### County of Sussex, Virginia

# Planning Commission Regular Meeting

### Monday, February 5, 2018 6 p.m.

### **Planning Commission Members**

Steve White, Chairman
J. Lafayette Edmond, Vice Ghairman.
Kevin Bracy
Brenda Burgess
Jeffery Gary
Frank Irving
Roger King
Terry A. Massenburg
Dennis Mason
Andrew Mayes

Robert Young, Jr.

General District Courtroom
Sussex County Judicial Center
15098 Courthouse Road
Sussex, Virginia 23884

# AGENDA February 5, 2018

### DEPARTMENT OF COMMUNITY DEVELOPMENT André Greene, Director of Community Development Phone (434) 246-1043 Fax (434) 246-2175



## COUNTY OF SUSSEX, VIRGINIA P. O. BOX 1397 ~ 20135 PRINCETON ROAD SUSSEX, VIRGINIA 23884-0397 www.sussexcountyva.gov

### Sussex County Planning Commission Meeting Monday, February 5, 2018- 6:00 p.m. General District Courtroom- Sussex Judicial Center

### **AGENDA**

- 1) Call To Order
- 2) Adoption of Agenda
- 3) Reorganization
  - A) Election of Chairperson
  - B) Election of Vice Chairperson
- 4) Approval of Minutes
- 5) Old Business- No old business
- 6) New Business
  - A) Review and adoption of the 2017 Annual Report
  - B) Comprehensive Plan Update activities and results
- 7) Adjournment

# MINUTES November 6, 2017

At a Public Hearing of the
Sussex County Planning Commission
Held in the General District Courtroom
At the Sussex County Judicial Center
At 6:00 p.m. on Monday, November 6, 2017

### PLANNING COMMISSONERS PRESENT

J. Lafayette Edmond, Vice Chairman
Brenda Burgess
Jeffery Gary
Frank Irving
Roger King
Terry Massenburg
Andrew Mayes
Robert Young, Jr.

### **PLANNING COMMISSONERS ABSENT**

Steve White, Chairman Kevin Bracy Dennis Mason

### **STAFF PRESENT**

Lorenzo Turner, Assistant to the Director of Community Development Vandy V. Jones III, County Administrator

### **CALL TO ORDER**

COMMISSIONER EDMOND called the Planning Commission Meeting to order.

### **ADOPTION OF AGENDA**

Absent: Commissioners: Bracy, Mason and White
Voting nay:
Voting aye: Commissioners: Burgess, Edmond, Gary, Irving, King, Massenburg, Mayes, Young
Planning Commission is hereby adopted.
carried: RESOLVED that the agenda of the November 6, 2017 meeting of the Sussex Count
ON MOTION OF COMMISSIONER MASSENBURG, seconded by COMMISSIONER MAYES an

### **APPROVAL OF MINUTES**

ON MOTION OF COMMISSIONER MASSENBURG, seconded by COMMISSIONER KING and carried: RESOLVED that the minutes of the October 2, 2017 Planning Commission is hereby adopted.

Voting aye: Commissioners: Burgess, Edmond, Gary, Irving, King, Massenburg, Mayes, Young Voting nay:

Absent: Commissioners: Bracy, Mason and White

### **PUBLIC HEARING ITEMS**

A. Rezoning Application #2017-01, Eastern Woodlands Corp., applicant

The applicant Eastern Woodlands Corporation has decided to withdraw their Rezoning Application.

### **ADJOURNMENT**

ON MOTION OF COMMISSIONER MASSENBURG, seconded by COMMISSIONER IRVING	and
carried: RESOLVED that the Sussex County Planning Commission is hereby adjourned.	
Voting aye: Commissioners: Burgess, Edmond, Gary, Irving, King, Massenburg, Mayes, You	ng
Voting nay:	
Absent: Commissioners: Bracy, Mason and White	

# 2017 PLANNING COMMISSION ANNUAL REPORT

### DEPARTMENT OF COMMUNITY DEVELOPMENT André Greene, Director of Community Development Phone (434) 246-1043 Fax (434) 246-2175



COUNTY OF SUSSEX, VIRGINIA
P. O. BOX 1397 ~ 20135 PRINCETON ROAD
SUSSEX, VIRGINIA 23884-0397
www.sussexcountyva.gov

### MEMORANDUM

TO:

Members, Sussex County Planning Commission

FROM:

Andre M. Greene, Director of Community Development & M. G.

RE:

2017 Planning Commission Annual Report

DATE:

January 29, 2018

Attached for your review is the 2017 Annual Report. Please review, as this document needs to be approved by the Planning Commission.



## **County of Sussex Planning Commission**

**2017 Annual Report** January-December 2017

Adopted by the Planning Commission: February 5, 2018

Steve White Chairman

Andre M. Greene
Director of Community Development

### **2017 Planning Commission Members**

Steve White, Chairman
J. Lafayette Edmond, Vice Chairman
Kevin Bracy
Brenda Burgess
Jeffery Gary
Frank Irving
Roger King
Terry Massenburg
Dennis Mason
Andrew Mayes
Robert Young, Jr.

### Introduction

Section 15.2-221, of the Code of Virginia, as amended, prescribes the duties of the local planning commission. Among other things, these duties include a requirement to make recommendations and to provide an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction.

### **Planning Commission Update**

### **Re-organization/Appointments**

The Planning Commission re-elected Steve White as its Chairman, and J. Lafayette Edmond as its Vice-Chairman, for 2017.

### **Meetings**

The Planning Commission held five (5) meetings in 2017.

### **2017 Planning/Zoning Summary**

The Planning Division approved seventeen (21) plats that included family divisions and Boundary Line Adjustments. Three (3) site plans (plans of development) were received, reviewed and approved. In addition, five (5)

land disturbance permit applications were received, processed and issued. A total of seventy (70) zoning permits were issued and twelve (12) address requests were processed for new residences, new businesses and home occupation uses in the county.

New businesses locating in the County in 2017 included a new Solar Farm facility owned by Sappony Solar LLC which is located in the Stony Creek Election District and the Improvement Association facility located in the Town of Waverly.

### **Land Use Summary**

### **Conditional Use Permits**

In 2017, two (2) Conditional Use Permit Applications were submitted and heard before the Planning Commission for (WCW Properties LLC and Patrick Matthews/JTAM LLC).

### **Ordinance Amendments**

In 2017, one (1) Ordinance Amendment was submitted and heard before the Planning Commission for (WCW Properties LLC).

### **Rezoning Applications**

In 2017, one (1) Rezoning Application was submitted and heard before the Planning Commission for (WCW Properties LLC).

### **Comprehensive Plan Update**

In July of 2017, the County of Sussex, Virginia solicited proposals from qualified firms to assist with completion of the Comprehensive Plan Update for the County as required by the Code of Virginia 15.2-2223. The contract was awarded to The Berkley Group and the County entered into agreement with the firm on September of 2017.

In November of 2017 Comprehensive Plan surveys were sent to residents/business owners of Sussex County to share their thoughts and opinions on the future growth and development of the County.

In December of 2017 the Consultants from the Berkley Group met with Community Stakeholders to gather input (identification of community strengths and challenges) broken down into two (2) work sessions before they begin to draft community goals and objectives. County staff, the Planning Commission and the Berkley Group continue their efforts in updating the County's Comprehensive Plan for Sussex County.

### **Broadband Assessment and Feasibility Study**

In July of 2017, the County of Sussex, Virginia solicited proposals from qualified firms to assist with a comprehensive broadband assessment and feasibility study to address broadband issues in Sussex County. The contract was awarded to Design Nine, Inc. and the County entered into agreement with the firm on August of 2017.

In September of 2017, the Consultants from Design Nine, Inc conducted stakeholder interviews for the Broadband study to receive input to improve Broadband communications throughout the County.

In November of 2017 Broadband/Internet surveys were sent to residents/business owners of Sussex County to share their thoughts and opinions on improving Broadband communications the County, especially in the more rural areas.

# 2017 PLANNING COMMISSION ANNUAL REPORT CHART

WCW Properties	WCW Properties	WCW Properties LLC	WCW Properties LLC	WCW Properties LLC	2017 Applicant
CUP #2017-01	CUP #2017-01	CUP #2017-01	RZA #2017-01	OA #2017-01	Case Number
61-A-48 & 61-A- 50	61-A-48 & 61-A- 50	61-A-48 & 61-A- 50	61-A-48 & 61-A- 50	61-A-48 & 61-A- 50	Tax Map Number
Conditional Use Permit	Conditional Use Permit	Conditional Use Permit	Rezoning Application	Ordinance Amendment to the B-2, General Business District	Application Type
04/3/17 Approved 8 to 0	03/6/17 Tabled 9 to 0	02/6/17 Tabled 9 to 0	02/6/17 Approved 8 to 1	02/6/17 Approved 8 to 1	Commission Action
CONDITIONAL USE PERMIT- CUP #2017-01  Pursuant to Section 16-139, subsection 54 of the Zoning Ordinance, the applicant, WCW Properties LLC seeks a conditional use permit to allow a petroleum and gas bulk storage, sales, and distribution facility on tax map numbers 61-A-48 and 61-A-50 (consisting of 3.36 acres). The parcels in question, owned by ROW MIC Construction Company Inc, are being rezoned to B-2, General Business District. The address of the site in question is 11604 General Mahone Highway which is located on the south side of General Mahone Highway (U.S. Route 460) approximately 1,500 east of the intersection of U.S. Route 460 and Fredenburg Road (Route 652) in the Wakefield Election District.  Conditional Use Permit Application #2017-01, was approved by the Board of Supervisors in May of 2017.	CONDITIONAL USE PERMIT- CUP #2017-01  CONDITIONAL USE PERMIT- CUP #2017-01  Pursuant to Section 16-139, subsection 54 of the Zoning Ordinance, the applicant, WCW Properties LLC seeks a conditional use permit to allow a petroleum and gas bulk storage, sales, and distribution facility on tax map numbers 61-A-48 and 61-A-50 (consisting of 3.36 acres). The parcels in question, owned by ROW MIC Construction Company Inc, are being rezoned to B-2, General Business District. The address of the site in question is 11604 General Mahone Highway which is located on the south side of General Mahone Highway (U.S. Route 460) approximately 1,500 east of the intersection of U.S. Route 460 and Fredenburg Road (Route 652) in the Wakefield Election District.	CONDITIONAL USE PERMIT- CUP #2017-01  CONDITIONAL USE PERMIT- CUP #2017-01  Pursuant to Section 16-139, subsection 54 of the Zoning Ordinance, the applicant, WCW Properties LLC seeks a conditional use permit to allow a petroleum and gas bulk storage, sales, and distribution facility on tax map numbers 61-A-48 and 61-A-50 (consisting of 3.36 acres). The parcels in question, owned by ROW MIC Construction Company Inc, are being rezoned to B-2, General Business District. The address of the site in question is 11604 General Mahone Highway which is located on the south side of General Mahone Highway (U.S. Route 460) approximately 1,500 east of the intersection of U.S. Route 460 and Fredenburg Road (Route 652) in the Wakefield Election District.	REZONING APPLICATION- OA #2017-01  The applicant, WCW Properties LLC, is requesting to rezone approximately 3.36 acres (consisting of tax map numbers 61-A-48 and 61-A-50) from A-1, General Agricultural District to B-2, General Business District to allow a petroleum and gas bulk storage, sales, and distribution facility with a conditional use permit. The properties in question are on the south side of U.S. Route 460 approximately 1,500 feet east of the intersection of Fredenburg Road (Route 652) and General Mahone Highway (U.S. Route 460) in the Wakefield Election District.  Rezoning Application #2017-01, was approved by the Board of Supervisors in May of 2017.	ORDINANCE AMENDMENT- OA #2017-01 ORDINANCE AMENDMENT- OA #2017-01 Request of WCW Properties LLC, to amend Article VIII (General Business District, B-2), Section 16-139 of the Zoning Ordinance by adding petroleum (e.g., gasoline, diesel, fuel oil, etc) and gas (e.g., propane, natural, etc.) bulk storage, sales, and distribution facility with a conditional use permit, which shall be referenced as subsection 54. Ordinance Amendment #2017-01, was approved by the Board of Supervisors in May of 2017.	Zoning Case Summary

# 2017 PLANNING COMMISSION ANNUAL REPORT CHART

Patrick Matthews/	2017
JTAM LLC	Applicant
CUP #2017-02	Case Number
129-A-1	Tax Map Number
Conditional Use	Application
Permit	Type
10/2/17	Commission
Approved 11 to 0	Action
CONDITIONAL USE PERMIT - CUP #2017-02  Pursuant to Section 16-22§27 of the Zoning Ordinance, the applicant, Patrick Matthews, seeks a conditional use permit to allow the excavation and mining of mineral sands on tax map number 123-A-1 owned by JTAM LLC. The parcel in question is zoned A-1, General Agricultural District, which allows the proposed use with a conditional use permit. The affected property is located on the north side of Green Church Road (Route 645) approximately 5,911 feet west of the intersection of Green Church Road (Route 645) and Blue Star Highway (U.S. Route 301) in the Henry Election District.  Conditional Use Permit Application #2017-02, was approved by the Board of Supervisors in November of 2017.	Zoning Case Summary

# Comprehensive Plan Update activities and results

DEPARTMENT OF COMMUNITY DEVELOPMENT André Greene, Director of Community Development Phone (434) 246-1043 Fax (434) 246-2175



**COUNTY OF SUSSEX, VIRGINIA** P. O. BOX 1397 ~ 20135 PRINCETON ROAD **SUSSEX, VIRGINIA 23884-0397** www.sussexcountyva.gov

### MEMORANDUM

TO:

Members, Sussex County Planning Commission

FROM:

Andre M. Greene, Director of Community Development AM

RE:

Comprehensive Plan Update activities and results

DATE:

January 29, 2018

Enclosed is a summary of the activities that have been completed so far regarding the Comprehensive plan update by County staff and the Berkley Group.

### Project Update - February 5th, 2018

### Task 1 - Countywide Goals & Objectives

### Completed Tasks:

- Conducted initial kick-off meeting
- Reviewed existing County's existing comprehensive plan
- Conducted community survey from Nov. 8, 2017 to Dec. 8, 2017 which was mailed to all County postal customers and available on County website
- Held three stakeholder meetings on Dec. 11th with key civic/community groups, local businesses,
   County staff, and members of the planning commission to solicit further public input
- Completed draft of Countywide Goals & Objectives

### Next Steps:

- Planning Commission Review of draft Countywide Goals & Objectives
- Revisions to Goals & Objectives based upon Planning Commission feedback

### Task 2 - Development of Small Area Plans: Stony Creek & Waverly/Blackwater/460

### Completed Tasks:

- Scheduled site visits for each of the prioritized areas to better understand access, existing land use, environmental conditions, and other on-ground conditions
- Scheduled local stakeholder meetings to gain insight into major community issues in Stony Creek and the Waverly/Blackwater/460 area

### Next Steps:

- Conduct site visits/stakeholder meetings
- Area mapping and review of existing local conditions
- Develop area specific strategies and recommendations
- Public Adoption of Small Area Plans and Goals & Objectives

### Summary: Sussex County Comprehensive Plan Survey



Total Responses: 421

The survey was conducted from November 8, 2017 to December 8, 2017, with questionnaires mailed to all Sussex County postal customers and available on the County website.

### 1. What are the things you like best about living in Sussex County?

### \*number of responses in parentheses

Rural opportunities & open space (351) Affordable housing (89)

Low population (165) Proximity to larger towns and cities (74)

Low Taxes (165) Good roads; moderate traffic (71)

Proximity to family and friends (160) Agriculture and timber industries (65)

Low crime rate (142) Quality of public schools (50)

Clean air and water (120) Other (17)

Hunting and fishing (100)

Job opportunities (8)

### 2. What are the things that concern you the most that are facing Sussex County now or in the future?

### \*number of responses in parentheses

Lack of job opportunities (333) Mobile home development (59)

Keeping taxes low (275) Other (48)

Quality of public schools (196) Scattered rural subdivisions (39)

Rising or potential crime (165) Conflict between farms and homes (35)

Lack of recreation opportunities (158) High cost of housing (29)

Traffic and road maintenance (140) Traffic congestion (23)

Potential new development (123)

### 3. Where in the County should new housing be concentrated? (check as many as apply)

Along the 460 corridor	37.62%
Along the I-95 corridor	33.25%
In and around the Courthouse Area	19.17%
On lots along rural roads; not concentrated	52.91%
Other	12.38%

### 4. Where should new, non-farm commercial business and shopping areas generally be located? (check as many as apply)

Along the 460 corridor	68.41%
Along the I-95 corridor	59.62%
In and around the Courthouse Area	19.71%
On lots along rural roads; not concentrated	16.86%
Other	12.59%

### 5. Where should new (non-farm) industry be generally located? (check as many as apply)

Planned County Industrial Parks	59.09%
Along the 460 corridor	50.72%
Along the I-95 corridor	48.09%
In and around the Courthouse Area	11.96%
On lots along rural roads; not concentrated	20.33%
Other	6.22%

### 6. Are solar generation facilities an appropriate use for Sussex? If so, where should they be located? (check as many as apply)

Planned County Industrial Parks	43.37%
Along the 460 corridor	27.95%
Along the I-95 corridor	26.27%
In and around the Courthouse Area	14.70%
On lots along rural roads; not concentrated	30.60%
Solar generation facilities are not appropriate in Sussex	21.69%
Other	9.64%

### 7. If the number of jobs in the County increases, what kinds of jobs would be desirable? (check as many as apply)

Heavy manufacturing	35.80%
Light manufacturing and warehousing	69.45%
Agriculture and timber industries	35.56%
Commercial business (retail, wholesale stores, shopping centers )	66.35%
Offices and high-tech services	43.91%
Other (please specify)	7.40%

### 8. What should Sussex County's priorities for improving public facilities and community services?

	<b>Highest Priority</b>	<b>Medium Priority</b>	Low Priority
Public Schools	81.54%	13.85%	4.62%
Parks and recreation	26.89%	44.54%	28.57%
Public water and	56.64%	28.73%	14.63%
sewer systems			
Public library	25.07%	45.53%	29.39%
Fire and rescue	73.42%	22.47%	4.11%
Law enforcement	73.26%	22.46%	4.28%
Social services	33.24%	44.03%	22.73%
State roads	50.28%	39.39%	10.34%

### 9. What would you like to see happen in the Stony Creek area? (check as many as apply)

New residential development	31.78%
New stores or restaurants	65.53%
New industry or major employers	58.92%
Development of parks, schools, or government buildings	32.27%
No change	10.76%
Other (please specify)	9.54%

### 10. What would you like to see happen in the Waverly area? (check as many as apply)

New residential development	35.48%
New stores or restaurants	74.05%
New industry or major employers	65.95%
Development of parks, schools, or government buildings	33.33%
No change	7.38%
Other (please specify)	12.38%

11. Young people in Sussex have sufficient employment and other opportunities to continue living in the County if they choose.



12. It is more important to preserve the County's open spaces, farmland and to protect agricultural activities than it is to have more development.



13. Affordable housing is needed in the County to serve more low and moderate income residents and should be incorporated into County land use plans and policies.



14. It would improve my quality of life to have greater shopping, entertainment, and recreation opportunities in close proximity to my home (say within 10 miles).



15. Where do you and your family most frequently shop for the following retail goods and services?

	In Sussex County	<b>Outside Sussex</b>	<b>Internet Options</b>
Groceries	12.62%	87.14%	0.24%
Pharmacies	30.60%	67.74%	1.93%
Automobiles	8.78%	89.76%	1.46%
Furniture	1.23%	97.06%	1.72%
Clothing	0.73%	91.71%	7.56%
Home Improvements	14.00%	83.29%	2.70%
Banking	50.84%	45.56%	3.60%
Movies	2.24%	95.01%	2.74%
Restaurants	24.21%	75.54%	0.24%
Fast Food	37.53%	62.47%	0%
Personal Services	7.79%	91.97%	0.24%
(dentist, hair, etc.)			
Automotive Repair	27.54%	72.22%	0.24%

### Goals & Objectives for the 2018 Comprehensive Plan Update

### DRAFT - February 5<sup>th</sup>, 2018

### Land Use

Goal: Concentrate future County growth in the County's Development Planning Areas.

### Objectives:

- 1. Encourage planned commercial and industrial developments that are clustered to minimize the potential environmental impacts and preserve the County's rural character.
- 2. Develop development design guidelines and standards to ensure attractive and high-quality development that is consistent with the County's image and character.
- 3. Revise the County's Zoning Ordinance and other development regulations to better achieve the desired mix of land uses, including the addition of Planned Unit Development regulations for appropriate areas.
- 4. Identify areas that can be designated as recreation and open space amenities for County residents.

### **Economic Development**

Goal: Attract new businesses and encourage expansion of existing industries in Sussex to broaden the tax base and increase employment opportunities.

### Objectives:

- 1. Perform a market analysis study to determine the best types of economic development opportunities and growth.
- 2. Encourage the employment of qualified local residents in County programs and projects.
- Designate sufficient land area for future economic development while considering factors such as terrain, environmental constraints, access to the transportation system and future growth.
- Designate sufficient land area for housing to meet the needs of employees of new businesses and industry, encouraging in-County employment over commuting to employment outside of Sussex.
- 5. Encourage new commercial business and shopping areas along the 460 and I-95 corridors.
- 6. Provide workforce development and vocational programs to aid in developing the skills of students and unemployed citizens of the County.
- 7. Actively promote the County as a location for new business/industry growth within the region.
- 8. Promote the County's rich natural resources to encourage tourism.

### **Environment**

Goal: Protect the County's natural resources and promote them as important assets for tourism and economic development.

### Objectives:

- 1. Ensure an appropriate balance between land development and preservation of the County's open spaces and agricultural lands.
- 2. Develop a public access plan which identifies opportunities to expand public river access opportunities.
- 3. Develop, implement, promote river trails as an amenity for residents and an attraction for visitors.
- 4. Investigate programs that ensure the environmental sustainability of the County's utility systems and other infrastructure.

### Housing

Goal: Encourage programs and policies that will provide every citizen access to adequate housing.

### Objectives:

- 1. Encourage the development of a mix of housing types including low and moderate-income housing options.
- 2. Identify houses within the County that are in need of substantial repair or replacement.
- 3. Seek available funding for the rehabilitation of substandard housing.
- 4. Expand the County's existing Section 8 and Indoor Plumbing Programs.

### **Community Facilities and Services**

Goal: Provide high quality facilities and services to all County residents and businesses.

### Objectives:

- 1. Develop a county-wide water and sewer master plan to address capacity and growth, long-term maintenance needs, and rates and fees.
- 2. Develop a Parks and Recreation Master Plan to identify expanded or new recreational facilities to serve County residents.
- 3. Increase public safety resources to address drug abuse and community health.
- 4. Develop a capital improvement program to assist with planning for construction and expansion of County facilities.
- 5. Improve and expand County healthcare, education, and social services facilities and programs to meet current and projected needs.

### **Transportation**

Goal: Develop a safe and efficient transportation system that serves all areas of the County and encourages alternative modes of travel.

### Objectives:

- 1. Explore opportunities to coordinate a public transit program with neighboring jurisdictions.
- 2. Encourage development of bicycle and pedestrian improvements along major corridors and as part of new development.
- 3. Explore funding and grant opportunities for transportation infrastructure improvements.
- 4. Limit driveway and access connections along major arterial routes such as Route 460 and 301.
- 5. Proactively work with VDOT to identify maintenance and new roadway construction projects.