

Town of Farmville Planning Commission Minutes
Meeting held at
THE TOWN HALL
Town Manager's Conference Room
Farmville, Virginia
Thursday September 3, 2009, 12:00 p.m.

Members Present: Lloyd McKay, Sam Wilson Jr. Edward Gordon and Gerry Spates

Members Not Present: Ted Cunningham and Andy Andrews

Guests: Mark and Lindsey Webb

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

The meeting opened at 12:00 p.m.

Conditional Use Permit for Mark Webb to construct a 1,200 SF State Farm Office Building at 1208 South Main Street

The Planning Commission members moved item number VI of the agenda first, since Mr. and Mrs. Webb were in attendance to answer any questions the Commission might have regarding their conditional use permit. Ms. Morris stated that Mr. and Mrs. Webb submitted a Conditional Use Permit (CUP) application to construct a 1,200 square foot State Farm Office Building at 1208 S. Main Street. Ms. Morris stated that this property is zoned B-4 and professional offices are allowed with a conditional use permit. Mr. Webb indicated that he wanted to have the office built and open on December 1, 2009. Mr. Wilson asked about plans for parking and where the parking would be situated on the lot. Mr. Webb stated that the office building was going to be built on one side of the lot and that would allow him to have approximately three parking spaces in the front. The entrance would be on the side of the office building, allowing more parking behind the building. Mr. Webb stated that there is not enough space to have a separate entrance and exit. On motion by Mr. Spates, seconded by Mr. McKay and with all other members voting "aye", the Planning Commission recommends that the Town Council approve the conditional use permit (CUP) with no conditions. The Planning Commission members wished Mr. and Mrs. Webb success with their new business.

Appointment of Vice-Chairman

Mrs. Morris stated that the next item the Planning Commission needed to consider was the appointment of a Vice-Chairman, since Pam Butler who had recently resigned was the Vice-Chairman. On motion by Dr. Gordon, seconded by Mr. McKay and with all other members present voting "aye", for Mr. Wilson to serve as Vice-Chairman of the Planning Commission.

Mrs. Morris then turned the meeting over to the new Vice-Chairman, Mr. Wilson.

Review and Approval of Minutes

Mr. Wilson then began with the next agenda item which was the block approval of four (4) sets of minutes from prior meetings, including May, 19, 2009, June 17, 2009, August 6, 2009 and August 12, 2009. On motion by Dr. Gordon, seconded by Mr. Spates and with all other members voting "aye" the minutes were approved as presented.

Conditional Use Permit for Tony and Joyce Mitchell to operate a take out food establishment at 707 North Main Street

A Conditional Use Permit (CUP) has been submitted for Tony and Joyce Mitchell to operate a takeout food establishment at 707 North Main Street. Mr. Spates commented that this takeout food establishment is an allowed use in this B-3 Zone with a Conditional Use Permit. The garage portion of Wilson Electric Company will be renovated and will be operated as a takeout food establishment. The takeout food consists of hotdogs, barbeque, and occasionally chicken. Mr. Wilson stated that he is very pleased with the proposed improvements to the parking and building and does not see where the business addition would cause any undue traffic congestion. Wilson Electric will continue to operate next to the restaurant. Gerry added that the Health Department will need to approve the operation. On motion by Mr. Spates, seconded by Dr. Gordon and with all other members voting "aye", the Planning Commission recommends that the Town Council approve the takeout food establishment with no conditions.

Conditional Use Permit for Faith & Victory Ministries and Childcare at 502-B Beech Street

A Conditional use Permit has been submitted for Faith and Victory Ministries and Childcare at 502-B Beech Street. This facility is located underneath Dr. Dionisio's Office, a Pediatrics Office and has been used as a daycare many years by HOPE Head Start. HOPE Head Start recently moved to a new location. Victory Ministries and Childcare would like to move into this space and continue to operate a daycare. This is an allowed use in the R-3 zoning District with a Conditional Use Permit. Several of the Planning Commission Members had concerns about the safety of the playground equipment. Ms. Morris stated that she and Larry Philbeck, the Building Official, went out to the proposed childcare building and playground yesterday. She passed photos around of the deteriorated playground equipment and fence with the steep drop-off. Ms. Morris said that she called the Prince Edward County Department of Social Services (DSS) and they indicated that the State Richmond Office of the DSS is responsible for inspecting all playgrounds for safety and that there are regulations schools and day cares must follow. Ms. Morris stated that she had invited Mr. Robeson, the person who applied for the CUP, to the Planning Commission meeting today but he was unable to come because he was working. Mrs. Morris had requested a copy of the license Mr. Robeson said he had received from the Virginia Department of Social Services to operate a child care facility. The correspondence from VDSS indicated that Faith and Victory Childcare operated by Faith and Victory Ministries has filed the required documentation for exemption as a child day center that is operated or conducted under the the auspices of a religious

institution. The letter went on to state that this exemption permits them to provide services to 40 children in the age range from 6 weeks through 5 years.

There was more discussion regarding the facility's playground and the basement of the building itself. Ms. Morris stated that aside from the possible issuance of a conditional use permit there are building code issues that Mr. Philbeck would need to look into. Mr. Spates motioned, and Dr. Gordon seconded that the Planning Commission table this matter until the next Planning Commission Meeting on September 15, 2009, and in the meantime the Town coordinate a property inspection visit and that Mr. Robeson attend the next Planning Commission meeting to submit his plans for the church and childcare and answer questions. All other Commissioners voted "aye" on this motion. Mr. Spates suggested that he and Larry Philbeck coordinate a meeting with the owner of the property and Mr. Robeson, to inspect the proposed childcare facility. It was agreed that this will allow time to investigate, provide a staff report so that the Planning Commission can make an informed recommendation to Council.

There being no other business, the meeting adjourned at 12:50 p.m.

Andy Andrews, Chairman

Gerald J. Spates, Secretary