

MINUTES
Board of Supervisors
County of Prince George, Virginia

February 22, 2022

County Administration Bldg. Boardroom, Third Floor
6602 Courts Drive, Prince George, Virginia

MEETING CONVENED. A regular meeting of the Board of Supervisors of the County of Prince George, Virginia, was called to order at 5:00 p.m. on February 22, 2022 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Chair Marlene J. Waymack.

ATTENDANCE. The following members responded to Roll Call:

Marlene J. Waymack, Chair	Present
Donald R. Hunter, Vice-Chair	Present
Floyd M. Brown, Jr.	Present
Alan R. Carmichael	Present
T. J. Webb	Present

Also present was: Jeff Stoke, Interim County Administrator; Betsy Drewry, Deputy County Administrator; Julie C. Walton, Deputy County Administrator; and Dan Whitten, County Attorney.

CLOSED SESSION

E-1. Resolution; Closed Session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to the County Administrator; and (ii) Section 2.2-3711.A.3 – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Such discussion shall be limited to acquisition of property for the Utilities Department. Mr. Hunter made a motion, seconded by Mr. Webb, that the Board convene closed session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to the County Administrator; and (ii) Section 2.2-3711.A.3 – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Such discussion shall be limited to acquisition of property for the Utilities Department.

E-1.

RESOLUTION; CLOSED SESSION FOR (I) SECTION 2.2-3711.A.1 – DISCUSSION OR CONSIDERATION OF THE ASSIGNMENT, APPOINTMENT, PROMOTION, PERFORMANCE, DEMOTION, SALARIES, DISCIPLINING OR RESIGNATION OF A SPECIFIC PUBLIC OFFICERS, APPOINTEES OR EMPLOYEE OF THE PUBLIC BODY; I FURTHER MOVE THAT SUCH DISCUSSION SHALL BE LIMITED TO THE COUNTY ADMINISTRATOR; AND (II) SECTION 2.2-3711.A.3 – DISCUSSION OR CONSIDERATION OF THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE, OR OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY. SUCH DISCUSSION SHALL BE LIMITED TO ACQUISITION OF PROPERTY FOR THE UTILITIES DEPARTMENT

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022, does hereby vote to enter closed session for (i) Section 2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of a specific public officers, appointees or employee of the public body; I further move that such discussion shall be limited to the County Administrator; and (ii) Section 2.2-3711.A.3 – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Such discussion shall be limited to acquisition of property for the Utilities Department.

On roll call the vote was:

In favor: (5) Waymack, Webb, Hunter, Brown, Carmichael

Opposed: (0)

Absent (0)

E-2. Resolution; Certification of Closed Session. At 6:35 p.m., Mr. Webb made a motion, seconded by Mr. Brown, that the Board adjourn the closed session and enter open session, certifying that to the best of each Board Members' knowledge (1) only public business lawfully exempted from open meeting requirements were discussed and (2) only matters identified in the convening motion were discussed. Chair Waymack asked if any Board member knew of any matter discussed during the closed session that was not announced in its convening legislation. Hearing no comment from the Board, the Chair asked that the roll be called on the motion.

E-2.

RESOLUTION; CERTIFICATION OF CONTENTS OF CLOSED SESSION
PURSUANT TO SEC. 2.2-3711, ET SEQ., CODE OF VIRGINIA (1950, AS
AMENDED)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022 does hereby certify that, to the best of each Board Member's knowledge, (1) only public business lawfully exempted from open meeting requirements were discussed, and (2) only matters identified in the convening motion were discussed.

On roll call the vote was:

In favor: (5) Brown, Waymack, Webb, Hunter, Carmichael

Opposed: (0)

Absent: (0)

Chair Waymack called a recess at 6:35 p.m. The work session convened at 7:00 p.m.

Invocation. Mr. Brown gave the Board's invocation.

Pledge of Allegiance to U.S. Flag. Mr. Carmichael led the Pledge of Allegiance to the U.S. Flag.

PUBLIC COMMENTS. Chair Waymack announced that anyone wishing to come before the Board may do so at this time. She noted that this was the time for unscheduled general public comments. Chair Waymack opened the public comments at 7:02 p.m.

William Steele (County Line Road). Mr. Steele asked the Board to take positive action to reduce the tax bill for every property taxpayer in Prince George County. He stated that this Board has collectively authorized an increase in the citizens' real estate tax bill year after year. He stated that the taxpayers must tax relief and this Board must cut spending. He recommends that the very first action they take in this budget is to place a substantial reduction in taxes and put the taxpayer first. He suggested that they commit to a two cents reduction just as they put aside two cents for fire apparatus. He stated that this Board has proved itself to be a tax and spend Board year after year.

There being no one else to speak, the public comments period was closed at 7:09 pm.

APPROVAL OF AGENDA. Mr. Hunter requested that Item A-9 be added as a Resolution to Modify the FY2021-2022 Position Control Chart for the County Assessor's Department. Mr. Hunter made a motion, seconded by Mr. Webb, to adopt the agenda as amended. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

ORDER OF CONSENSUS. Mr. Webb made a motion, seconded by Mr. Carmichael, that the consensus agenda be approved as presented. Roll was called on the motion.

C-1. Draft Minutes – February 8, 2022 Regular Meeting.

R-22-034

C-2.

**RESOLUTION ACCEPTING RIGHT OF WAY AGREEMENT
TO DOMINION ENERGY**

WHEREAS, Dominion Energy has requested the County convey a 15' right of way at the end of Scott Memorial Park Road, Tax Map Parcel 240(0A)00-011-A; and

WHEREAS, the right of way will allow for 3ph power to be extended to the Fleet Garage for the Expansion project.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors accepts the Right of Way Agreement with Dominion Energy to extend 3ph power to the Fleet Garage for the Expansion project.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

SUPERVISORS' COMMENTS

Mr. Brown asked for everyone's prayers for his mother, Irma Brown, a member of the Board of Zoning Appeals. She has been hospitalized since last week.

Mr. Hunter asked for everyone's prayers for the family of the young girl that was tragically killed in an accident in the County. He reminded everyone to still be aware of COVID, even though the numbers are dropping.

Mr. Carmichael also asked for prayers for the family who just lost their child. He also sent his best wishes to the Brown family in hopes that Mrs. Brown comes home soon.

Chair Waymack thanked the Lord for all of the many blessings in Prince George County. She too asked for prayers for the little girl's family.

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Jeff Stoke, Interim County Administrator, stated that the Chillin and Grillin Shack grand opening and ribbon cutting celebration will be at 3815 Jefferson Park Road on February 24 at 4:00 pm. There will be a COVID-19 vaccination clinic at PGHS Commons on February 28 4:00 pm to 7:00 pm. There will be a Drug Court Graduation at 4:00 pm on February 28 in the Prince George Circuit Court Courtroom. There will be a Prince George Board of Supervisors budget

work session on February 23 and March 1 at 5:00 pm. There will be a Strategic Planning Retreat at the Central Wellness Center from 8:30 am to 5:00 pm on March 4 and March 5. There will be a Prince George Fire and EMS New Hire Graduation Ceremony in the Boardroom on March 9 at 3:00 pm.

REPORTS

Fleet Garage Expansion Update – Mr. Dean Simmons, Director of General Services, stated that a Contract has been awarded to Loughridge & Company, LLC for the project. The contractor has stated that the materials for the building will have an eight to nine month delay. The Notice to Proceed will be issued when shop drawings are complete and the building is ordered. Construction will begin four months before the building delivery date. Staff anticipates construction to Start June 2022 and completion in 270 Days.

Heritage Center Arcade Roof Replacement – Mr. Simmons presented the repair estimates from J. King Deshazo Roofing to Repair the Vestibule Roof of the Regional Heritage Center. The subtotal base bid cost is \$22,585.00. He presented the Board with the following two options: (Option 1) coping Stones on Vestibule covered walkway at \$6,750 and (Option 2) repoint missing Morttr Joints along back wall under Windows at \$1,015.00. The roof repair grand total would be \$30,350.

ORDER OF BUSINESS

A-1. Resolution: Authority to Advertise a Public Hearing for a One-Time Waiver of Sections 82-311(A) and 82-591 of the Code of the County of Prince George, Virginia for Tax Parcel 340(19)00-001-0. Mr. Frank Haltom, County Engineer, stated that Mr. Nelson Cunningham intends to develop tax parcel 340(19)00-001-0 located along Chudoba Parkway to relocate his business currently located in Chesterfield County. His business is focused on automotive restoration, specializing in the detailing and high-end work on automobiles for the creation of personalized, customized and restored vintage automobiles. Prince George currently has insufficient water and wastewater capacity to serve this project. In order to secure financing for the project, among other requirements, Mr. Cunningham must identify a reliable source of potable water and domestic wastewater treatment. The County is taking steps to provide additional water and wastewater capacity to the Southpoint Business Park area. However, it will take 24 to 36 months to complete the necessary improvements to serve this part of the County. Until the public water and wastewater improvements are complete, the applicant requests a waiver of the ordinance to allow them to install private water and wastewater facilities to serve the property. The approval of an ordinance after a public hearing is required for a one-time waiver to County Code Section 82-311(a) and 82-591. Mr. Brown made a motion, seconded by Mr. Webb, to approve the resolution authorizing the advertisement of a public hearing to consider a one-time waiver of Code Sections 82-311(a) and 82-591 to allow the use of private water and wastewater facilities to serve tax parcel 340(19)00-001-0 until the completion of the necessary public water and wastewater improvements to serve the property. Roll was called on the motion.

R-22-035

A-1.

RESOLUTION: AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR A ONE-TIME WAIVER OF SECTIONS 82-311(A) AND 82-591 OF THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA FOR TAX PARCEL 340(19)00-001-0.

WHEREAS, County Code Sections 82-311(a) and 82-591 prohibits the use of private water and wastewater facilities where public water and wastewater facilities are available; and

WHEREAS, Prince George currently has insufficient water and wastewater capacity to serve this project; and

WHEREAS, The applicant requests a waiver of the ordinance to allow them to install private water and wastewater facilities to serve the property until the public water and wastewater improvements are complete.

NOW, THEREFORE BE IT RESOLVED: That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022, does hereby authorize the advertisement of a public hearing to consider a one-time waiver of Sections 82-311(A) and 82-591 of the Code of the County of Prince George for tax parcel 340(19)00-001-0.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-2. Resolution: Authority to Advertise Public Hearing to Adjust Precinct Boundaries for the Courts and Bland Precincts and Approve a New Polling Location for the Courts Precinct. Mr. Dan Whitten, County Attorney, stated that on December 28, 2021, the Supreme Court of Virginia approved and adopted final redistricting maps for the State's congressional districts, House of Delegates districts, and State Senate districts. The State's final redistricting maps split the Courts (204) precinct. Section 24.2-307 of the Code of Virginia requires that each voting precinct be wholly contained within a single congressional district, Senate district, House of Delegates district, and election district used for the election of one or more members of the governing body or school board. In order to cure the voting precinct split resulting from redistricting, it is proposed that the Board adjust precinct boundaries as shown on the attached map. Approximately 300 registered voters will move from the Courts precinct to the Bland precinct. To make this change, the Board will also need to amend County Code §§ 30-61(2) and 30-62 to adjust boundaries and designate a polling location. The Board of Elections and Registrar's office is currently securing a new polling location since the existing polling location is located outside the precinct. The Board will need to cure the current precinct split before the upcoming primary elections. The Registrar's office is scheduled to mail letters to the public on March 21, 2022. A motion approving authority to advertise for a public hearing on March 8, 2022 to receive input from the public on adjusting precinct boundaries and approving a new polling location is requested. Mr. Carmichael made a motion, seconded by Mr. Hunter, to approve the advertisement of a public hearing on March 8, 2022 to receive input from the public on adjusting precinct boundaries and approving a new polling location. Roll was called on the motion.

Mr. Hunter made a motion, seconded by Mr. Webb, to authorize the advertisement of a public hearing for the issuance of general obligation bonds. Roll was called on the motion.

R-22-036

A-2.

RESOLUTION: AUTHORITY TO ADVERTISE PUBLIC HEARING
TO ADJUST PRECINCT BOUNDARIES FOR THE
COURTS AND BLAND PRECINCTS AND APPROVE
A NEW POLLING LOCATION FOR THE COURTS PRECINCT

NOW, THEREFORE, BE IT RESOLVED that the Prince George County Board of Supervisors this 22nd day of February, 2022, does hereby authorize the advertisement of a public hearing on March 8, 2022, to receive input from the public on adjusting precinct boundaries and approving a new polling location.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-3. Resolution: Authority to Advertise Public Hearing to Adopt Existing Electoral Districts. Mr. Whitten stated that after reviewing the 2020 Census data as well as the Supreme Court of Virginia's final redistricting maps for the State's Congressional districts, House of Delegates district, and the State Senate Districts, the County's existing electoral districts do not need to be changed. There is less than a 5% deviation between the ideal 60%/40% split between District 1 and District 2. After the existing electoral district map is adopted by the Board, it will be sent to the Office of the Attorney General for certification. After proper advertisement of a public hearing the Board of Supervisors can receive input from the public on adopting the existing electoral districts. A motion is needed to advertise for a public hearing on March 8, 2022 to receive input from the public on adopting the existing electoral districts. Mr. Hunter made a motion, seconded by Mr. Brown, to approve the advertisement of a public hearing to receive input from the public on adopting the existing electoral districts. Roll was called on the motion.

R-22-037

A-3.

RESOLUTION: AUTHORITY TO ADVERTISE PUBLIC HEARING
TO ADOPT EXISTING ELECTORAL DISTRICTS

NOW, THEREFORE, BE IT RESOLVED that the Prince George County Board of Supervisors this 22nd day of February, 2022, does hereby authorize the advertisement of a public

hearing on March 8, 2022, to receive input from the public on adopting the existing electoral districts.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-4. Resolution: Authority to Advertise Public Hearing to Sell County Owned Properties Located in River's Edge Subdivision on Buxton Street. Mr. Whitten stated that Prince George County owns 1.6 acres parcel in River's Edge Subdivision on Buxton Street known as Tax Parcel #: 15B-02-01-011-A. This parcel is no longer needed by the Utilities Department and has been placed on the market for sale. Prince George County also owns the two adjacent parcels on Buxton Street known as Tax Parcel #: 15B-02-01-010-0 and 15B-02-01-011-0. Parcel 15B-02-01-011-0 has a County Sewer Pump Station on it and that would need to be subdivided so the remainder of the property could be sold. After the division of property the remaining properties are no longer needed by the Utilities Department. An offer to purchase all three properties for \$40,000 has been received. In order to sell this property, a public hearing must be held. A motion approving authority to advertise for a public hearing on March 8, 2022 is requested. Mr. Brown made a motion, seconded by Mr. Webb, to approve the advertisement of a public hearing on March 8, 2022 to sell three County owned properties located in River's Edge Subdivision on Buxton Street. Roll was called on the motion.

R-22-038

A-4.

**RESOLUTION: AUTHORITY TO ADVERTISE PUBLIC HEARING
TO SELL COUNTY OWNED PROPERTIES LOCATED IN
RIVER'S EDGE SUBDIVISION ON BUXTON STREET**

NOW, THEREFORE, BE IT RESOLVED that the Prince George County Board of Supervisors this 22nd day of February, 2022, does hereby authorize the advertisement of a public hearing on March 8, 2022, regarding the sale of three County owned properties located in River's Edge Subdivision on Buxton Street, Tax Map#: 15B-02-01-011-A, 15B-02-01-010-0 and 15B-02-01-011-0.

On roll call the vote was:

In favor: (5) Hunter, Webb, Waymack, Carmichael, Brown

Opposed: (0)

Absent: (0)

A-5. Resolution; Appropriation Reduction (\$480,000.00) Virginia Department of Fire Program Funds Withdrawn Grant and Transfer from General Fund Contingency (\$66,266.75) Burn Building Training Facility Design. Ms. Betsy Drewry, Deputy County

Administrator, Finance, stated that During Fiscal Year 2016, the Director of Fire and EMS (then Brad Owens) expressed interest in constructing a burn building training facility. He applied for a Virginia Department of Fire Program Funds grant to construct the building, and was awarded a grant in the amount of \$480,000. Board action was taken to appropriate these grant funds to the Capital Improvement budget on October 17, 2017 (R-17-112). The project was stalled due to concerns over the total cost of the planned facility, and the amount of local resources that were needed to construct the facility, and what costs the grant would not cover (a portion of the design, road, utilities and site work). The scope of the project was scaled back, but needed design progress was not made due to Fire and EMS leadership transition and continued cost concerns. Following four requests for grant extensions, the VDFP grant ultimately was withdrawn / revoked. The grant was to be reimbursement based, and would not cover site design or design costs for a building that will not be constructed. No grant proceeds have been received, nor will any be received. Between January 2018 and June 2021, \$66,266.75 in costs were incurred for site design and architectural services. No other resources have been appropriated to the project other than the expected grant revenues. General Fund proceeds of \$66,266.75 need to be appropriated to the capital improvement fund to cover the costs for design, and the grant appropriation needs to be reversed (\$480,000 reduction). Net reduction to budget (\$413,733.25 reduction), Capital Project Fund. The recommended source for the \$66,266.75 appropriation is General Fund Contingency. The balance of the contingency is \$246,412 prior to this transfer. If approved, the balance following this transfer will be \$180,145.25. Mr. Carmichael made a motion, seconded by Mr. Webb, to approve funding appropriation reduction and transfer as outlined in the resolution. Roll was called on the motion.

R-22-039

A-5.

RESOLUTION; APPROPRIATION REDUCTION (\$480,000.00) VIRGINIA DEPARTMENT OF FIRE PROGRAM FUNDS WITHDRAWN GRANT AND TRANSFER FROM GENERAL FUND CONTINGENCY (\$66,266.75) BURN BUILDING TRAINING FACILITY DESIGN

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022, does hereby authorize the following increase of funds within the 2021-2022 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
Capital Improvement Project Fund 0311	
<u>Revenue:</u>	
0311-20-600-8200-326049 Virginia Dept. of Fire Program Grant	(\$480,000.00)
0311-90-901-8207-391000 CIP – Transfer from General Fund	\$ 66,266.75
Net Reduction	(\$413,733.25)
 <u>Expenditure:</u>	
0311-03-200-3170-48130 CIP Burn Building Project	(\$413,733.25)
 General Fund 0100	
<u>Expenditures:</u>	

0100-09-401-0917-49199	General Fund Contingency	(\$66,266.75)
0100-09-401-0917-49172	General Fund Transfer to CIP Fund	\$ 66,266.75

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

PUBLIC HEARINGS

P-1. Public Hearing; Ordinance for a One-Time Waiver of Code Section 82-311(A) and 82-591 of "The Code of the County of Prince George, Virginia" to Allow the Use of Private Water and Wastewater Facilities. Mr. Frank Haltom, County Engineer stated that Landmark Industrial intends to develop a 355,000 SF industrial warehouse on tax parcel 340(0A)00-028-B along Chudoba Parkway. Prince George currently has insufficient water and wastewater capacity to serve this project. In order to secure financing for the project, among other requirements, Landmark Industrial must identify a reliable source of potable water and domestic wastewater treatment. The County is taking steps to provide additional water and wastewater capacity to the Southpoint Business Park area. However, it will take 24 to 36 months to complete the necessary improvements to serve this part of the County. Until the public water and wastewater improvements are complete, the applicant requests a waiver of the ordinance to allow them to install private water and wastewater facilities to serve the property. The approval of an ordinance after the public hearing is required for a one-time waiver to County Code Section 82-311(a) and 82-591. Chair Waymack opened the public hearing at 7:36 p.m.

Nick Walker (Roslyn Farms, Owner of the Property). Mr. Walker stated that he was in favor of this one-time waiver.

William Steele (County Line Road). Mr. Steele stated that this is allowing industry into our rural County when we do not have the infrastructure in place. There is enough crowding in this County and it has to stop until we get the proper infrastructure in place.

Chair Waymack closed the public hearing at 7:39 p.m. Mr. Brown stated that the County is already planning infrastructure in these areas and this is just a temporary solution allowing the business to operate in the interim. Mr. Carmichael echoed Mr. Brown's comments and we have already taken the extra steps to get the ball rolling. In addition, these businesses add more revenue to the advantage of those citizens that are asking for tax relief. Mr. Webb made a motion, seconded by Mr. Hunter, to approve an Ordinance for a one-time waiver of Code Sections 82-311(a) and 82-591 to allow the use of private water and wastewater facilities to serve tax parcel 340(0A)00-028-B until the completion of the necessary public water and wastewater improvements to serve the property. Roll was called on the motion.

O-22-03

ORDINANCE FOR A ONE-TIME WAIVER OF CODE SECTION 82-311(A) AND 82-591 OF "THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA" TO ALLOW THE USE OF PRIVATE WATER AND WASTEWATER FACILITIES.

BE IT ORDAINED by the Board of Supervisors of Prince George County:

- (1) That a one-time waiver of Code Sections 82-311(A) and 82-591 of the "Code of the County of Prince George, Virginia, 2005, as amended" to allow the use of private water and wastewater facilities to serve tax parcel 340(0A)00-028-B until the completion of the necessary public water and wastewater improvements to serve the property.
- (2) That this ordinance shall be effective immediately upon adoption.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

P-2. Public Hearing; REZONING RZ-21-03: Request of Dino Lunsford to conditionally rezone a 10.5-acre portion out of a total of 15.483 acres on Tax Map 13A(01)00-026-A from R-2 Limited Residential District and R-A Residential Agricultural District to R-TH Residential Townhouse District, and subject to the proffered conditions. The subject property is located approximately 400 feet north of Forbes Drive on the west side of Prince George Drive. Mr. Tim Graves, Planner stated that the applicant originally submitted a request to rezone property to R-2 on August 12, 2021. The application was later revised and resubmitted to request a R-TH zoning district on December 20, 2021. The Board of Supervisors approved Ordinance Amendment OA-21-01 on January 25, 2022, which established a new zoning district for townhouses and added townhouses (on individual lots) as a permitted use within the district. The property owner and applicant is working with national homebuilder D.R. Horton on this project and is being advised and represented by planning design firm Balzer and Associates. The applicant stated that the property has been in their family for approximately 40 years and the family has envisioned townhouses on this property for some time prior to this request. If approved, this would be the first R-TH Residential Townhouse zoning district established in the County, with the first townhouses on individually owned lots. The applicant's proposal is to rezone a 10.5-acre portion of a 15.483-acre parcel to R-TH Residential Townhouse District, with the remainder of the lot remaining in the R-A Residential Agricultural zoning district. The propose to build 51 townhouse units, minimum 1,200 SF, multi-floor, individually owned on individual lots with individual entrances. Each unit will be connected to public utilities and front on a state-maintained road, with offstreet parking provided. The project will include open space and amenities including a walking trail, a commercial grade playground, and a 1,200 SF pavilion. A homeowners association will be created to maintain all common areas and other specific maintenance details. Application includes conceptual plan, exterior renderings, sample floor plan, and a proffer statement. If this property is rezoned, it could not be developed with apartment buildings without another rezoning. Townhouses are distinct in that they are individually owned and sold. According to the applicant, the townhouses in this development will be priced around \$300,000. The planned use is primarily townhouses, as allowed by-right

under Section 90-592(1). Setbacks, lot areas and all other elements of the proposed development will be subject to the standards of Article XIII. – R-TH Residential Townhouse District, which will be reviewed at the time a subdivision plat is submitted for review. The size of the proposed development and the conceptual plan appear to generally meet the standards of Section 90-597. – General Standards for townhouse developments. These standards will be reviewed in detail at the time of Subdivision review and Site Plan review. Expected impacts of proposed uses on adjacent properties and roadways include: new buildings and internal roads. These are expected to be similar in scale to the surrounding existing residential uses, based on the sample renderings and conceptual plan provided. Additional traffic on Prince George Drive, especially around the proposed main entrance. VDOT has reviewed the application materials including a turn lane warrant analysis, and has stated that based on the expected traffic generation from the development, a Chapter 527 Traffic Impact Analysis is not required, and right or left turn lanes are not warranted. The proposed development appears to be compatible with the existing surrounding uses and zoning districts, which include multiple-family dwellings across the street and single-family dwellings and a commercial business (Hopewell Body Shop) adjacent or nearby. The proposed land use is compatible with the Comprehensive Plan because the Future Land Use Map calls for Residential and Residential - Multi-Family uses in this area. Multi-family buildings currently exist across the street. The proposed density is effectively 4.86 units per acre. For comparison, if a 10.5-acre property was rezoned to R-2 or R-3, with 1 acre dedicated as a public right-of-way, it could yield between 34 and 68 units by-right (3.24 to 6.48 units per acre) depending on which zoning district and whether it is developed with single-family or two-family dwellings. Planning Staff has reviewed the proffer statement dated 1-25-2022 and cash proffer narrative dated 1-20-2022 and offers the following comments: (1) The applicant is proposing to provide a per-unit cash proffer amount of \$3,443.01, with rationale for this amount explained in their proffer document; (2) The Maximum cash proffer per unit allowable per the policy, for “all other” (non-single-family) housing types is effectively \$14,240.54 based on the June 2021 Marshall and Swift Composite Building Cost Index. In summary, the applicant applied reductions to the maximum amount based on reduced student generation for townhouses, housing allowed by-right with any rezoning, and value of amenities provided. Staff worked closely with the applicant on these numbers and finds the proposed proffer amount to be reasonable in consideration of the overall benefit to the County, and finds that the amount and rationale generally conforms to the County’s Cash Proffer Policy adopted 10-25-2011. Most of Staff’s discussions with the applicant related to the County’s estimated student generation numbers contained in the policy. This is one key element, which is expected to receive attention when the policy is reviewed for possible updates with current data. On January 27, 2022, the Planning Commission held a public hearing and recommended Approval, subject to the proffer statement dated January 25, 2022. The vote was 6-1, with Commissioner Elder dissenting. Mr. Hunter asked why there was not a cul-de-sac at the playground. Mr. Graves stated that it was a design choice and not a requirement. Mr. Hunter asked why the rezoning was not posted. Mr. Graves stated that they had trouble putting the sign into the ground there. Chair Waymack opened the public hearing at 7:55 p.m.

Mr. Andy Scherzer (Architect, Balzer and Associates). Mr. Scherzer stated that his firm is working on this project. They have been working on a number of townhouse projects over the last decade. He stated that townhouses offers a different kind of housing for different kinds of families. He stated that most townhouses have far less children than single-family houses. He

does believe this project merits the Board's approval. It will be a great first experiment in Prince George in a good location. Mr. Carmichael asked how many units they plan to start with and if they do not sell at \$300,000, will they lower their standards. Mr. Scherzer deferred to D. R. Horton on that question. Mr. Brian Bock with D.R. Horton stated that is not their plan.

Mr. Vince Anderson (3600 Prince George Drive). Mr. Anderson is an adjacent property owner and he is very concerned that this will make Prince George another Chesterfield County. He is concerned about traffic, especially with the new school on Middle Road. He is also concerned there will be trespassing on his property.

Mr. William Steele (County Line Road). Mr. Steele stated that this will demolish the rural County. We may as well move the County line further into Hopewell. He is very concerned about the traffic there. In addition, he stated that there was no proper signage posted and done in a very underhanded way.

Ms. Mary Jo Tyson (15303 Arwood Road). Ms. Tyson agreed with Mr. Steele. She stated that the Board needs to take care of its current infrastructure before they keep adding more problems.

There was no one else to speak and the public hearing was closed at 8:10 p.m. Mr. Webb made a motion, seconded by Mr. Brown, to approve the rezoning as presented. Roll was called on the motion.

O-22-04

P-2.

REZONING RZ-21-03: Request of Dino Lunsford to conditionally rezone a 10.5-acre portion out of a total of 15.483 acres on Tax Map 13A(01)00-026-A from R-2 Limited Residential District and R-A Residential Agricultural District to R-TH Residential Townhouse District, and subject to the proffered conditions. The subject property is located approximately 400 feet north of Forbes Drive on the west side of Prince George Drive.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Application identified as RZ-21-03 is granted as an amendment to the official zoning map with the following conditions:

The Owner 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 currently identified as Tax Map 13A(01)00-026-A will be developed according to the following conditions voluntarily agreed to by the Applicant:

The 10.5-acre portion of Tax Map 13A(01)00-026-A, as delineated by the bold dashed line on the conceptual plan referenced below, is rezoned to R-TH Residential Townhouse District, subject to the proffers in the “Proffer Statement” dated January 25, 2022:

1. Conceptual Plan. Development of the Property shall generally conform to the Conceptual Plan (Exhibit A), prepared by Balzer and Associates, last revised December 13, 2021, with respect to the general layout of roads, lots, open space and amenities. The layout on the Conceptual Plan is conceptual in nature and may vary based on the final subdivision plan depending on final engineering and environmental studies or as otherwise approved at the time of plans review.
2. Density. The maximum density shall not exceed fifty-one (51) dwelling units.
3. Ownership. Each townhouse dwelling unit shall be for sale to the public.
4. Dwelling Size. The minimum gross finished floor area of each dwelling unit shall be 1,200 square feet.
5. Utilities.
 - a. This development shall be served by public sewer and water.
 - b. Underground utilities on the property to include but not limited to electricity, water, sewer, natural gas, phone, and high-speed internet service.
6. Parking. Each townhouse unit shall have a minimum of two (2) off street parking spaces.
7. Common Area and Amenities. A minimum of 3.5 acres shall be dedicated common area. Part of the open space shall include a commercial grade playground, a minimum 1,200 square foot covered pavilion, and a walking trail as generally shown on the Conceptual Plan.
8. Entrance Feature. A monument sign and landscaping to include plants, sod, and irrigation, shall be provided at the main entrance on Prince George Drive.

9. Homeowner's Association and Maintenance. A homeowner's association shall be created during the subdivision process. The homeowner's association shall be responsible for the maintenance of pedestrian access ways and/or sidewalks that are not maintained by the Virginia Department of Transportation, open space, including the recreational amenities and landscaping (common area and townhome yard), storm water management infrastructure/best management practices located on a commonly held parcel, and the periodic power washing of the exterior of all dwellings.
10. Cash Proffer. The applicant, sub-divider, or assignee(s) shall pay \$3,443.01 for each residential townhouse unit to the County of Prince George. Each payment shall be made prior to the issuance of a certificate of occupancy for a dwelling unit. Should Prince George County impose impact fees at any time during the life of the development that are applicable to the Property, the amount paid in cash proffers shall be in lieu of or credited toward, but not in addition to, any impact fees, in a manner determined by the County.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

ORDER OF BUSINESS (cont'd)

A-6. Resolution; Budget Amendment and Appropriation (Department of Social Services Public Assistance and Welfare Administration Funds \$22,793.00. Ms. Betsy Drewry, Deputy County Administrator, Finance stated that the Department of Social Services has been provided additional Public Assistance and Welfare Administration funds not included in the County's Adopted FY2022 budget. The amount of additional Public Assistance funds total \$16,064.00; and Welfare Administration funds total \$6,729.00. Because these amounts were not included in the adopted budget, a budget amendment and appropriation are needed. Mr. Hunter made a motion, seconded by Mr. Webb, to appropriate additional funds to the FY2022 budget. Roll was called on the motion.

R-22-040

A-6.

RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION (DEPARTMENT OF SOCIAL SERVICES PUBLIC ASSISTANCE AND WELFARE ADMINISTRATION FUNDS \$22,793.00.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February 2022, does hereby authorize the following increase of funds within the FY2021-2022 Budget, such line items increased and changed as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION

AMOUNT

Appropriation:

Revenue

0100-20-601-8202-324602 Public Assistance Funds	\$16,064.00
0100-30-601-8302-333504 Welfare Administration Funds	\$ 4,629.00
TOTAL:	\$22,793.00

Expenditure

0100-05-113-0702-45793 884 Chafee Independent Living TAP (Transportation Assistance Program)	\$ 4,629.00
0100-05-113-0702-45795 868 COVID Safe and Stable	\$ 11,435.00
0100-05-113-0701-46059 APS ARPA Funds (Senior Programs)	\$ 6,729.00
TOTAL	\$ 22,793.00

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-7. Resolution; Appropriation (\$76,552.52 ARPA Covid-19 Municipal Relief Funds). Ms. Drewry stated that on January 25, 2022 staff briefed the Prince George County Board of Supervisors about availability and pending receipt of ARPA Municipal Relief Funds through DHCD. The funds were received on February 4 and totaled \$76,552.52. These funds must be applied to accounts with arrearages by February 28, 2022, and any unexpended funds must be returned to the Commonwealth of Virginia by March 31, 2022. There is no application process or customer attestation required for applying these funds. Staff is working on distributing the funds now. Mr. Carmichael made a motion, seconded by Mr. Brown, to approve the appropriation as presented. Roll was called on the motion.

R-22-041

A-7.

RESOLUTION; APPROPRIATION (\$76,552.52 ARPA COVID-19 MUNICIPAL RELIEF FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022, does hereby authorize the following increase of funds within the 2021-2022 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION
Special Revenue Fund 0640

AMOUNT

Revenue:

0640-30-601-8305-330400 COVID-19 Municipal Relief Funds	\$76,552.52
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Expenditures:

0640-04-104-7000-45778 COVID-19 Municipal Relief Assistance	\$76,552.52
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On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-8. Resolution; Appropriation Southside Programs for Adult Continuing Education (SPACE) FY2022 Revenue and Expenditure Increases (\$41,457.23 State, Federal And Local Revenue Changes). Ms. Drewry stated that the amount of funding to be provided for Southside Programs for Adult Continuing Education (SPACE) for each fiscal year is determined *following* the beginning of each fiscal year. The Board of Supervisors adopts a preliminary budget with the understanding that once state revenues are known, revisions will be submitted. The County has received notice through SPACE that final awards and reallocations are \$41,457.23 more than amounts currently reflected in Munis / Adopted amounts. The requested appropriation increases are the amounts above those included in the adopted FY2022 budget. Mr. Hunter made a motion, seconded by Mr. Webb, to approve increase in revenues and expenditures for FY2022 for SPACE. Roll was called on the motion.

R-22-042

A-8.

RESOLUTION; APPROPRIATION SOUTHSIDE PROGRAMS FOR ADULT CONTINUING EDUCATION (SPACE) FY2022 REVENUE AND EXPENDITURE INCREASES (\$41,457.23 STATE, FEDERAL AND LOCAL REVENUE CHANGES)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of February, 2022, does hereby authorize the following increase of funds within the 2021-2022 Budget, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

APPROPRIATIONS

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditures (Net by Program/Department):</u>	
0218-06-201-2183-41300 SPACE Wages	\$13,930.80
0218-06-201-2183-42100 SPACE FICA	\$ 1,069.20
0218-06-201-2183-46051 SPACE Supplies	\$41,857.23
0218-06-201-2187-41100 PIVA Salaries	(\$ 4,000.00)
0218-06-201-2187-41300 PIVA Wages	(\$ 9,339.80)
0218-06-201-2187-42100 PIVA FICA	(\$ 1,091.67)
0218-06-201-2187-45551 PIVA Travel	(\$ 814.53)
0218-06-201-2187-46001 PIVA Office Supplies	(\$ 154.00)
TOTAL ADULT EDUCATION EXPENDITURE ADJUSTMENTS	\$41,457.23

Revenue:

0218-30-601-333801	SPACE Adult Education Federal	\$68,464.40
0218-10-506-8113-316883	Contract Admin Fees	(12,007.17)
0218-20-601-8203-324095	PIVA Grant	(15,000.00)
TOTAL ADULT EDUCATION GRANT ADJUSTMENTS		\$ 41,457.23

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

A-9. Resolution; Modification to FY2021-2022 Position Control Chart for the County Assessor's Department. Ms. Corrie Hurt, Human Resources Director, stated that Staff is requesting, for consideration, a decrease in on full-time employee; Real Estate Appraiser I or II position to fund a Senior Real Estate Appraiser. This requires a modification to the County's Position Control Chart. The purpose for the change is to recruit an experienced appraiser with a higher skill set due to the recent departure of the Assessor and the most senior appraiser within the department. This position will help increase technical efficiency and will provide continued support for the training of the RE Appraiser I who is new to the department. This will ensure continuity within the department. The RE Appraiser II is currently a grade 316 and the Senior Appraiser will be grade 318 (non-exempt). Mr. Brown made a motion, seconded by Mr. Hunter, to approve the position control chart modification as requested. Roll was called on the motion.

R-22-043

A-9.

RESOLUTION; MODIFICATION TO FY2021-2022 POSITION CONTROL CHART for the County Assessor's Department with the following changes:

- Decrease 1 FT Appraiser I or II, Increase 1 FT Senior Real Estate Appraiser

NOW, THEREFORE, BE IT RESOLVED that this Board of Supervisors of the County of Prince George this 22nd day of February, 2022 hereby approves the requested changes to the FY2021-2022 Position Chart and that no changes be made to the chart without Board approval regardless of what other County policies may state.

On roll call the vote was:

In favor: (5) Hunter, Webb, Brown, Waymack, Carmichael

Opposed: (0)

Absent: (0)

ADJOURNMENT. Mr. Webb moved, seconded by Mr. Hunter to adjourn to 5:00 on February 23. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Hunter, Brown, Webb, Waymack, Carmichael

Opposed: (0)

Absent: (0)

The meeting adjourned at 8:17 p.m.

[Draft Minutes prepared March 1, 2022 for consideration on March 8, 2022; adopted by unanimous vote.]

Marlene J. Waymack
Chair, Board of Supervisors

Jeffrey D. Stoke
Interim County Administrator