costs for Parks & Recreation facilities.

#### Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- 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.

#### Staff Recommendation


Staff recommends Approval of the rezoning request, subject to the proffers dated 3-12-24.

This recommendation is based on the following considerations:

1. The applicant's request appears to be compatible with current and future surrounding land uses, and the Comprehensive Plan.
2. A rezoning to R-TH would be consistent with the rezoning that was approved on the rest of the property inside the Hopewell city limits.
3. No negative feedback was received from adjacent property owners and community prior to publishing this staff report.
4. The applicant has proffered conditions which are generally acceptable. It should be noted:
  - i. The cash proffer amount of \$3,500 per unit is only 20% of the amount that is recommended by the cash proffer policy.
  - ii. The language of the proffer does not allow the amount to be automatically adjusted to account for rising capital costs as tracked by the Marshall and Swift Building Cost Index.

EnerGov - RZ-24-0024

INV-5702  
INV-5700

	<b>REZONING APPLICATION</b> Department of Community Development and Code Compliance Planning & Zoning Division 6602 Courts Drive, Prince George, VA 23875 (804) 722-8678   <a href="http://www.princegeorgecountyva.gov">www.princegeorgecountyva.gov</a>		OFFICE USE ONLY	
			APPLICATION #: RZ-24-01 DATE SUBMITTED: 1/16/24	
APPLICANT FILL-IN ALL BLANKS				
REQUEST DETAILS	REQUEST:			
	To rezone our property from R-2 to R-TH			
	REQUEST PROPERTY ADDRESS / LOCATION:			
	Behind the intersection of Monroe Ave and Butor Rd			
	REQUEST TAX MAP(S): (List all)	AFFECTED ACREAGE:	ENTIRE PARCEL?: (Y / N)	CURRENT ZONING:
120(01)00-005-0, 120(01)00-002-0, 120(01)00-003-0 and 120(01)00-004-0	8.761	Y	R-2	R-TH
LEGAL OWNER	REQUIRED ATTACHMENTS: (Check if Attached; * = Required)			
	<input checked="" type="checkbox"/> APPLICANT STATEMENT* (Specify goals, details, etc.)		<input checked="" type="checkbox"/> SURVEY OR LEGAL DESCRIPTION OF REZONING REQUEST AREA (If different than recorded lot)	
	<input checked="" type="checkbox"/> PROPOSED CONDITIONS / PROFFER STATEMENT		<input checked="" type="checkbox"/> ADDITIONAL ATTACHMENTS:	
	<input checked="" type="checkbox"/> CONCEPTUAL SITE PLAN* (Show any planned improvements; Use GIS or Engineer Drawing)		Ft. Gregg-Adams Letter, Traffic Analysis,	
	<input checked="" type="checkbox"/> COMMUNITY MEETING SUMMARY		Fiscal Study, Sewer Memorandum	
APPLICANT CONTACT	NAME(S):			
	ABU-M LLC			
	MAILING ADDRESS (Incl. City, State, Zip)			
	5740 General Washington Dr., Alexandria, VA 22312			
	E-MAIL: basim.mansour@michaelandson.com david.monds@mansour-realestate.com		PHONE: 804-605-6705	
APPLICANT CONTACT	NAME(S) (If different than owner):			
	David Monds			
	RELATION TO OWNER:			
	Employee			
	MAILING ADDRESS: (Incl. City, State, Zip)			
5740 General Washington Dr., Alexandria, VA 22312				
PAYMENT	E-MAIL: david.monds@mansour-realestate.com		PHONE: 804-605-6705	
	OFFICE USE ONLY (Completed at time of application)			
	COMMENTS:			
	FEE DUE: Rezoning: \$1,050 + [See Fee Schedule] Amend Existing Zoning Case: \$1,050	FEE PAID: \$2,276.54	PAYMENT TYPE: <input checked="" type="checkbox"/> CHECK / CASH / CREDIT / DEBIT	
	CHECK # / TRANSACTION #: REC-4968-2024	DATE RECEIVED: 1/16/24	RECEIVED BY: Mons	

# 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:

Basim Mansour

NAME:

\_\_\_\_\_

SIGNED:

[Signature]

SIGNED:

\_\_\_\_\_

DATE:

1.12.24

DATE:

\_\_\_\_\_

NOTARIZATION:

STATE OF VIRGINIA

COUNTY OF: FAIRFAX

Subscribed and sworn before me this

12

day of

JANUARY

20

24

Cindy Jean Ayres-Buzzell  
Notary Public

My Commission expires:

3.31

20

28



ABU-M LLC  
David Monds  
Real Estate Development Manager  
5740 General Washington Dr.  
Alexandria, VA 22312

1/16/2024

Community Development and Code Compliance  
6602 Courts Drive  
Prince George, Virginia 23875  
Attn: Robert Baldwin, Director

Applicant Statement for Hopecrest Townes

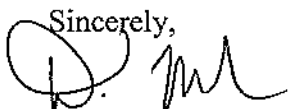
Dear Robert,

My name is David Monds, and I am the Development Manager for the ABU-M/Mansour Real Estate. I grew up in the City of Hopewell and had many friends in Prince George County. We would like to present Hopecrest Townes, a subdivision bordering the Hopewell and Prince George County municipal boundaries. The parcel identification numbers associated with our development is Parcel Identification Numbers 120(01)00-005-0, 120(01)00-002-0, 120(01)00-003-0 and 120(01)00-004-0.

The entire proposed development is approximately 36.9 acres with approximately 8.7 acres being in Prince George County. Hopecrest will be comprised of 229 townhomes with recreational courts, a dog park, walking trails, a playground, aerated storm water ponds with fountains and seating and pavilion with seating and bathrooms. The community will also have a 48 unit apartment building within the Hopewell City Limits. The townhomes will be for sale, individually-owned, and will be built by a national or regional homebuilder. We have not selected a final builder, but will do so after we conclude our rezoning/planning cases. The community was developed with the purpose of fostering more homeownership within Tri-Cities.

We would like to rezone the four parcels in the county to R-TH to accommodate 56 townhomes. We have already received unanimous recommendation for approval from the Hopewell Planning Commission. We have also received a letter of general support from Fort Gregg-Adams, which is included in our package. Design proffers are also included with our package along with our concept map. Previous Prince George staff comments considered "R-TH zoning to be generally consistent with the "Residential" designation and appropriate for this part of the County." We believe this community can contribute to the continued growth in Prince George County.

Sincerely,



David Monds  
david.monds@mansour-realestate.com



March 12, 2024

By the signature below, ABU M LLC (the “Applicant”) offers the following Proffered Conditions in conjunction with Application #20220852 related to the property located in the County of Prince George, Virginia (the “County”) and identified as Parcel Identification Numbers 12A 02020500, 12001000020, 12001000030 and 12001000040 (collectively, the “Property”). These proffered conditions shall be binding on the Applicant and its successors and assigns (the “Owner”) with respect to the Property. Each proffered condition herein was made voluntarily and complies with applicable law. No agent of the County has suggested or demanded a proffered condition that is unreasonable under applicable law, and the proffered conditions herein supersede all previous proffers and letters of clarification, if any, made with respect to the Property.

1. **Concept Plan.** The site plan for the development of the Property shall be in general conformance with the concept plan attached as Exhibit A entitled “Exhibit A, Conceptual Plan, Hopecrest Townes” prepared by Kimley Horn, dated January 11, 2024 and Sheet REZ.02 of the Conceptual Site Plan entitled “Hopecrest Townes prepared for Mansour Real Estate” prepared by Kimley Horn, dated January 11, 2024 (collectively, the “Concept Plan”), subject to any changes as required by law to achieve compliance with the County Code and the Code of Virginia.
2. **Density.** No more than 56 Townhouse units shall be developed on the Property.
3. **Dwelling Size.** The Townhouse units shall have a minimum finished floor area of 1,250 square feet.
4. **Garages.** Each Townhouse unit shall have a minimum of a one (1) car attached garage.
5. **Driveways.** Driveways for each Townhouse unit shall be constructed of concrete or other similar material.
6. **Foundation Planting, Sod and Irrigation.** Each Townhouse unit front yard shall have a minimum of four (4) shrubs planted in the front planting bed, which front yard shall initially be sodded and irrigated.
7. **Trash Receptacles and Dumpsters.** There shall be no central trash receptacles for the Townhouse units.
8. **Recreational Amenities.** Recreational amenities shall include (i) walking trails, which shall be five (5’) feet in width and an all-weather hard surface, shall be provided generally as shown on the Concept Plan; (ii) sidewalks as shown on the Concept Plan, which shall connect directly to the walking trails

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required in (i) herein; and (iii) central stormwater management pond shall be designed as a visual amenity to create a water feature and fountain type aerator, unless specifically prohibited or restricted by law or government regulation. The recreational amenities set forth in (i), (ii), (iii) herein shall be completed prior to the first certificate of occupancy for a Townhouse unit.

9. **Sidewalks**. A continuous concrete sidewalk a minimum of five (5) feet in width shall be provided as shown on the Concept Plan.

10. **Transportation**. The Applicant shall make the following off-site transportation improvements:

- A. Install VDOT standard crosswalks as shown on the Concept Plan; and
- B. Construct extension of Monroe Avenue as shown on the Concept Plan to VDOT standard cross-section, to include curb, gutter, and sidewalk.

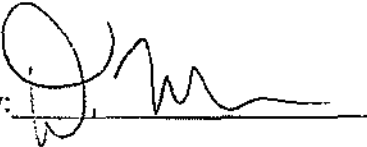
11. **Cash Proffer**. The following cash proffers will be paid to the County to mitigate the project's impacts. For the purpose of calculating the total cash proffers, and will be paid on a per Townhouse unit basis of \$3,500.00 ("Cash Contributions") prior to the issuance of the initial certificate of occupancy whether final or temporary for each Townhouse unit. Should the County impose impact fees at any time during the life of the development that are applicable to the Property, the amount paid in Cash Contributions shall be in lieu of or credited toward, but not in addition to, any impact fees, in a manner determined by the County.

12. **Mailboxes**. A central mailbox unit shall be provided in the project for mail service.

13. **Property Owners' Association**. Prior to or concurrent with the recordation of the final subdivision plat for the Property, a document setting forth covenants (the "Covenants") shall be recorded in the Clerk's Office of the Circuit Court of the County of Prince George, Virginia setting forth controls on the development and maintenance of the Property and establishing at least one master property owners' associations (the "Association"). The Covenants shall provide that the open space, recreational amenities and stormwater facilities and other common areas shall be maintained by the Association.

14. **Severance**. The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

ABU M LLC, a Virginia limited liability company

By: 

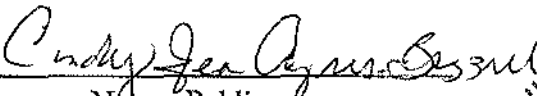
David Monds, authorized agent

COMMONWEALTH OF VIRGINIA

CITY/COUNTY of FAIRFAX to wit:

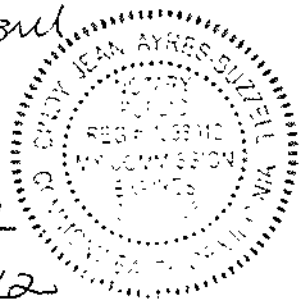
The foregoing instrument was acknowledged before me this 12th day of March, 2024, by David Monds as authorized agent of ABU M LLC, a Virginia limited liability company, on behalf of the company, who is personally known to me (or satisfactorily proven) to be the same person whose name is subscribed to the foregoing instrument on behalf of the limited liability company.

WITNESS my hand and seal as such Notary Public the day and year in this certificate above written.

  
Notary Public

My commission expires: 3-31-28

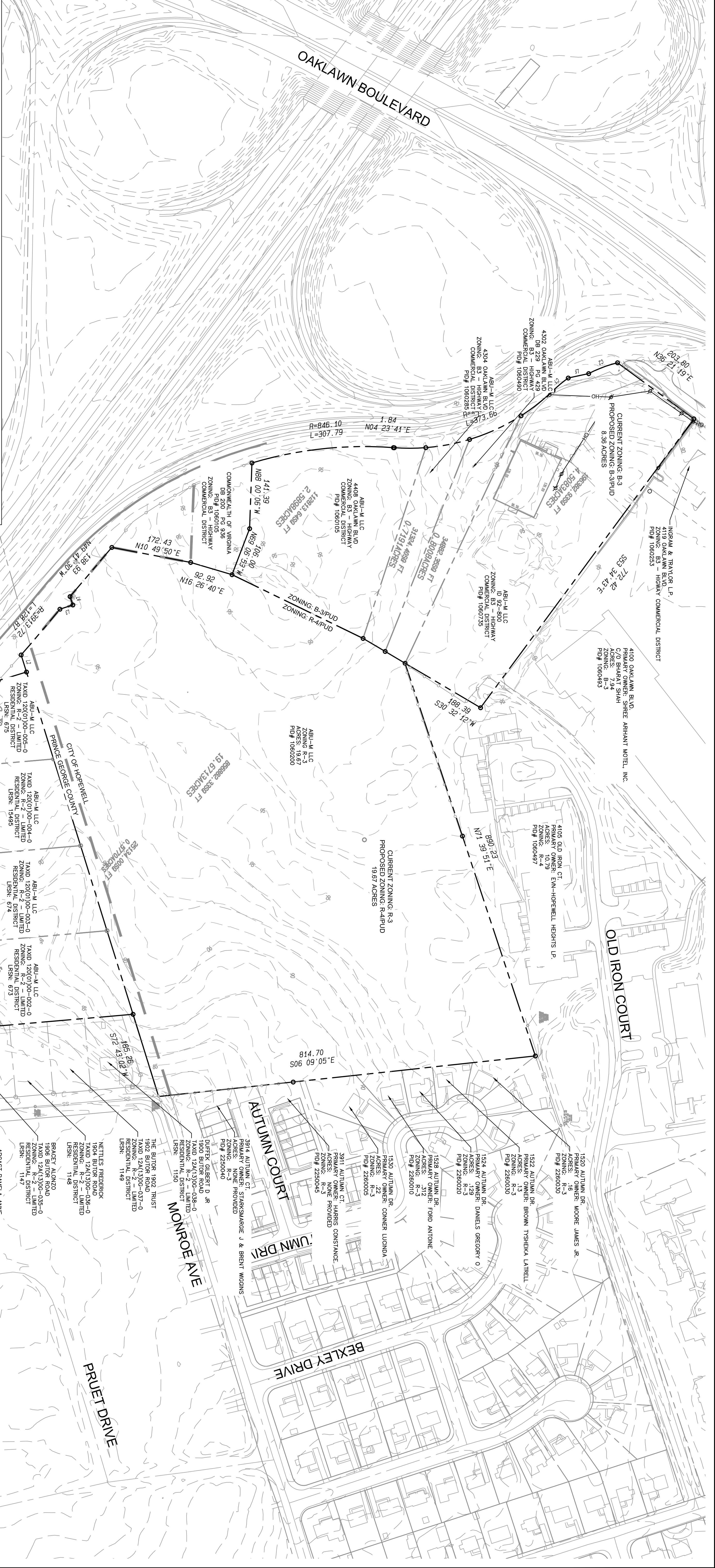
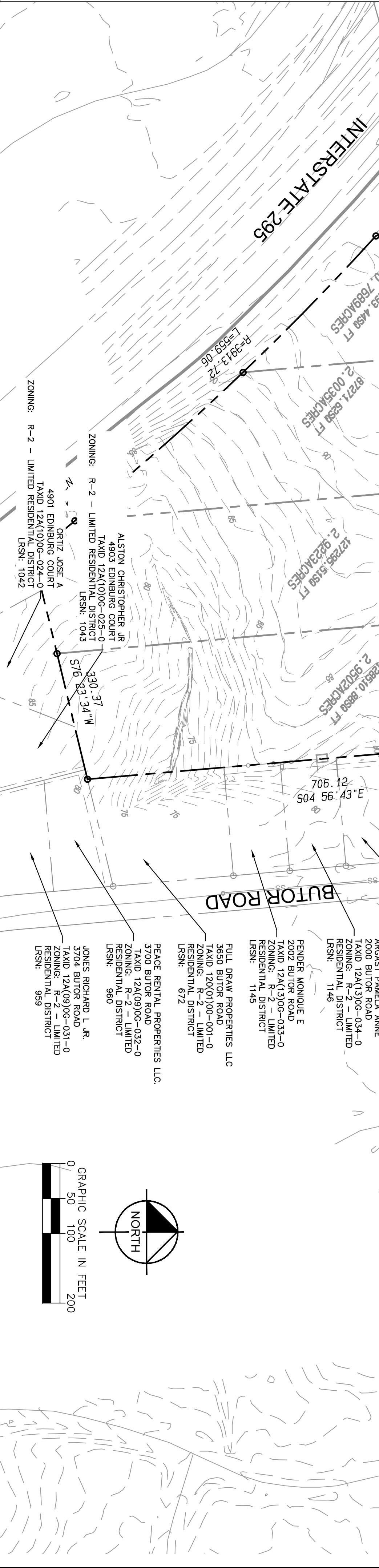
Notary Registration No. 7858012



{01552723;v3}3



SHEET NUMBER  
**REZ.01**



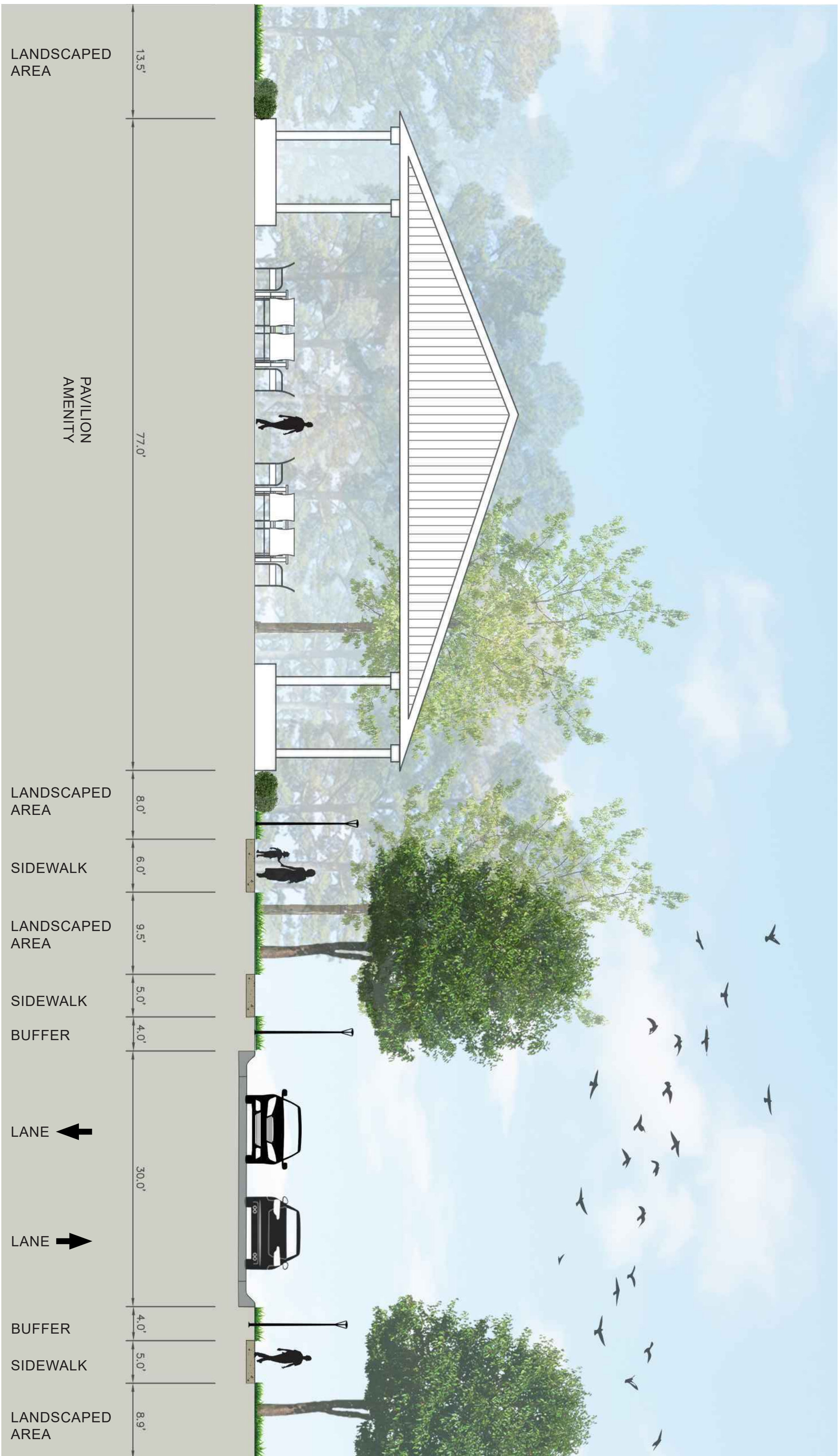








MULTI-FAMILY VIEWSHED: SECTION A-A'



PAVILION AMENITY VIEWSHED: SECTION B-B'

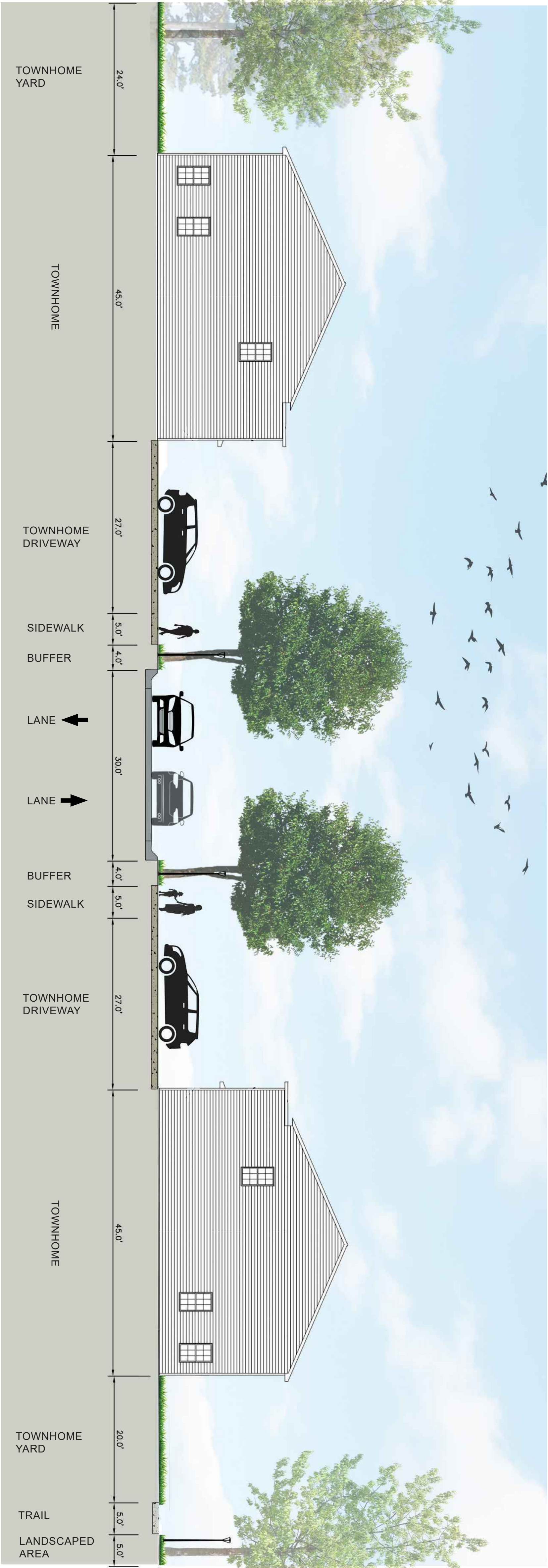


SECTION-KEY PLAN  
N.T.S.

EXHIBIT A-CONCEPTUAL PLAN | HOPECREST TOWNES

City of Hopewell & Prince George County, Virginia





TOWNHOMES VIEWSHED: SECTION C-C'

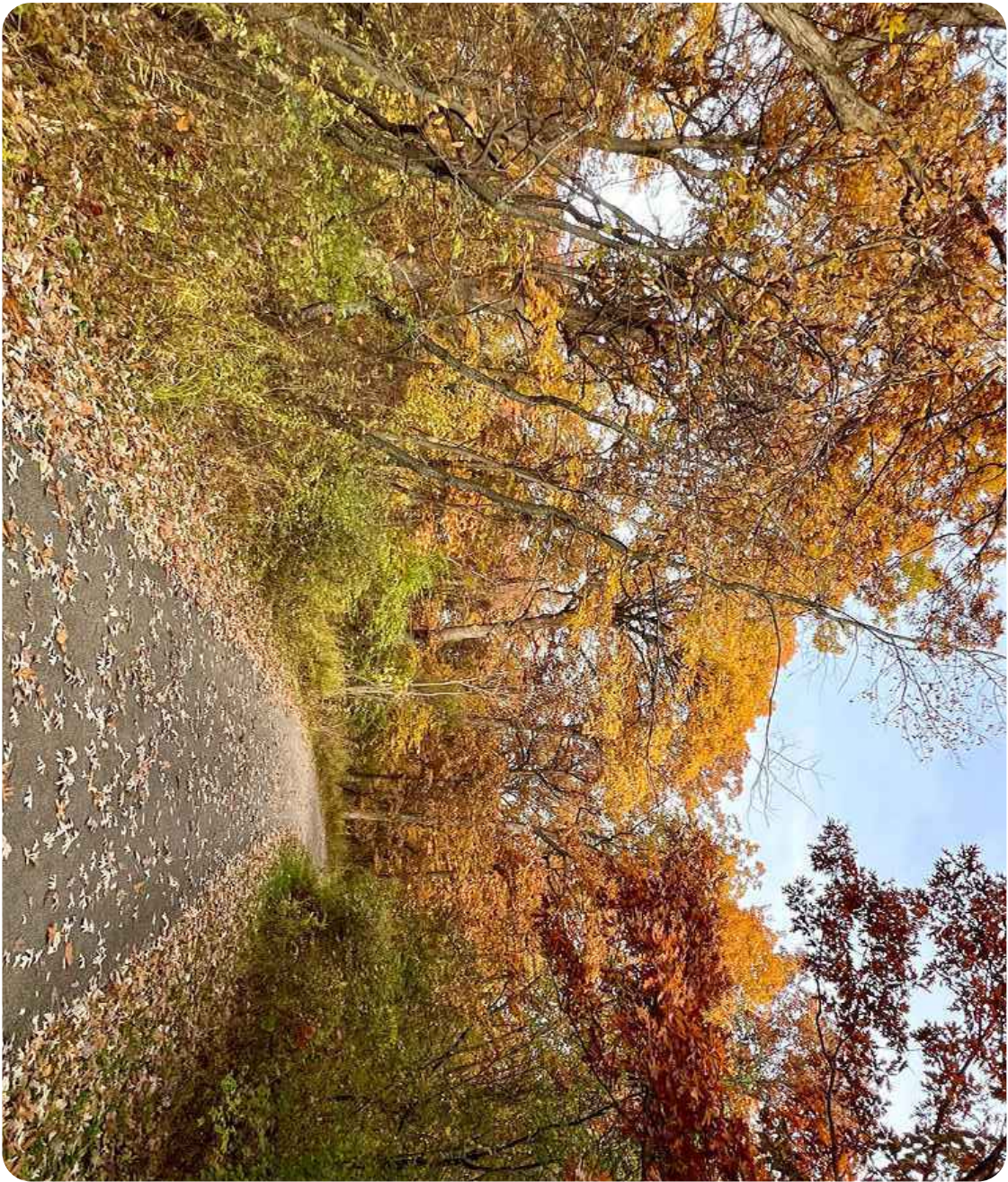


SECTION-KEY PLAN  
NTS.

# EXHIBIT A-CONCEPTUAL PLAN | HOPECREST TOWNES

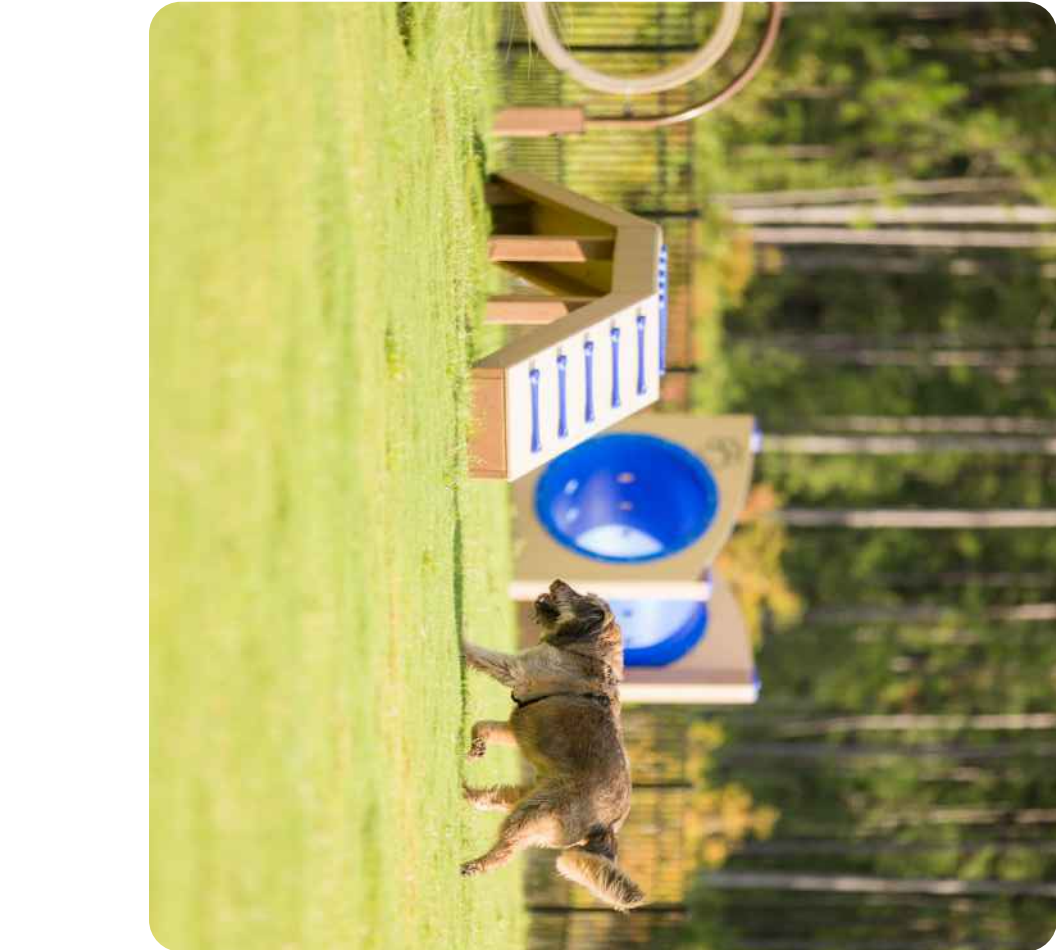
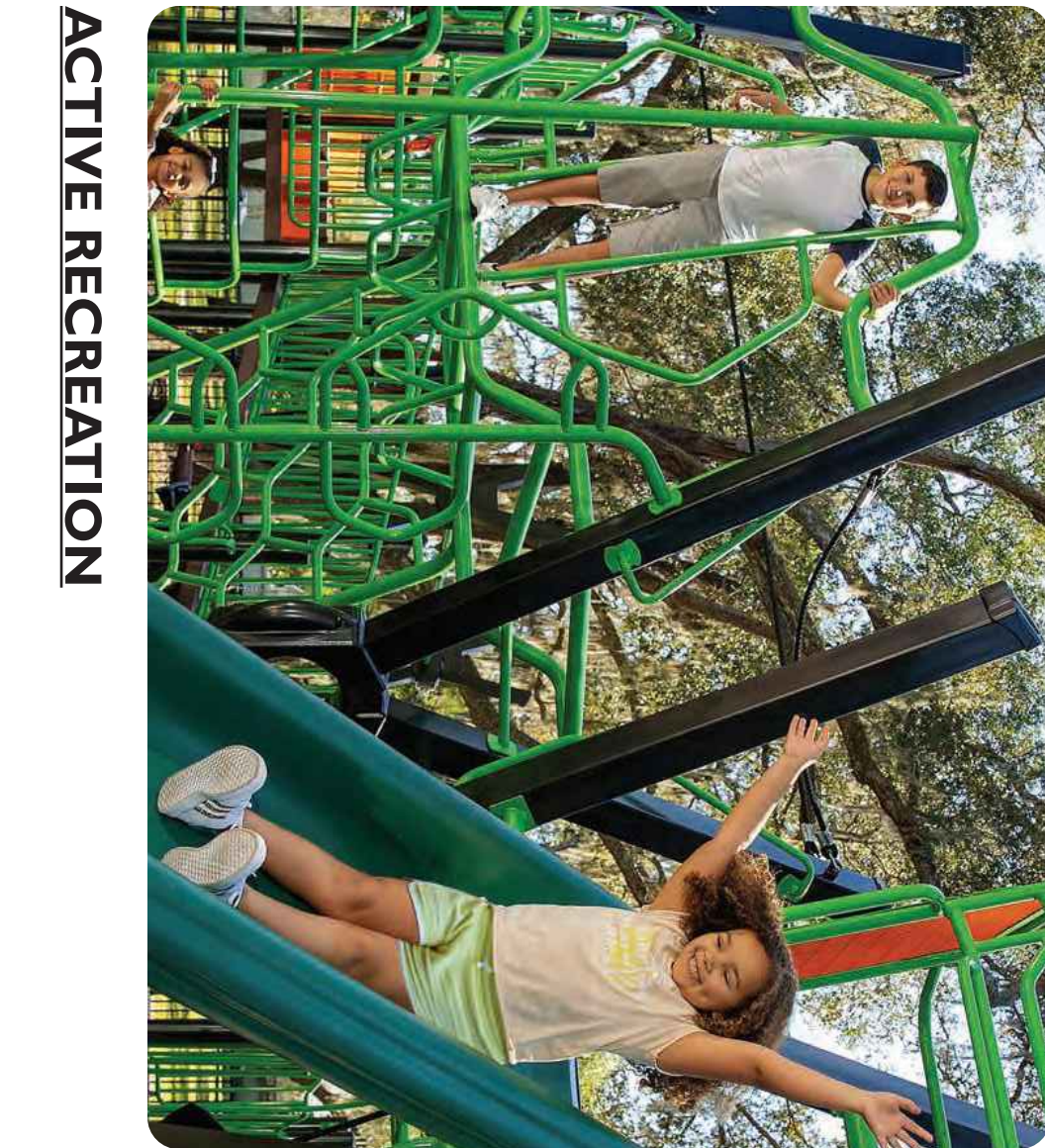
City of Hopewell & Prince George County, Virginia





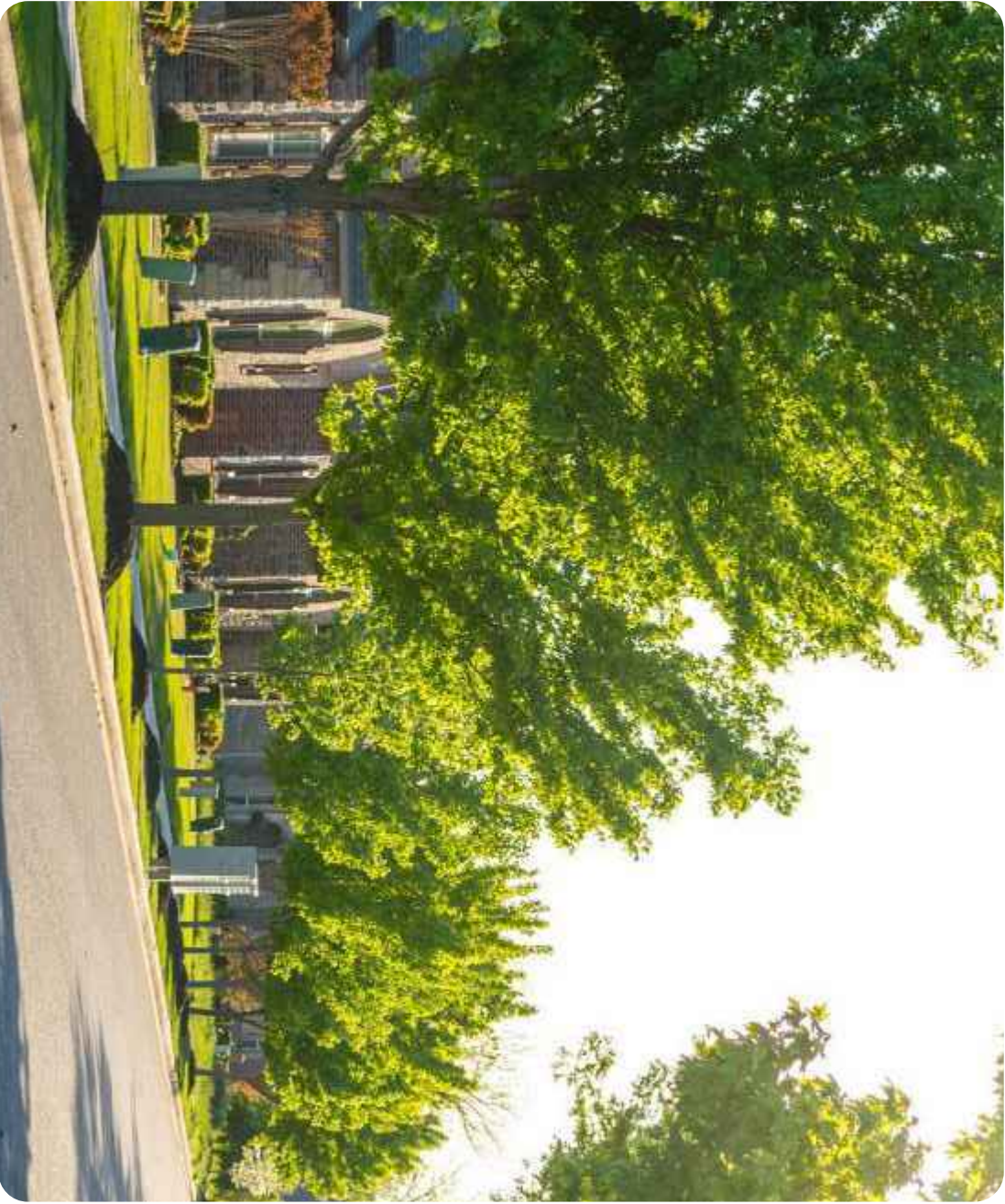
WOODED TRAILS

PAVILION AND GAZEBO



SWM POND WITH AERATION FOUNTAIN

ACTIVE RECREATION



DUMPSTER AND BMP ENCLOSURE

NOTE: BMP ENCLOSURE FENCING WILL BE BLACK-COATED CHAIN LINK

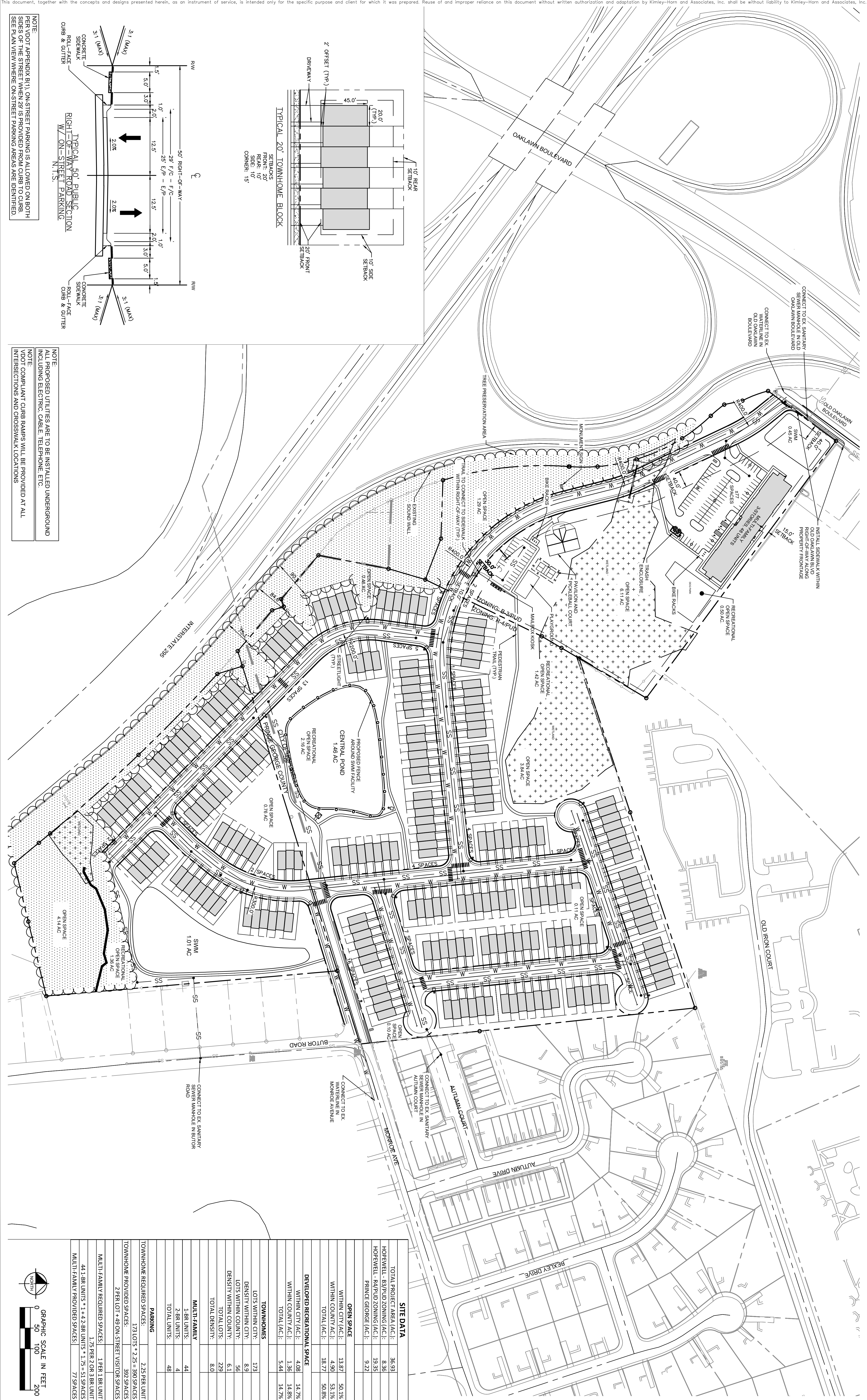
LANDSCAPING

EXHIBIT A-CONCEPTUAL PLAN | HOPECREST TOWNES

City of Hopewell & Prince George County, Virginia



This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



No.	REVISIONS	DATE	BY



© 2023 KIMLEY-HORN AND ASSOCIATES, INC.  
2035 MAYWILL STREET, SUITE: RICHMOND, VA 23230  
PHONE: 804-673-3882  
WWW.KIMLEY-HORN.COM

KHA PROJECT  
113538002  
DATE  
1/11/2024  
SCALE AS SHOWN  
DESIGNED BY MRB  
DRAWN BY GLW  
CHECKED BY MRB

CITY OF HOPEWELL & PRINCE GEORGE COUNTY

VIRGINIA

DATE:

LICENSED PROFESSIONAL

HOPECREST TOWNES

PREPARED FOR

MANSOUR REAL ESTATE

SHEET NUMBER

REZ.02



**Kimley»»Horn**  
 © 2023 KIMLEY-HORN AND ASSOCIATES, INC.  
 2035 MAYWILL STREET, SUITE 1  
 RICHMOND, VA 23230  
 PHONE: 804-673-3882  
 WWW.KIMLEY-HORN.COM

**HOPECREST T**  
**PREPARED FOR**  
**MANSOUR REAL**  
**CITY OF HOPEWELL & PRINCE GEORGE COUNTY**

# CONCEPTUAL LANDSCAPE PLAN



# Conceptual Townhomes

Please note that the townhome renderings are only a representation of the general design. Design standards will be handled through proffers.



# Conceptual Townhomes Cont'd

Please note that the townhome renderings are only a representation of the general design. Design standards will be handled through proffers.





## MEMORANDUM

To: City of Hopewell and Prince George County

From: Mark Boyd, P.E.  
Kimley-Horn and Associates, Inc.

Date: May 18, 2023

Subject: Hopecrest Townes Residential Development Sanitary Sewer Capacity

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On behalf of our Client, we are providing this memorandum in support of the proposed residential development located at the southeast corner of Oaklawn Boulevard and I-295 now known as Hopecrest Townes. The project is split between the City of Hopewell and Prince George County. We anticipate making two sanitary sewer connections in the City at Old Oaklawn Boulevard and Autumn Court and one in the County at Butor Road. Below is a breakdown of the anticipated flows for each connection point based on the proposed density.

Old Oaklawn Boulevard Connection (City of Hopewell):

- 48 multi-family units, assume 3 people per unit at a rate of 100 gallons per day per person
- 48 units \* 3 people \* 100 gpd per person = **14,400 gpd**

Autumn Court Connection (City of Hopewell):

- 173 townhome units, assume 3.5 people per unit at a rate of 100 gallons per day per person
- 173 units \* 3.5 people \* 100 gpd per person = **60,550 gpd**

Butor Road Connection (Prince George County):

- 56 townhome units, assume 3.5 people per unit at a rate of 100 gallons per day per person
- 56 units \* 3.5 people \* 100 gpd per person = **19,600 gpd**

Based on information received from the City of Hopewell in an email on December 19, 2022, there is adequate capacity in both the Weston Street Pump Station and Baileys Creek Pump Station to handle the projected flows from the development. This letter is provided as Exhibit A to this memorandum. Please note the actual density has decreased since this letter was provided but since the project flows are now lower, there is still adequate capacity.

For the proposed connection to Butor Road, Kimley-Horn prepared a capacity analysis of the downstream sanitary sewer system. This analysis is provided in Exhibit B and shows the system has adequate capacity from the site connection at Butor Road to where it connects with the 27" sanitary trunk main in Section 1 of the Stratford Woods subdivision to the southeast.

Based on the provided information and the attached exhibits, there is adequate capacity in both the City of Hopewell and Prince George County to support the proposed sanitary sewer flows from the

project. Please contact me at (804) 672-4706 or [mark.boyd@kimley-horn.com](mailto:mark.boyd@kimley-horn.com) should you have any questions or comments.

Sincerely,



Mark Boyd, P.E.  
Senior Project Manager

Attachments: Exhibit A – Email from City of Hopewell  
Exhibit B – Capacity Analysis for Prince George County



Boyd, Mark

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To: Boyd, Mark  
 Subject: RE: Hopewell VA Utility Study Information

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From: Boyd, Mark  
 Sent: Wednesday, November 30, 2022 8:47 AM  
 To: David Monds <david@davidmonds.com>; Jerry Byerly <jbyerly@hopewellva.gov>  
 Cc: Woodruff, Katherine <Katherine.Woodruff@kimley-horn.com>; HWR <HWR@hopewellva.gov>; Dickie Thompson <rthompson@hopewellva.gov>  
 Subject: RE: Hopewell VA Utility Study Information

Jerry,

My condolences to you and your family. And thank you for getting back to us. Katherine Woodruff has provided the flow data from our proposed development via email to you and Linda Newman. I've copied it again here for clarity and so everyone has the same information. Linda has been able to get us maps showing potential connection points.

Based on our current layout, we would make connections to the system at Old Oaklawn Blvd and Autumn Court. The anticipated flows at each connection point are shown below. We are trying to determine if adequate capacity is available at each connection to allow the proposed development. These are likely the maximum flows we would send to each connection.

Old Oaklawn Boulevard Connection:

- 100 multi-family units, assume 3 people per unit at a rate of 100 gallons per day per person
- 100 units \* 3 people \* 100 gpd per person = 30,000 gpd

Autumn Court Connection

- 250 townhome units, assume 3.5 people per unit at a rate of 100 gallons per day per person
- 250 units \* 3.5 people \* 100 gpd per person = 87,500 gpd

Please let us know what other information you may need to help determine the necessary availability. Thanks very much for your help.

**Mark Boyd, P.E.**

**Kimley-Horn** | 2035 Maywill Street, Suite 200; Richmond, VA 23230  
 Direct: (804) 672-4706 | Mobile: (804) 212-6652 | [www.kimley-horn.com](http://www.kimley-horn.com)

**We've moved! Please note our new office address above.**

Boyd, Mark

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To: Woodruff, Katherine  
Subject: RE: Western Street Pump Station

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From: Linda Newman <[Lnewman@hopewellva.gov](mailto:Lnewman@hopewellva.gov)>  
Sent: Monday, December 19, 2022 11:53 AM  
To: Woodruff, Katherine <[Katherine.Woodruff@kimley-horn.com](mailto:Katherine.Woodruff@kimley-horn.com)>  
Subject: RE: Western Street Pump Station

Good morning Katherine,

I finally got through flow data and just discussed with Jerry. Based on flow calculations we believe that Weston Street Pump Station can handle the projected flow from the development. Baileys Creek Pump Station is well equipped to handle both flows projected from the development.

So sorry it took me so long but I was out a week with the flu. Please be sure to tell all involved especially Mr. Mond. If I can be of further service please feel free to reach out.

*Linda Newman*

Collections System Supervisor

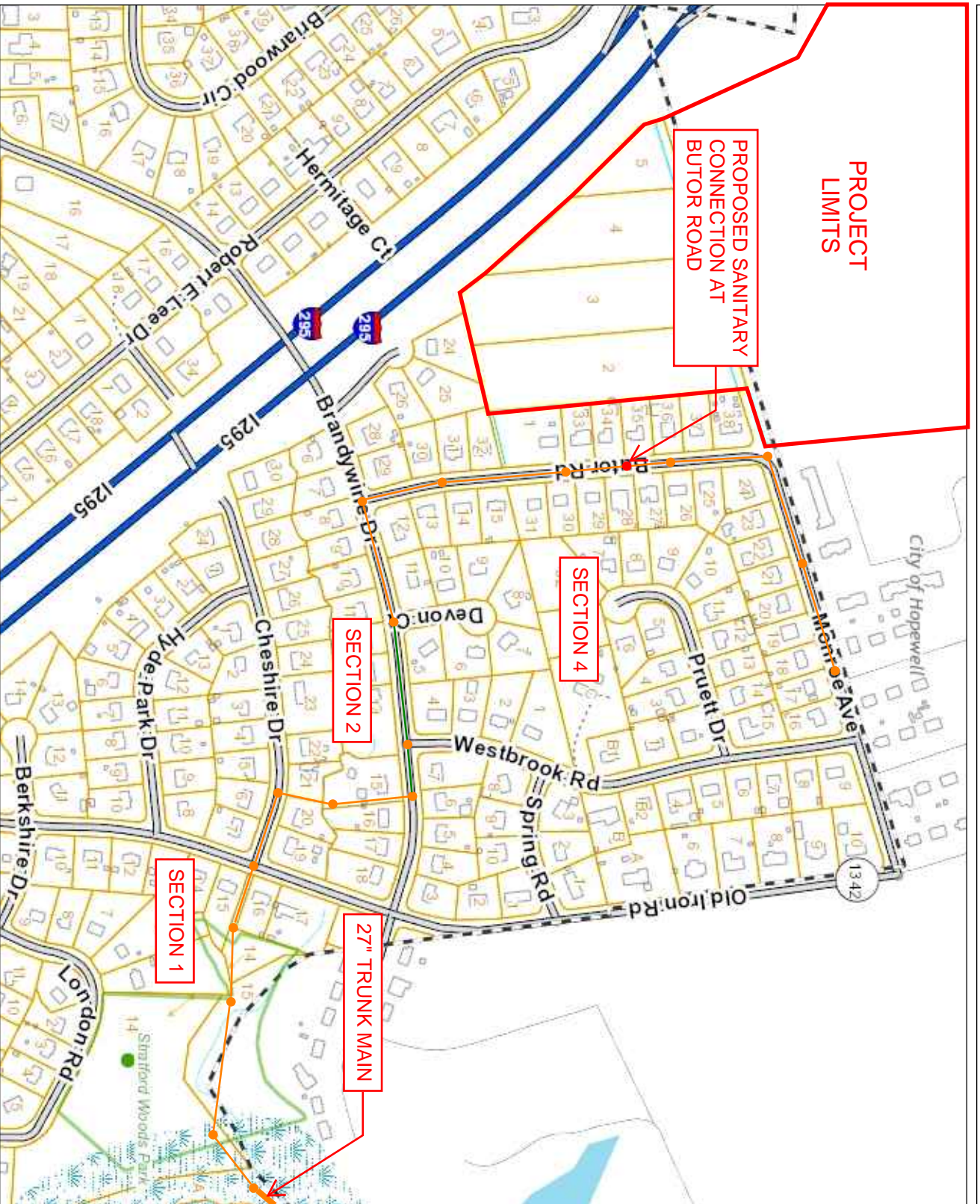


[Lnewman@hopewellva.gov](mailto:Lnewman@hopewellva.gov)

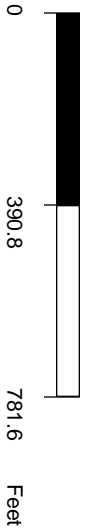
Phone: 804-541-2217- ext 525

Mobile: 804-919-2630



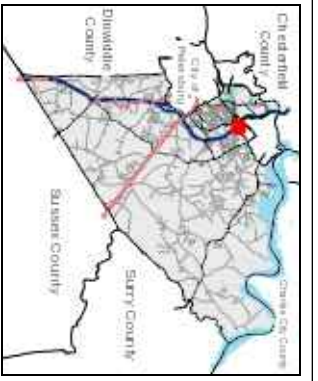


The information contained in this data should not be used as a "legal description". Map information aims to be accurate, but accuracy and completeness is not guaranteed.



Map Scale 1: 4,689

5/18/2023



- Legend**
- County Parks
  - Schools
  - Firestations
  - SiteAddresses
  - Political Boundaries
  - Taxparcels
  - Access Easements
  - Swamps

Notes

## HOPECREST TOWNIES - PRINCE GEORGE COUNTY SANITARY SEWER ANALYSIS

	MANHOLE NUMBER		INCREMENTAL FLOW						INCR. FLOW (MGD)	COMBINED AVERAGE FLOW	PEAK FACTOR	TOTAL PEAK FLOW (MGD)	LENGTH (FT)	SLOPE (%)	DIAM. PIPE (IN.)	PIPE TYPE	"N"	CAPACITY OF PIPE FULL		VELOCITY FULL	PEAK FLOW	TOP M.H.		INVERT ELEV.		DEPTH (FT)	REMARKS	
	FROM	TO	AREA (ACRS)	FLOW PER ACRE	UNITS	FLOW PER UNIT	FLOW GPD	MGD										GFS	FT/SEC			GFS	UPPER END	UPPER END	LOWER END			
SECTION 4	5	4			4	350	1400	0.0014	0.0014	12.1	0.017	300	0.55	8	DI	0.013	0.581	0.899	2.57	0.026	86.32	80.00	78.35					
	4	3			4	350	1400	0.0014	0.0028	10.6	0.030	308	0.54	8	DI	0.013	0.573	0.887	2.54	0.046	84.31	78.25	76.60	6.1				
	3	2			7	350	2450	0.0025	0.0049	9.4	0.049	266	2.36	8	DI	0.013	1.203	1.862	5.33	0.076	82.19	76.50	70.22	5.7				
	2	1			61	350	21350	0.0214	0.0266	6.9	0.185	300	1.65	8	DI	0.013	1.007	1.558	4.46	0.286	78.41	70.12	65.16	8.3				
SECTION 2	1	18			4	350	1400	0.0014	0.0290	6.9	0.193	153	0.82	8	DI	0.013	0.710	1.098	3.15	0.298	74.55	65.06	63.80	9.5				
	18	17			4	350	1400	0.0014	0.0294	6.8	0.200	250	0.42	8	DI	0.013	0.508	0.785	2.25	0.310	82.00	63.70	62.65	18.3				
	17	13			65	350	22750	0.0228	0.0522	6.1	0.319	337	0.50	8	DI	0.013	0.554	0.888	2.46	0.494	74.50	62.55	60.86	12.0				
	13	12			25	350	8750	0.0088	0.0609	5.9	0.362	177	2.09	8	DI	0.013	1.132	1.752	5.02	0.560	67.00	48.93	45.24	18.1				
	12	8			3	350	1050	0.0011	0.0620	5.9	0.367	160	0.42	8	DI	0.013	0.507	0.784	2.25	0.568	60.00	45.14	44.47	14.9				
SECTION 1	8	6			24	350	8400	0.0084	0.0704	5.8	0.407	137	0.42	8	DI	0.013	0.509	0.788	2.26	0.629	60.00	44.37	43.79	15.6				
	6	5			5	350	1750	0.0018	0.0721	5.8	0.415	211	0.42	8	DI	0.013	0.509	0.787	2.26	0.642	62.50	43.69	42.80	18.8				
	5	4			1	350	350	0.0004	0.0725	5.8	0.417	156	0.42	8	DI	0.013	0.505	0.781	2.24	0.645	51.00	42.70	42.05	8.3				
	4	3			30	350	10500	0.0105	0.0830	5.6	0.465	207	0.51	8	DI	0.013	0.558	0.864	2.47	0.719	57.76	41.95	40.90	15.7				
	3	EX1			44	350	15400	0.0154	0.0984	5.4	0.534	176	0.51	8	DI	0.013	0.560	0.867	2.48	0.826	56.50	40.80	39.90	15.7				
SECTION 1	EX1	EX2			0	350	0	0.0000	0.0984	5.4	0.534	300	2.57	8	DI	0.013	1.255	1.941	5.56	0.826	47.00	39.80	32.10	7.2				
	EX2	EX3			0	350	0	0.0000	0.0984	5.4	0.534	285	1.58	8	DI	0.013	0.984	1.523	4.36	0.826	37.00	32.00	27.50	5.0				
	EX3	TRUNK			14	350	4900	0.0049	0.1033	5.4	0.535	206	1.41	8	DI	0.013	0.929	1.438	4.12	0.859	34.50	27.40	24.50	7.1				

ABU-M LLC  
David Monds  
Real Estate Development Manager  
5740 General Washington Dr.  
Alexandria, VA 22312

1/12/2024

Community Development and Code Compliance  
6602 Courts Drive  
Prince George, Virginia 23875  
Attn: Robert Baldwin, Director

Community Meeting Summary

Dear Robert,

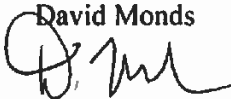
A community meeting was held at the Hopewell/Prince George Visitor Center on September 28, 2023 from 5-7 PM. The Hopecrest Townes subdivision was presented to the general public after 500 postcards were mailed to surrounding owners. Signs were also placed at numerous intersections in close proximity to the proposed development.

Members of the community attended and we reviewed the communities website, [www.hopecrestdevelopment.com](http://www.hopecrestdevelopment.com), in totality. One question/concern that was raised referenced increased traffic. We conducted a Traffic Impact Analysis in which we studied seven intersections in the immediate vicinity. The results of the analysis showed that we did not decrease in the level of service at any of the studied intersections. Another concern was related to noise. Luckily, the sound barrier along interstate 295 will encompass all of the townhomes, which will mitigate noise, along with the natural tree buffer that will remain.

If there are any questions, feel free to contact me at [david.monds@mansour-realestate.com](mailto:david.monds@mansour-realestate.com) or 804-605-6705.

Sincerely,

David Monds



Real Estate Development Manager  
ABU-M LLC/ Mansour Real Estate



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**HOUSING DIVISION, DPW, UNITED STATES ARMY GARRISON, FORT GREGG-ADAMS**  
**825 19<sup>TH</sup> STREET**  
**FORT GREGG-ADAMS, VIRGINIA 23801-1530**

10 August 2023

Mr. David Monds  
Real Estate Development Manager  
Mansour Real Estate

Dear Mr. Monds:

Thank you for taking the opportunity to meet with my team on July 12, 2023. We appreciated the time and effort put forth to present the upcoming living options for families and Service Members coming to the Hopewell and Prince George communities. After recently evaluating off-post communities for the last 4 months during our annual data collection efforts for the Army, this infusion of additional housing units in our area is a welcomed action.

With more than 200 Families currently on our housing waitlist for on-post housing, the churn of the Officer Professional Military Education training bring them here for 6 months before moving on to their next duty station, the arrival of several large commercial centers in the region, and the rising home interest rates, the opportunity for the development of a new apartment complex in the vicinity of Fort Gregg-Adams would be a great asset to support the Army's mission.

Occupancy within Fort Gregg-Adams Family Housing has historically remained between 95% - 98% since the start of the pandemic. The anticipated turnover of families to other installation has not occurred at the pace that we predicted creating an increase in the waitlist from below 50 families to upwards of 250 families at our high-water mark.

The POC for this action is the undersigned at 804-765-1976 or email at [albert.g.williams.civ@army.mil](mailto:albert.g.williams.civ@army.mil) .

Sincerely,

Albert G. Williams  
Installation Housing Chief



# ECONOMIC & FISCAL CONTRIBUTION OF HOPECREST TOWNES



**Prepared for**

**Mansour Real Estate**



4198 COX ROAD, SUITE 104  
GLEN ALLEN, VIRGINIA 23060  
804-322-7777

**FEBRUARY 2023/REV. MAY 2023**

**MANGUMECONOMICS.COM**

## About Mangum Economics, LLC

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Mangum Economics is a Glen Allen, Virginia based firm that was founded in 2003. Since then, we have become known as a leader in industry analysis, economic impact assessment, policy and program evaluation, and economic and workforce strategy development. The Mangum Team specializes in producing objective and actionable quantitative economic research that our clients use for strategic decision making in a variety of industries and environments. We know that our clients are unique, and that one size does not fit all. As a result, we have a well-earned reputation for tailoring our analyses to meet the specific needs of specific clients, with a specific audience.

Most of our research falls into four general categories:

- **Information Technology:** Working with some of the largest names in the business, the Mangum Team has produced analyses of the economic and fiscal impact of data centers at the state and local level across the country.
- **Energy:** The Mangum Team has produced analyses of the economic and fiscal impact of over 18 GW of proposed solar, wind, battery storage, and hydro projects spanning nineteen states. Among those projects was Dominion Energy's 2.6 GW Coastal Virginia Offshore Wind project off of Virginia Beach. In addition, the Mangum Team has also performed economic and fiscal impact analyses for the natural gas, nuclear, oil, and pipeline industries.
- **Economic Development and Special Projects:** The Mangum Team has performed hundreds of analyses of proposed economic development projects. Most recently, we were called upon by Henrico County to provide an analysis of the proposed \$2.3 billion Green City "net-zero eco district." The Mangum Team has also authored multiple economic development plans, including identifying industries that were likely recruitment targets because of the high-speed MAREA and BRUSA sub-sea cable landings in Virginia Beach.
- **Education and Workforce:** The Mangum Team has worked with multiple post-secondary and secondary education institutions to quantify their economic contribution to their host communities as well as their impact on regional and statewide workforce needs.

### The Project Team

Martina Arel, M.B.A.

*Director – Economic Development & Energy Research*

Rebecca Kyle

*Research Analyst*

A. Fletcher Mangum, Ph.D.

*Founder and CEO*

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## Introduction

This report quantifies the likely economic and fiscal benefit associated with the proposed Hopecrest Townes residential development. This report was commissioned by Mansour Real Estate (Mansour) and prepared by Mangum Economics.

## The Project

Mansour Real Estate is proposing to develop a 48-unit apartment complex as well as the infrastructure for a 229-unit townhome development. The property would include 44 one-bedroom, 4 two-bedroom, and 229 townhome units. The portion of the development proposed by Mansour is anticipated to involve a total capital investment of approximately \$15.6 million. The proposed development would be located at 4300 Oaklawn Boulevard, bordering Interstate 295, in the city of Hopewell, Virginia.

Figure 1: Proposed Site





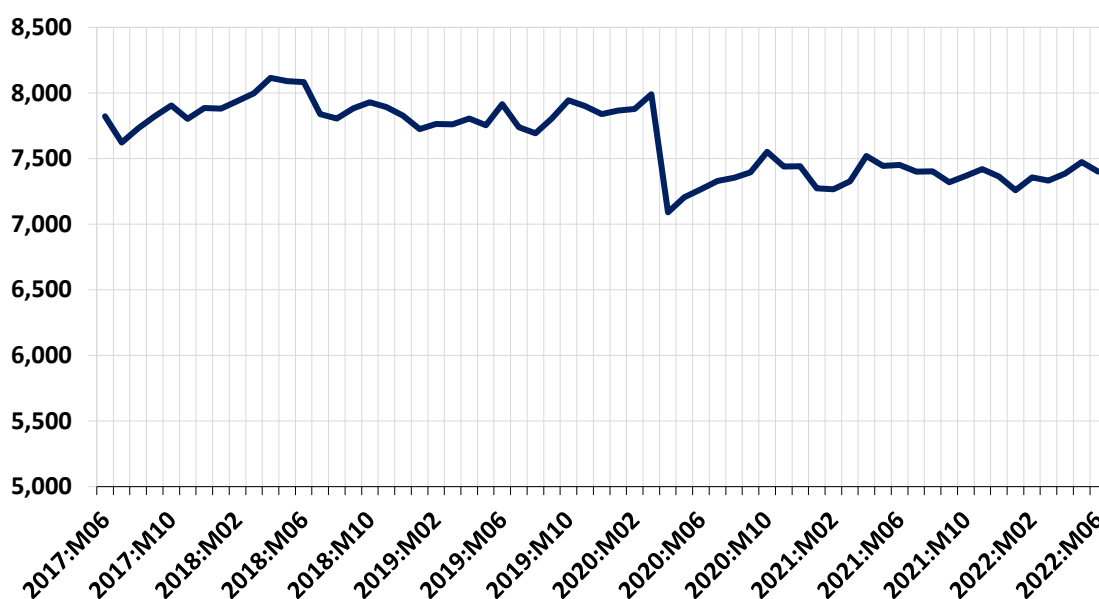
## Local Economic Profile

This section provides context for the economic and fiscal impact assessments to follow by profiling the local economy of the city of Hopewell.

### Total Employment

Figure 2 depicts the trend in total employment in the city of Hopewell from June 2017 through June 2022. As these data show, total employment in the city was generally stable through 2019. Then, in April 2020 total employment declined significantly due to the lockdowns imposed as a result of the COVID-19 pandemic. Total employment has since rebounded, but not yet recovered to pre-pandemic levels. As of June 2022, total employment in the city stood at 7,400 jobs, which represents an overall decrease in employment of 5.4 percent (or 423 jobs) over the five-year period. To put this number in perspective, over this same period, total statewide employment in Virginia increased by 1.5 percent.<sup>1</sup>

Figure 2: Total Employment in the City of Hopewell – June 2016 to June 2022<sup>2</sup>

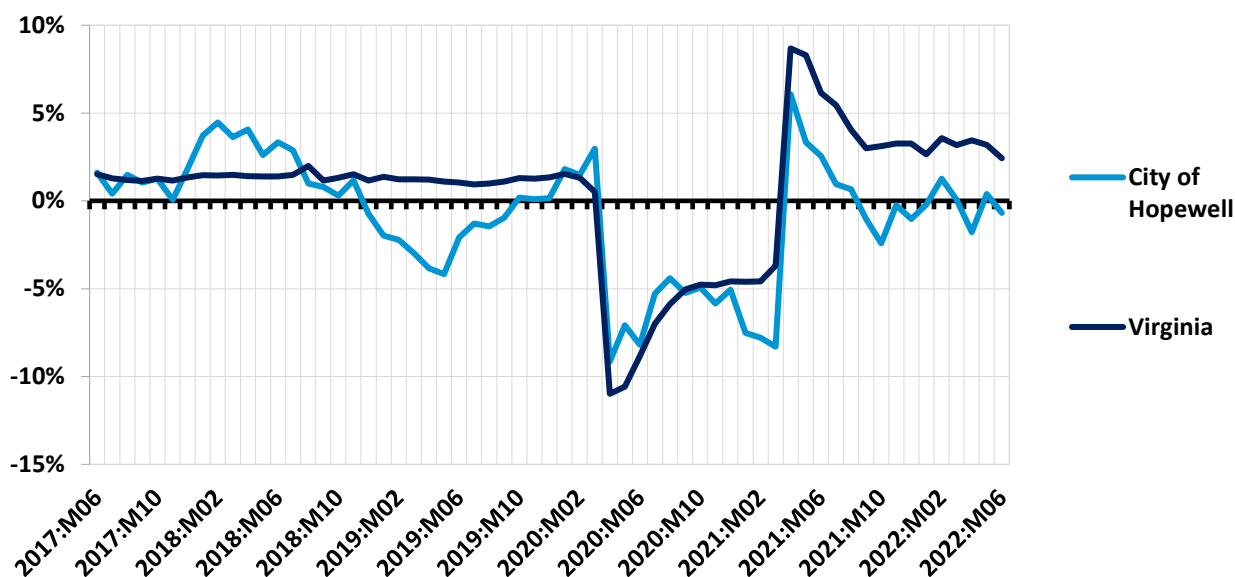


To control for seasonality and provide a point of reference, Figure 3 compares the year-over-year change in total employment in the city of Hopewell to that of the state of Virginia over the same five-year period. Any point above the zero line in this graph indicates an increase in employment, while any point below the zero line indicates a decline in employment. As these data show, the city of Hopewell fluctuated around the statewide average for most of the five-year period. As of June 2022, the year-over-year change in total employment in the city of Hopewell was minus 0.7 percent as compared to 2.4 percent statewide in Virginia.

<sup>1</sup> Data Source: U.S. Bureau of Labor Statistics.

<sup>2</sup> Data Source: U.S. Bureau of Labor Statistics.

Figure 3: Year-Over-Year Change in Total Employment – June 2017 to June 2022<sup>3</sup>



## Employment and Wages by Industry Supersector

To provide a better understanding of the underlying factors motivating the total employment trends depicted in Figures 2 and 3, Figures 4 through 6 provide data on private employment and wages in the city of Hopewell by industry supersector.<sup>4</sup>

Figure 4 provides an indication of the distribution of private sector employment across industry supersectors in the city of Hopewell in the second quarter of 2022. As these data indicate, the city's largest industry sectors that quarter were Manufacturing (1,951 jobs), followed by Education and Health Services (1,340 jobs), and Trade, Transportation and Utilities (901 jobs).

Figure 5 provides a similar ranking for average private sector weekly wages by industry supersector in the city of Hopewell in the second quarter of 2022. As these data show, the highest paying industry sectors that quarter were Manufacturing (\$2,065 per week), Financial Activities (\$1,024 per week), and Education and Health Services (\$986) per week. To provide a point of reference, the average private sector weekly wage across all industry sectors in the city of Hopewell that quarter was \$1,225 per week.

<sup>3</sup> Data Source: U.S. Bureau of Labor Statistics.

<sup>4</sup> A "supersector" is the highest level of aggregation in the coding system that the Bureau of Labor Statistics uses to classify industries.

Figure 4: Private Employment by Industry Supersector in the City of Hopewell – 2<sup>nd</sup> Qu. 2022<sup>5</sup>

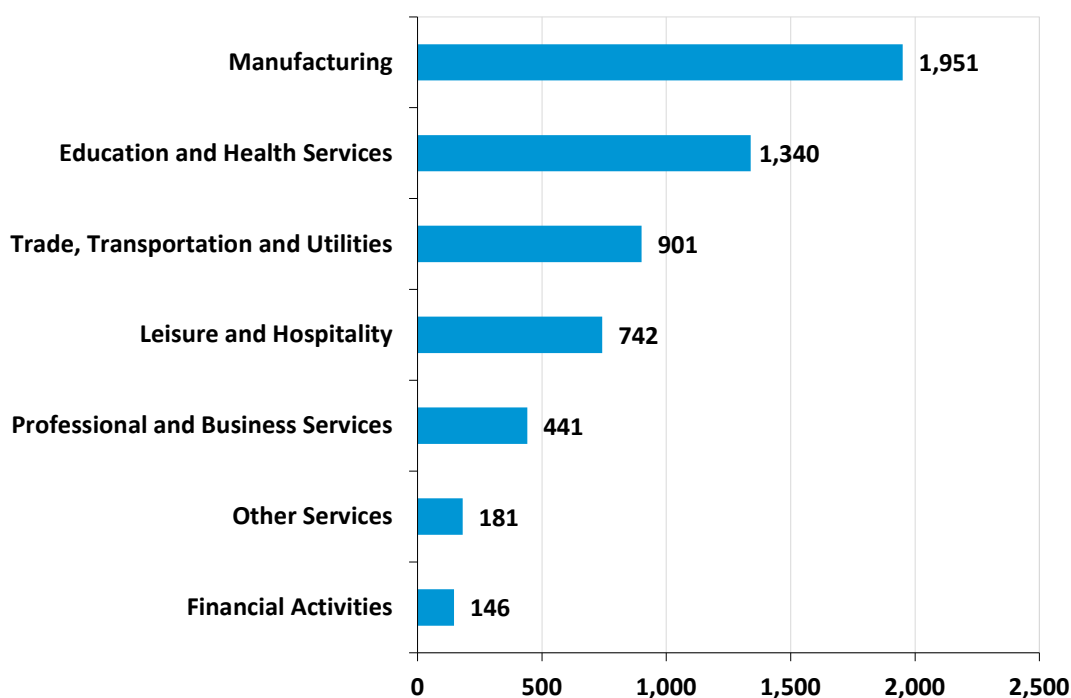
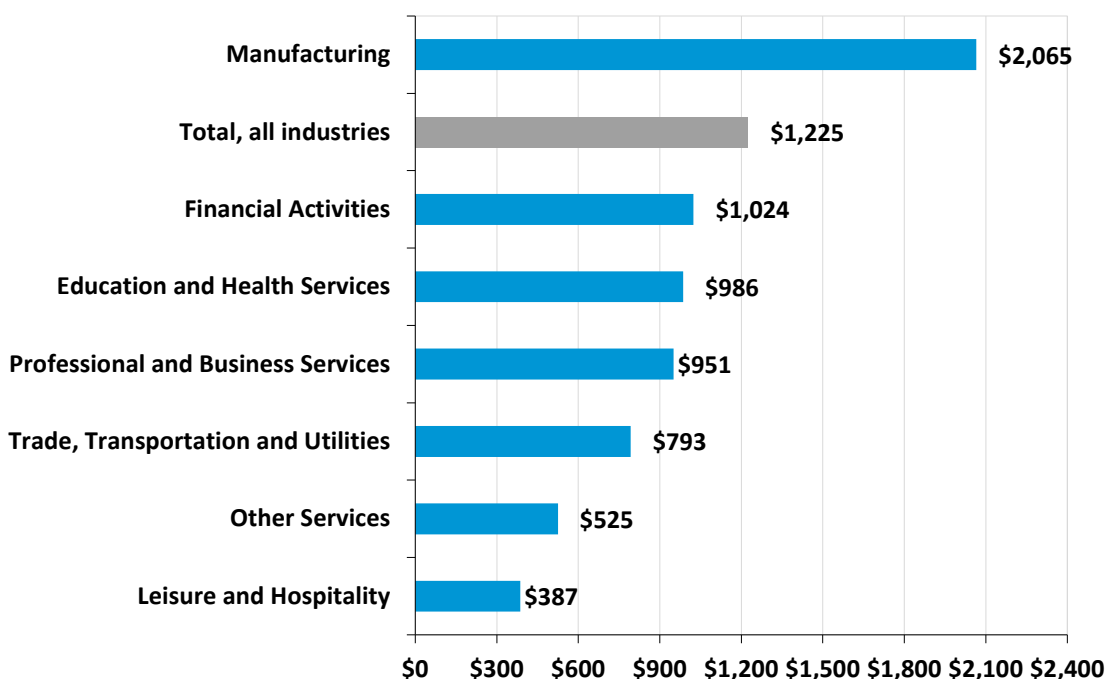


Figure 5: Average Private Weekly Wages by Industry Supersector in the City of Hopewell – 2<sup>nd</sup> Qu. 2022<sup>6</sup>

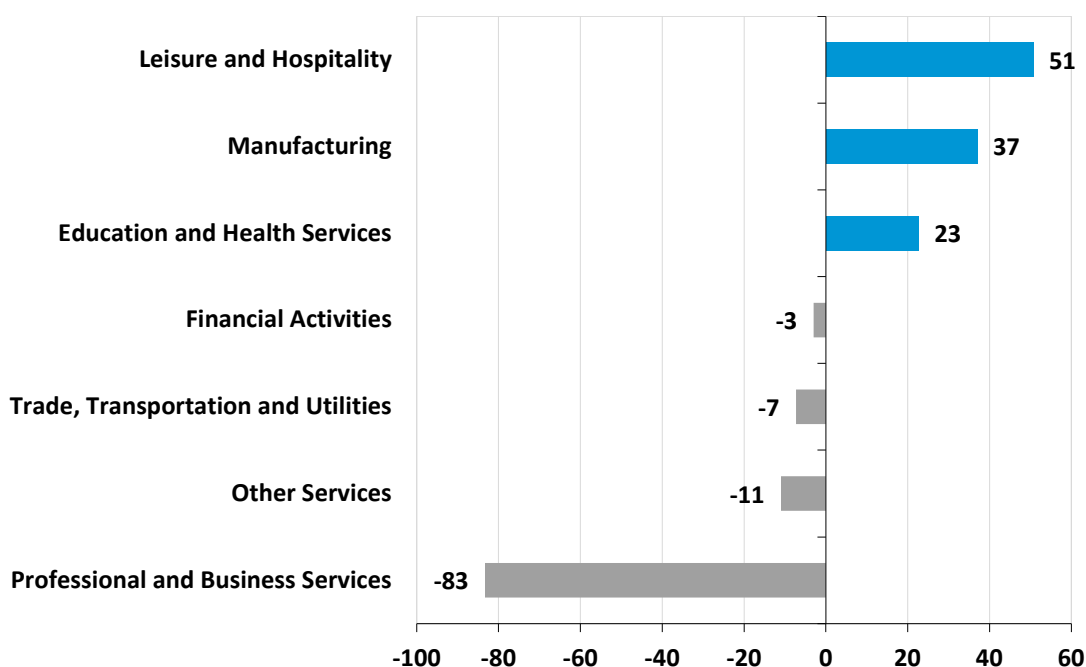


<sup>5</sup> Data Source: U.S. Bureau of Labor Statistics. *Data on the Natural Resources and Mining, Construction, and Information sectors has been suppressed due to data confidentiality.*

<sup>6</sup> Data Source: U.S. Bureau of Labor Statistics. *Data on the Natural Resources and Mining, Construction, and Information sectors has been suppressed due to data confidentiality.*

Figure 6 details the year-over-year change in private sector employment from the second quarter of 2021 to the second quarter of 2022 in the city of Hopewell by industry supersector. Over this period, the only employment gains occurred in the Leisure and Hospitality (up 51 jobs), Manufacturing (up 37 jobs), and Education and Health Services (up 23 jobs) sectors. The largest employment losses occurred in the Professional and Business Services (down 83 jobs), Other Services (down 11 jobs), and Trade, Transportation and Utilities (down 7 jobs) sectors.

**Figure 6: Change in Private Employment by Industry Supersector in the City of Hopewell from 2<sup>nd</sup> Qu. 2021 to 2<sup>nd</sup> Qu. 2022<sup>7</sup>**

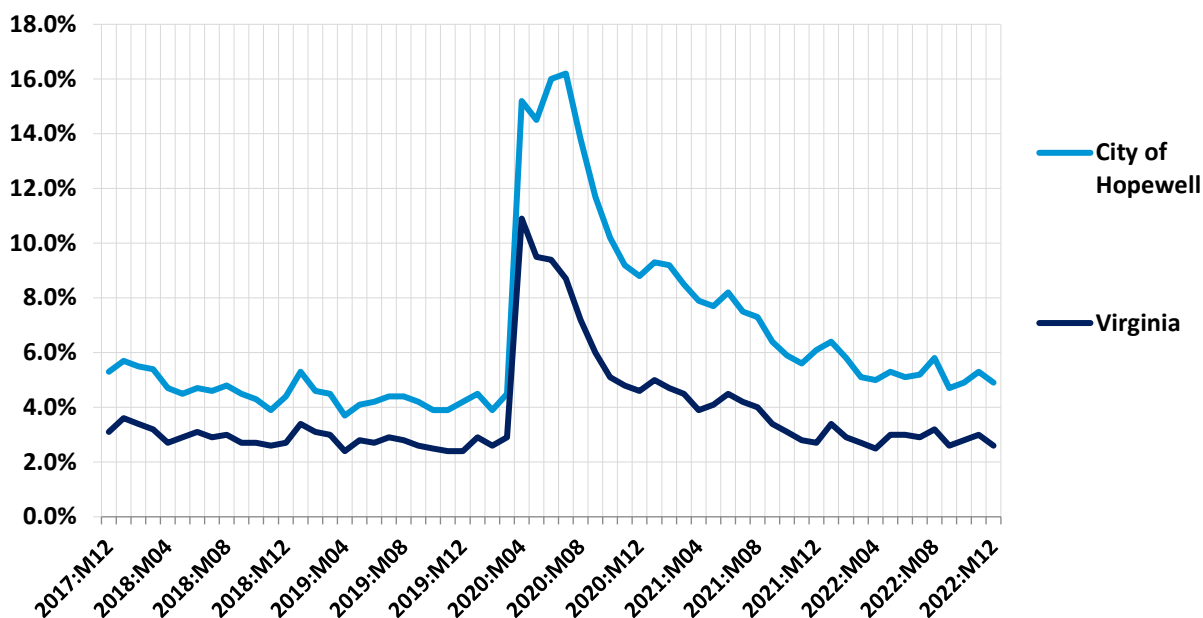


## Unemployment

Figure 7 illustrates the trend in the city of Hopewell's unemployment rate over the five-year period from December 2017 through December 2022 and benchmarks those data against the statewide trend for Virginia. As these data show, unemployment rates in the city Hopewell were consistently higher than the statewide trend throughout the five-year period. In April 2020 unemployment in the city and state significantly rose as a result of the labor dislocations caused by the COVID-19 pandemic. The city of Hopewell's unemployment rate has remained higher than the state's rate during recovery from the pandemic. As of December 2022, unemployment stood at 4.9 percent in the city of Hopewell compared to 2.6 percent in Virginia as a whole.

<sup>7</sup> Data Source: U.S. Bureau of Labor Statistics. *Data on the Natural Resources and Mining, Construction, and Information sectors has been suppressed due to data confidentiality.*

Figure 7: Unemployment Rate – December 2017 to December 2022<sup>8</sup>



## Economic and Fiscal Impact

The following sections quantify the likely economic contribution that the proposed Hopecrest Townes development would make to the city of Hopewell. To accomplish this, the analysis considers both the one-time impact from construction as well as the ongoing impact of the residents' household spending once the apartments and townhomes are at full build-out and occupancy.

The analysis uses the IMPLAN<sup>9</sup> regional input-output model to estimate these impacts. Like all economic impact models, the IMPLAN model uses economic multipliers to quantify the economic impact. Economic multipliers measure the ripple effects that an expenditure generates as it makes its way through the economy.

### One-Time Construction Impact

This portion of the section assesses the economic and fiscal impact that the one-time pulse of activity associated with construction of the Hopecrest Townes would have on the city of Hopewell.

#### Inputs and Assumptions

- Total capital investment in the apartment complex and infrastructure for the townhome development is approximately \$15.6 million.<sup>10</sup>

<sup>8</sup> Data Source: U.S. Bureau of Labor Statistics.

<sup>9</sup> IMPLAN is produced by IMPLAN Group, LLC.

<sup>10</sup> Data Source: Mansour Real Estate. Excludes investment for the development of the townhomes because values unknown.

- For ease of explication, all construction expenditures are assumed to be made in a single representative calendar year.

## Economic and Fiscal Impact

Applying these inputs into the IMPLAN model results in the following estimates of one-time economic and fiscal impact. As shown in Table 1, expenditures associated with construction of the Hopecrest Townes would directly provide a one-time pulse supporting approximately: 1) 116 jobs, 2) \$6.6 million in labor income, and 3) \$15.6 million in economic output to the city of Hopewell (in 2023 dollars).

Taking into account the economic ripple effects that direct impact would generate, the total estimated one-time impact on the city of Hopewell would support approximately: 1) 131 jobs, 2) \$7.4 million in labor income, 3) \$18.2 million in economic output, and 4) \$294,000 in state and local tax revenue (in 2023 dollars).

**Table 1: Estimated Economic and Fiscal Impact on the City of Hopewell from Construction of the Hopecrest Townes (2023 Dollars)<sup>11</sup>**

Economic Impact	Employment	Labor Income	Output
<b>1<sup>st</sup> Round Direct Economic Activity</b>	116	\$6,559,800	\$15,600,000
<b>2<sup>nd</sup> Round Indirect and Induced Economic Activity</b>	15	\$796,300	\$2,575,300
<b>Total Economic Activity</b>	<b>131</b>	<b>\$7,356,100</b>	<b>\$18,175,300</b>
<b>Fiscal Impact</b>			
<b>State and Local Tax Revenue</b>			<b>\$294,000</b>

## Ongoing Operational Impact

This portion of the section estimates the economic and fiscal contribution of the development, including the new residents' household spending on the city of Hopewell.

## Inputs and Assumptions

The analysis is based on the following inputs:

- The apartment complex would consist of 48 units (44 one-bedroom and 4 two-bedroom units) with an estimated annual lease revenue of approximately \$684,000.<sup>12</sup>

<sup>11</sup> Construction sector jobs are not necessarily new jobs, but the investments made can also support an existing job during the construction of the project. Please note that it is not possible to know with certainty what proportion of these jobs would go to city construction contractors or be filled by city residents. However, all workers employed at the site would have an indirect economic impact on the city through their purchases of food, beverages, and other goods and services

<sup>12</sup> Data Source: Mansour Real Estate. 95 percent occupancy rate applied to total lease revenue.

- The townhome development would consist of 229 units, of which 173 would be located in the city of Hopewell and 56 in Prince George County.<sup>13</sup>
- The assessed taxable value of the apartment complex and the townhomes located in the city of Hopewell would be approximately \$35.3 million and the assessed taxable value of the townhomes located in Prince George County would be approximately \$9.8 million.<sup>14</sup>
- The residential units would have a 95 percent occupancy rate.<sup>15</sup>
- New residents would represent a net increase in population to the city of Hopewell and Prince George County as they would either be new residents, or existing residents whose previous residences would be rented/sold to someone else.
- The median household income for the apartment complex would be approximately \$45,000 and for the townhomes it would be approximately \$75,000.<sup>16</sup>
- New residents of the Hopecrest Townes in the city of Hopewell would own approximately 397 vehicles and residents in Prince George would own approximately 106 vehicles with an average taxable value of approximately \$8,062.<sup>17</sup>

## Economic Impact

Applying these inputs in the IMPLAN model results in the following estimates of annual economic impact. As shown in Table 2, annual household spending of the new residents at the Hopecrest Townes in the city of Hopewell supports an induced impact of approximately: 1) 50 jobs, 2) \$1.9 million in labor income, and 3) \$7.1 million in economic output to the city of Hopewell (in 2023 dollars).

**Table 2: Estimated Economic Impact on the City of Hopewell from Household Spending of Residents at the Hopecrest Townes (2023 Dollars)<sup>18</sup>**

Economic Impact	Employment	Labor Income	Output <sup>19</sup>
<b>1<sup>st</sup> Round Direct Economic Activity</b>	0	\$0	\$0
<b>2<sup>nd</sup> Round Indirect and Induced Economic Activity</b>	50	\$1,873,000	\$7,084,900
<b>Total Economic Activity</b>	<b>50</b>	<b>\$1,873,000</b>	<b>\$7,084,900</b>

<sup>13</sup> Data Source: Mansour Real Estate. Economic impact analysis based on units in the city of Hopewell.

<sup>14</sup> Data Source: Mansour Real Estate. Calculated as \$5 million plus \$175,000 times 173 units for the city of Hopewell and as \$175,000 times 56 units for Prince George County.

<sup>15</sup> Data Source: Mansour Real Estate.

<sup>16</sup> Data Source: Mansour Real Estate.

<sup>17</sup> Data Source: Derived from U.S. Census Bureau 2017-2021 American Community Survey. 95 percent occupancy rate applied. City of Hopewell Commissioner of the Revenue's Office. Average taxable value of all personal vehicles (including motorcycles) in the city of Hopewell in 2022.

<sup>18</sup> City of Hopewell used as study region since majority of development located in the city.

<sup>19</sup> Economic output is an accounting of all of the money that changes hands in a local economy.



The total economic output from Table 2 is composed of a number of local industries. Table 3 provides detail on select local industries impacted by the Hopecrest Townes development. As shown in Table 3, additional local restaurant sector spending is estimated at approximately \$634,500 per year and additional local retail sector spending is estimated at approximately \$567,300 per year (in 2023 dollars).<sup>20</sup>

**Table 3: Estimated Additional Annual Consumer Spending in Select Industries in the City of Hopewell from Residents at the Hopecrest Townes Development (2023 Dollars)<sup>21</sup>**

Industry	Estimated Additional Annual Local Consumer Spending
Restaurant	\$634,500
Retail	\$567,300

### Fiscal Impact - City of Hopewell

Table 4 provides an overview of the additional tax revenue that the city of Hopewell would derive annually from the additional economic activity associated with the residents at the Hopecrest Townes. The estimates presented below provide a straightforward analysis of the direct tax revenue that would be generated for the city by the residents of the Hopecrest Townes development. As such, they capture the largest, but not all, of the direct and indirect fiscal connections that the development would have with the city.

The increased commercial operations in the city as well as real property taxes from the apartment complex and townhomes and personal property taxes collected from the residents on-site would provide approximately \$563,200 in annual tax revenue to the city of Hopewell (in 2023 dollars).

---

<sup>20</sup> Data Source: IMPLAN Group, LLC.

<sup>21</sup> Data Source: IMPLAN Group, LLC.

Table 4: Estimated Annual City of Hopewell Tax Revenue from the Hopecrest Townes Development (2023 Dollars)<sup>22</sup>

Revenue Source	Tax Rate <sup>23</sup>	Tax Base	Tax Revenue
<b>Real Property Tax</b>	\$1.13/\$100	\$35,275,000	\$398,600
<b>Sales Tax</b>	1.0%	\$1,201,900 in sales <sup>24</sup>	\$12,000
<b>Meals Tax</b>	6.0%	\$634,500 in sales <sup>25</sup>	\$38,100
<b>Business License Tax – Rental Income</b>	\$0.36/\$100	\$684,000	\$2,460
<b>Personal Property Tax – Vehicles</b>	\$3.50/\$100	\$3,201,400	\$112,100
<b>ESTIMATED ANNUAL CITY TAX REVENUE*</b>			<b><u>\$563,200</u></b>

\*Totals may not sum due to rounding.

## Fiscal Impact – Prince George County

Table 5 provides an overview of the additional tax revenue that Prince George County would derive annually from the taxation of the real property improvements and the residents' vehicles.

The real property taxes from the townhomes and the personal property taxes collected from the residents on-site would provide approximately \$113,800 in annual tax revenue to Prince George County (in 2023 dollars).

Table 5: Estimated Annual Prince George County Tax Revenue from the Hopecrest Townes Development (2023 Dollars)<sup>26</sup>

Revenue Source	Tax Rate <sup>27</sup>	Tax Base	Tax Revenue
<b>Real Property Tax</b>	\$0.82/\$100	\$9,800,000	\$80,400
<b>Personal Property Tax – Vehicles</b>	\$3.90/\$100	\$857,800	\$33,500
<b>ESTIMATED ANNUAL COUNTY TAX REVENUE*</b>			<b><u>\$113,800</u></b>

\*Totals may not sum due to rounding.

<sup>22</sup> Please note values are rounded.

<sup>23</sup> Data Source: City of Hopewell Commissioner of the Revenue and city's website.

<sup>24</sup> Data Source: IMPLAN Group, LLC. Estimated additional consumer spending in restaurant and retail sectors based on entire development.

<sup>25</sup> Data Source: IMPLAN Group, LLC. Estimated additional consumer spending in restaurant sector based on entire development.

<sup>26</sup> Please note values are rounded.

<sup>27</sup> Data Source: Prince George County website.

*This page has been intentionally left blank.*

*The estimates provided in this report are based on the best information available and all reasonable care has been taken in assessing the quality of that information. However, because these estimates attempt to foresee the consequences of circumstances that have not yet occurred, it is not possible to be certain that they will be representative of actual events. These estimates are intended to provide a good indication of likely future outcomes and should not be construed to represent a precise measure of those outcomes.*



## County of Prince George, Virginia

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

**March 13, 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, March 28, 2024 beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential 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".

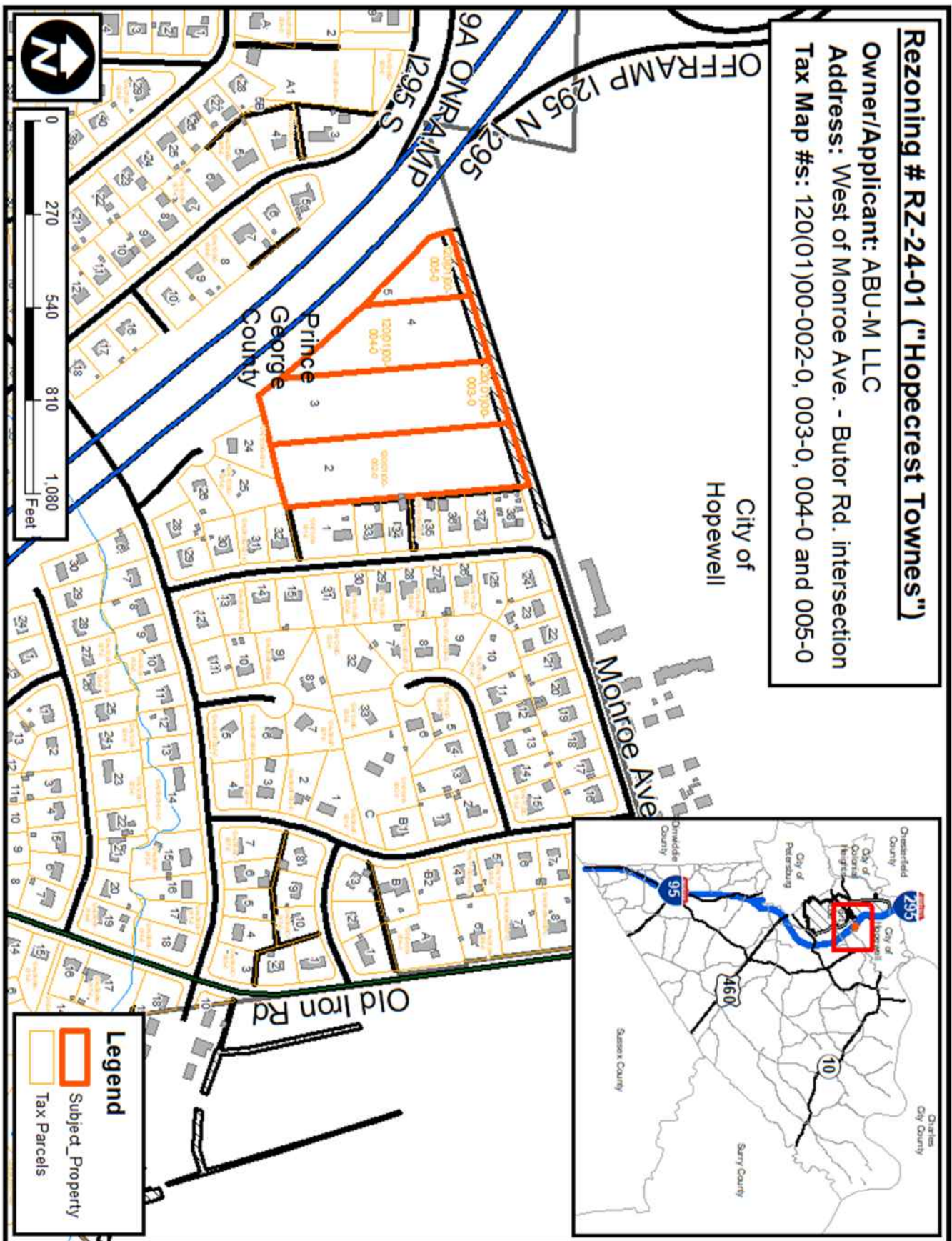
Tim Graves  
Planner II

# Rezoning # RZ-24-01 ("Hopecrest Townes")

Owner/Applicant: ABU-M LLC

Address: West of Monroe Ave. - Butor Rd. intersection

Tax Map #s: 120(01)00-002-0, 003-0, 004-0 and 005-0



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

ABU-M LLC  
5740 GENERAL WASHINGTON DR  
ALEXANDRIA, VA 22312

PEACE RENTAL PROPERTIES LLC  
2511 ROCKFORD RD  
SHELBY, NC 28152

ORTIZ JOSE A & REBECA  
4901 EDINBURG CT  
NORTH PRINCE GEORGE, VA 23860

ALSTON CHRISTOPHER JR & JOYCE  
4903 EDINBURG CT  
NORTH PRINCE GEORGE, VA 23860

PENDER MONIQUE E  
2002 BUTOR RD  
NORTH PRINCE GEORGE, VA 23860

ARGAST PAMELA ANNE  
2000 BUTOR RD  
NORTH PRINCE GEORGE, VA 23860

BRACEY ALONZO & MARGARET M  
1906 BUTOR RD  
NORTH PRINCE GEORGE, VA 23860

NETTLES FREDERICK  
1904 BUTOR RD  
NORTH PRINCE GEORGE, VA 23860

FLANDERS SHELINA  
1902 BUTOR RD  
HOPEWELL, VA 23860

DUFFEK MARTHA E  
13311 QUEEN ST  
DISPUTANTA, VA 23842

Director of Planning, City of Hopewell  
300 N Main Street  
Hopewell, VA 23860





## County of Prince George, Virginia

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**February 23, 2024**

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

### PUBLIC HEARING NOTICE

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.

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

Scheduled public hearing dates and times:

Prince George County Planning Commission: Thursday March 28, 2024 beginning at 6:30 pm.

Prince George County Board of Supervisors: Tuesday May 14, 2024 beginning at 6:00 pm. (tentative)

Public hearings are 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 for this 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). 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>. 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

P.O. Box 68 – 6602 Courts Drive, Prince George, VA 23875

Phone: 804.722.8678

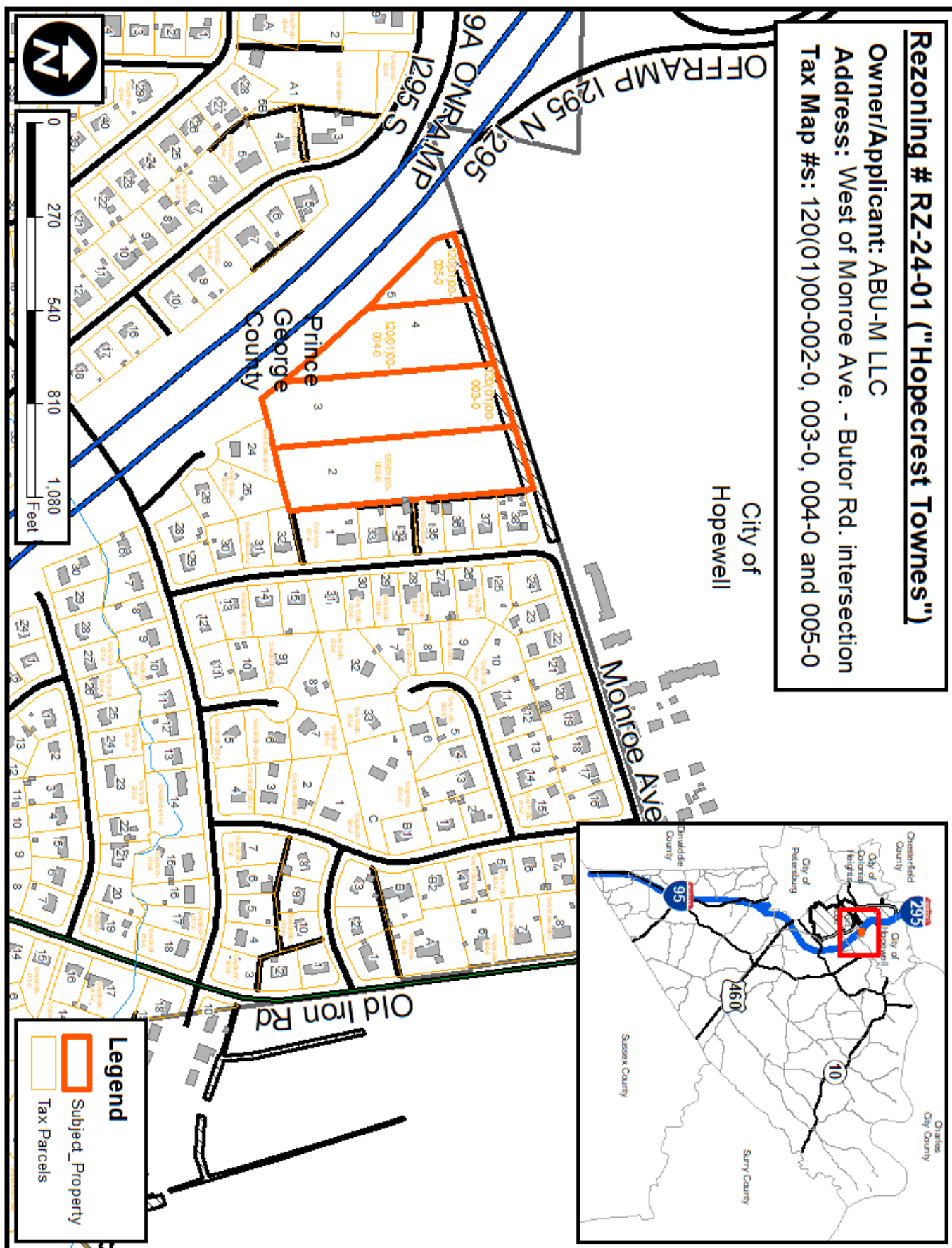
[www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov)

# Rezoning # RZ-24-01 ("Hopecrest Townes")

Owner/Applicant: ABU-M LLC

Address: West of Monroe Ave. - Butor Rd. intersection

Tax Map #s: 120(01)00-002-0, 003-0, 004-0 and 005-0



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

The Planning Commission will hold public hearings on Thursday, March 28, 2024 beginning at 6:30 p.m. concerning the following requests:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses.

**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses.

**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

The public hearings will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinances and other materials related to the above named requests 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 hearings 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 hearings is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 3/14/24 and 3/21/24

Board of Supervisors  
County of Prince George, Virginia

ORDINANCE TO REZONE TAX MAP #S 120(01)00-002-0, 003-0, 004-0 AND 005-0  
FROM R-2 TO R-TH

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:

T.J. Webb, Chair  
Floyd M. Brown, Jr, Vice Chair  
R.E. “Bobby” Cox, Jr.  
Philip T. Pugh  
Marlene J. Waymack

Vote:

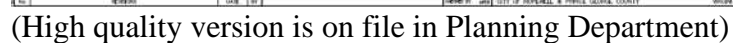
**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Application identified as RZ-24-01 is granted as an amendment to the official zoning map; and

The Property, known as Tax Map #s 120(01)00-002-0, 120(01)00-003-0, 120(01)00-004-0 and 120(01)00-005-0, consisting of 9.22 acres, as delineated on the “Conceptual Site Plan (Sheet REZ.02)”, is hereby rezoned from R-2 (Limited Residential District) to R-TH (Residential Townhouse District); and

The Owner/Applicant in this zoning case, pursuant to §15.2 2303 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Prince George County, for themselves and their successors or assigns, proffer that the Property will be developed in accordance with the proffered conditions voluntarily agreed to by the Owner/Applicant in the proffer statement dated 3-12-24, which shall be attached to this ordinance as part of the approval.





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



## **Sample Motions**

### **APPROVE:**

"I move to forward request RZ-24-01 to the Board with a recommendation for APPROVAL, subject to the proffered conditions dated 3-12-24, and the reason(s) for this recommendation is/are:"

(EXAMPLES):

- "It is compatible with the Comprehensive Plan and 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 RZ-24-01 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### **DENY:**

I move to forward request RZ-24-01 to the Board with a recommendation for DENIAL for the following reason(s): (SPECIFY)

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### **POSTPONE:**

I move to POSTPONE request RZ-24-01 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

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

Begin

**TAB 6**



## PLANNING COMMISSION STAFF REPORT

Public Hearing March 28, 2024

### SPECIAL EXCEPTION SE-23-11

Destination Church Preschool/Daycare

**Applicant:** Kyle C. Montgomery Sr.

**Property Owner:** Ardena LR LLC.

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

### Request Summary

The applicant has requested a special exception to allow the following uses in an existing building located in The Crossings Shopping Center:

- Private school (pre-school) for children ages 3 through 5, pursuant to Section 90-393(32)
- Child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28)

The Planning Commission is required to hold a public hearing and make a recommendation of approval or denial and forward the request to the Board of Supervisors for a decision.

### Property Details

**Address:** 5258 Oaklawn Boulevard

**Zoning District:** B-1

**Tax Map:** 120(03)00-00C-0

**Current Use(s):** Church

**Site Size:** 19.06 acres

**Comp Plan Land Use:** Commercial

**RE Taxes Paid?:** Yes

**Planning Area:** Prince George Planning Area

### Meeting Information

Planning Commission Public Hearing: March 28, 2024

Board of Supervisors Public Hearing: April 23, 2024 (Tentative)

### Attachments

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

## Background & Applicant Proposal

### Key Details from Application Materials

- “Biblically based educational services” for children ages 3-12
  - Pre-school for children ages 3-5
  - Daycare for children ages 3-12
  - Including summer programs
- Open to the public (not just church members)
- Desired number of children: [up to] 250
- Square footage of church used for daycare: 11,745 square feet
- Desired opening date: August 1
- Days of operation: Monday-Friday
- Hours of operation: 8:00 a.m. to 5:00 p.m.
- Pickup and drop-off planned for rear entrance (but not limited to this)

## Exhibits

Exhibit 1 – Satellite view of subject property





Exhibit 2 – Zoning Map



Exhibit 3 – Aerial imagery from Google Maps



## Staff Review Comments

### Planning Department Comments

<b>Definition of “Special Exception” in Zoning Ordinance:</b> <i>“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.”</i>	
<b>Proposed land use(s):</b>	<ol style="list-style-type: none"> <li>1. <b>“Child-care center” (religious exempt daycare) pursuant to Section 90-393(28)</b></li> <li>2. <b>“Private school” pursuant to Section 90-393(32)</b></li> </ol> <p><b>Definitions in Section 90-1:</b>  <i>Commercial <u>child care center</u> 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, <u>excluding</u>:</i></p> <ol style="list-style-type: none"> <li>a. <i>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.</i></li> <li>b. <i>A <u>religious-exempt child care center</u> as classified by the state department of social services, and operated on the premises of a church or religious institution.</i></li> <li>c. <i>A facility required to be licensed as a summer camp by the department of social services.</i></li> <li>d. <i>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.</i></li> </ol> <p>NOTE: A “religious-exempt child care center” is not exempt from the zoning ordinance. The “exempt” status in the zoning ordinance refers to state licensing at the time the ordinance was written. No certification is made by the zoning office as to what state licenses are required for religious-affiliated child care. The applicant is responsible for obtaining and maintaining any required licenses.</p> <p>There is no definition for “private school” in Section 90-1 of Zoning Ordinance.</p>
<b>Prior RZ/SE/etc. cases applicable to this property, and/or other zoning cases relevant to this request:</b>	N/A
<b>Surrounding land uses and zoning districts:</b>	Surrounding land uses include: Commercial incl. Retail, Self-Storage, Restaurants Surrounding zoning districts include: B-1, PUD, R-2
<b>Compatibility with surrounding uses and zoning:</b>	The request appears to be generally compatible with the surrounding uses and zoning districts.
<b>Consistency with Comprehensive Plan:</b>	The request appears to be generally consistent with the Comprehensive Plan designation of Commercial.
<b>Other applicable Subdivision/Zoning processes:</b>	A Business Zoning Approval will be required prior to beginning operations.
<b>Action(s) required or requested by other departments:</b>	<ul style="list-style-type: none"> <li>• Change of use filed with Building Inspections Office</li> <li>• Fire/EMS Department provided safety standards</li> </ul>
<b>Additional comments:</b>	<p>There is an existing church in operation on-site. If this special exception is approved and the church ceases to operate, then child care and pre-school activities would still be permitted on the property.</p> <p>Other church activities involving short-term childcare (such as Sunday School and seasonal Bible School) are permitted by-right as church activities.</p>



## **Other Department/Agency Comments**

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

1. A commercial entrance will be required to provide access to the project in accordance with VDOT standards. The site is accessed by an existing commercial entrance meeting VDOT standards.
2. VDOT has no objection to the proposed special exception.

### **Virginia Department of Health – Courtney Thomas, Environmental Health Specialist**

1. Facility will need to contact the health department directly for a social service inspection once they are ready for licensing with DOE.

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

1. Please be advised that the 2018 edition of the Virginia Uniform Statewide Building Code(s) (VUSBC) will be used to conduct any required Building Review(s).
2. Any construction or improvements to this parcel that is not defined as exempt per the VUSBC/VCC (Virginia Construction Code) code section(s) 102.3 and/or 108.2 will require all associated construction documents, plan reviews, permits, and inspections to be obtained prior to any activity.
3. A Change of Use permit application and updated Certificate of Occupancy will be required before occupancy/use of the facility in the requested capacity is granted. This process may include submission of floor plan/building layout, egress components, exits, occupant loads, and any applicable permitting requirements for each affected structure.
4. Our records currently indicate that the existing building is classified as “Group A”, and the proposed space use/classification will change to “E-Educational”. This classification change may require a greater degree of structural strength, ventilation and sanitation. Other items may become apparent during the permit review process and inspection.
5. Contingent upon whether meals will be prepared off-site, light meal prep/warming, or if utilization of a commercial kitchen is anticipated, a Type I or II hood may be required for any oven/stove usage in a commercial application.

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

1. The property is not located in the Enterprise Zone or Tourism Zone. The Economic Development and Tourism Department can assist with small business resources, attraction and workforce development.

### **Fire & EMS – Frank Vaerewyck**

Fire safety standards were provided for reference during review.

The departments below reviewed this request and had no comments.

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

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

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

## Anticipated Community Impacts and Potential Mitigation

	Anticipated Impacts (vs. current use)	Potential Mitigation
<b>Traffic/ Transportation</b>	Trip generation #s not provided. Not expected to generate significant additional traffic in comparison to other commercial uses already allowed on the property.	Planning staff have not requested a TIA for this review because this is an existing commercial development with multiple commercial entrances.
<b>Parking</b>	Parking will be primarily for employees because children will be picked up and dropped off daily.	N/A - There are sufficient parking spaces for employees.
<b>Visual</b>	N/A - All activities except pickup/drop-off are indoors.	N/A
<b>Noise / Odor</b>	N/A	N/A
<b>Water/Wastewater</b>	N/A	N/A
<b>Fire / EMS</b>	N/A	N/A
<b>Police</b>	N/A	N/A
<b>Schools</b>	N/A	N/A
<b>Parks / Recreation</b>	N/A	N/A

## Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- 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.

## 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 ensure applicable code requirements are met and limit any expected impacts on adjacent property owners and the surrounding community. The Applicant has reviewed and supports these conditions.


## Recommended Conditions

1. This Special Exception is granted for the following uses on Tax Map 120(03)00-00C-0:
  - a. Private school (pre-school) for children ages 3 through 5, pursuant to Section 90-393(32).

- b. Child-care center for children ages 3 through 12, pursuant to Section 90-393(28).
- 2. All required federal, state and local licenses/permits shall be obtained for the approved uses. A Change of Use Permit and an updated Certificate of Occupancy shall be obtained from the Building Inspections Office prior to opening to customers. Any required approvals shall be obtained from the Health Department.
- 3. The Special Exception shall become null and void if the use is abandoned for a period of 24 consecutive months.
- 4. 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. 5600

Exer Gov: S-23-0031

		<h1 style="text-align: center;">SPECIAL EXCEPTION APPLICATION</h1> <p style="text-align: center;">Department of Community Development and Code Compliance Planning &amp; Zoning Division 6602 Courts Drive, Prince George, VA 23875 (804) 722-8678   <a href="http://www.princegeorgecountyva.gov">www.princegeorgecountyva.gov</a></p>		OFFICE USE ONLY	
				APPLICATION #: <b>SE-23-011</b> DATE SUBMITTED: <b>DEC 21 2023</b> BY: <b>TWG</b>	
<b>APPLICANT FILL-IN ALL BLANKS</b>					
<b>REQUEST</b>	<b>REQUEST:</b> To use part of the property as a daycare facility for children ages 3-12, Monday - Friday, 8 am - 5 pm				
	<b>REQUEST PROPERTY ADDRESS / LOCATION:</b> Destination Church, 5258 Oaklawn Blvd., North Prince George, VA 23860				
	<b>REQUEST TAX MAP PIN(S):</b> (List all) 120(03)00-00C-0		<b>AFFECTED ACREAGE</b> (Each parcel): 11,475 sq.ft.	<b>ENTIRE PARCEL(Y) / N</b> - Each parcel):	
	<b>ATTACHMENTS</b> (Check if Attached; * = Required): <input checked="" type="checkbox"/> <b>APPLICANT STATEMENT*</b> (Specify goals, details, etc.) <input type="checkbox"/> <b>COMMUNITY MEETING SUMMARY</b> <input type="checkbox"/> <b>PROPOSED CONDITIONS</b> <input type="checkbox"/> <b>ADDITIONAL ATTACHMENTS:</b> <input type="checkbox"/> <b>SITE LAYOUT SKETCH OR CONCEPTUAL SITE PLAN*</b> (Show proposed improvements; Use GIS or Engineer Drawing)				
<b>LEGAL OWNER</b>	<b>NAME(S):</b> ARDENA LR LLC / DANIEL BENZVI, Authorized Signatory				
	<b>MAILING ADDRESS:</b> (Incl. City, State, Zip): c/o Colliers International P.O. Box 13470, Richmond, VA 23225				
	<b>E-MAIL:</b> dbenzvi@gmail.com		<b>PHONE:</b>		
<b>APPLICANT CONTACT</b>	<b>NAME(S):</b> (If different than owner): Kyle C. Montgomery Sr				
	<b>RELATION TO OWNER:</b> Leasee				
	<b>MAILING ADDRESS:</b> (Incl. City, State, Zip): 5258 Oaklawn Blvd., N. Prince George, VA 23860				
	<b>E-MAIL:</b> KMONTGOMERY@DESTINATIONCHURCH.COM		<b>PHONE:</b> 804-536-9890		
<b>OFFICE USE ONLY</b> (Completed at the time of application)					
<b>ZONING DISTRICT(S):</b> B-1			<b>LAND USE(S) CODE REFERENCE(S):</b> 90-393 (32) Preschool		
<b>PAYMENT</b>	<b>FEE DUE:</b> Special Exception: <u>\$700</u> Special Exception Home Occ: \$350		<b>FEE PAID:</b>		<b>PAYMENT TYPE:</b> CHECK / CASH / CREDIT / DEBIT
	<b>CHECK # / TRANSACTION #:</b>		<b>DATE RECEIVED:</b>		<b>RECEIVED BY:</b>

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:

NAME:

ARDENA LR LLC / DANIEL BENZVI, Authorized Signatory

SIGNED:

SIGNED:

DATE: 12-7-2023

DATE:

NOTARIZATION:

STATE OF VIRGINIA

COUNTY OF: Prince George

Subscribed and sworn before me this 7th day of December, 20 23.

Lindsay A Lane  
Notary Public

My Commission expires: May 31, 20 26



Destination Church would like to obtain a Special Use Exemption to operate a daycare program. The objective for the program is to offer biblically based educational services and care for children ages 3-12 years old. The main focus will be to create a firm foundation before beginning kindergarten for preschool aged children (ages 3-5 years old). The program will run year round by offering summer programs to preschool and school aged children. The program will be opened to the public with the goal of helping to meet the current need for high quality child care in the community. Our program will be classified and regulated as a religious exempt daycare through the Virginia Department of Education.

- Desired Number of children: 250
- Square footage of church used for the daycare: 11,475 sq.ft.
- Desired opening date: Aug 1, 2023
- Days of Operation: Monday-Friday
- Hours of Operation: 8:00 a.m. - 5:00 p.m.

Pick up and drop off will be conducted in the back parking lot where there is less traffic by configuring a car loop that will allow for students/staff safety while providing room for other traffic to flow as needed.



RECEIPT (REC-004882-2023)  
FOR PRINCE GEORGE COUNTY, VA

BILLING CONTACT

Ardena LR, LLC c/o Colliers International



Payment Date: 12/28/2023

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SE-23-0031	PGC Special Exception Request	Fee Payment	CRED CARD	\$700.00
5258 Oaklawn Blvd 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"*

**March 13, 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, March 28, 2024 beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for "Commercial" 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,

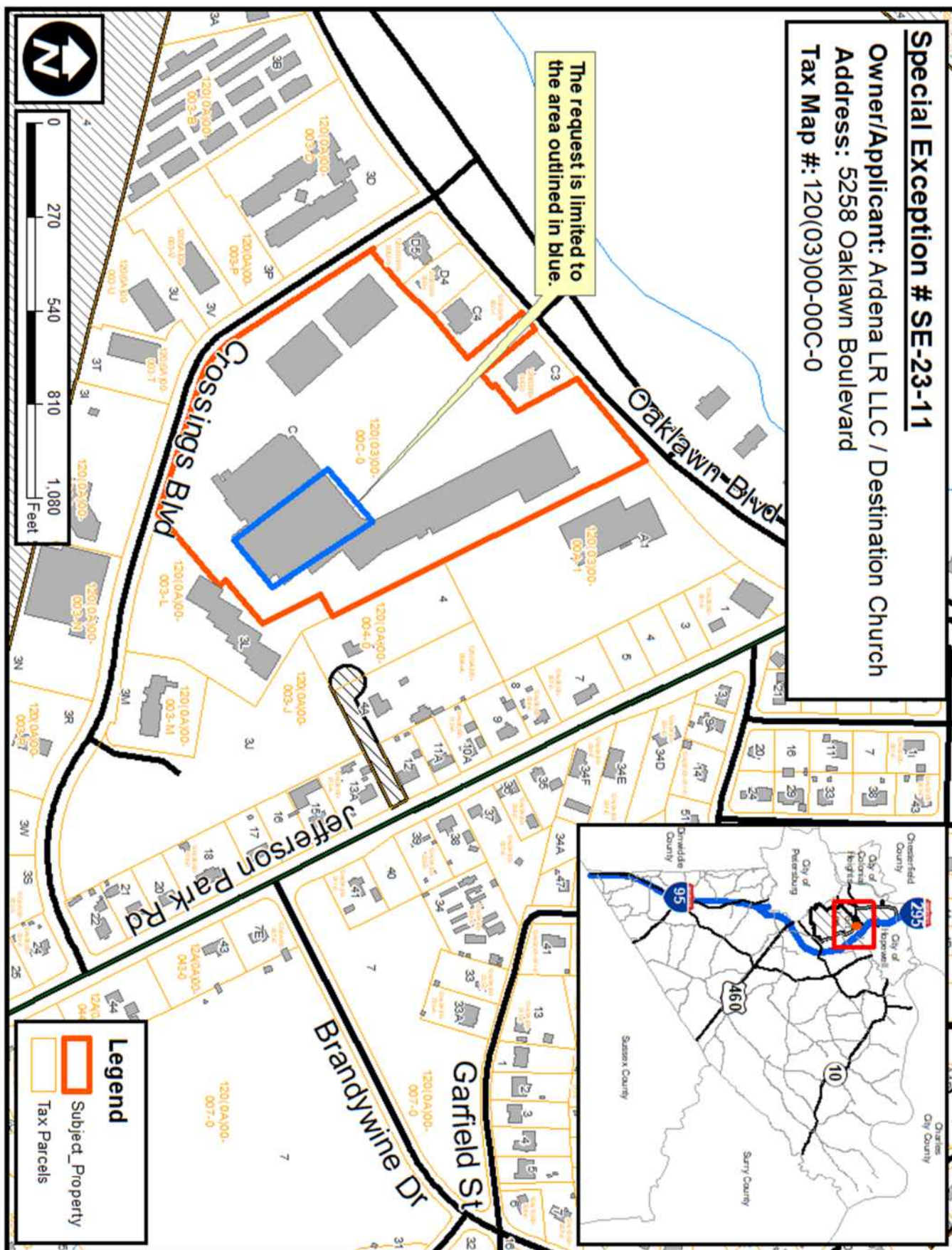
A handwritten signature in blue ink that reads "Tim Graves".

Tim Graves  
Planner II

# Special Exception # SE-23-11

Owner/Applicant: Ardena LR LLC / Destination Church  
Address: 5258 Oaklawn Boulevard  
Tax Map #: 120(03)00-00C-0

The request is limited to  
the area outlined in blue.



STROSNIDER CHEVROLET INC  
5200 OAKLAWN BLVD  
NORTH PRINCE GEORGE, VA 23860

ARDENA LR LLC c/o Colliers  
International  
P.O. Box 13470  
Richmond, VA 23225

VIRWELL LLC  
221 S 15TH AVE  
HOPEWELL, VA 23860

SHONEY'S OF RICHMOND INC  
7202 GLEN FOREST DR #106  
HENRICO, VA 23226

RESTAURANT PROPERTY INVS IV LLC /  
TJP REAL ESTATE HOLDING CO III  
2242 WEST GREAT NECK RD  
VIRGINIA BEACH, VA 23451

KOSAN LLC C/O REACS INC  
2112 C GALLOWS RD  
VIENNA, VA 22182

JAY HOPEWELL HOSPITALITY LLC  
11906 BASILIA CT  
CHESTER, VA 23836

VINSON INVESTMENTS INC  
PO BOX 189  
PRINCE GEORGE, VA 23875

ANDERSON JAMES E LLC & SPEYER  
DENITA F LLC  
3580 RIDGE RD  
TIMBERVILLE, VA 22853-2812

SALOMONSKY ANITA B  
1553 E MAIN ST  
RICHMOND, VA 23219

ROSLYN FARM CORPORATION  
PO BOX 727  
COLONIAL HEIGHTS, VA 23834

MCALLISTER WILLIAM H & SUSAN F  
4002 JEFFERSON PARK RD  
PRINCE GEORGE, VA 23875

Director of Planning, City of Hopewell  
300 N Main Street  
Hopewell, VA 23860

Destination Church c/o Lindsay Lane  
5258 Oaklawn Boulevard  
North Prince George, VA 23860

ARIHANT INVESTMENT LLC  
12406 HOGANS ALLEY  
CHESTER, VA 23836

PAM JOY 5113 OAKLAWN LLC  
1000 N GREEN VALLEY PKWY SUITE  
440-350  
HENDERSON, NV 89074

CENTURY ENTERPRISE LLC  
10870 HAMPTON ROAD  
FAIRFAX STATION, VA 22039

NATIONAL RETAIL PROPERTIES LP C/O  
RUBY TUESDAY LLC  
PO BOX 4069  
MARYVILLE, TN 37802



## County of Prince George, Virginia

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

**February 23, 2024**

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

### **PUBLIC HEARING NOTICE**

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.

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5210 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for "Commercial" land uses.

Scheduled public hearing dates and times:

Prince George County Planning Commission: Thursday March 28, 2024 beginning at 6:30 pm.

Prince George County Board of Supervisors: Tuesday April 23, 2024 beginning at 6:00 pm. (tentative)

Public hearings are 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 for this 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). 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>. 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

P.O. Box 68 – 6602 Courts Drive, Prince George, VA 23875

Phone: 804.722.8678

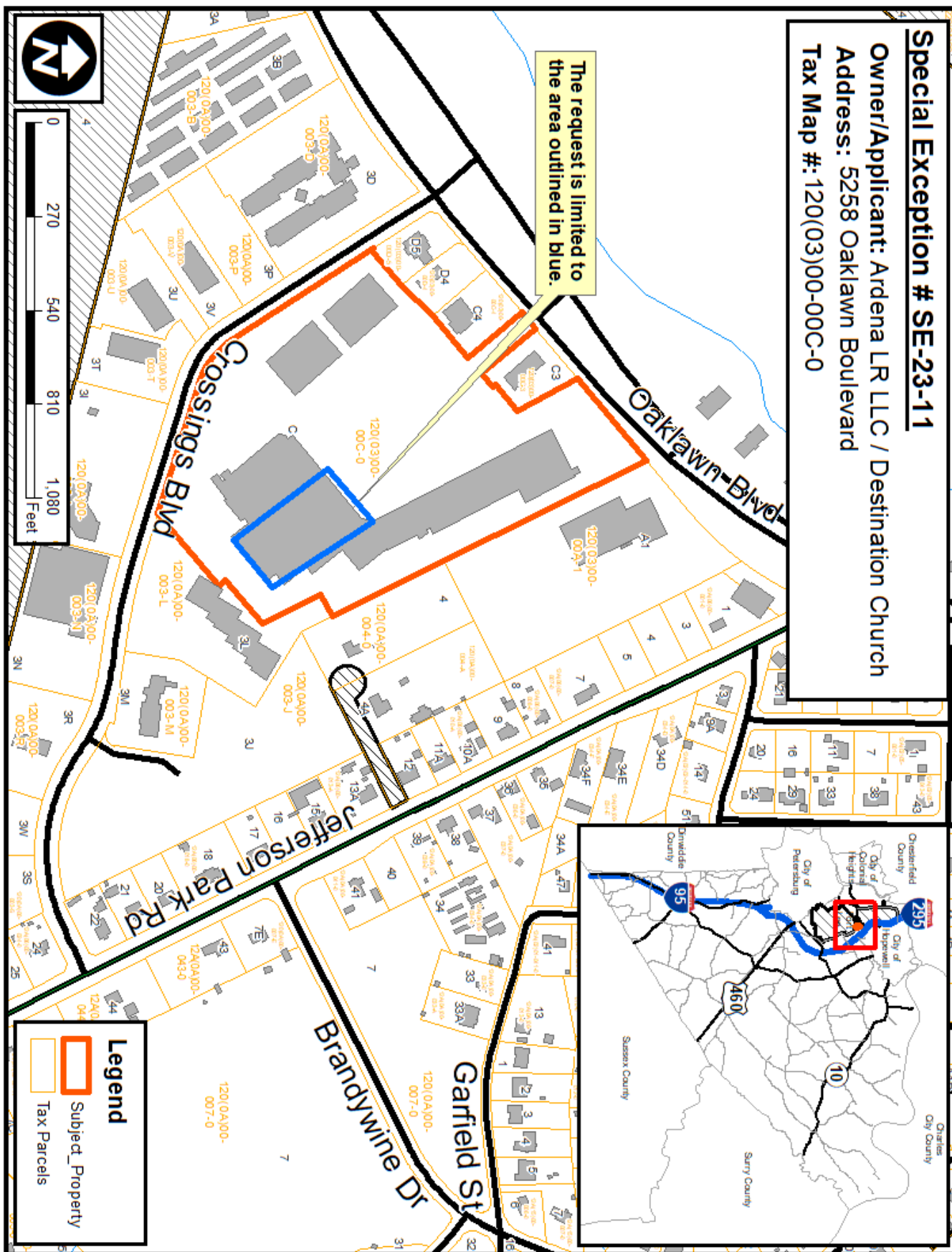
[www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov)



# Special Exception # SE-23-11

Owner/Applicant: Ardena LR LLC / Destination Church  
Address: 5258 Oaklawn Boulevard  
Tax Map #: 120(03)00-00C-0

The request is limited to the area outlined in blue.





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

The Planning Commission will hold public hearings on Thursday, March 28, 2024 beginning at 6:30 p.m. concerning the following requests:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses.

**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses.

**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

The public hearings will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinances and other materials related to the above named requests 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 hearings 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 hearings is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 3/14/24 and 3/21/24

Board of Supervisors  
County of Prince George, Virginia

**ORDINANCE TO GRANT A SPECIAL EXCEPTION FOR PRE-SCHOOL AND CHILD  
CARE USES ON TAX MAP 120(03)00-00C-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:**

T.J. Webb, Chair  
Floyd M. Brown, Jr, Vice Chair  
R.E. “Bobby” Cox, Jr.  
Philip T. Pugh  
Marlene J. Waymack

**Vote:**


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**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses.

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BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-23-11 is granted with the following conditions:

1. This Special Exception is granted for the following uses on Tax Map 120(03)00-00C-0:
    - a. Private school (pre-school) for children ages 3 through 5, pursuant to Section 90-393(32).
    - b. Child-care center for children ages 3 through 12, pursuant to Section 90-393(28).
  2. All required federal, state and local licenses/permits shall be obtained for the approved uses. A Change of Use Permit and an updated Certificate of Occupancy shall be obtained from the Building Inspections Office prior to opening to customers. Any required approvals shall be obtained from the Health Department.
  3. The Special Exception shall become null and void if the use is abandoned for a period of 24 consecutive months.
  4. 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.
- 

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

## **Sample Motions**

### **APPROVE:**

"I move to forward request SE-23-11 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 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 \_\_\_\_\_

-----

### **APPROVE WITH CHANGES:**

I move to forward request SE-23-11 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### **DENY:**

I move to forward request SE-23-11 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-23-11 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

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

Begin

**TAB 7**



## PLANNING COMMISSION STAFF REPORT

Public Hearing March 28, 2024

**SPECIAL EXCEPTION SE-24-01** - Request for Extraction of Natural Resources (Borrow Pit) and associated uses

**Applicant:** Michael Ellis

**Property Owner:** Tanju Sonuparlak

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

### Request Summary

The applicant has requested a special exception to allow the following land uses:

- “Extraction of natural resources” (borrow pit) pursuant to Section 90-103(21)
- Processing of agricultural and forest products pursuant to section 90-103(11)
- Landscaping supplies sales pursuant to Section 90-103(8)

The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site.

The Planning Commission is required to hold a public hearing and make a recommendation of approval or denial and forward the request to the Board of Supervisors for a decision.

### Property Details

**Address:** Southwest quadrant of intersection of Route 10 and 106 Ruffin Rd

**Tax Map:** 130(0A)00-074-0, 140(0A)00-003-0, 140(0A)00-005-0

**Site Size:** Approx. 85 acres of work areas on approx. 238-acre total parcel size

**RE Taxes Paid?:** Yes

**Zoning District:** R-A

**Current Use(s):** Vacant land with ongoing project to reclaim agricultural land

**Comp Plan Land Use:** Village Center and Residential

**Planning Area:** Prince George Planning Area

### Meeting Information

Planning Commission Public Hearing: March 28, 2024

Board of Supervisors Public Hearing: May 28, 2024 (Tentative)

### Attachments

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



## Background & Applicant Proposal

### **Relevant Background Information**

- The applicant submitted a preliminary application on 5-18-23 and received a comment letter with staff feedback on 6-26-23. The applicant subsequently revised his application and submitted a formal special exception application on 1-10-24.
- Land disturbance activities are ongoing on-site. In July 2023, the County visited the site and confirmed no extraction of natural resources had yet taken place. The property owner is implementing a Chesapeake Bay Preservation Area (CBPA) Conservation Compliance Plan with the goal of reclaiming farmland on 62 acres.

### **Key Details from Application Materials**

- Borrow pit will be mined with the use of an excavator, assisted by a Dozer; load dump trucks with excavator, hauled to job sites
- Depth of excavations will be a variable depth of approx. 13'-20' potentially deeper if materials exist deeper in sections, with estimated export volume between 1,468,133 to 2,258,667 Cubic Yards of soils
- Excavate on an as needed basis beginning with 5-acre portion of 'Work area A'.
- Assuming a timeframe of approximately 15-20 years to achieve final depths and reclamation on proposed areas. Upon completion of excavations the edges of banks will be sloped to 3:1 or greater for safety or backfilled after excavations have been completed. Lower areas of excavation will remain filled with water to irrigate fields after reclamation and water for livestock.
- Mrs. Sonuparlak (property owner) currently has a farmland reclamation document/CBPA compliance letter for agricultural exemption in place to reclaim pastureland on portions of the 60 acre parcel 140(OA)00-005-0.
- Work Area B to be used to stage materials and to process soils and recyclables throughout the process
- Processing area to be separated from borrow areas
- Portions of the processed materials will be used to reclaim the properties with an organic blended topsoil. Those areas will be prepared for pastureland as borrow operations come to an end.
- Drainage will be to retention areas within borrow pit limits. Onsite water will be directed to the borrow areas to eliminate runoff.
- Intake of brush/stumps/logs/natural debris will be recycled (mulched) onsite to create cover for exposed areas that require stabilization. Mulch will also be used to create compost, compost will then be mixed with soils onsite to create 100% locally recycled topsoil blends and used for commercial and residential projects in our community.
- Online/onsite sales may need to be included in this special exception to allow pickup of materials onsite in 'Work Area B'. Alternate sites will be used for pickup locations as well. Ellis Materials and Hauling will perform any sales online from our main office. No public structure will be erected on premises.
- Intake of soils from local projects will be used to backfill borrow areas, except water storage areas. Materials will be stockpiled while borrow area is being excavated.
- Access roads to the pit area will be 24' wide with 75'+ of #3 stone for the construction entrances. Haul roads will be maintained to prevent heavy dust and tracking into adjoining roads. Adjoining hard surface roads will be kept clean and free of debris.
- Anticipated traffic generation:
  - Approx 15 loads of brush imported per week to be processed
  - Approx. 10-50 loads per day of topsoil imported to be mixed with sand from the borrow pit
  - Approx. 10-40 loads per day of sold materials exported from borrow pit and processing.

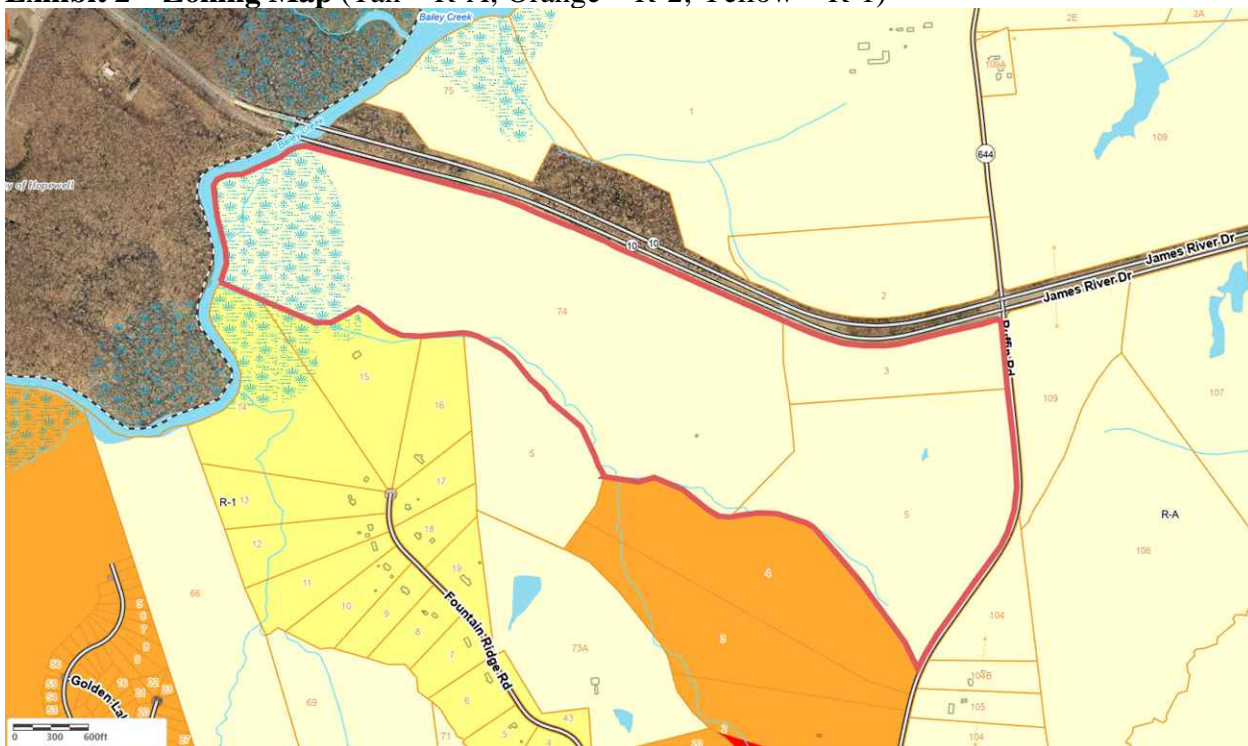
(see narrative provided with application for additional information)

## Exhibits

**Exhibit 1 – Satellite view of area including subject property**



**Exhibit 2 – Zoning Map (Tan = R-A; Orange = R-2; Yellow = R-1)**





**GRAPHIC SCALE**

0 100 200 FEET

1:1000

1 inch = 100 feet

**NOTES:**

1. PROPERTY INFORMATION WAS OBTAINED FROM PRINCE GEORGE COUNTY RECORDS. SOURCE IS NOT BASED ON AN ACTUAL FIELD SURVEY.
2. DEVELOPER SHALL BE RESPONSIBLE TO OBTAIN NEARBY AT LEAST TEN FEET PROTECTIVE AND ADEQUATE PROPERTY LINES ON ANY AND ALL PROPERTY LINES OF ANY PLATTED SUBDIVISION. DEVELOPER SHALL BE RESPONSIBLE TO OBTAIN NEARBY AT LEAST TEN FEET PROTECTIVE AND ADEQUATE PROPERTY LINES ON ANY AND ALL PROPERTY LINES OF ANY PLATTED SUBDIVISION.
3. DEVELOPER SHALL BE RESPONSIBLE TO OBTAIN NEARBY AT LEAST TEN FEET PROTECTIVE AND ADEQUATE PROPERTY LINES ON ANY AND ALL PROPERTY LINES OF ANY PLATTED SUBDIVISION. DEVELOPER SHALL BE RESPONSIBLE TO OBTAIN NEARBY AT LEAST TEN FEET PROTECTIVE AND ADEQUATE PROPERTY LINES ON ANY AND ALL PROPERTY LINES OF ANY PLATTED SUBDIVISION.
4. ALL EQUIPMENT, BUILDINGS AND PREMISES USED FOR THE PURPOSE OF BORROWING OR OTHER EXCAVATION SHALL BE CONSTRUCTED, MAINTAINED AND OPERATED IN SUCH A MANNER, AS TO BE ADEQUATELY PROTECTED FROM ANY AND ALL ADJACENT PROPERTY LINES, AS TO BE ADEQUATELY PROTECTED FROM ANY AND ALL ADJACENT PROPERTY LINES, AS TO BE ADEQUATELY PROTECTED FROM ANY AND ALL ADJACENT PROPERTY LINES.
5. NO EXCAVATION SHALL TAKE PLACE OR BE OPERATED ON ANY PROPERTY EXCEPT BETWEEN THE PROPERTY BOUNDARIES AND ADJACENT EXCEPT IN CASE OF PUBLIC EMERGENCY OR WHERE NECESSARY, REASONABLE OR NECESSARY REFERS TO EQUIPMENT AND REQUIRED TO BE MADE.

## Staff Review Comments

### Planning Department Comments

<b>Definition of “Special Exception” in Zoning Ordinance:</b> <i>“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.”</i>	
<b>Proposed land use(s):</b>	<p>“Extraction of natural resources” (borrow pit) pursuant to Section 90-103(21)  Processing of agricultural and forest products pursuant to section 90-103(11)  Landscaping supplies sales pursuant to Section 90-103(8)</p> <p>There are no definitions for these land uses in Zoning Ordinance Section 90-1.</p>
<b>Prior RZ/SE/etc. cases applicable to this property, and/or other zoning cases relevant to this request:</b>	<p>The most recent Special Exception for a borrow pit (SE-22-06) was approved on 9-13-22, submitted by the same applicant (Mike Ellis). The permit subsequently expired because a site plan was not submitted in the allotted time period. The conditions for that request were referenced when drafting conditions for the present request.</p>
<b>Surrounding land uses and zoning districts:</b>	<p>Surrounding land uses include: Agriculture/Forestry, Single-family residential  Surrounding zoning districts include: R-A, R-1, R-2</p>
<b>Compatibility with surrounding uses and zoning:</b>	<p>The request appears to be generally compatible with these surrounding uses and zoning districts, as long as there is sufficient visual screening to shield view of the activities from surrounding roads and properties.</p>
<b>Consistency with Comprehensive Plan:</b>	<p>The request is not consistent with the Comprehensive Plan Future Land Use designation of Village Center and Residential, however the proposed use would not prevent this type of development in the long term after the borrow pit operations conclude. The landowner’s plan is to conduct agricultural uses on part of the property, and the land is zoned in such a way to allow this, regardless of the future land use designation.</p>
<b>Other applicable Subdivision and Zoning processes:</b>	<ul style="list-style-type: none"> <li>• A Site Plan Review will be required prior to beginning operations to confirm compliance with Section 54-6 of the County Code.</li> <li>• A Zoning Permit will be required prior to the construction of any new building(s), to be submitted as part of the Building Permit process.</li> </ul>
<b>Action(s) required or requested by other departments:</b>	<p>N/A</p>
<b>Additional Comments:</b>	<ul style="list-style-type: none"> <li>• A detailed conceptual plan showing where activities are proposed to occur within the work areas was not provided, however the activities are described in detail in the application materials. If questions arise during the public hearing that aren’t answered by the information that has been provided, then the Commission could ask for a conceptual plan to better understand what is proposed to happen and where within the work areas.</li> <li>• The application form mentions the desire to recycle concrete on the property, however, staff communicated to the applicant that this activity is not a permitted use on the property.</li> <li>• Section 54-6 of the County Code provides regulations for quarries, pits and mines. Before beginning operations, a site plan will be submitted and reviewed to confirm compliance with this section.</li> </ul>

## **Other Department/Agency Comments**

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

1. A commercial entrance will be required to provide access to the site. Insufficient information was provided with the application to determine whether turn lanes would be warranted. If warranted, turn lanes will be required. (Planning Department Note: If warranted, turn lanes would be required before Site Plan approval. Based on the anticipated trip generation, turn lanes are not anticipated to be warranted.)
2. Full access commercial entrance spacing on either Rt. 106/156 or Rt. 10 are subject to VDOT's access management regulations. Rt. 10 and Rt. 106/156 have a posted speed limit of 55 MPH and a functional classification of minor arterial. Full access commercial entrances from Rt. 10 or Rt. 106/156 must be spaced 555' from other full access commercial entrances or intersections. Based upon the conceptual site plan submitted, the proposed entrances would meet this spacing requirement.
3. VDOT has no objection to the requested special exception.

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

#### **INFORMATIONAL COMMENTS**

1. Please be advised that the 2018 edition of the Virginia Uniform Statewide Building Code(s) (VUSBC) will be used to conduct any required Building Review(s).
2. Any construction or improvements to this parcel that is not defined as exempt per the VUSBC/VCC (Virginia Construction Code) code section(s) 102.3 and/or 108.2 will require all associated construction documents, plan reviews, permits, and inspections to be obtained prior to any activity.

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

1. Land Disturbing for excavation must be covered under permitting through the Virginia Department of Energy. No land disturbance permit will be issued for this site until evidence of the permit is submitted.
2. Land disturbing activity more than 2,500 sq. ft. but under 1 acre not associated with the CBPA Conservation Compliance Plan will need to be covered under a Land Disturbance Permit issued by Prince George County.
3. In addition to the local permit, land disturbing activities 1 acre and above not associated with the CBPA Conservation Compliance Plan will need to be covered under a Construction General Permit issued by the Virginia Department of Environmental Quality.
4. Further comments will be reserved for Site Plan submittal.

### **Virginia Department of Energy – *Paul Saunders, Manager of Safety & Permitting***

Comments dated January 29, 2024:

1. The Virginia Department of Energy has not yet received an application for a mining permit from Ellis Construction Inc. for this proposed operation. We did have a brief conversation with him within the past month and discussed some of our permitting requirements with him.
2. In reviewing the documents that he has filed with his special exception application with Prince George County, it was noted that the applicant was proposing the intake of brush/stumps/logs/natural debris, mulching, composting & topsoil creation. These are not activities that are part of a mining process and so we will not allow them within the boundaries of our mining permit. These activities would therefore need to occur outside of the mining permit boundaries and be regulated by Prince George if that activity is approved by the County.
3. During our site inspection that occurred in July of 2023, land disturbance activities were ongoing on the site at that time. However, the extraction of sand had not been initiated. Mr. Ellis was informed that he would need to obtain a permit from us prior to extracting any sand. As far as we know, he has

not initiated any minerals extraction activity on site as of yet. If you become aware that this has changed, please contact us and we will take the appropriate enforcement action.

4. In the meantime, we will keep you informed if he submits an application for a mining permit with us. Generally, this is not going to happen until he has obtained the Special Exception permit from Prince George County.
5. I would appreciate if you could share any special exception requirements that the County applies to the site (should a special exception be granted). It may help us in assisting the applicant when/if he applies for a mining permit.

The departments below reviewed this request and had no comments.

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

The departments below received a copy of this request and did not provide comments.

**Fire & EMS** – *Frank Vaerewyck*

**Virginia Department of Health** – *Courtney Thomas, Environmental Health Specialist*

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

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

### Anticipated Community Impacts and Potential Mitigation

	<b>Anticipated Impacts (vs. current use)</b>	<b>Potential Mitigation</b>
<b>Traffic/ Transportation</b>	<p>The following traffic generation related numbers were provided in the application materials:</p> <ul style="list-style-type: none"> <li>• Approx 15 loads of brush imported per week to be processed</li> <li>• Approx. 10-50 loads per day of topsoil imported to be mixed with sand from the borrow pit</li> <li>• Approx. 10-40 loads per day of sold materials exported from borrow pit and processing.</li> <li>• Loads will increase as the operation ramps up and, during occasional periods, may exceed 100 loads incoming or outgoing (per phone conversations with applicant).</li> </ul>	<p>A Chapter 527 Traffic Impact Analysis (TIA) is not required by the Code of VA, and Planning staff have not requested a TIA for this review, based on the information provided in the application.</p> <p>If warranted, turn lanes would be required before Site Plan approval. No approval condition is necessary to enforce this. Based on the anticipated trip generation, turn lanes are not anticipated to be warranted.</p> <p>Staff has recommended a condition to set limits on incoming and outgoing truckloads.</p>
<b>Parking</b>	All parking is on site.	N/A
<b>Visual</b>	Operations may be visible from roads or adjacent properties if not screened.	100' tree buffer as condition of approval
<b>Noise / Odor</b>	Noise from vehicles and equipment on site.	The County Noise Ordinance will apply, and staff recommends a condition requiring a minimum 100' tree buffer around the perimeter of the site.



<b>Drainage</b>	Stormwater drainage and collection of rainwater in excavated areas.	Excavated areas will be backfilled. Drainage to be retained on-site (required by law).
<b>Other</b>	Dust and debris from vehicles traveling into, out of, and throughout the site.	Staff recommends a condition requiring public roads to be kept clear of debris and dust.
<b>Water/Wastewater</b>	N/A	N/A
<b>Fire / EMS</b>	N/A	N/A
<b>Police</b>	N/A	N/A
<b>Schools</b>	N/A	N/A
<b>Parks / Recreation</b>	N/A	N/A

### Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- 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.

### 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 reasonably consistent with current and future surrounding land uses and the Comprehensive Plan, if the scale of operations is limited by the recommended conditions.
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 ensure applicable code requirements are met and limit any expected impacts on adjacent property owners and the surrounding community. The Applicant has reviewed and supports these conditions.

### Recommended Conditions


1. This Special Exception is granted on Tax Maps 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0 for the following uses:
  - a. "Extraction of natural resources" (borrow pit) pursuant to Section 90-103(21)
  - b. Processing of agricultural and forest products pursuant to section 90-103(11)
  - c. Landscaping supplies sales (natural products only) pursuant to Section 90-103(8)
2. Operations on the property shall substantially conform to the conceptual plan included with the application materials, titled "Sonuparlak/Ellis Borrow Pit Overall Plan" revised 12-18-23, prepared by The Site Design Company, a copy of which shall be attached to these conditions and is hereby specifically incorporated by reference. Operations shall be limited to approximately 85 acres as delineated on the conceptual plan.
3. A maximum of 100 loads incoming and 100 loads outgoing per business day shall be permitted in association with the approved special exception land uses, except that for up to 5 days per calendar month, a maximum of 250 loads incoming and 250 loads outgoing shall be permitted. If needed for

enforcement purposes, upon request by the Planning Department or designated agent, the owner/operator shall provide a log of all incoming and outgoing loads for a specified time period beginning after the request is issued. These limits may be exceeded only by amendment of this Special Exception, or in the event of an emergency such as brush collection following a storm.

4. All applicable requirements of County Code Section 54-6 (Quarries, Pits and Mines) and all other applicable Federal, State and County Code requirements shall be observed and adhered to. A Site Plan shall be reviewed for conformance with Section 54-6 and the conceptual plan prior to beginning operations.
5. The owner/applicant shall retain or establish a minimum buffer of 100 feet of trees around the perimeter of the site, for visual and noise buffering purposes, as approved during Site Plan review.
6. Hours of operation shall be limited to 7am to 7pm.
7. Public roads used to access the property for the approved uses shall be kept clear of debris and dust.
8. Access gates are required at both entrances.
9. The applicant shall obtain a permit from the Virginia Department of Energy (VDE) prior to beginning operations, shall provide a copy to the Planning Department upon approval, and shall maintain said permit throughout the life of the project.
10. This Special Exception shall become null and void if no Site Plan has been submitted within a period of 12 months from the date of Special Exception Approval.
11. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four 24 consecutive months.
12. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of federal, state or local regulations.

Inv - 5669

Envtl - SE - 24 - 0032

		<h2 style="text-align: center;">SPECIAL EXCEPTION APPLICATION</h2> <p style="text-align: center;">Department of Community Development and Code Compliance Planning &amp; Zoning Division 6602 Courts Drive, Prince George, VA 23875 (804) 722-8678   <a href="http://www.princegeorgecountyva.gov">www.princegeorgecountyva.gov</a></p>		OFFICE USE ONLY	
				APPLICATION #:	
				DATE SUBMITTED:	
				SE - 24 - 01	
				1/10/24	
<b>APPLICANT FILL-IN ALL BLANKS</b>					
REQUEST	<b>REQUEST:</b> Import Dirt, Import Topsoil, Screen Topsoil, Online sales pickup Permit Borrow Pit - Excavate Dirt, Stockpile Dirt, Recycle dirt-brush-concrete				
	<b>REQUEST PROPERTY ADDRESS / LOCATION:</b> Prince George, VA / Intersection R110 and 106 Ruffin Rd				
	<b>REQUEST TAX MAP PIN(S):</b> (List all) 130(OA)00-074-0 140(OA)00-003-0 140(OA)00-005-0		<b>AFFECTED ACREAGE</b> (Each parcel): 074 - 40 Acre 003 - 20 Acre 005 - 20 Acre		<b>ENTIRE PARCEL (Y/N)</b> - Each parcel: Portion of Each
	<b>ATTACHMENTS</b> (Check if Attached; * = Required): <input checked="" type="checkbox"/> <b>APPLICANT STATEMENT*</b> (Specify goals, details, etc.) <input type="checkbox"/> <b>PROPOSED CONDITIONS</b> <input checked="" type="checkbox"/> <b>SITE LAYOUT SKETCH OR CONCEPTUAL SITE PLAN*</b> (Show proposed improvements; Use GIS or Engineer Drawing)				
	<input type="checkbox"/> <b>COMMUNITY MEETING SUMMARY</b> <input type="checkbox"/> <b>ADDITIONAL ATTACHMENTS:</b>				
LEGAL OWNER	<b>NAME(S):</b> TANJU SONUPARLAK				
	<b>MAILING ADDRESS:</b> (Incl. City, State, Zip): 1700 Ruffin Rd North Prince George, VA 23860				
	<b>E-MAIL:</b>		<b>PHONE:</b> 804-458-3400		
APPLICANT CONTACT	<b>NAME(S):</b> If different than owner): Michael Ellis				
	<b>RELATION TO OWNER:</b> Business				
	<b>MAILING ADDRESS:</b> (Incl. City, State, Zip): 713 W. C. L. Ruffin Rd Hopewell, VA 23860				
	<b>E-MAIL:</b> Mike@elliscompaniesva.com		<b>PHONE:</b> 804-691-4982		
<b>OFFICE USE ONLY</b> (Completed at the time of application)					
<b>ZONING DISTRICT(S):</b> R-A			<b>LAND USE(S) CODE REFERENCE(S):</b>		
PAYMENT	<b>FEE DUE:</b> Special Exception: \$700 Special Exception Home Occ: \$350		<b>FEE PAID:</b> \$700.00		<b>PAYMENT TYPE:</b> CHECK / CASH / <u>CREDIT</u> / DEBIT
	<b>CHECK # / TRANSACTION #:</b> REC-4948-2024		<b>DATE RECEIVED:</b> 1/12/24		<b>RECEIVED BY:</b> Madison 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:

Tanju K. Sonoparlak

NAME:

Michael Ellis

SIGNED:

Tanju K. Sonoparlak

SIGNED:

Michael Ellis

DATE:

12/6/23

DATE:

12-6-23

**NOTARIZATION:**

STATE OF VIRGINIA

COUNTY OF:

Hopewell

Subscribed and sworn before me this

6<sup>th</sup>

day of

December

, 20

23.

Notary Public

Felice High

My Commission expires:

August 31, 2025

FELICE HIGH  
NOTARY PUBLIC  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES AUG. 31, 2025  
COMMISSION # 7747345

AFFIDAVIT



913 West City Point Road, Hopewell, VA 23860 | (804) 691-4982 | mike@elliscompaniesva.com

RECEIVED March 19, 2024

December 18th, 2023

Location: Intersection of Route 10 and Ruffin RD, N. Prince George, VA 23860

### **Request To open New Borrow Pit/Recycle Facility Plan of Operation**

It is requested by Ellis Construction Inc, (Michael Ellis), to open a new borrow pit within Prince George County. The open pit will be mined with the use of an excavator, assisted by a Dozer; load dump trucks with excavator, hauled to job sites. Depth of excavations will be a variable depth of approx. 13'-20' potentially deeper if materials exist deeper in sections over 70 Acres with an estimated export volume between 1,468,133 to 2,258,667 Cubic Yards of soils. We will excavate on an as needed basis beginning with 5-acre portion of 'Work area A', as noted on the attached plan set. We are assuming a timeframe of approximately 15-20 years to achieve final depths and reclamation on proposed areas. Upon completion of excavations the edges of banks will be sloped to 3:1 or greater for safety or backfilled after excavations have been completed. Lower areas of excavation will remain filled with water to irrigate fields after reclamation and water for livestock. We are anticipating an average of 10 loads per day being imported but could be 50. Daily exported material will be sales based and may fluctuate. It is projected to be 10-40 loads per day.

Mrs. Sonuparlak currently has a farmland reclamation document/CBPA compliance letter (attached) for agricultural exemption in place to reclaim pastureland on portions of the 60 acre parcel 140(OA)00-005-0. The 60 acre portion currently included in the plan has been overtaken by KUDZU and planned for future pasture after reclamations are complete in noted borrow areas north of recycle/stockpile 'Work Area B'. Owner is actively working on planting cover crop in small areas to find solutions to combat the Kudzu. Work Area B is within portion of the 60 acre parcel under Agricultural exemption. We will be using Work Area B to stage materials and to process soils and recyclables throughout the process. We must separate the processing area from borrow areas to minimize access to the DMME (Dept. of Mine and Mineral) permitted borrow areas that do not allow persons without mining cards to access. Portions of the processed materials will be used to reclaim the properties with an organic blended topsoil. Area will be prepared for pastureland as borrow operations come to an end. The Kudzu also extends beyond parcel 005-0 into parcels: 140(OA)00-003-0 containing 21 Acres and parcel 130(OA)00-074-0 containing 154 acres. After borrow operations have been completed and Kudzu eradicated on



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parcels 003 and 074, the property will also be reclaimed and used for pastureland and irrigation or placed into further conservation efforts mirroring owners efforts for parcel 005.

Drainage will be to retention areas within borrow pit limits. Onsite water will be directed to the borrow areas to eliminate runoff. Water collected in these areas will also be used to wash sand during processing. There are no expected water runoff once lower excavations are completed. Water accumulation in the borrow sites may need be pumped out through sediment bags as needed to continue excavations.

Topsoil imported will be stored next to the permit site protected by silt fence on the non-permitted sides. Imported topsoil will be screened and blended with the sand of borrow areas. The edges and slopes of the borrow pit will have topsoil respread and stabilized. The main area will be covered with water at a minimum of 4 feet creating additional water storage for the site and future irrigations.

Intake of brush/stumps/logs/natural debris will be recycled (mulched) onsite to create cover for exposed areas that require stabilization. Mulch will also be used to create compost, compost will then be mixed with soils onsite to create 100% locally recycled topsoil blends and used for commercial and residential projects in our community. We expect approximately 15 loads of brush per week imported and use an excavator to stockpile and load a horizontal grinder twice a year.

Online/onsite sales may need to be included in this special exception to allow pickup of materials onsite in 'Work Area B'. Alternate sites will be used for pickup locations as well. Ellis Materials and Hauling will perform any sales online from our main office. No public structure will be erected on premises.

Intake of soils from local projects will be used to backfill borrow areas, except water storage areas. Materials will be stockpiled while borrow area is being excavated. Sales may be made from the stockpiled fill materials.

Access roads to the pit area will be 24' wide with 75'+ of #3 stone for the construction entrances. Haul roads will be maintained to prevent heavy dust and tracking into adjoining roads. Adjoining hard surface roads will be kept clean and free of debris. Hours of operation will be 7am-7pm. We will have a single person onsite to load materials with a loader or an excavator. A 100+ feet tree





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buffer will remain to shield operations. Access gates were installed on the property many years ago and will remain. The site will be protected by security cameras as well.

We would like to further partner with the County of Prince George to supply any needs you may have with recycling natural debris, (trees, pruning's, mulch, storm debris, etc.) as well as supplying the county with any soils needed for the county's' projects with local resources.

If you have any questions or concerns, feel free to contact me at any time.

Respectfully,

Mike Ellis

804-691-4982

[mike@elliscompaniesva.com](mailto:mike@elliscompaniesva.com)









## County of Prince George, Virginia

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

**March 13, 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, March 28, 2024 beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential 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,

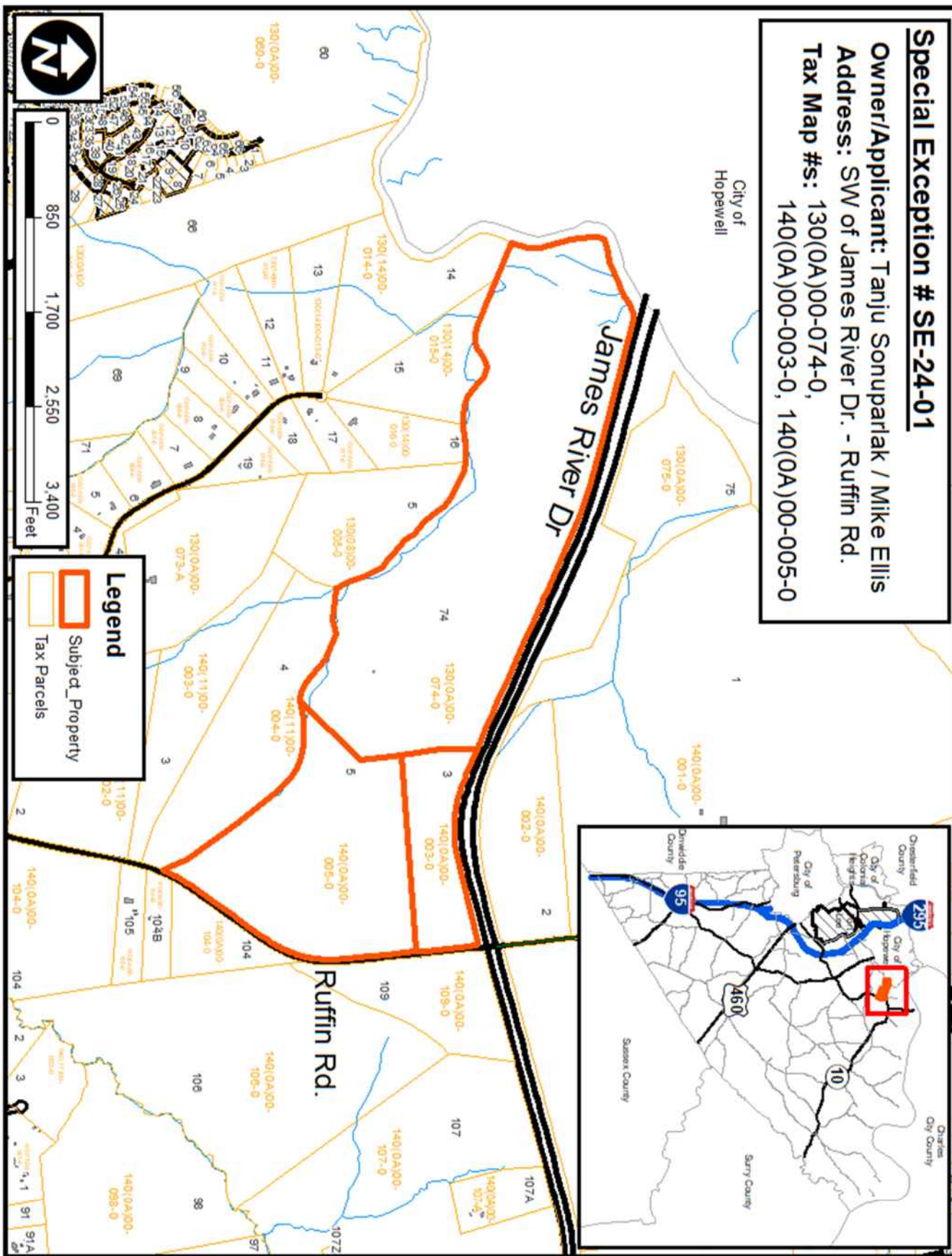
A handwritten signature in blue ink that reads "Tim Graves".

Tim Graves  
Planner II



# Special Exception # SE-24-01

**Owner/Applicant:** Tanju Sonuparlak / Mike Ellis  
**Address:** SW of James River Dr. - Ruffin Rd.  
**Tax Map #s:** 130(OA)00-00-074-0,  
 140(OA)00-00-003-0, 140(OA)00-00-005-0



644 LLC  
PO BOX 40014  
INDIANAPOLIS, IN 46240

PHILLINGANE EDDIE W & REBECCA J  
2130 FOUNTAIN RIDGE RD  
NORTH PRINCE GEORGE, VA 23860

HELSTOSKY LAUREN D  
2100 FOUNTAIN RIDGE RD  
NORTH PRINCE GEORGE, VA 23860

DIXON HOWARD L & DONNA L  
2135 FOUNTAIN RIDGE RD  
NORTH PRINCE GEORGE, VA 23860

SONUPARLAK TANJU K  
1700 RUFFIN RD  
NORTH PRINCE GEORGE, VA 23860

SORDELETT PEGGY L ET ALS  
9140 CHATHAM GROVE LN  
NORTH CHESTERFIELD, VA 23236

ROSS ALEXANDRIA H & ANTHONY J  
2701 RUFFIN RD  
NORTH PRINCE GEORGE, VA 23860

WILSON NORWOOD W III  
506 CENTRAL TER  
HOPEWELL, VA 23860

644 LLC  
PO BOX 40014  
INDIANAPOLIS, IN 46240

Mike Ellis  
913 W. City Point Rd.  
Hopewell, VA 23860

Director of Planning, City of Hopewell  
300 N Main Street  
Hopewell, VA 23860

Evonik Corporation Attn: Marie  
Romano-Tax Dept  
2 Turner Place  
Piscataway, NJ 08854

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

The Planning Commission will hold public hearings on Thursday, March 28, 2024 beginning at 6:30 p.m. concerning the following requests:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses.

**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses.

**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.



**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

The public hearings will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinances and other materials related to the above named requests 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 hearings 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 hearings is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 3/14/24 and 3/21/24

Board of Supervisors  
County of Prince George, Virginia

**ORDINANCE TO GRANT A SPECIAL EXCEPTION FOR A BORROW PIT  
AND RELATED USES ON TAX MAP #s  
130(OA)00-074-0, 140(OA)00-003-0, AND 140(OA)00-005-0**

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:

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**Present:**

T.J. Webb, Chair  
Floyd M. Brown, Jr, Vice Chair  
R.E. “Bobby” Cox, Jr.  
Philip T. Pugh  
Marlene J. Waymack

**Vote:**


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**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(OA)00-074-0, 140(OA)00-003-0, and 140(OA)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses.

---

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-24-01 is granted with the following conditions:

1. This Special Exception is granted on Tax Maps 130(OA)00-074-0, 140(OA)00-003-0, and 140(OA)00-005-0 for the following uses:
  - a. “Extraction of natural resources” (borrow pit) pursuant to Section 90-103(21)
  - b. Processing of agricultural and forest products pursuant to section 90-103(11)
  - c. Landscaping supplies sales (natural products only) pursuant to Section 90-103(8)
2. Operations on the property shall substantially conform to the conceptual plan included with the application materials, titled “Sonuparlak/Ellis Borrow Pit Overall Plan” revised

12-18-23, prepared by The Site Design Company, a copy of which shall be attached to these conditions and is hereby specifically incorporated by reference. Operations shall be limited to approximately 85 acres as delineated on the conceptual plan.

3. A maximum of 100 loads incoming and 100 loads outgoing per business day shall be permitted in association with the approved special exception land uses, except that for up to 5 days per calendar month, a maximum of 250 loads incoming and 250 loads outgoing shall be permitted. If needed for enforcement purposes, upon request by the Planning Department or designated agent, the owner/operator shall provide a log of all incoming and outgoing loads for a specified time period beginning after the request is issued. These limits may be exceeded only by amendment of this Special Exception, or in the event of an emergency such as brush collection following a storm.
4. All applicable requirements of County Code Section 54-6 (Quarries, Pits and Mines) and all other applicable Federal, State and County Code requirements shall be observed and adhered to. A Site Plan shall be reviewed for conformance with Section 54-6 and the conceptual plan prior to beginning operations.
5. The owner/applicant shall retain or establish a minimum buffer of 100 feet of trees around the perimeter of the site, for visual and noise buffering purposes, as approved during Site Plan review.
6. Hours of operation shall be limited to 7am to 7pm.
7. Public roads used to access the property for the approved uses shall be kept clear of debris and dust.
8. Access gates are required at both entrances.
9. The applicant shall obtain a permit from the Virginia Department of Energy (VDE) prior to beginning operations, shall provide a copy to the Planning Department upon approval, and shall maintain said permit throughout the life of the project.
10. This Special Exception shall become null and void if no Site Plan has been submitted within a period of 12 months from the date of Special Exception Approval.
11. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four 24 consecutive months.
12. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant 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.



## **Sample Motions**

### **APPROVE:**

"I move to forward request SE-24-01 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 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-24-01 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### **DENY:**

I move to forward request SE-24-01 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-24-01 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

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

Begin

**TAB 8**



## PLANNING COMMISSION STAFF REPORT

Public Hearing March 28, 2024

**SE-24-02** – Special Exception for a Furniture Repair/Restoration & Custom Furniture Shop as a Home Occupation Business in an Accessory Building

**Applicant:** Donald D. & Sheryl S. Deaver

**Property Owner:** Donald D. & Sheryl S. Deaver

**Case Manager:** Koty Gray, Planner - (804)722-8678

### Request

The applicant has requested a special exception to allow “Custom Kitchen-Table Workshop and Furniture Repair and Restoration Business”, pursuant to Section 90-103 (10) & Section 90-103 (53), to operate a furniture repair/restoration and a kitchen table workshop as a home occupation business in an accessory structure.

The Planning Commission is required to hold a public hearing and make a recommendation of approval or denial and forward the request to the Board of Supervisors for a decision.

### Property

**Address:** 15200 Lindberg Drive Disputanta, VA 23842

**Tax Map:** 510(12)00-016-0

**Site Size:** 8.73 acres

**RE Taxes Paid?:** Yes

**Zoning District:** Residential Agricultural (R-A)

**Current Use(s):** Single Family Residential

**Comp Plan Land Use:** Agriculture

**Planning Area:** Rural Conservation Area

### Meeting Information

Planning Commission Public Hearing: March 28, 2024

Board of Supervisors Public Hearing: April 23, 2024 (Tentative)

### Attachments

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



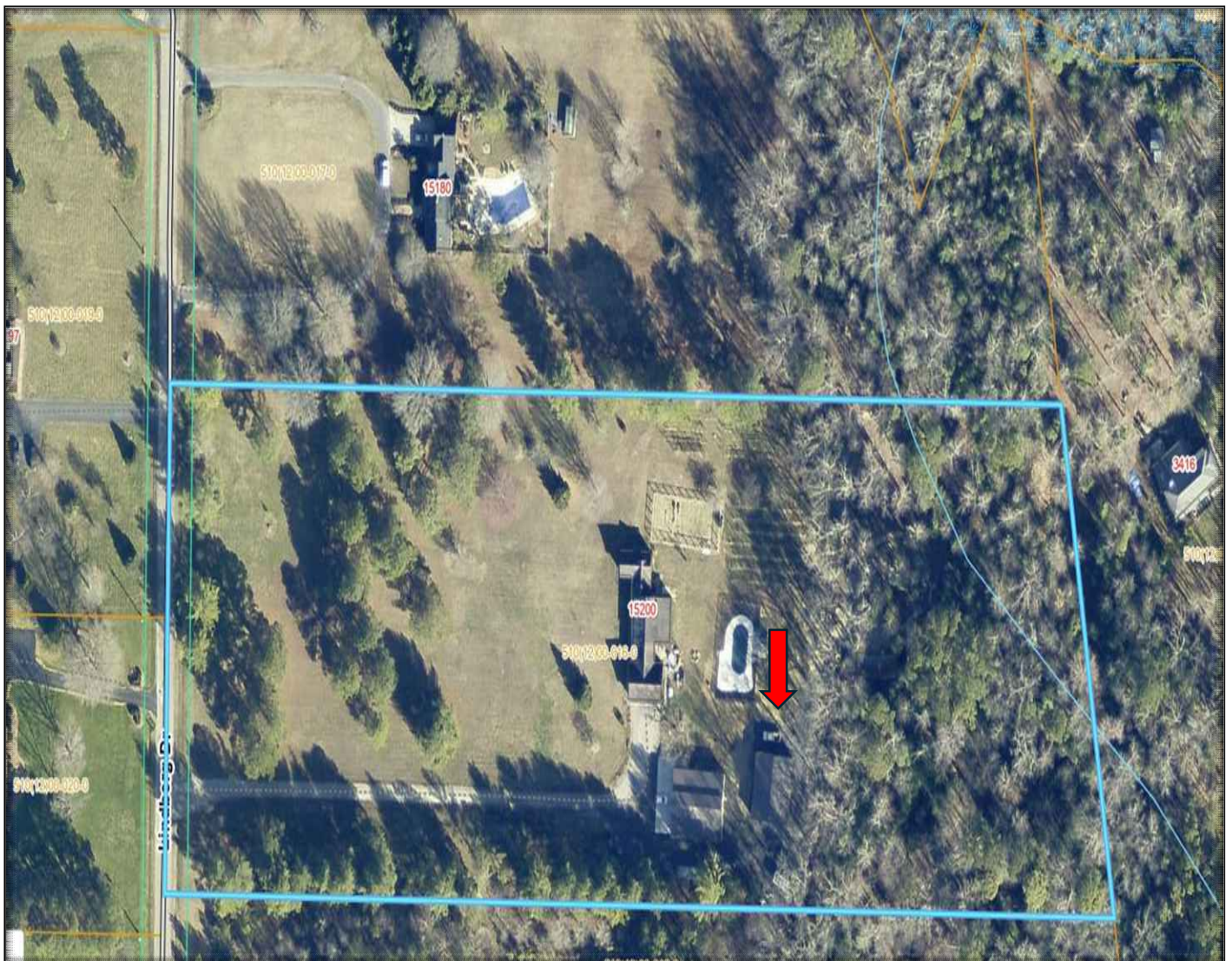
## Applicant Proposal

Applicants Sheryl Deaver (owner of Lee's Mil Woodworks LLC) and husband Donald Deaver (member of the LLC), who currently reside and own the property located at 15200 Lindberg Drive, (TM# 510(12)00-016-0), are intending to operate a home occupation business where they repair and restore antique furniture as well as build kitchen tables in an existing 40' x 48' accessory structure.

As noted in the application materials, there will be no additional employees other than the owners of the business. No customers will be coming to the property to bring or pick up furniture. Instead, the applicants will pick up the furniture, and bring it to the existing 40' x 48' detached pole building to provide the repair/restoration service. Once the service is complete, they will deliver the furniture back to the customer.

## VI. Exhibits

Exhibit 1 - Aerial Map of Property Showing Building Location



## Exhibit 2 – Zoning Map (Yellow=Residential Agricultural, R-A)

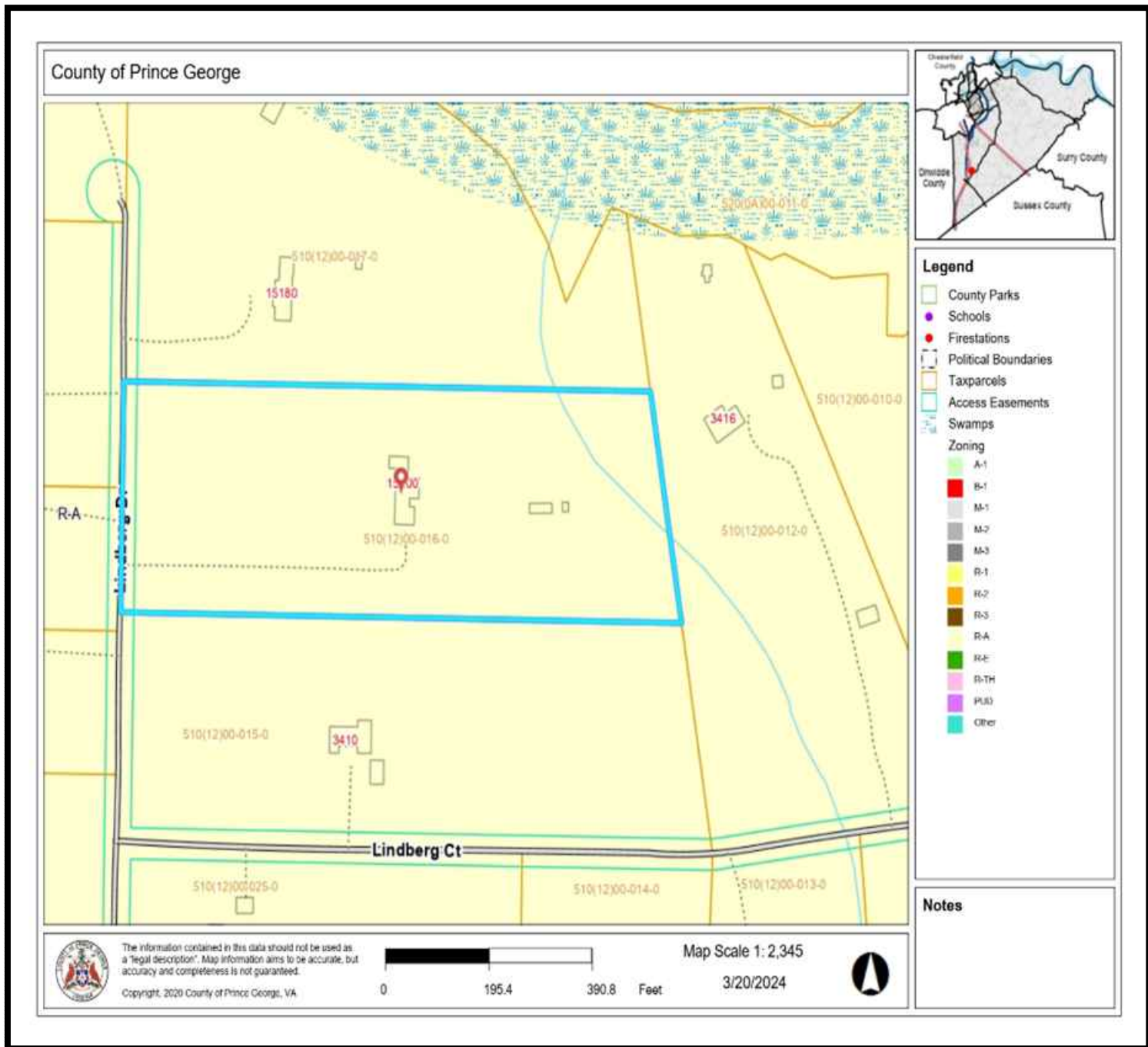
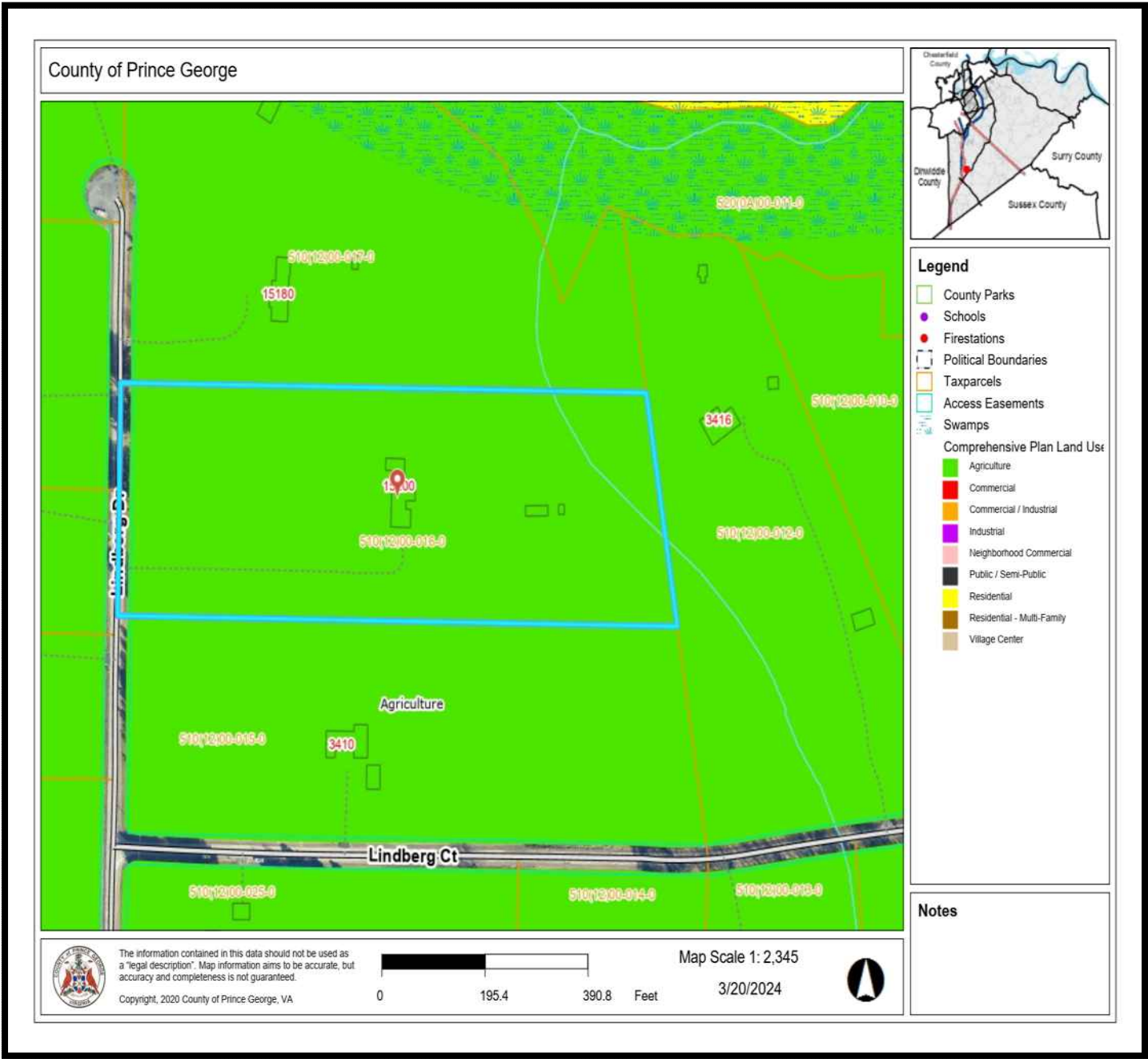




Exhibit 3 – Comprehensive Plan Future Land Use Map (Green =Agriculture)





#### Exhibit 4 -Picture of Proposed Workshop Building



#### **Planning and Zoning Review Comments**

1. The desired land use is classified as “Custom cabinet-making shop, furniture sales and repair shop, reupholstery shop”, which is to be conducted as a home occupation in an accessory structure. This land use is permitted by Special Exception pursuant to Section 90-103 (10) & (53). This land use is permitted by Special Exception in the Residential Agricultural District (R-A) Zoning District. A definition for this term is not provided in the Zoning Ordinance.
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, so long as the approval is subject to reasonable conditions.

3. Current land uses on adjacent properties:
  - a. North – Residential Agricultural (R-A) (Single Family Residence)
  - b. South – Residential Agricultural (R-A) (Single Family Residence)
  - c. East – Residential Agricultural (R-A) (Single Family Residence)
  - d. West – Residential Agricultural (R-A) (Single Family Residence)
4. Is this request consistent with the Comprehensive Plan? Yes, because the Future Land Use Map indicates this property is planned for Agriculture uses.
5. Is this request compatible with surrounding uses and zoning districts? Yes, because other surrounding properties are zoned similarly.
6. If this request is approved, additional zoning approvals will be required:
  - a. Home Occupation Zoning Approval required prior to operation of the new/expanded business
7. Other departments/agencies have identified certain requirements that apply to the proposed use of the property which are identified in the Supplemental Staff Review Comments. Those items will be required to be resolved before final business zoning approval will be granted for a business license and Certificate of Occupancy.

### Supplemental Staff Review Comments

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

1. Please advise the applicant that if future occupancy of customers/employees is desired, permits to utilize the structure may be required.

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

1. The property is not located in the Enterprise Zone or Tourism Zone. The Economic Development and Tourism Department can assist with small business resources, attraction, and workforce development

The departments below reviewed this request and had no comments.

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

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

**Department of Public Utilities – Rachael Lumpkin,**

The departments below received a copy of this request and did not provide comments.

**Fire & EMS Department – Frank Vaerewyck**

**Virginia Department of Health – Courtney Thomas, Environmental Health Specialist**

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

### Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- 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.

### 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 ensure applicable code requirements are met and limit any expected impacts on adjacent property owners and the surrounding community. The Applicant has reviewed and supports these conditions.

### **Recommended Conditions**

1. This Special Exception is granted for the following use on Tax Map 510(12)00-016-0:
  - A. Custom kitchen table workshop as well as furniture sales and repair/restoration workshop, pursuant to Section 90-103 (10) & 90-103 (53), for the purpose of repairing and restoring antique furniture, as well as to build kitchen tables as a home occupation in accessory structure.
2. No additional employees other than occupants of the dwelling may be on-site.
3. No customers may drop off or pick up furniture at the property.
4. No permanent signage shall be permitted for the business.
5. All trash and debris related to the business shall be removed from the property in a proper and timely manner.
6. All storage of materials related to the business shall be located inside the accessory structure.
7. The applicant shall take appropriate measures to ensure compliance with the County Noise Ordinance of the Code of the County of Prince George County, as adopted.
8. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four (24) consecutive months.
9. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provisions of federal, state, or local regulations.





# 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 #:

DATE SUBMITTED:

**RECEIVED**  
JAN 18 2024

BY:

## APPLICANT FILL-IN ALL BLANKS

REQUEST

REQUEST: Lee's Mill Woodworks LLC - Exception to restore furniture in our outbuilding

REQUEST PROPERTY ADDRESS / LOCATION:  
15200 Lindberg Drive Disputanta VA 23842

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

510(12)00-016-0

AFFECTED ACREAGE  
(Each parcel):

ENTIRE PARCEL (Y / N  
- Each parcel):

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): Sheryl S. Deaver and Donald D. Deaver

MAILING ADDRESS: (Incl. City, State, Zip):  
15200 Lindberg Drive Disputanta, VA 23842

E-MAIL: ssdeaver521@gmail.com  
ddeavera@gmail.com

PHONE: 804-586-0184  
804-586-0183

APPLICANT CONTACT

NAME(S): If different than owner):

Same

RELATION TO OWNER:

SCIP

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

E-MAIL: ssdeaver521@gmail.com

PHONE: 804-586-0184

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

ZONING DISTRICT(S):

R-A

LAND USE(S) CODE REFERENCE(S):

90-103(10) & 90-103(53)

PAYMENT

FEE DUE:

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

FEE PAID:

350.00

PAYMENT TYPE:

☒ CHECK / CASH / CREDIT / DEBIT

CHECK # / TRANSACTION #:

5540 / REC-4998 -

DATE RECEIVED:

1/23/24

RECEIVED BY:

Madison Sobczak

2024

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:

Sheryl S. Deaver

NAME:

Donald D. Deaver

SIGNED:

[Signature]

SIGNED:

[Signature]

DATE:

1-18-2024

DATE:

01/18/24

NOTARIZATION:

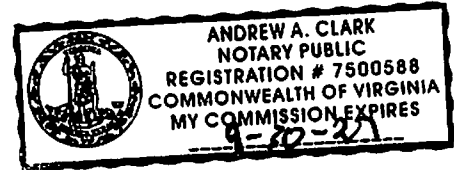
STATE OF VIRGINIA

CITY OF: Hopewell

Subscribed and sworn before me this 18<sup>th</sup> day of January, 20 24.

Notary Public

My Commission expires: 9-30, 20 27



AFFIDAVIT

January 5, 2024

To Whom It May Concern:

Sheryl S. Deaver, is 100% owner of Lee's Mill Woodworks LLC. Donald D. Deaver, is a member of the LLC with no ownership. The location address is our residence, which is located at 15200 Lindberg Drive, Disputanta, VA.

We are asking for a Special Exemption to operate our business out of our residence, which is zoned ~~R1/A1~~ R-A. The work that we will be doing will be done in a detached outbuilding behind our residence. We are repairing and restoring antique furniture and any damaged pieces of furniture. We will also build kitchen tables.

*Please add detached structure size 40x48 Detached Pole Building*  
We will not have any customers at our residence to bring or pick up furniture. We will pick up the items of furniture, repair them and then deliver them to the customer.

**There will be no employees.**

Donald is nearing the end of his 37-year career as a firefighter with Henrico County Division of Fire and this will be a supplement to our income.

All required documents for the formation of the business have been filed with the Federal Government and the State of Virginia. The business has insurance coverage.

Thank you,

Sheryl S. Deaver



RECEIPT (REC-004998-2024)  
FOR PRINCE GEORGE COUNTY, VA

BILLING CONTACT

Sheryl Deaver



Payment Date: 01/23/2024

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SE-24-0033	PGC Special Exception Home Occupation	Fee Payment	Check #05540	\$350.00
15200 Lindberg Dr Disputanta, VA 23842			<b>SUB TOTAL</b>	<b>\$350.00</b>
			<b>TOTAL</b>	<b>\$350.00</b>

Department of  
Planning



Robert A. Baldwin, AICP  
Planning Director

## County of Prince George, Virginia

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

March 6, 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, March 28, 2024, beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a "furniture sales and repair shop" as a "home occupation within an accessory building" within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

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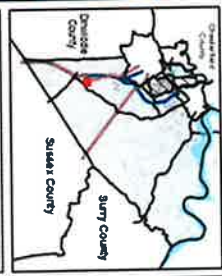
You may also contact me with any questions prior to the scheduled meeting. We have included a GIS Map showing the general location of the request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Koty Gray", followed by a long horizontal flourish.

Koty Gray  
Planner

# County of Prince George



- Legend**
- County Parks
  - Schools
  - Firestations
  - Political Boundaries
  - Taxparcels
  - Access Easements
  - Swamps

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.  
Copyright, 2008 County of Prince George, VA



Map Scale 1: 3,126  
3/5/2024





KRILE EMAMUEL  
15180 LINDBERG DRIVE  
DISPUTANTA, VA 23842

MCMILLAN CAROLYN H  
3416 LINDBERG COURT  
DISPUTANTA, VA 23842

MORYKON JOHN III  
3410 LINDBERG COURT  
DISPUTANTA, VA 23842

FISCHER FRANKLIN W  
15257 LINDBERG DR  
DISPUTANTA, VA 23842

FISCHER MATTHEW A  
15235 LINDBERG DR  
DISPUTANTA, VA 23842

PURYEAR JR THOMAS A  
15197 LINDBERG DR  
DISPUTANTA, VA 23842

DEAVER DONALD & SHERYL  
15200 LINDBERG DR  
DISPUNTANTA, VA 23842

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

The Planning Commission will hold public hearings on Thursday, March 28, 2024 beginning at 6:30 p.m. concerning the following requests:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

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**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

The public hearings will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinances and other materials related to the above named requests 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 hearings 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 hearings is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 3/14/24 and 3/21/24



Board of Supervisors  
County of Prince George, Virginia

ORDINANCE TO GRANT A SPECIAL EXCEPTION FOR FURNITURE SALES AND  
REPAIR SHOP AS A HOME OCCUPATION IN ACCESSORY BUILDING ON TAX MAP  
510(12)00-016-0

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:

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Present:

T.J. Webb, Chair  
Floyd M. Brown, Jr, Vice Chair  
R.E. “Bobby” Cox, Jr.  
Philip T. Pugh  
Marlene J. Waymack

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Vote:


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**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

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BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as SE-24-02 is granted with the following conditions:

1. This Special Exception is granted for the following use on Tax Map 510(12)00-016-0:
  - A. Custom kitchen table workshop as well as furniture sales and repair/restoration workshop, pursuant to Section 90-103 (10) & 90-103 (53), for the purpose of repairing and restoring antique furniture, as well as to build kitchen tables as a home occupation in accessory structure.
2. No additional employees other than occupants of the dwelling may be on-site.
3. No customers may drop off or pick up furniture at the property.
4. No permanent signage shall be permitted for the business.
5. All trash and debris related to the business shall be removed from the property in a proper and timely manner.
6. All storage of materials related to the business shall be located inside the accessory structure.
7. The applicant shall take appropriate measures to ensure compliance with the County Noise Ordinance of the Code of the County of Prince George County, as adopted.

8. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four (24) consecutive months.
9. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provisions of federal, state, or local regulations.

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

## Sample Motions

### APPROVE:

"I move to forward request SE-24-02 to the Board with a recommendation for APPROVAL 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-24-02 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### DENY:

I move to forward request SE-24-02 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-24-02 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

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



Begin

**TAB 9**

	<b>PLANNING COMMISSION STAFF REPORT</b>
	Public Hearing March 28, 2024
	<b>SE-24-03</b> – Special Exception for a Custom Reupholstery Shop as a Home Occupation Business in an Accessory Structure
	<b>Applicant:</b> Alyssa J. & Charles “Chuck” Johnston <b>Property Owner:</b> Alyssa J. & Charles M. Johnston <b>Case Manager:</b> Koty Gray, Planner - (804)722-8678

## I. Request

The applicant has requested a special exception to allow “Reupholstery Shop”, pursuant to Section 90-103 (10) & Section 90-103 (53), to operate a reupholstery home occupation business in an accessory structure.

The Planning Commission is required to hold a public hearing and make a recommendation of approval or denial and forward the request to the Board of Supervisors for a decision.

## II. Property

**Address:** 17000 Jolly Road, Disputanta, VA 23842

**Zoning District:** Residential Agricultural (R-A)

**Tax Map:** 600(0A)00-025-0

**Current Use(s):** Single Family Residential

**Site Size:** 5.29 acres

**Comp Plan Land Use:** Agriculture

**RE Taxes Paid?:** Yes

**Planning Area:** Rural Conservation Area

## III. Meeting Information

Planning Commission Public Hearing: March 28, 2024

Board of Supervisors Public Hearing: April 23, 2024 (Tentative)

## V. Applicant Proposal

Applicants Alyssa J. & Charles M. Johnston (owner of Chuck’s Custom Upholstery, LLC) who currently reside and own the property located at 17000 Jolly Road, (TM# 600(0A) 00-025-0), are intending to operate a home occupation business where they reupholster seat cushions primarily used in recreational type vehicles (All Terrain Vehicles, Motorcycles, and Boats), as well as patio cushions in an 8’ x 22’ accessory structure.

As noted in the application materials, there will be no additional employees other than the owners of the business. No customers will be coming to the property to pick up or drop off products. Instead, the applicants will pick up the product, bring it back to the 8’ x 22’ accessory structure to provide the reupholstery service, and then deliver it back to the customer. All material storage shall be stored inside the shop. No hazardous materials are being proposed to be used or stored. The scrap material and removal of old material shall be placed in a large trash can and then disposed of at the Prince George Convenience Center for Refuse and Recycling.

The noise consideration shall be the sewing machine, which per the applicant, emits an overall decibel of approximately 10dB (10 decibels). No vehicles shall be on site. No onsite advertising shall take place.

## VI. Exhibits

### Exhibit 1 – Aerial Map





Exhibit 2 – Aerial Map with Building Location

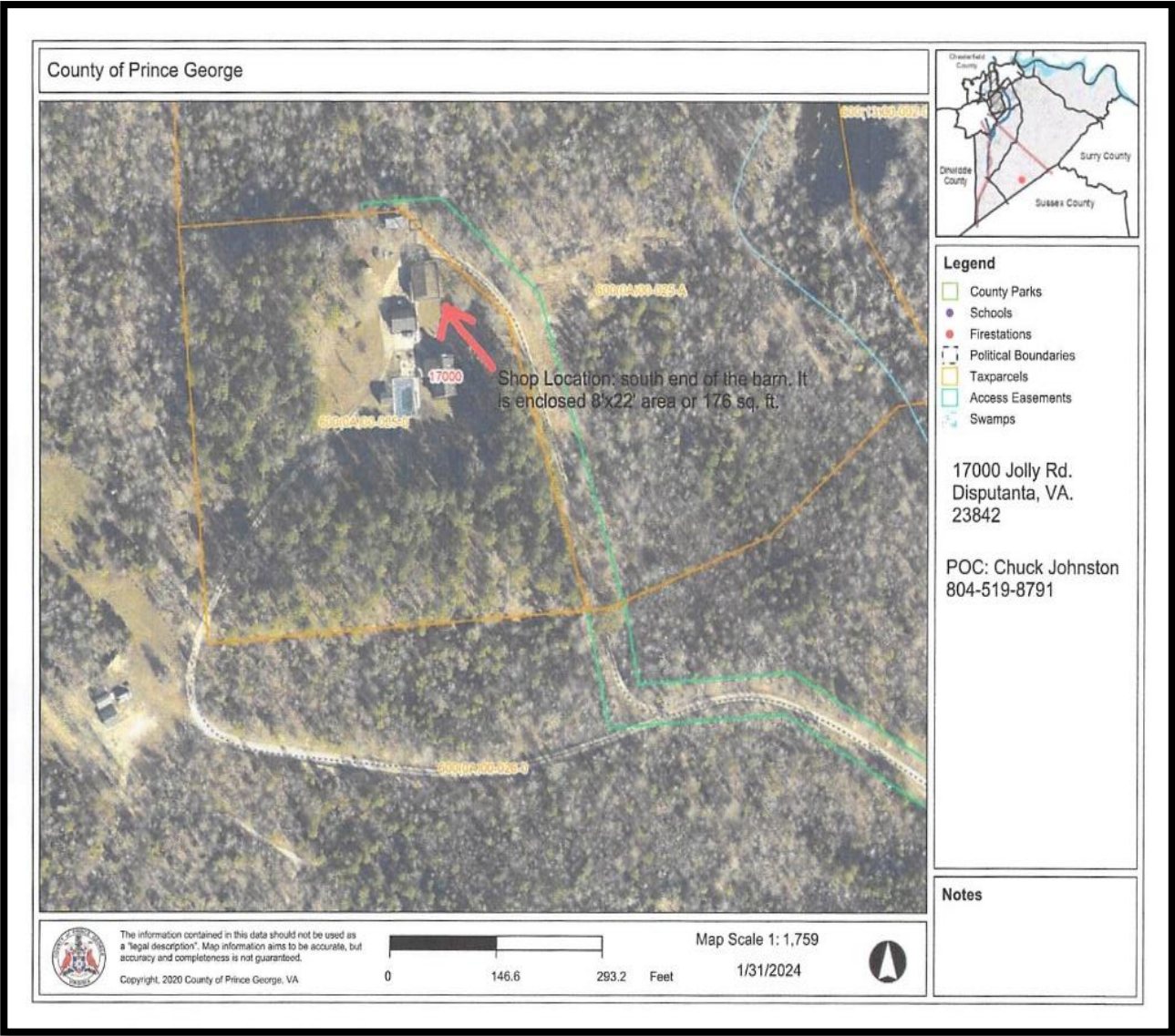
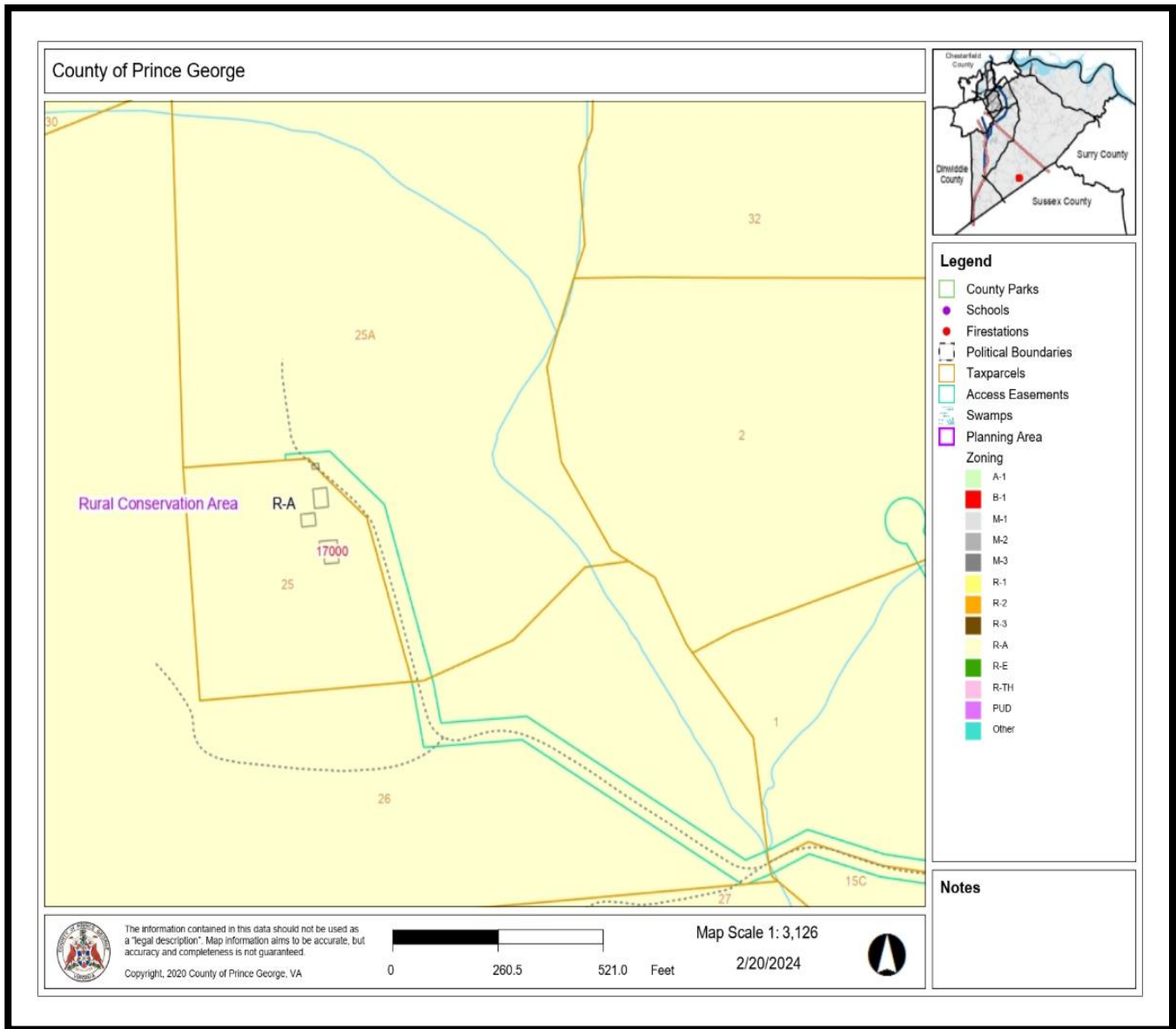
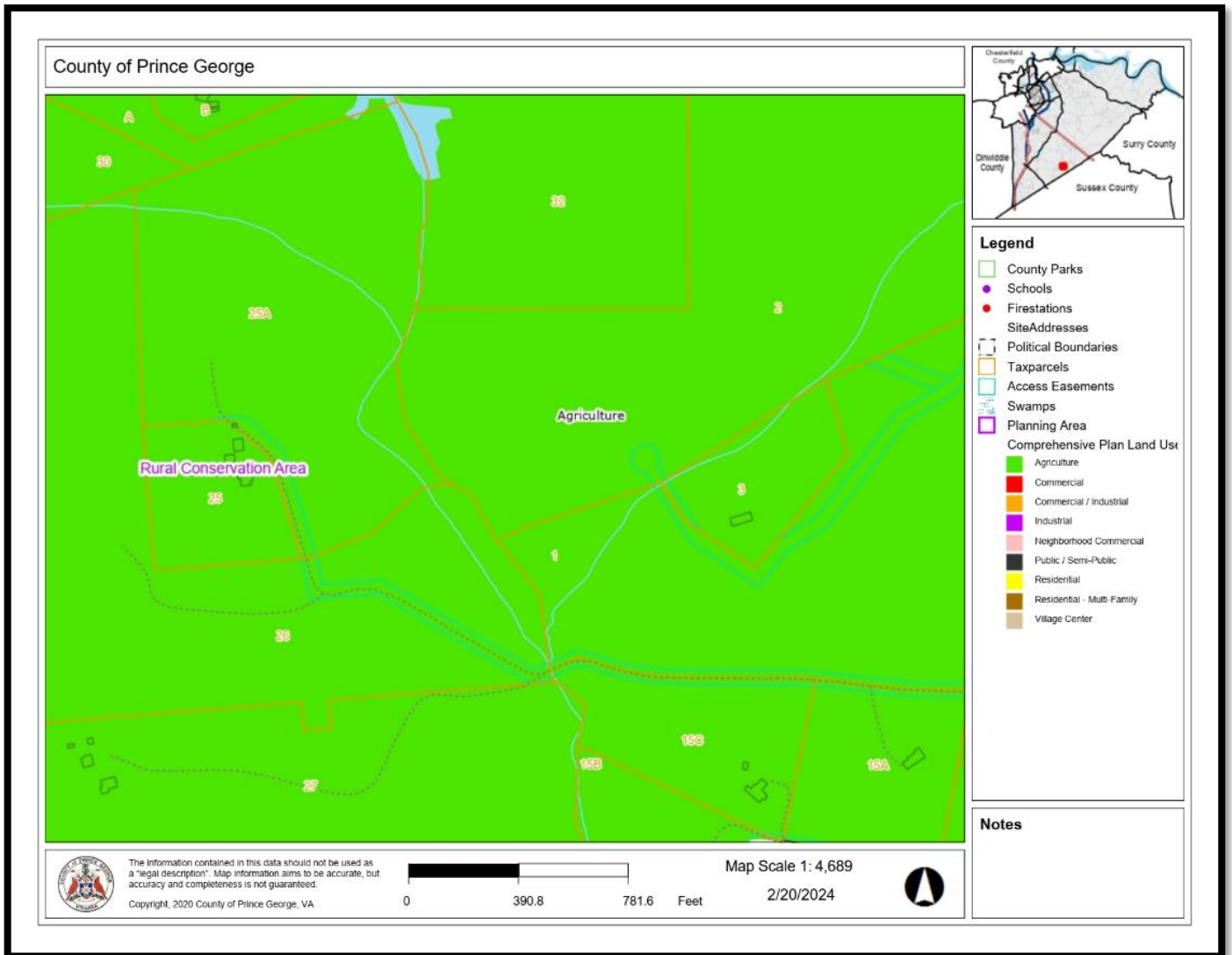


Exhibit 3 -Zoning Map (Yellow = Residential Agricultural, R-A)



# Exhibit 4 – Comprehensive Plan Future Land Use Map (Green=Agriculture)





### Exhibit 5 -View of Accessory Structure



### **VII. Planning and Zoning Review Comments**

1. The desired land use is classified as “Custom cabinet-making shop, furniture sales and repair shop, to reupholstery shop”, which is to be conducted as a home occupation in an accessory structure. This land use is permitted by Special Exception pursuant to Section 90-103 (10) & (53). This land use is permitted by Special Exception in the Residential Agricultural District (R-A) Zoning District. A definition for this term is not provided in the Zoning Ordinance.
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, so long as the approval is subject to reasonable conditions.

3. Current land uses on adjacent properties:
  - a. North – Residential Agricultural (R-A) (Single Family Residence)
  - b. South – Residential Agricultural (R-A) (Single Family Residence)
  - c. East – Residential Agricultural (R-A) (Single Family Residence)
  - d. West – Residential Agricultural (R-A) (Single Family Residence)
4. Is this request consistent with the Comprehensive Plan? Yes, because the Future Land Use Map indicates this property is planned for Agriculture uses.
5. Is this request compatible with surrounding uses and zoning districts? Yes, because other surrounding properties are zoned similarly.
6. If this request is approved, additional zoning approvals will be required:
  - a. Home Occupation Zoning Approval required prior to operation of the new/expanded business.
7. Other departments/agencies have identified certain requirements that apply to the proposed use of the property which are identified in the Supplemental Staff Review Comments. Those items will be required to be resolved before final business zoning approval will be granted for a business license and Certificate of Occupancy.

## VIII. Supplemental Staff Review Comments

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

1. Please advise the applicant that if future occupancy of customers/employees is desired, permits to utilize the structure may be required.

### **Economic Development** – *Makayla Christensen, Economic Development & Tourism Specialist*

1. The property is not located in the Enterprise Zone or Tourism Zone. The Economic Development and Tourism Department can assist with small business resources, attraction, and workforce development

The departments below reviewed this request and had no comments.

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

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

**Department of Public Utilities** – *Rachael Lumpkin, Project Engineer*

The departments below received a copy of this request and did not provide comments.

**Fire & EMS Department** – *Frank Vaerewyck*

**Virginia Department of Health** – *Courtney Thomas, Environmental Health Specialist*

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

## IX. Public Notice and Community Feedback

- Staff notified adjacent property owners by mailing prior to the public hearing.
- 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.

## X. 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 ensure applicable code requirements are met and limit any expected impacts on adjacent property owners and the surrounding community. The Applicant has reviewed and supports these conditions.


## **XI. Recommended Conditions**

1. This Special Exception is granted to Alyssa J. & Charles M. Johnston for the following use on Tax Map 600(0A) 00-025-0:
  - A. Reupholstery shop, pursuant to Section 90-103 (10) & 90-103 (53), for the purpose of reupholstering seat cushions for recreational vehicles as well as patio cushions.
2. No additional employees other than occupants of the dwelling may be on-site.
3. No customers may drop off or pick up furniture at the property.
4. No permanent signage shall be permitted for the business.
5. All trash and debris related to the business shall be removed from the property in a proper and timely manner.
6. All storage of materials related to the business shall be located inside the accessory structure.
7. The applicant shall take appropriate measures to ensure compliance with the County Noise Ordinance of the Code of the County of Prince George County, as adopted.
8. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four (24) consecutive months.
9. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provisions of federal, state, or local regulations.



EnerGov - SE - 24-0034

Inv - 5819

	<b>SPECIAL EXCEPTION APPLICATION</b> Department of Planning 6602 Courts Drive, Prince George, VA 23875 (804) 722-8678   <a href="http://www.princegeorgecountyva.gov">www.princegeorgecountyva.gov</a>		<b>OFFICE USE ONLY</b>	
			<b>APPLICATION #:</b> SE-24-03	
			<b>DATE SUBMITTED:</b> 2/1/24	
<b>APPLICANT FILL-IN ALL BLANKS</b>				
<b>REQUEST</b>	REQUEST: Operate small one person upholstery business out of existing accessory structure on the property.			
	REQUEST PROPERTY ADDRESS / LOCATION: 17000 Jolly Rd Disputanta, VA. 23842			
	REQUEST TAX MAP PIN(S): (List all) 600(0A)00'025'0	AFFECTED ACREAGE (Each parcel):	ENTIRE PARCEL (Y / N - Each parcel):	
	ATTACHMENTS (Check if Attached; * = Required): <input checked="" type="checkbox"/> APPLICANT STATEMENT* (Specify goals, details, etc.) <input type="checkbox"/> PROPOSED CONDITIONS <input checked="" type="checkbox"/> SITE LAYOUT SKETCH OR CONCEPTUAL SITE PLAN* (Show proposed improvements; Use GIS or Engineer Drawing) <input type="checkbox"/> COMMUNITY MEETING SUMMARY <input type="checkbox"/> ADDITIONAL ATTACHMENTS:			
<b>LEGAL OWNER</b>	NAME(S): Charles M. Johnston & Alyssa J. Johnston			
	MAILING ADDRESS: (Incl. City, State, Zip): 17000 Jolly Rd. Disputanta, VA. 23842			
	E-MAIL: chuckandalyssa@yahoo.com	PHONE: 804-519-8791		
<b>APPLICANT CONTACT</b>	NAME(S): If different than owner): Same			
	RELATION TO OWNER:			
	MAILING ADDRESS: (Incl. City, State, Zip): Same			
	E-MAIL: Same	PHONE: Same		
<b>OFFICE USE ONLY (Completed at the time of application)</b>				
ZONING DISTRICT(S): R-A		LAND USE(S) CODE REFERENCE(S): Sec. 90-103 (52)		
<b>PAYMENT</b>	FEE DUE: Special Exception: \$700 Special Exception Home Occ: \$350	FEE PAID: 350. <sup>00</sup>	PAYMENT TYPE: <input checked="" type="checkbox"/> CHECK / CASH / CREDIT / DEBIT	
	CHECK # / TRANSACTION #: 3430 / REC 5059-2024	DATE RECEIVED: 2/2/24	RECEIVED BY: Madison 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:

Charles M. Johnston

NAME:

Alyssa J. Johnston

SIGNED:

*Charles M. Johnston*

SIGNED:

*Alyssa J. Johnston*

DATE: *1 February 2024*

DATE: *1 February 2024*

NOTARIZATION:

STATE OF VIRGINIA

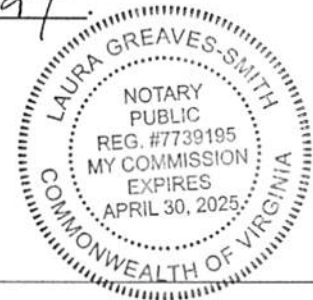
COUNTY OF: *Prince George*

Subscribed and sworn before me this

*1<sup>st</sup>* day of *Feb.*, 20 *24*

Notary Public

My Commission expires: *April 30, 2025*



AFFIDAVIT

31 January 2024

Memorandum For: Planning and Zoning Office - Prince George, Virginia

Subject: Applicant Statement for New Business

1. The following information is being submitted according to the Planning and Zoning Office rules, policies and procedures to obtain comments, review, and approval for a new business located within Prince George, County, Virginia.
2. An in-depth analysis/detailed description to assist the Committee in its recommendation is as follows:
  - a. **Business Name:** Chuck's Custom Upholstery, LLC. (Disabled Veteran Owned Business)
  - b. **Business Purpose:** reupholster seat cushions primarily used for recreational type vehicles (ATV's, Motorcycles, and Boats). Services will also include reupholstering patio cushions.
  - c. **Home Occupation in an Accessory Building:** the space used will be an enclosed area, called the shop, within my barn located on the property. The property size is approximately 5.288 acres.
  - d. **Business Address:** 17000 Jolly Rd. Disputanta, VA. 23842
  - e. **Shop Dimensions:** The area used for the business will be located within the barn. The shop measures 8'x22' for a total of 176 square feet.
  - f. **Shop Layout:** the shop is fully insulated, drywall, 3 windows, one ceiling light, 5 electrical outlets, concrete floor, 2 shelving units, 2 worktables and one sewing machine.
  - g. **Shop Heating and Cooling:** the shop is heated with an approved home radiant oil heater, adjustable thermostat, safety tip-over switch, safety overheat protection and ETL approved. It is a permanently sealed 3 channel design, 12v 600 watts. Cooling is provided by a window mount standard home window air-conditioning unit.
  - h. **Employees:** only the owner – no additional employees needed.
  - i. **Safety:** the shop has an approved smoke detector and fire extinguisher. As an additional safety precaution there is another smoke detector in the barn.
  - j. **Shop Egress:** there is a primary door to the shop and 2 windows that open in case an emergency exit is needed. The barn has a primary door, 2 large barn doors 15' high by 10' wide. There are also 2 additional roll-up garage doors on the barn.
  - k. **Water and Bathroom Facilities:** no water or bathroom facilities will be needed in the shop as the house is only 92' away. No alterations or additions to existing infrastructure are needed.
  - l. **Hours of Operation:** 0900-1600hrs. Monday – Friday. No holiday or weekend hours.
  - m. **Materials Used:** the primary material utilized will be vinyl, sunbrella, foam and corresponding-colored threads.
  - n. **Material Storage:** all sewing material will be stored inside the shop on one of the worktables. There will be minimal storage of material, I will purchase material on an as-needed basis.
  - o. **Hazardous Materials:** None. There are no hazardous materials needed, used or stored.
  - p. **Environmental Impact:** none.
  - q. **Carpentry Equipment:** none.



- r. Disposition of Scrap Material: all scrap material from the reupholstering and removal of old material from cushions will be placed in a large trash can, bagged and disposed of at the Prince George Convenience Center Refuse/Recycling, 3100 Union Branch Road, South Prince George, Va. 23805. Items that can be recycled will be placed in appropriate bins at the Convenience Center.
- s. Noise: the only noise consideration will be the sewing machine, which is the Sailrite LSZ-1 medium duty. The overall dB (decibel level) is around 10dB as this sewing machine is equipped with a servo motor, not a clutch motor, which has a much higher dB rating. As an example, the average television volume is equal to 70dB. The business will not violate the quiet hours prescribed by the county.
- t. Customers Onsite: No. There will never be any customers onsite. All reupholstery work will be picked up and delivered back to the customer once completed. Customers will not be permitted to drop off, visit, or come to the shop for any reason. The area entering our property also has "No Trespassing" signs. There will be no vehicles at any time on the premises. All estimates and invoicing will be done off premises at the customer's location – not at 17000 Jolly Rd. Disputanta, Va. 23842.
- u. Traffic: none. There will be no additional traffic on Jolly Rd. as the business will pick up and drop off upholstery. Please see "q" above.
- v. Increased Parking: none. Please see "q" above.
- w. Advertising on Premises: none. There will not be any signage of any type, shape or style located on the premises.
- x. Advertising off Premises: will be through the local Prince George Chamber of Commerce, Southern Virginia Regional Chamber of Commerce, local community networking (ie: BNI, Community Connections). Social Media, local events, and support of local fundraising for the community will be used to advertise as needed. There will be no advertising of any kind on any roadways.

3. Owner background:

I'm Charles M. Johnston (Chuck). Legal resident of Prince George County. Retired Army Senior Chief Warrant Officer of 20+ years. I worked at Fort Lee as a DA Civilian for 17 years at the Software Engineering Center, now happily retired again. I enjoy reupholstering seats and cushions. Starting a business seemed like the next logical step.

4. I would like to take this opportunity for your consideration of starting a business within the county. If any further information is needed, please feel free to contact me @ 804-519-8791.



V/r

Charles M. Johnston (Chuck)  
17000 Jolly Rd.  
Disputanta, VA. 23842  
804-519-8791

RECEIPT (REC-005059-2024)  
FOR PRINCE GEORGE COUNTY, VA

BILLING CONTACT

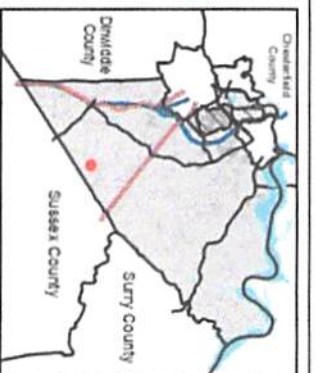
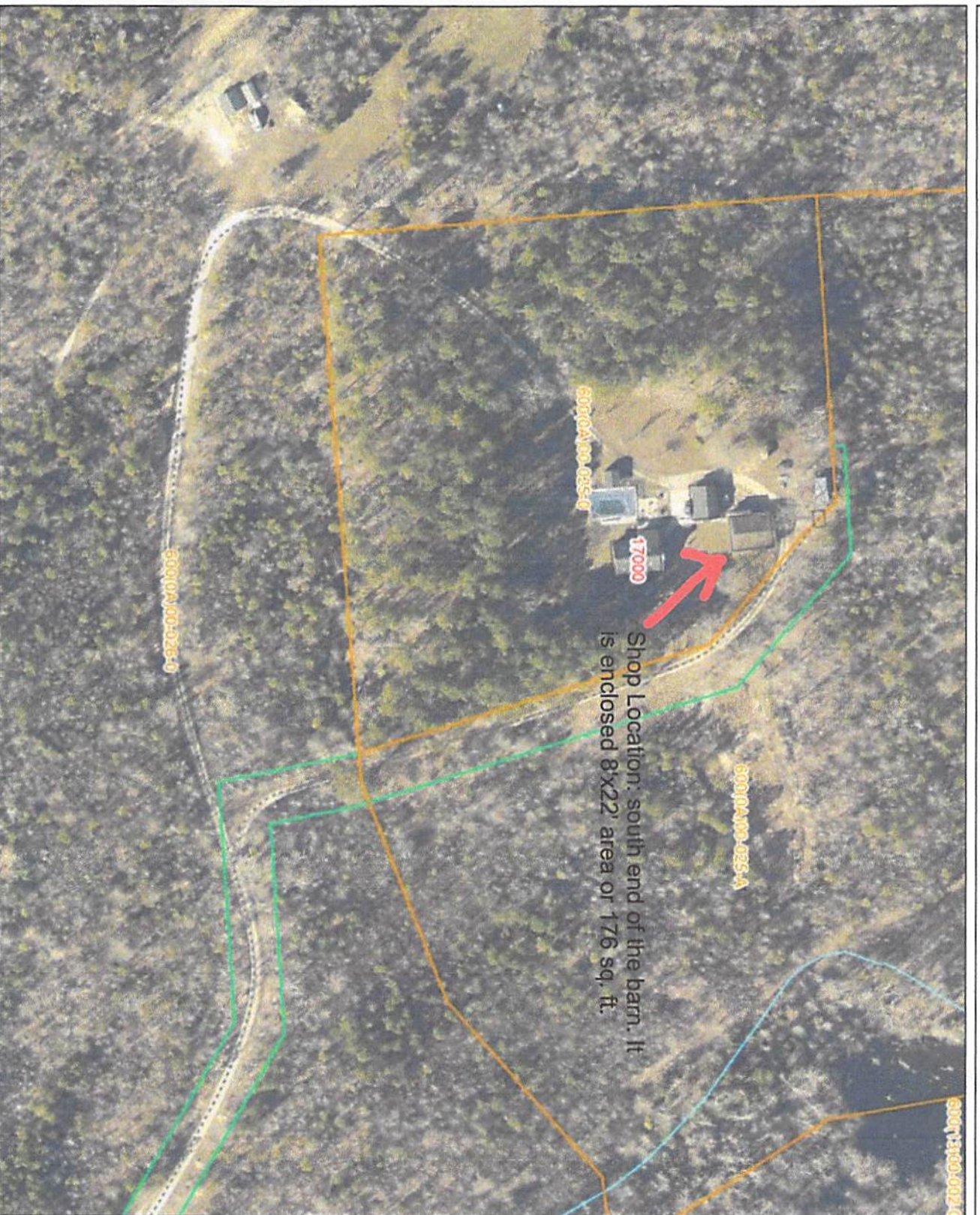
Charles Johnston



Payment Date: 02/02/2024

Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SE-24-0034	PGC Special Exception Home Occupation	Fee Payment	Check #3430	\$350.00
17000 Jolly Rd Disputanta, VA 23842			<b>SUB TOTAL</b>	<b>\$350.00</b>
			<b>TOTAL</b>	<b>\$350.00</b>





- Legend**
- County Parks
  - Schools
  - Firestations
  - Political Boundaries
  - Taxparcels
  - Access Easements
  - Swamps

17000 Jolly Rd.  
Disputanta, VA.  
23842

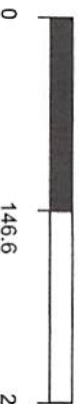
POC: Chuck Johnston  
804-519-8791

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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146.6

293.2

Feet

Map Scale 1 : 1,759

1/31/2024









## County of Prince George, Virginia

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

**March 6, 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, March 28, 2024, beginning at 6:30 pm** to consider the following request that involves the Prince George County Zoning Ordinance:

**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a "reupholstery shop" as a "home occupation within an accessory building" within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture 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, appearing to read "Koty Gray", followed by a large, stylized flourish or scribble.

Koty Gray  
Planner



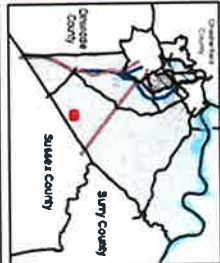
# County of Prince George



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.  
Copyright, 2008 County of Prince George, VA



Map Scale 1:4,689  
3/6/2024



- Legend**
- County Parks
  - Schools
  - Firestations
  - SiteAddresses
  - Political Boundaries
  - VDOT Functional Classes
    - Interstate
    - Major Collector
    - Minor Arterial
    - Minor Collector
    - Other Principal Arterial
  - Taxparcels
  - Access Easements
  - Swamps
  - RPA

## Notes



**Story Johana G  
16706 Jolly Rd  
Disputanta, VA 23842**

**Williamson Anthony T  
6417 Blair Ct  
Prince George, VA 23875**

**Johnston Charles M & Alyssa J  
17000 Jolly Rd  
Disputanta, VA 23842**

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

The Planning Commission will hold public hearings on Thursday, March 28, 2024 beginning at 6:30 p.m. concerning the following requests:

**REZONING RZ-24-01:** Request to conditionally rezone 8.761 acres from R-2 (Limited Residential District) to R-TH (Residential Townhouse District). The purpose of the rezoning is to develop up to 56 townhomes in Prince George County. The subject property is located west of the intersection of Monroe Ave. and Butor Rd. on the border with the City of Hopewell, and a larger portion of the overall development is proposed to be located in the City of Hopewell. The property in Prince George County consists of 4 tax parcels identified as Tax Map #s 120(01)00-002-0, 003-0, 004-0 and 005-0. The Comprehensive Plan indicates the property is planned for Residential uses.

**SPECIAL EXCEPTION SE-23-11:** Request within a General Business (B-1) Zoning District to permit a private school (pre-school) for children ages 3 through 5, pursuant to Prince George County Zoning Ordinance Section 90-393(32), and to permit a child-care center (religious exempt daycare) for children ages 3 through 12, pursuant to Section 90-393(28). The subject property is located at 5258 Oaklawn Boulevard, and is identified as Tax Map # 120(03)00-00C-0. The Comprehensive Plan indicates the property is planned for “Commercial” land uses.

**SPECIAL EXCEPTION SE-24-01:** Request within a Residential Agricultural (R-A) Zoning District to permit extraction of natural resources (borrow pit) pursuant to Prince George County Zoning Ordinance Section 90-103(21), and to permit processing of agricultural and forest products pursuant to section 90-103(11), and to permit landscaping supplies sales pursuant to Section 90-103(8). The purpose of the request is to allow designated areas of the land to be excavated and backfilled, and to mulch agricultural and forest products onsite, and to provide online sales pickup for materials stored on-site. The subject property, which is located on the southwestern quadrant of the intersection of James River Drive (SR10) and Ruffin Road, is identified as Tax Map #s 130(0A)00-074-0, 140(0A)00-003-0, and 140(0A)00-005-0. The land uses are proposed to occur in work areas totaling approximately 85 acres out of a total parcel area of approximately 238 acres. The Comprehensive Plan indicates the property is planned for Village Center and Residential land uses.

**SPECIAL EXCEPTION SE-24-02:** Request of Donald D. and Sheryl S. Deaver to permit a “furniture sales and repair shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 8.73 acres in size, located at 15200 Lindberg Drive, Disputanta, VA 23842, and is identified as Tax Map # 510(12)00-016-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

The public hearings will be held in the Board Room, third floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia 23875. The proposed ordinances and other materials related to the above named requests 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 hearings 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 hearings is asked to contact the Planning Department in advance so that appropriate arrangements can be made.

BY ORDER OF THE PRINCE GEORGE COUNTY PLANNING COMMISSION

Publish: 3/14/24 and 3/21/24



Board of Supervisors  
County of Prince George, Virginia

**ORDINANCE TO GRANT A SPECIAL EXCEPTION FOR A REUPHOLSTERY SHOP AS A  
HOME OCCUPATION IN ACCESSORY BUILDING ON TAX MAP 600(0A)00-025-0**

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:

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**Present:**

T.J. Webb, Chair  
Floyd M. Brown, Jr, Vice Chair  
R.E. “Bobby” Cox, Jr.  
Philip T. Pugh  
Marlene J. Waymack

**Vote:**


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**SPECIAL EXCEPTION SE-24-03:** Request of Alyssa J. and Charles M. Johnston to permit a “reupholstery shop” as a “home occupation within an accessory building” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Sections 90-103(10) & 90-103(53). The subject property is approximately 5.29 acres in size, located at 17000 Jolly Road, Disputanta, VA 23842, and is identified as Tax Map # 600(0A)00-025-0. The Comprehensive Plan indicates the property is planned for Agriculture uses.

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BE IT ORDAINED by the Board of Supervisors of Prince George County that the Special Exception Application identified as \_\_\_\_ is granted with the following conditions:

1. This Special Exception is granted to Alyssa J. & Charles M. Johnston for the following use on Tax Map 600(0A) 00-025-0:
  - A. Reupholstery shop, pursuant to Section 90-103 (10) & 90-103 (53), for the purpose of reupholstering seat cushions for recreational vehicles as well as patio cushions.
2. No additional employees other than occupants of the dwelling may be on-site.
3. No customers may drop off or pick up furniture at the property.
4. No permanent signage shall be permitted for the business.
5. All trash and debris related to the business shall be removed from the property in a proper and timely manner.
6. All storage of materials related to the business shall be located inside the accessory structure.
7. The applicant shall take appropriate measures to ensure compliance with the County Noise Ordinance of the Code of the County of Prince George County, as adopted.

8. The Special Exception shall become null and void if the use is abandoned for a period of twenty-four (24) consecutive months.
9. This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provisions of federal, state, or local regulations.

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

## Sample Motions

### APPROVE:

"I move to forward request SE-24-03 to the Board with a recommendation for APPROVAL 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-24-03 to the Board with a recommendation for APPROVAL, subject to the following changes:

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### DENY:

I move to forward request SE-24-03 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-24-03 until \_\_\_\_\_ to allow time for \_\_\_\_\_  
(MEETING DATE)

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



Begin

**TAB 10**

## **February 27 Recap**

### **Board of Supervisors Approves Special Exception for Commercial Childcare Center**

The Planning Commission forwarded this request to the Board with a recommendation for approval, subject to recommended conditions.

The applicant requested a special exception to allow a “Commercial childcare center”, pursuant to Section 90-393(28) in order to open a childcare center in an existing building. The existing building is located next door to the childcare center operated by the same business located at 5840 Allin Road, which was recently approved by the Board of Supervisors on January 9, 2024. The Board unanimously approved the special exception with the recommended conditions.

Other matters that came before the Board at its meeting:

- Approved on consent a donation of surplus fire hose to Newsoms Volunteer Fire Department.
- Approved on consent a donation of surplus fire hose to Charles City County Fire and EMS.
- Unanimously approved an authorization to advertise a public hearing to convey a utility easement to VDOT and Right of Way to Dominion Energy.
- Unanimously approved an award of contract for gasoline and diesel fuel purchases with Barksdale Oils, Inc.

## **March 12 Recap**

### **Board of Supervisors Adopts Ordinance Amendment for Corrections to the Land Use Ordinance**

At its March 12 meeting, the Board of Supervisors held a public hearing and unanimously approved corrections to the Land Use Ordinance. Changes were made in Section 74-262 and 74-268 to bring the dates for administering the land use assessment program into compliance with State law and to simplify determination of the application fee. The dates provided for administering the land use assessment program in the Virginia Code are for jurisdictions that operate on a calendar year which Prince George County followed until five years ago. When the County moved from a calendar year to fiscal year the dates for administering the land use assessment program should have been adjusted by six months. The proposed date changes bring the Prince George County land use program into compliance with State law.

Other matters that came before the Board at its meeting:

- Approved on consent acceptance of Crossings Court utility easements.
- Approved on consent acceptance of Chappell Creek Waterline utility easement.
- Approved on consent an authority to advertise a public hearing on March 26 for an ordinance regarding 2024 assessments.
- Unanimously approved an authorization to purchase garage lifts as part of the garage renovation project (\$27,567.30), approval of a budget transfer of \$70,787.36 towards the purchase of a bucket truck, and authorization to purchase a used bucket truck at a cost not to exceed \$85,000.
- Held a discussion and added a joint work session with the Planning Commission to the 2024 Board of Supervisors Meeting Schedule for March 21 at 6:00 p.m.



## Upcoming Cases for April 25 Planning Commission Meeting

(subject to change)

**SUBDIVISION WAIVER SW-24-01:** 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 three “family subdivision” lots 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, zoned (R-A) Residential Agricultural and (R-2) Limited Residential, is located at 5711 Courthouse Road and is identified as Tax Maps 230(05)00-00C-1 and 23B(02)00-00D-0. The proposed subdivision plat is filed in the Planning Department under Application ID # S-23-05.

**SUBDIVISION WAIVER SW-24-02:** 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 five lots without adhering to all of the design standards of Article VII. Specifically, the applicant requests a waiver of §70-724(d)(3) which limits residential development on private roads to no more than three lots, to allow a total of five lots to share a private road. The subject property is zoned (R-A) Residential Agricultural, is located on Courtland Road (SR 35) approximately 2,600 feet southeast of the intersection with Oak Ridge Lane, and is identified as Tax Map 590(0A)00-020-A. The proposed subdivision plat is filed in the Planning Department under Application ID # P-24-07.