

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

May 25, 2023

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

**CALL TO ORDER.** The Regular Meeting of the Prince George County Planning Commission was called to order at 6:30 p.m. on Thursday, May 25, 2023 in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Mrs. Elder, Chair.

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

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

Also present: Andre Greene, Planner II; Tim Graves, Planner I; Missy Greaves-Smith, CDCC Office Manager

**INVOCATION.** Mrs. Elder provided the Invocation.

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

**ADOPTION OF THE AGENDA.** Mrs. Elder asked the Commissioners for a motion to approve the Agenda for the May 25, 2023 Planning Commission meeting. Mr. Bresko made a motion to approve the Agenda and Mrs. Canepa seconded the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Anderson, Brockwell

**PUBLIC COMMENT PERIOD.**

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

With no one present indicating they wished to speak, the Public Comment Period was closed at 6:32 p.m.

**COMMISSIONERS' COMMENTS.**

Mrs. Elder asked the Commissioners if they had any comments they would like to share. No one had any comments to share.

**ORDER OF BUSINESS.**

**A-1. Introduction of New Planning Commissioner – Brian Waymack**

**A-2. Adoption of the Work Session Minutes – April 24, 2023**

Ms. Elder asked the Commissioners to review the Work Session Minutes from April 24, 2023. Mrs. Canepa made a motion to approve the April 24, 2023 Work Session Minutes. The motion was seconded by Mr. Waymack.

Roll Call:

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

Opposed: (0)

Absent: (2) Anderson, Brockwell

**A-3. Adoption of Business Meeting Minutes – April 27, 2023**

Ms. Elder asked the Commissioners to review the Minutes of the April 27, 2023 Planning Commission meeting. Mr. Bresko made a motion to approve the April 27, 2023 meeting minutes as written. The motion for approval was seconded by Mrs. Canepa.

Roll Call:

In favor: (4) Canepa, Elder, Bresko, Joyner

Opposed: (0)

Abstain: (1) Waymack

Absent: (2) Anderson, Brockwell

**A-4. COMPREHENSIVE PLAN AMENDMENT CPA-23-02: Request of It's His Land, LLC to amend the Comprehensive Plan Future Land Use Map designation for the property identified as Tax Map 350(0A)00-044-A from "Residential" to "Commercial", in order to support a companion rezoning request for the same property. The property is approximately 14.8 acres in size, and is located on the West side of Prince George Drive at the intersection with West Quaker Rd. This was the subject of a public hearing last month, but there was no vote on CPA-23-02. A vote is required.**

Mrs. Elder asked the Commissioners for a motion for CPA-23-02. Mrs. Canepa made a motion to forward CPA-23-02 to the BOS with a recommendation of approval. Mr. Joyner seconded the motion. Roll was called on the motion

Roll Call:

In favor: (2) Canepa, Joyner

Opposed: (2) Elder, Bresko  
Abstain: (1) Waymack  
Absent: (2) Anderson, Brockwell

Due to a tied vote, Mrs. Elder asked for another motion for CPA-23-02. Mr. Bresko made a motion to forward CPA-23-02 to the BOS with the recommendation of denial. Mr. Joyner seconded the motion. Roll was called on the motion.

Roll Call:  
In favor: (3) Elder, Bresko, Joyner  
Opposed: (1) Canepa  
Abstain: (1) Waymack  
Absent: (2) Anderson, Brockwell

## **PUBLIC HEARINGS.**

**P-1. REZONING RZ-23-04:** Request of Interstate VA Holdings, LLC to rezone approximately 8.83 acres of Tax Map 510(0A)00-025-0 from Residential Agricultural (R-A) and General Business (B-1) to just General Business (B-1) and to rezone approximately 0.02 acres of Tax Map 510(0A)00-025-C from Residential Agricultural (R-A) and General Business (B-1) to just General Business (B-1). The developer plans to build a travel center on the property. The subject property is located on the north side of the intersection of Sunnybrook Road and Courtland Road. The Comprehensive Plan Future Land Use Map indicates the property is planned for “Commercial” land uses.

Mr. Greene explained that the applicant had submitted proffered conditions less than 10 days before the public hearing date, in effort to resolve citizen comments about the request, and the Planning Commission Bylaws requires proffers to be received at least 10 days in advance of the public hearing date. Mr. Greene explained that the time limit may be waived for a specific case by a unanimous vote of the Commissioners present, and that staff had reviewed the proffered conditions and was in support of a waiver of the time limit for this case.

Mrs. Canepa made a motion to “suspend the application of Article VII, Section 2 of the Planning Commission Bylaws for Case RZ-23-04, to waive the time limit for submitting proffers, so that the Commission may consider the proffers submitted for this case.” The motion was seconded by Mr. Joyner.

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

Mr. Greene presented RZ-23-04 to the Commissioners. He provided a location map, an aerial view map, the Comprehensive Plan Future Land Use Map, the Zoning Map and

photos for case discussion and reference. The Proposed Site Layout with the Conceptual Plan (revised May 25, 2023) was also presented.

**Background:**

- Site was used commercially in the past
- Formerly contained hotels (Rose Garden Inn and Knights Inn) and a restaurant
- The lot is currently vacant - the commercial structures have been demolished

**Applicant's Goals:**

- Construct a 13,000 square foot travel plaza, including:
  - A convenience store,
  - Two (2) commercial franchises,
  - Fueling islands,
  - A restaurant,
  - Shower and laundry accommodations for truck drivers
- Fifty (50) designated parking spots for cars, parking structures for trucks, electric vehicle chargers and a dog park

**Applicant's Request:**

- Rezone the subject parcels from R-A and B-1 to entirely B-1 to allow for the desired development to proceed

**Review Comments:**

**Planning & Zoning Staff Comments:**

1. If the property is rezoned to B-1, General Business, a travel center would be allowed "by right" as Section 90-392 of the Zoning Ordinance allows the following uses "by right:"
  - Retail stores and shops
  - (14) Service Stations
  - (22) Off-street parking
  - (23) Business signs
  - (26) Restaurants
2. The affected properties have been used commercially in the past and adjoin property partially zoned B-1 and is the site of the OYO hotel. Therefore, the proposed use as a travel center would be consistent and compatible with existing and surrounding land uses. Other surrounding land uses include woodlands, Interstate-95, VDOT's local residency and maintenance shop, a telecommunication tower and single-family dwellings.

3. The Comprehensive Plan’s Future Land Use designation for this location is “Commercial”. (A rezoning to B-1 is consistent with this designation)
4. A site plan will be required to be prepared by a licensed professional (in accordance with the requirements for major site plans) and submitted to the County for approval.
5. Permits from the Virginia Department of Environmental Quality (DEQ) will be required for the installation of an adequate water supply system and wastewater disposal system as public utilities are not available at this location.
6. A Chapter 527 Traffic Impact Analysis (TIA) was conducted on behalf of the applicant and submitted to VDOT for review and approval. The TIA report concluded that no road improvements are warranted.
7. Off-street parking, lighting and landscaping must be provided in accordance with the requirements of the Zoning Ordinance.

**Expected Impacts from the proposed Travel Plaza, and Mitigation:**

1. Increased Traffic – Estimated 235 trips during AM Peak hours between 6-9AM  
 - Estimated 240 trips during PM Peak hours between 3-6 PM  
 - ADT estimated at 3,423 VPD  
 Mitigation – A traffic study was conducted, and it indicated no road improvements are warranted.
2. Noise – There will be noise during operation of the travel plaza.  
 Mitigation – County Noise Ordinance. Noise level will vary depending on time of day. Buffer areas (trees) may serve to diminish some noise.
3. Lights will be installed to illuminate the travel plaza  
 Mitigation - Lighting will be in accordance with the site plan regulations and will located so as not to shine onto adjacent property.

**Virginia Department of Transportation (VDOT):**

The Virginia Department of Transportation, Southern Region Land Development Office has completed our review of the revised Chapter 527 TIA received and the Petersburg Residency on 1-23-23 and finds the TIA acceptable. The conclusions from the TIA findings are that: “The study intersections are projected to operate at a satisfactory level of service. Therefore, no improvements are recommended.”

**Utilities Department:**

The parcel proposed for rezoning does not have County water or sewer available. The owner will need to submit the appropriate documents to install well and septic.

**Proffered Conditions:**

Proffered conditions dated May 25, 2023:

1. The use of the Property shall be subject to, unless otherwise excluded or limited by these proffers, the uses and development standards permitted in the B-1, General Business Zoning District, as stipulated in the currently adopted County of Prince George Zoning Ordinance.
2. The following development standards shall be applicable to the Property: A vegetative buffer of not less than thirty (30) feet shall be installed along the Property boundaries adjacent to County Tax Parcel IDs 510(0A)00-026-E, 510(0A)00-026-0, 510(0A)00-026-J, 510(20)00-00B-1 (existing as of 5/25/2023). The buffer shall be as depicted on the conceptual map dated March 23, 2023 and revised on May 25, 2023.
3. Any mechanical units placed on the rooftop of a building shall be screened by architectural features which are compatible with building façade architecture. The method of screening shall be provided and reviewed with the Zoning Administrator’s review of the building elevations at the time of site plan approval

**Public Comments/Questions:**

Staff received six (6) phone calls in opposition to the request.

Concerns:

- Increase in traffic, noise, and crime
- Need for a buffer
- Visibility of roof top A/C units

Staff answered questions and emails relating to the proposed location, use and Zoning Ordinance regulations governing the rezoning request.

Staff’s recommendation is for approval, subject to the applicant’s proffered conditions and based on the following considerations:

- The applicant’s request is compatible with existing and surrounding land uses
- The site currently adjoins property zoned B-1 and used for commercial use
- The site has been used in the past for commercial uses
- Consistent with the adopted Comprehensive Plan
- No major issues or concerns regarding traffic were expressed by VDOT
- The proffered conditions received May 25, 2023 are acceptable to staff

Mr. Greene stated that the applicant’s representatives were available to answer any questions they may have.

Kim Lacey reviewed the changes in the proffered conditions to increase the buffer area and add screening to the mechanical units on the roof. She stated that the site layout was designed to limit the lighting from shining on adjacent properties.

Mrs. Elder opened the Public Hearing at 6:58 p.m. to anyone wishing to speak on this case. Mrs. Elder explained anyone wishing to speak needed to state his or her name and address and he or she would have three minutes to speak.

Victoria Costly, 2107 Courtland Road, expressed her concerns with the added traffic to Courtland Road. Her property is right next to the proposed travel center. She is concerned with human trafficking, noise and additional crime. She also expressed concerns with neighboring businesses in the area not being notified of this request.

Shane Bridgman, 2176 Courtland Road, voiced his concerns with the proposed development. He stated that the County has had four (4) truck stops built in recent years and he stated, "We don't need any more". He stated the PGPD Crime Reports show Exit 45, near the Ram's Travel Center and the Star Express, have had an increase in crime in that area. Travel centers and truck stops have been studied by the FBI and the Human Trafficking Organization and have reported that they are an ideal location for human trafficking and related crimes.

With no one else indicating they wished to speak, the Public Hearing was closed at 7:07 p.m.

Mrs. Canepa made a motion to forward RZ-23-04 to the BOS with the recommendation of approval based on the fact that it is compatible with the Comprehensive Plan and current surrounding uses and zoning districts and the expected off-site impacts appear to be adequately addressed by the conditions. The motion was seconded by Mr. Bresko.

Roll Call:

In favor: (4) Canepa, Elder, Bresko, Joyner

Opposed: (1) Waymack

Absent: (2) Anderson, Brockwell

## **COMMUNICATIONS.**

Mr. Graves announced the passing of Julie C. Walton, Deputy County Administrator and Director of Community Development and Code Compliance, on Friday, May 25 (NOTE: The correct date was May 19).

- C-1.** Actions of the Board of Zoning Appeals (BZA)
  - May 22<sup>nd</sup> meeting was cancelled – no cases
  - June 26<sup>th</sup> meeting will be cancelled – no cases
- C-2.** Actions of the Board of Supervisors (BOS)
  - May 23<sup>rd</sup> Meeting
    - BOS adopted FY24 Budget which includes:
      - Funding for a Planning Director
      - Funding for Comprehensive Plan update
      - Strategic Plan review
    - The County's plan for a convenience center on East Quaker Road was withdrawn (SE-23-04)

- The Board approved RZ-23-03 Roslyn Farms industrial rezoning on Rives Road

**C-2. Upcoming Planning Commission Cases for June**

- Five (5) cases are schedule for the June 22 meeting

Mrs. Canepa wanted to address the citizens that have questions about not everyone getting the mailing notifications. She asked Mr. Graves to explain the process and who is required to receive them.

Mr. Graves explained that State Code requires two different types of notifications and that staff does both for each public hearing:

1. Advertise the public hearing in a local paper two times (2 weeks before meeting and 1 week before the meeting)
2. Send a letter to all adjacent property owners

**ADJOURNMENT.**

At 7:13 p.m., Ms. Elder asked the Commissioners if they had any additional questions. If not, she would entertain a motion to adjourn. Mr. Bresko made a motion to adjourn and Mr. Joyner seconded the motion. Roll was called on the motion.

Roll Call:

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

Opposed: (0)

Absent: (2) Anderson, Brockwell