

**King & Queen County
Planning Commission Minutes
October 1, 2018**

The King & Queen County Planning Commission met on Monday, October 1, 2018, at 6:00 p.m. in the King & Queen County Courts and Administrations Building in the General District Courtroom for their regular monthly meeting.

Planning Commission Members Present:

Sheila Morton
David Campbell
Robert Coleman
Barbara Hudgins
James Burns

James Guess
Hunter Richardson
Milton Watkins
Robert Harvey

Also in Attendance:

Donna E. Sprouse, Assistant Zoning Administrator
Thomas J. Swartzwelder, County Attorney

Call to Order

Chairman, Mr. Richardson called the meeting to order.

Roll Call/Determination of Quorum

Mr. Campbell took roll call and determined that a quorum was present.

**Approval of Minutes
September 4, 2018**

After review of the minutes, a motion was made by Mr. Watkins to accept the minutes as written, seconded by Mrs. Hudgins.

Voting For: Morton, Harvey, Richardson, Campbell, Guess, Hudgins & Watkins
Voting Against: None
Abstain: Burns and Coleman

Citizens Comment Period

Mr. Richardson opened the floor for citizens comment period.

Hearing no comments, citizens comment period was closed.

New Business

A. SP18-02- Virginia Peninsula Public Service Authority (VPPSA) C/o King & Queen County Board of Supervisors (*public hearing*)

Mr. Richardson opened the public hearing for SP18-02 Virginia Peninsula Public Service Authority (VPPSA) C/o King & Queen County Board of Supervisors. Mrs. Sprouse noted that all adjoining property owners received notice of the hearing via certified return receipt mail and that public notice ran in the Tidewater Review, a paper of general circulation, for two consecutive weeks. She noted that historically the county does run such notices in the Rappahannock Times and the Tidewater Review, however she had been informed by the Rappahannock Times that they had only run the notice one of the two weeks as requested.

Mrs. Sprouse stated that the Planning and Zoning Department received a land development application on May 23, 2018 from Draper Aden Associates, C/o Glenn Custis on behalf of Virginia Peninsula Public Service Authority (VPPSA), requesting the approval of a Level 3 Site Plan to allow for a contractor shop. The property is located at the intersection of Clancie Road and Enterprise Road, in the Buena Vista Magisterial District. The property is identified as County Tax Map Parcel No. 1623-135R-1056C. She stated that the property is zoned Industrial. Mrs. Sprouse noted that the applicant is requesting to construct a contractor shop for the maintenance of VPPSA vehicles and equipment inside of a building with outside storage of trucks and containers on property. The building will also serve as an administrative office for VPPSA. The property will be completely fenced in and will be gated at the entrance. Screening will also be provided on the fence.

Mrs. Sprouse noted that pursuant to Zoning Ordinance, Title II, Article 5, Table 5.1, there must be at least a 100-foot front yard setback and a 50' side and rear yard unless the adjacent property's zoning district is a non-industrial zoning district, then a side and rear setback shall be 100'. She added that Article 4, Table 4.1, Permitted Use Table, states that a contractor shop/office with outside storage of equipment is permitted in the Industrial zoning district as a by right use. Exterior storage must be fenced by an approved fence so that stored items are screened from view by adjoining property owners. A level 3 site plan is required for such use as outlined in Article 14, Section 3-312C. According to Article 15, Off-Street Parking Requirements, Section 3-342 Minimum Off-Street Parking Requirements, there must be 1 space for 300 sq. ft. of office floor space and have at least one (1) space for every one employee, but never less than 5 spaces total. 15 spaces are required and 1 of which must be a handicapped parking space, based on the site plan submission. The proposal is providing 16 parking spaces and one handicapped parking space, for a total of 17 parking spaces.

Mrs. Sprouse stated that her department has received approval of the design (no permits have yet been issued) from the Virginia Department of Health on June 4, 2018 via email, Department of Environmental Quality on August 15, 2018 via email regarding the Construction General Permit for Stormwater, and Virginia Department of Transportation on August 24, 2018 for the new commercial entrance on Clancie Road. (Please see attached review letters/approvals from VDOT, DEQ and VDH)

She added that it is recommended that the site plan request is approved, as it is a by right use in the Industrial zoning district and meets the site plan requirements of the King & Queen Zoning Ordinance. No construction shall take place until all permits are obtained for construction, which includes but is not limited to: VDOT for the entrance, VDH for the septic and well, DEQ for stormwater and County Erosion & Sediment Control and Building/Construction permits.

Mr. Richardson asked if anyone would like to speak in favor of or against the request.

Mr. Glenn Custis with Draper Aden Associated was present and noted that if they had any questions regarding the site plan, to please feel free to ask him.

A motion was made by Mrs. Morton to approve SP18-02 as presented, seconded by Mr. Harvey.

Mr. Richardson asked the Commission if there was any discussion regarding the motion and second. Mr. Burns noted that he and Mr. Campbell had some concerns regarding the proposed entrance and the safety of the entrance as you travel south on Clancie Road. Mr. Coleman noted that the plans have noted that there is a sight distance of 390' from both directions of the proposed entrance. Mr. Campbell asked if the future entrance as shown on the plan on Enterprise Lane could be used instead. Mr. Custis noted that VDOT has approved the entrance on to Clancie and his client prefers to use Clancie.

Mrs. Sprouse reminded the Commission as with other past projects, if VDOT feels that there is an issue with sight distance, they have historically requested an easement be obtained so that vegetation could be removed to increase sight distances.

Hearing no further comments, the Commission took a vote on the motion and second that was on the floor, recommending approval of SP18-02 as submitted.

Voting For: Burns, Coleman, Guess, Morton, Richardson, Hudgins, Harvey, Watkins

Voting Against: Campbell

Abstain: None

Staff's Comments

Mrs. Sprouse noted that she has received word from Mr. James Kelly Tucker's engineer that they are close to resubmitting their site plan and CUP request for Tucker's RV Park.

Commissioner's Comments

Mr. Burns stated that he was glad to be back on the Commission and stated that he did not want his district to go unserved. He noted that hopes to find someone willing to serve in his place soon.

Mr. Campbell asked if there had been any updates on the solar farm. Mrs. Sprouse stated not at this time.

Adjournment

There being no further business, a motion was made by Mr. Watkins to adjourn the meeting. The meeting was adjourned by all present members stating "Aye".

Hunter Richardson, Chairman