

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

May 24, 2016

6:00 p.m.

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 6:00 p.m. on Tuesday, May 24, 2016 in the Boardroom, County Administration Building, 6602 Courts Drive, Prince George, Virginia by William A. Robertson, Jr., Chairman.

**ATTENDANCE.** The following members responded to Roll Call:  
William A. Robertson, Jr., Chairman Present  
Jerry J. Skalsky, Vice-Chairman Present  
Alan R. Carmichael Present  
Donald R. Hunter Present  
T. J. Webb Present

Also present was: Percy C. Ashcraft, County Administrator; Jeff Stoke, Deputy County Administrator; and Steve Micas, County Attorney.

**CLOSED SESSION**

**E-1. Resolution; Closed Session for.** Mr. Webb made a motion, seconded by Mr. Hunter, that the Board convene a closed session for (1) discussion of prospective candidates for a Board appointment to a specific committee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice relating to collection of various unpaid charges to regional entities that could affect Prince George County and Prince George County's ARWA negotiating position regarding certain disputes among member jurisdictions of ARWA pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended. Mr. Webb made a motion, seconded by Mr. Hunter that the Board convene closed session for (1) discussion of prospective candidates for a Board appointment to a specific committee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice relating to collection of various unpaid charges to regional entities that could affect Prince George County and Prince George County's ARWA negotiating position regarding certain disputes among member jurisdictions of ARWA pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

E-1.

RESOLUTION; CLOSED SESSION FOR (1) DISCUSSION OF PROSPECTIVE CANDIDATES FOR A BOARD APPOINTMENT TO A SPECIFIC COMMITTEE PURSUANT TO § 2.2-3711 (A)(1), CODE OF VIRGINIA, 1950, AS AMENDED; AND (2) CONSULTATION WITH LEGAL COUNSEL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE RELATING TO COLLECTION OF VARIOUS UNPAID CHARGES TO REGIONAL ENTITIES THAT COULD AFFECT PRINCE GEORGE COUNTY AND PRINCE GEORGE COUNTY'S ARWA NEGOTIATING POSITION REGARDING CERTAIN DISPUTES AMONG MEMBER JURISDICTIONS OF ARWA PURSUANT TO § 2.2-3711 (A)(7), CODE OF VIRGINIA, 1950, AS AMENDED.

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 24<sup>th</sup> day of May, 2016, does hereby vote to enter closed session for (1) discussion of prospective candidates for a Board appointment to a specific committee pursuant to § 2.2-3711 (A)(1), Code of Virginia, 1950, as amended; and (2) consultation with legal counsel regarding specific legal matters requiring the provision of legal advice relating to collection of various unpaid charges to regional entities that could affect Prince George County and Prince George County's ARWA negotiating position regarding certain disputes among member jurisdictions of ARWA pursuant to § 2.2-3711 (A)(7), Code of Virginia, 1950, as amended.

On roll call the vote was:

In favor: (5) Robertson, Skalsky, Hunter, Webb, Carmichael

Opposed: (0)

**E-2. Resolution; Certification of Closed Session.** At 7:00 p.m., Mr. Carmichael made a motion, seconded by Mr. Webb, 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. Chairman Robertson 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 Chairman 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 24<sup>th</sup> day of May, 2016 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) Skalsky, Webb, Robertson, Hunter, Carmichael

Opposed: (0)

**Invocation.** Mr. Skalsky gave an invocation.

**Pledge of Allegiance to U.S. Flag.** Boy Scout Troop 900 led the Pledge of Allegiance to the United States Flag.

**PUBLIC COMMENTS.** Chairman Robertson announced that anyone wishing to come before the Board may do so at this time. He noted that this was the time for unscheduled general public comments. He opened the public comments at 7:06 p.m. There was no one to speak and the public comments period was closed.

**APPROVAL OF AGENDA.** 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) Robertson, Carmichael, Skalsky, Webb, Hunter

Opposed: (0)

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

C-1. Draft Minutes – May 5, 2016 Joint Work Session and May 10, 2016 Regular Meeting were approved as presented.

R-16-049

C-2.

RESOLUTION; PROCLAMATION; DESIGNATING JUNE 1  
AS ROTARY DAY IN PRINCE GEORGE COUNTY

WHEREAS, the Rotary Club of Chicago was founded on February 23, 1905, when Chicago attorney Paul Harris invited three business associates to a meeting to form

a club to share “mutual cooperation and informal friendship such as all of us had once known in our villages”; and

WHEREAS, by 1921, Rotary Clubs had been formed on six continents, and the name Rotary International was adopted in 1922; and

WHEREAS, Rotary International consists of 1.3 million members in some 34,000 Rotary Clubs in 166 countries, all committed to their motto “Service Above Self”; and

WHEREAS, The Rotary Club of Prince George was established on August 22, 1996; and

WHEREAS, over the past two decades, the members of the Prince George Rotary Club have directed themselves toward meaningful involvement in many beneficial programs and activities throughout their community, and they have distinguished themselves as dynamic local leaders; and

WHEREAS, following Rotary International’s motto of “Service Above Self,” the dedicated individuals of the Prince George Rotary Club have donated countless hours of their time to meeting the needs of local residents, and their numerous achievements are truly praiseworthy; and

WHEREAS, the Prince George Rotary Club and fellow Virginia Rotarians have contributed millions of dollars and hundreds of thousands of volunteer hours to improving their communities and helping to improve the quality of life for their fellow Virginians; and

WHEREAS, Rotarians, both past and present, willingly and tirelessly give their time, energy, and abilities to better the world around them; throughout its history, the men and women who have affiliated themselves with this fine organization have made a positive impact in the lives of many by raising funds and awareness about important issues that affect the way of life; and

NOW, THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors that Prince George County designate June 1, in 2016 and in each succeeding year, as Rotary Day in Prince George County.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

### **PRESENTATIONS**

**S-1. Resolution; Proclamation; Designating June 1 "Rotary Day in Prince George County."** County Administrator, Percy Ashcraft, presented the proclamation to his fellow Rotarians.

## **SUPERVISORS' COMMENTS**

Mr. Hunter stated that he is proud to be a Rotarian in Prince George County and that he is equally proud of Boy Scout Troop 900 from Gregory Memorial Church in the audience this evening. He reminded the public of the Memorial Day ceremony on May 30 at 10:00 a.m.

Mr. Skalsky asked the public to keep this year's upcoming graduates on their minds and hoped the best for them as they venture out to the next step in their lives.

Mr. Carmichael thanked the public for being there this evening and stated that he is looking forward to a big graduation crowd as well.

Mr. Webb stated that last week's Farmer's Market and Hometown Heroes 5% had a nice turnout and it was a great event.

Chairman Robertson announced that the Carson Volunteer Fire Department is completely moved in its new station. He also reminded the public that there will be increased traffic on US Route 460 to the beach due to the work being done on Interstate 64.

## **COUNTY ADMINISTRATOR COMMENTS**

Mr. Ashcraft stated that Rotary Club of Prince George Dedication of the new Handicapped Swing will be on May 25 at 9:30 a.m. at Scott Park. The U.S. Army Women's Museum Historical Marker Ceremony will be on May 26 at 2 p.m. at CASCOM Plaza, 2221 Adams Avenue, Fort Lee. In observance of Memorial Day, County Offices will be closed on May 30. There will be a Memorial Day Observance ceremony on – May 30 at 10 a.m. at the Regional Heritage Center. The Prince George Farmers Market will continue on June 4, 11, 18 & 25 from 8 a.m. to 12:00 Noon at Scott Park. Summer Concert Series will kickoff on June 4 at 6 p.m. at the JEJ Moore Sports Complex. Chairman Robertson & Supervisor Webb will hold a Community Meeting on June 9 at 7 p.m. at the Burrowsville Community Center. The Citizens Academy will start back up on June 9 at 6:00 p.m. at the Prince George Library. The Prince George High School Graduation will take place on June 11 at 9 a.m. at the Prince George High School Football Stadium. Former Prince George High School baseball standout Jackie Bradley has a 27-game hitting streak for the Boston Red Sox. The Hometown Heroes 5K race on May 14 raised over \$8,000. Tip-a-Cop fundraiser held May 20 raised \$2,316 for Special Olympics. Renovations to the Burrowsville Volunteer Fire Department are about 60 percent complete. The Annual Business Appreciation Dinner will be held September 28 at the Petersburg Country Club.

## **REPORTS**

**Wellness Center Statistics** – Mr. Keith Rotzoll, Director of Parks and Recreation, gave a brief update on the Prince George Parks and Recreation Fitness Center. The gym which opened on January 2<sup>nd</sup> 2013, was funded through two John Randolph Foundation Grants and County Support. The hours of operation are Monday – Thursday 7:00 am –

8:00 pm; Friday 7:00 am – 7:00 pm; and Saturday 9:00 am – Noon. The fee for County residents is \$5.00 monthly or \$50 annually. There is currently a total membership of 5,450 County residents with 66% being monthly memberships and 32% annual memberships. The gym has a total income annually of \$12,755. Mr. Rotzoll showed the Board and the public a map of where these members are located within the County and distances driven to the gym. Mr. Carmichael stated that he hoped these statistics would warrant extending these services to the Central Wellness Center to reduce the driving distance for the citizens in District 1.

### **PUBLIC HEARINGS**

**P-1. Public Hearing; Rezoning Case RZ-16-02 Request of Donald P. Vtipil, Jr. to rezone a 65+/- acre parcel from R-1, Limited Residential to the R-A, Residential Agricultural Zoning District, located on the west line of 156 and north of Trailing Rock Road and known as Tax Map 13B(01)00-00D-0. The comprehensive plan indicates the subject property is appropriate for residential land uses.** Mr. Douglas Miles, Zoning Administrator, stated that the applicant is proposing to rezone 65 +/- acres from R-1, Limited Residential with proffered conditions back to R-A, Residential - Agricultural zoning to permit single family dwelling uses. The applicant is a direct descendant of the original owners of the subject property formerly known as the Vtipil Farm that was much larger in size prior to being rezoned back in 2005. The 2014 Comprehensive Plan Update identifies this area for residential uses and the proposed rezoning would be in compliance with the County's established land use plan and its policies. On January 25, 2005, the Board of Supervisors approved a conditional rezoning from R-2 and R-A zoning to R-1 zoning for the construction of a new single family dwelling subdivision with a maximum of 117 lots. The applicant had proffered that a maximum of 30 homes would be built each year; public water and sewer would be used; a \$3,544 payment would be made per lot for needed infrastructure improvements; and open space, sidewalks, street lights, and stormwater basins would be constructed for a new residential subdivision backing up to Branchester Lakes. On October 14, 2008, the Board of Supervisors approved a Zoning Case Amendment to the 2005 zoning case that deleted proffered condition 2 that limited the subdivision developer to thirty (30) homes per year. The new developer received approval for a revised subdivision lot layout that he felt would allow for the new subdivision to be developed along with a \$12,585 payment per lot since the previous applicant had not requested to be vested at \$3,544 per lot. The Planning Manager consulted with the County Attorney on the proposed rezoning case request that if the applicant submitted a rezoning from R-1 with proffered conditions to the R-A, Residential – Agricultural Zoning District, that the existing conditions would be vacated if the Board of Supervisors approved the proposed rezoning case. The County Attorney confirmed that the previous conditions could be vacated and the property would return to R-A Zoning. VDOT has reviewed the request and stated that they have no comments and they are in support of the proposed rezoning case request as written from R-1 to R-A as it decreases vehicle traffic counts along Route 156 and the surrounding VDOT secondary road system within the County. County Staff recommends approval of this rezoning case request that will allow for the applicant to return the subject property to R-A land uses along with single family dwelling uses. The R-A District would require that horses or goats be 150 feet away from the nearest adjoining dwelling. The applicant,

Mr. Donald Vtipil, stated that he is just simply trying to get his family farm back for him and his family to reside on in honor of his recently deceased father. Chairman Robertson opened the public hearing at 7:42 p.m. There was no one to speak and the public hearing was closed. The Board stated that the late Mr. Vtipil was a fine citizen that did a great deal for this County and wish Mr. Donald Vtipil and his family the best of luck. Mr. Hunter made a motion, seconded by Mr. Skalsky, to approve the ordinance as presented. Roll was called on the motion.

O-16-03

P-1.

**REZONING CASE RZ-16-02** Request of Donald P. Vtipil, Jr. to rezone a 65 +/- acre parcel from R-1, Limited Residential to the R-A, Residential-Agricultural Zoning District, located on the west line of 156 and north of Trailing Rock Road and known as Tax Map 13B(01)00-00D-0. The comprehensive plan indicates the subject property is appropriate for residential land uses.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the rezoning case identified as RZ-16-02 is granted for R-A, Residential – Agricultural zoning to the official zoning map.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**P-2. Public Hearing to Consider Adoption of an Ordinance Amending § 30-62, Code of the County Of Prince George, Virginia, 2005, as Amended to Provide that the Polling Place for Blackwater Precinct Shall Be The Prince George Parks And Recreation Community Center.** Mr. Steve Micas, County Attorney, stated that the Registrar, Katherine Tyler, has indicated that there will be primary elections for the 4<sup>th</sup> Congressional District on June 14, 2016. For several years residents of the Blackwater Precinct have voted at the Prince George Parks and Recreation Community Center (Old North Elementary School). The proposed amendment to § 30-62 of the County Code will conform the ordinance to existing practice and eliminate any possible voter confusion. Mr. Webb made a motion, seconded by Mr. Carmichael, to approve the ordinance as presented. Roll was called on the motion.

O-16-04

P-2.

ORDINANCE TO AMEND THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA, 2005, AS AMENDED, BY AMENDING AND RE-ENACTING § 30-62, TO PROVIDE THAT THE POLLING PLACE FOR BLACKWATER PRECINCT SHALL BE THE

PRINCE GEORGE PARKS AND RECREATION COMMUNITY CENTER

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

*(1) That §30-62 of the Code Of The County Of Prince George, Virginia, 2005, as amended, is amended and re-codified to read as follows:*

**Sec. 30-62. Polling places designated.**

202 ~~Blackwater, North Elementary School,~~ Prince George Parks and Recreation Community Center, 11100 Old Stage Road, Prince George, Virginia, located on State Highway Route No. 609.

*(2) That this ordinance shall be effective immediately upon adoption.*

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**P-3. Public Hearing; REZONING CASE RZ-16-01 Request of Prince George County to conditionally rezone a 5.7+/- acre parcel zoned R-1, Limited Residential to A-1, General Agricultural to permit certain A-1 uses. The subject property is located in the northwest quadrant of James River Drive and Moody Road and is known as Tax Map 150(0A)00-023-0.** Douglas Miles, Zoning Administrator, stated that on January 12, 2016, the Board of Supervisors authorized the County Administrator to enter into a real estate purchase agreement in which the Board agreed to purchase a 5.7 +/- acre parcel. On February 23, 2016 the Board of Supervisors initiated a rezoning application to be reviewed by the Planning Commission and returned to the board of Supervisors for final action. Prince George County is requesting to conditionally rezone this parcel from R-1, Limited Residential to A-1, General Agricultural to permit certain A-1 land uses to include a future fire station. The Fire & EMS Director along with other staff members have performed GIS research in order to locate a potential fire station in relation to the other existing fire stations that serve the Route 10 Corridor. The subject property was chosen based upon the potential for future residential growth in the northern portion of the County and the potential for commercial growth along the Route 10 Corridor that will need both fire protection and ambulance service; and the ISO ratings for fire insurance will get better due to the new fire station serving this area of Prince George County. The proposed conditional rezoning will allow for better long term planning of needed public safety facilities and services to provide better serve the citizens and business owners and ultimately reducing the cost of fire and life safety insurance expenditures. On April 28, 2016 the Planning Commission recommended approval of the request onto the Board of Supervisors. Chairman Robertson opened the public hearing at 7:53 p.m.



Ms. Nancy Loving (2511 Liverman Drive). Ms. Loving thanked Mr. Bill Gandel for starting this project and getting it as far as he could. She asked the Board to please approve this rezoning for the welfare of the people in that area. She stated that Route 10 has a lot of accidents and is a dangerous area in much need of a new fire station.

Chairman Robertson closed the public hearing at 7:54 p.m. Mr. Hunter made a motion, seconded by Mr. Webb, to approve the rezoning as presented. Roll was called on the motion.

O-16-05

P-3.

**REZONING CASE RZ-16-01** Request of Prince George County to conditionally rezone a 5.7+/- acre parcel zoned R-1, Limited Residential to A-1, General Agricultural to permit certain A-1 uses. The subject property is located in the northwest quadrant of James River Drive and Moody Road and is known as Tax Map 150(0A)00-023-0.

BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Case identified as RZ-16-01 is granted to the official zoning map with the following proffered conditions:

1. The following A-1, General Agricultural land uses shall be permitted on the property as found under Section 90-52 Uses and structures permitted by right:

*(1) Agricultural uses involving tilling soil, raising of crops, horticulture, forestry and gardening.*

*(3) Detached single-family dwelling on an individual lot.*

*(7) Park or playground.*

*(9) Home Occupations: a. Office and b. Home occupation child care.*

***(10) Volunteer fire or rescue squad.***

*(19) Temporary Outdoor Christmas tree sales and holiday items provided that:*

*a. Sales shall not begin before November 15th and shall be restricted to retail sales of Christmas trees, wreaths, garlands, and similar decorative horticultural materials and holiday craft items.*

*b. Any portion of the sales area shall be located in accordance with the minimum side and rear yard setbacks required for the district.*

*c. Sufficient area shall be set aside to provide a minimum of five temporary off street parking spaces. If the sales are conducted on the same lot with the existing use, the required minimum and most accessible parking spaces for the existing use shall not be used for Christmas tree sales.*

*d. All Christmas tree products, parked vehicles, signs, trash, debris or other material associated with or resulting from the Christmas tree operation shall be removed no later than January 15th.*

The following A-1 General Agricultural land uses shall be permitted on the property by Special Exception as found under Section 90-53 Uses and structures permitted by special exception:

- (9) Assembly hall.*
- (12) Professional office.*
- (15) Public utility generating station, transmission line, and tower other than normal distribution facilities, pipe, meter, railroad, water and sewerage installation, compressor station, measurement station or regulator station.*
- (23) Animal hospital, animal boarding place or veterinary service.*
- (35) Community center.*
- (36) Buildings or uses primarily for federal, state, county or local governmental purposes except public school, park or playground.***
- (38) Wayside stand for display and sale of farm products.*
- (42) Agricultural equipment sales and service.*
- (52) Home professional and trade offices.*
- (53) Cottage industry home occupation on a parcel of five acres or more in area.*
- (54) Family daycare home (large).*
- (55) Home occupation in an accessory building.*
- (56) Bingo Hall.*

2. Stormwater quantity and quality shall be provided for this site through development of on-site best management practices. All stormwater easements and basins shall be maintained by the property owner.
3. All utilities will be provided underground for this development, to include, but not limited to, power, telephone, gas and cable television lines.
4. The applicant shall provide and maintain a natural and/or landscaped fifty (50) foot buffer along the eastern, western and northern property lines by taking advantage of any existing, mature evergreen trees on the subject property or by using a combination of evergreen trees and shrubs within the fifty (50) buffer. The height of the trees at the time of planting shall be a minimum of six (6) feet with an ultimate height of twelve (12) feet. The height of the shrubs at the time of planting shall be a minimum of three (3) feet with an ultimate height of six (6) feet. The evergreen trees and shrubs should be native or direct cultivars of native plants (nativars) to Virginia. To ensure survival and plant growth, the landscaping shall be bonded or a guarantee provided by the nursery for a period of one year after installation on the subject property through site plan approval as stated in Sections 90-826 through 90-826.8 in the buffers, screening and landscaping standards of the Zoning Ordinance.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**P-4. Public Hearing; The sale of the “Old Carson Fire Station” parcel with improvements thereon designated as Tax Map Parcel Number: 620(0A)00-026-A with a cumulative total acreage of .698 acres located on the east side of State Route #604, Halifax Road, 20015 Halifax Road, Carson, Virginia. The parcel is surplus and no longer needed by the County.** Mr. Steve Micas, County Attorney, stated that the County is the owner of a parcel of land with improvements thereon designated as Tax Map Parcel Number: 620(0A)00-026-A with a cumulative total acreage of .698 acres located on the east side of State Route #604, Halifax Road, 20015 Halifax Road, Carson, Virginia. The parcel is surplus and no longer needed by the County. In order to sell real estate owned by the County, the Board must hold a public hearing pursuant to § 15.2-1800 Code of Virginia, as amended. Two bids have been submitted, one from Theo Baugh Mason, and the other from The Bank of Southside Virginia (BSV). BSV had the high bid at \$375,000. Chairman Robertson opened the public hearing at 7:58 p.m.

Mr. Peter Clements (President, The Bank of Southside Virginia). After Mr. Clements thanked the Board for the new Carson Volunteer Fire Station, he reflected on how members of his family were involved in providing the property for the old station. Mr. Clements stated that BSV will have uses for the property, which could include additional storage and even a branch if the parent location continues to grow.

Chairman Robertson closed the public hearing at 8:01 p.m. After members of the Board thanked Mr. Clements for all that his family and The Bank of Southside Virginia have contributed to Prince George County, Mr. Carmichael made a motion, seconded by Mr. Webb, to award the bid for the old Carson Fire Station to The Bank of Southside Virginia in the amount of \$375,000. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**P-5. Public Hearing; Special Exception SE-16-01 Request of Sun Pool 1, LLC in the R-A, Residential Agricultural District for the expansion of Pine Ridge Mobile Home Park with connection to County water and sewer on 156. The site is located at 400 Swift Street and is known as Tax Map 240(0A)00-099-0.** Mr. Miles stated that the applicant, Sun Pool 1, LLC, is proposing to expand their existing mobile home park through the construction of a 12-inch water main approximately ½ mile along State Route 156 allowing for connection to the County water system. They are proposing to add 139 additional home sites, construct a community clubhouse, remodel and update the community offices, relocate and improve the community playgrounds, to include new playground equipment, modify the site drainage to reduce ponding water near Cardinal and Wren Streets, and perform upgrades to road sections, site landscaping, signage and the common open space area for the residents. The property is zoned R-A, Residential Agricultural with a Special Exception to permit the park. The properties surrounding the subject parcel are all zoned R-A, Residential - Agricultural and contain single-family dwellings or are vacant. There is one property located south of the site that contains a closed general store and it is zoned B-1, General Business for commercial uses. The

2014 Comprehensive Plan Update recommends this portion of the County for residential use. This request complies with the Plan for temporary single and doublewide mobile homes as single family dwelling uses. The 2016 Water and Wastewater Master Plan calls for water line extensions to serve residential developments within the Central Service Area of the County. The ½ mile long water line extension up SR 156 to serve the development complies with the new plan and provides the needed capacity to allow for the expansion of the mobile home park. Chip England, P.E., County Engineer, has provided the following comments after working with Bob Hufnagel, P.E., Atwell Engineering of Ann Arbor, Michigan and with Derrick Johnson, P.E., Timmons Group on the expansion of the existing mobile home park along Prince George Drive. The developer will need to provide documentation recording the conveyance of property interests for the parcels for the connection to and use of the Pine Ridge wastewater collection system. The developer will extend the public water main up Route 156 until just beyond Sandpiper Lane. The developer will be providing public water connection for the single family homes located at 6903 and 6911 Sandpiper Lane. The developer should provide a water service connection for 6827 Prince George Drive at the edge of the Route 156 right-of-way north of Sandpiper Lane near the end of the required extension. The developer should consider how their planned improvements may be able to address the Benesek's interest and remain in contact with these citizens. The developer will provide water service connections and pay the tap fees for all parcels with premises containing sanitary facilities located within 200 feet of the property line adjoining the right-of-way or easement containing the new water line. The meter box, meter setting, and water meter shall be furnished for each new service connection provided conforming to Prince George County standards. In addition, the Developer will be responsible for paying connection charges for each new service connection provided and we will be addressing this requirement within the County water agreement. VDOT has reviewed the request and the turn lane warrant analysis dated March 30, 2016 prepared by W. Scott Dunn, AICP, PTP, Timmons Group on the expansion of the existing mobile home park along Prince George Drive (SR 156). VDOT has reviewed the submitted Special Exception request to add an additional 139 home sites for a total of 384 sites in accordance with VDOT's Access Management Regulations, 24VAC30-73. SR 156, Prince George Drive has a functional classification as a minor arterial and a posted speed limit of 45 MPH. In accordance with the Access Management Regulations, spacing between full access entrances must be 470 feet from centerline to centerline. The applicant is voluntarily closing three (3) of the seven (7) existing entrances serving their development. The spacing between the remaining full access entrances to the site is approximately 240 feet. This separation does not meet VDOT's requirement and an exception request to the access management standards will need to be approved for the reduced spacing from the required spacing of 470 feet. VDOT will begin processing the access management waiver request concurrent with the Special Exception application process with the applicant's engineering consultant. At VDOT's request the applicant has submitted a turn lane warrant analysis for the four entrances proposed to remain as are shown on the concept plan that was included with the application. VDOT's review of the turn lane warrant analysis concurs that no right or left turn lanes will be warranted by this proposed development. This concurrence is contingent upon approval of the access management waiver request to allow the reduced spacing for the four existing entrances

to remain to serve this development. The proposed project includes an approximately ½ mile long extension of a potable water line to serve the project site. VDOT's preference would be for the waterline to be installed within a utility easement outside of the VDOT right-of-way (ROW). In the event that the waterline is installed within the VDOT ROW, then the waterline will need to be installed between the existing ROW line and the backside of the ditch. Installation within the shoulder areas of the roadway or between the roadway and the ditch are not acceptable locations. All proposed construction within the VDOT ROW will be required to meet VDOT specifications and design standards. VDOT will participate in the site plan review process and provide reviews of the portions of the site in the VDOT ROW. At the Public Hearing on Thursday, April 28, 2016 there were specific concerns expressed by the adjoining property owners along Prince George Drive relative to the proposed mobile home units being located behind their homes. These adjacent property owners were the extended family members of the original mobile home park developer and they referenced a required fence that was to be installed between their homes and the mobile home park subject property. A meeting was held within the Planning Conference Room to discuss the stated concerns by the adjacent property owners with the Planning Manager, County Engineer, the site developer and the developer's engineer from Timmons Group. The adjacent owners requested that the 16 mobile home spaces closest to their property lines be removed and a 6 foot solid board fence be installed on their common property line by the site developer at the developer's expense to preclude trespassing. There were other developer and adjacent property owner issues that were discussed between the two parties and the existing Fence Condition # 5 was not changed. The developer was not in agreement to the removal of the 16 mobile home spaces on this site. The Planning Commission and County Staff recommends Approval of the proposed expansion with these recommended conditions: (1) This Special Exception is granted for a mobile home park use to Sun Pool 1, LLC or any other division of Sun Communities, Incorporated on Tax Map 240(0A)00-099-0; (2) The developer, at their cost, will construct a community clubhouse available for resident use, along with relocating and improving community playground areas suitable to serve the mobile home park community, perform upgrades to road sections, modify on-site drainage to reduce standing water, and upgrade the landscaping within the common areas prior to full buildout of the expanded mobile home park sites; (3) This Special Exception shall become null and void if the mobile home park use is abandoned for a period of twenty-four (24) consecutive months; (4) This Special Exception may be revoked by Prince George County or by its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of federal, state or local regulations; and (5) There shall be a six (6) foot tall chain link fence of at least eleven gauge in size, with top rail, near and along the western boundary line from Swift Street to the existing wetlands to preclude trespassing and to be maintained by the developer at their cost.

Mr. Derrick Johnson from Timmons Group, representative of the Sun Group, addressed the Board. He gave a brief history of the mobile home park. The park began in the 1960s and had a special exception to expand in 1970. That special exception was approved on July 14, 1970 and Bennie's Mobile Home Park, Inc. became the new property owner on July 2, 1971. Bennie's Limited Partnership became the mobile home park owner on December 22, 1986 with a Deed restriction including a six (6) foot chain link fence

along the northern boundary line. There was another Special Exception Case to expand the mobile home park by 33 mobile sites approved on March 22, 1988. Sun Communities, Inc. became the mobile home park owner on December 15, 1993. They filed a Special Exception Case to expand the park by 184 spaces and it was denied on June 18, 1996 due to a lack of water capacity in park. Sun Pool 1, LLC (current owner) became the mobile home park owner on April 26, 2004. Mr. Johnson pointed out that the mobile home park was originally approved for more spaces than it actually has and is requesting today.

Chairman Robertson opened the public hearing at 8:41 p.m.

Ms. Beth H. Lipp (6605 Prince George Drive). Ms. Lipp and her family are co-owners of the property at 6911 Sandpiper Lane. She spoke on behalf of her and her family and the residents at 6903 Sandpiper Lane, 6827 Prince George Drive and 6725 Prince George Drive. Ms. Lipp stated that this is all family owned property and has been for many decades. They all share many concerns that they feel have not been resolved to their satisfaction after meeting with the applicant, the Prince George Planning Department, and The Timmons Group. Ms. Lipp stated that their concerns include their request to remove 16 rental spaces closest to their property lines, installation and maintenance of a 6-foot fence along the property line (they prefer a board fence, not a chain link fence and they would like it along the southern boundary line in addition to the eastern boundary line under the terms of the Deed of Sale recorded in 1986), a 30-foot sliding gate, preservation of the established planting and foliage, connection to the County water system at no cost, and restriction of park residents from intruding or in any way trespassing. Ms. Lipp stated that she submitted a FOIA request to the Prince George County Police Department concerning Pine Ridge Mobile Home Park. Upon receipt of that information, Ms. Lipp has discovered that there have been 1,274 calls to Pine Ridge Mobile Home Park from 2012 to the present in 2016. Ms. Lipp asked the Board to please consider tabling this matter until these issues can be resolved between the applicant and the adjacent property owners.

After brief discussion amongst the Board and the County Attorney, it was agreed that they could not make a decision this evening until the water agreements were resolved. Mr. Carmichael made a motion, seconded by Mr. Webb, to table this matter to June 14, 2015. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

### **ORDER OF BUSINESS**

**A-1. Authorization to Advertise a Public Hearing to Consider Adoption of an Ordinance Amending § 42-1.6, Code of the County Of Prince George, Virginia, 2005, as Amended to Provide that the Grievances from Fire/Ems Volunteers will be Heard by the County Personnel Appeals Board.** Mr. Carmichael made a motion, seconded by Mr. Webb, to authorize the advertisement of a public hearing. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Carmichael, Hunter, Robertson, Webb, Skalsky

Opposed: (0)

**A-2. Consideration of Appointments – Board, Commissions, Committees, Authorities:Resolution of Appointment(s):**

**A. Resolution; Appointment (Four-Year Term) – John Tyler Community College Advisory Board.** Mr. Hunter made a motion, seconded by Mr. Skalsky, to reappoint Mr. William Barnes to the John Tyler Community College Advisory Board. Roll was called on the motion.

R-16-050

A-2A.

**RESOLUTION; APPOINTMENT (FOUR-YEAR TERM) – JOHN TYLER COMMUNITY COLLEGE ADVISORY BOARD**

WHEREAS, Mr. William Barnes' term as the Prince George County representative on the John Tyler Community College Local Advisory Board will expire on June 30, 2016; and

WHEREAS, Stated Code provides that persons may serve on this Local Advisory Board for two consecutive four-year terms.

NOW THEREFORE, BE RESOLVED That the Board of Supervisors of the County of Prince George this 24<sup>th</sup> day of May, 2016 hereby reappoint Mr. William Barnes to serve as Prince George County's representative on the John Tyler Community College Local Advisory for a term effective July 1, 2016 and expiring on June 30, 2020.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**B. Resolution; Appointment (Three-Year Term) – District 19 Community Services Board.** Mr. Carmichael made a motion, seconded by Mr. Webb, to reappoint Mr. Donald Hunter to the District 19 Community Services Board. Roll was called on the motion.

R-16-051

A-2B.

**RESOLUTION; APPOINTMENT (THREE-YEAR TERM) – DISTRICT 19 COMMUNITY SERVICES BOARD**

WHEREAS, The term of Mr. Donald Hunter will expire on June 30, 2016 on the District 19 Community Services Board; and

WHEREAS, Mr. Hunter is eligible for reappointment.

NOW THEREFORE, BE RESOLVED That the Board of Supervisors of the County of Prince George this 24<sup>th</sup> day of May, 2016 does hereby reappoint Mr. Donald Hunter to serve a three-year term on the District 19 Community Services Board without compensation, commencing on July 1, 2016.

On roll call the vote was:

In favor: (5) Robertson, Carmichael, Webb, Skalsky, Hunter

Opposed: (0)

**ADJOURNMENT.** Mr. Webb moved, seconded by Mr. Skalsky, that the meeting be adjourned. Roll was called on the motion.

On roll call the vote was:

In favor: (5) Webb, Skalsky, Robertson, Carmichael, Hunter

Opposed: (0)

The meeting adjourned at 9:14 p.m.

[Draft Minutes prepared May 25, 2016, for consideration on June 14, 2016; adopted by unanimous vote.]

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William A. Robertson, Jr.  
Chairman, Board of Supervisors

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Percy C. Ashcraft  
County Administrator