

Town of Farmville Planning Commission Meeting Minutes  
Town Manager's Conference Room  
Tuesday November 15, 2011

**Members Present:** Edward Gordon, Sam Wilson, Jr., Gerry Spates, Dan Dwyer and Andy Andrews

**Members not Present:** Lloyd McKay

**Staff Present:** Cindy Morris, Town Planner and Megan Douglas, Administrative Assistant

**Guests Present:** Steve Houchens, Development Manager, MSC

The meeting began at 12:10 p.m.

**Review and Approval of Draft Minutes:**

The Planning Commissioners reviewed the four (4) sets of draft minutes presented to them. There being no changes or corrections Mr. Wilson motioned, seconded by Mr. Spates to approve all four (4) sets of draft minutes in block. All other Commissioners voted "aye".

**Conditional Use Permit Application (CUP) on behalf of Farmville Townes, LLC for Town Homes at Sunchase:**

Ms. Morris informed the Commission that Town Council has authorized advertisement of the CUP and referred the CUP to the Planning Commission for consideration of construction of Townhomes at Sunchase and to place conditions, if any, and make a recommendation back to Town Council. The property is zoned R-4 and townhomes are an allowed use with a Conditional Use Permit (CUP). Ms. Morris informed the Planning Commission that Farmville Townes, LLC is proposing phase one (1) of the project, which includes up to eighteen (18) townhomes.

Mr. Houchens, described that the overall project will consists of approximately eight (8) units per acre and the code maximum density is ten (10) dwellings per acre. The proposed Townhouse Subdivision consists of two (2) lots. The first is 7.008 acres and the second is 19.10 acres and totals 26.108 acres both of which are in a R-4 residential zone. The R-4 Zone allows for multi-family dwellings with a Conditional Use Permit (CUP). The proposed Townhouses will be located on the east side of Sunchase Boulevard. Mr. Houchens, indicated that the proposed use is consistent with the adjacent properties and is not expected to cause any detrimental effects. Mr. Houchens stated that Farmville Townes, LLC owns all the property adjacent to them except on the wetland side.

Mr. Houchens began discussing the proposed development plan and variances from the code that may be needed including minimum lot area, setbacks, parking, etc. Ms. Morris explained that the Planning

Commission is only considering the CUP and recommendation to Town Council. Ms. Morris stated if the developer needs a variance, a request would need to be brought before the Board of Zoning Appeals.

Mr. Houchens described that the property is partially cleared and has largely undeveloped woodlands. He indicated that the property contains certain public utility easements for sanitary sewer and electrical services. A portion of the property contains a Wetland Preservation Area. He indicated that the Townes at Sunchase illustrative shows the conceptual design for proposed development of a Townhouse Subdivision. The access to the Townhouse Subdivision will be through the existing public street, Sunchase Boulevard. It was noted by Mr. Houchens that the streets within the subdivision will be private and that public school bus routes do not include private roads .

Mr. Wilson requested clarification on the minimum lot width. It was clarified that the lot width the developer is using is what the owner will own but that the developer will own more property between the Townhome owner and the town street and subdivision property lines. Much of the acreage will be common area. Mr. Spates noted that the dotted line on the plans is the setback line. Again, it was noted that townhouses are different from single-family dwellings and that the Town's zoning allows for townhomes.

After lengthy discussion, the Planning Commissioners agreed that they were unclear as to what Mr. Houchens and his company was requesting the Planning Commission to approve concerning the Townhouses at Sunchase. Mr. Dwyer commented that nothing of this magnitude has come before the Planning Commission. The Planning Commissioners noted that they are in favor of the townhouse project but would like more information. It was noted by the Commissioners that something of this scale needs to have careful consideration of quality of life amenities.

Mr. Spates left the Planning Commission meeting at 12:50 p.m.

Mr. Andrews motioned to approve the CUP. Due to a lack of a second the motion failed.

It was the consensus of the Planning Commission that Mr. Houchens come back with a clearer specific detailed presentation to include such amenities as safety, health, fire protection, sidewalks, playgrounds, school bus stop on Sunchase Blvd. and details showing ADA accessibility. At this time the Planning Commission made no recommendation to Town Council regarding the CUP.

**Update of Comprehensive Plan:**

Ms. Morris gave the Planning Commission an update on the 2010 census information. A copy of the objective and goals were handed out to the Commission members. She informed the Commission that the Comprehensive Plan needs to be updated to reflect the new Census information. The Planning Commission was given a brief update that staff is working on the new zoning map that will show the zoning amendments.

The Planning Commission was reminded of the next regularly scheduled meeting on January 17, 2012 at noon.

There being no further discussion, Mr. Wilson motioned to adjourn the meeting at 1:40 p.m. Dr. Gordon seconded with all other Commission Members voting "aye".

---

Andy Andrews, Chairman

---

Gerald J. Spates, Secretary