

**CHARLES CITY COUNTY
PLANNING COMMISSION MEETING
October 27, 2016 @ 7 PM
Government/School Board Administration Building
Auditorium**



AGENDA

I. CALL TO ORDER

II. MINUTES

- September 22, 2016 Minutes
- September 27, 2016 Minutes

III. UNFINISHED BUSINESS

IV. NEW BUSINESS

- 1) #REZ-03-2016, Burlington Plantation, LLC
Application requests the rezoning of 9 acres (part of T.M. #54-93A) from Agricultural (A-1) to Tourist Business District (B-3). Applicant wishes to construct and operate an event facility to host weddings, company dinners, and other private functions. Site is located at 13221 John Tyler Memorial Highway.

V. PLANNING DIRECTOR

VI. PUBLIC COMMENT

VII. ADJOURNMENT

Draft Copy

1 **VIRGINIA:**
2

3 The Charles City County Planning Commission met on September 22, 2016, in the
4 241st year of the Commonwealth and the 382nd year of the County. Chairman Edward L.
5 Baber, Jr. called the meeting to order at 7:00 P.M.
6

7 **PRESENT:** Edward L. Baber, Jr., Chairman
8 William B. Bailey
9 Andrew Adams
10 Brenda Adkins
11 Barney Lomax
12 Gilbert A. Smith
13 Yvonne Smith-Jones
14

15 **OTHERS:** Rachel Chieppa, Director of Planning
16 Rebecca H. Stewart, Recording Secretary
17

18 **ABSENT:** C. Linny Miles, Vice-Chairman
19 Kevin R. Pittman
20

21
22 **RE: MINUTES**
23

24 The Commission minutes for August 25, 2016, were presented for approval. Mr.
25 Gilbert Smith made a motion to approve, as corrected, the minutes for August 25, 2016.
26 The motion was seconded by Mrs. Brenda Adkins, and carried by a vote of 7:0.
27

28 **RE: ZONING ORDINANCE, PLANNED DEVELOPMENT-INDUSTRIAL PARK**
29

30 The Planning Department has received a request to amend the Planned
31 Development-Industrial Park (PD-IP) Zoning District to permit a Private Recreational
32 Facility. The owner of a building located at 104 Roxbury Industrial Center wishes to lease
33 the facility to New Kent Sports Academy.
34

35 The amendment proposal would be to include "Private Recreational Facility" as a
36 use within Section 13-3 USES WITH SPECIAL USE PERMIT. The Planning
37 Commission and staff discussed this in great detail. The main concerns were the mix of
38 vehicular traffic (family vehicles vs trucks and workers vehicles) patterns; lighting of
39 parking and around the building; required amount of parking spaces; hours of operation;
40 that all activities will be conducted entirely within the building, and the safety of the
41 children.
42

Draft Copy

1 Commissioners would like to notify the other businesses within the Center to
2 receive their comments and/or concerns. The question was raised as to whether this type of
3 facility impact insurance rates of other businesses within the Center.
4

5 Mr. William Bailey made a motion to request a joint public hearing be scheduled
6 for the zoning amendment of PD-IP, Section 13-3. The motion seconded by Mr. Andrew
7 Adams was carried by a vote of 7:0.
8

9 **RE: NEW KENT SPORTS ACADEMY, THOMAS G. WILSON**

10
11 In conjunction with the zoning amendment, Mr. Thomas G. Wilson of New Kent
12 Sports Academy, requested a special use permit to operate a private recreational facility at
13 104 Roxbury Industrial Center. Mr. Wilson wishes to operate a small training facility for
14 the youth of Charles City and New Kent Counties. Within this facility youth will learn the
15 fundamentals of baseball, football, as well strength and conditioning. He wishes to run
16 summer camps during the summer and offer adult exercise classes.
17

18 Planning Commissioners discussed their concerns for the safety of the children,
19 lighting surrounding the building and parking area, sufficient parking for participants, and
20 traffic congestion. Commissioners requested a Plan of Operation along with the
21 application packet to be forward via email for review. Pending there are no major
22 concerns or additional information required, the Commission request a joint public
23 hearing.
24

25 Mr. William Bailey made a motion to forward Mr. Wilson's special use permit
26 application to the Board of Supervisors for the scheduling of a joint public hearing. The
27 motion seconded by Mr. Andrew Adams was carried by a vote of 7:0.
28

29 **RE: ADJOURNMENT**

30
31 The Commission meeting adjourned at 9:00 P.M.
32
33
34
35

36 _____
Edward L. Baber, Jr., Chairman

Rebecca H. Stewart, Recording Secretary



DEPARTMENT OF
PLANNING/ECONOMIC DEVELOPMENT
Rachel Chieppa, Director

GENERAL INFORMATION

Applicant: Burlington Plantation, LLC
Mr. David Tiller, P.E.
6740 Chambers Road
Charles City, VA 23030

Owner: Burlington Plantation, LLC
Bruce L. & Betty H. Howard
6740 Chambers Road
Charles City, VA 23030

Application: #REZ-03-2016, Burlington Plantation, LLC

Tax Map Parcel: #54-93A

Acreage: 9 Acres (total parcel 254.92 acres)

SITE LOCATION:

Property is located at 13221 John Tyler Memorial Highway

REQUESTED ACTION:

Application #REZ-03-2016 requests to rezone 9 acres of a 254.94 acre parcel from Agricultural (A-1) to Tourist Business District (B-3).

ZONING & LAND USE:

The parcel is currently zoned Agricultural. The property is currently being farmed and there is an existing residence on the property.

The surrounding uses and zoning is agricultural and residential.

COMPREHENSIVE PLAN:

This parcel is located just outside of the Courthouse Development Center and is designated as Rural. Rural areas consist of typically large tracts of land dedicated to forestry and agricultural uses, conservation lands and similar dedicated easements. Where development is permitted, it

must be undertaken with a very deliberate and professionally responsive recognition of the value of rural areas and their contribution to quality of life.

The County's rich history, cultural, and scenic qualities is a great asset to the business community. Historic commercial business (i.e. B & B establishments, plantations, and related businesses) are expected to increase because of the growing popularity and promotion of tourism and ecotourism in the County and across the State.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:

The Economic Development Plan specifically mentions in Section 5.5 under Initiative #4 Diversify and Expand Tourism, that historic plantations have shifted their focus to other activities such as weddings, meeting, and lodging. This shift has showed the need for diversifying business in a changing tourism market. The Plan focuses on bicycle tourism and its potential. Burlington Plantation is uniquely situated along Route 5 and directly across the road from the Virginia Capital Trail, offering future bicycle related tourism and exposure.

SPECIAL INFORMATION:

Public Services: There are no public services (water or wastewater) currently serving the property.

Transportation: This property is served by a public road (State Route 5). Any additional development of the property would be reviewed by the Virginia Department of Transportation to ensure that entrances and site-distances are adequate for anticipated traffic generation.

Sensitive Features: There are no sensitive features located within the area to be rezoned.

DISCUSSION/CONCLUSION:

The applicant proposes to construct an addition to an existing garage in order to operate an event facility to host weddings, company dinners, and other private functions. The tourist Business Zoning District is designed to provide locations that are not appropriate for General Business zoning for tourist related commercial activities. This use would be classified as a "Convention Facility".

COMMONWEALTH OF VIRGINIA
CHARLES CITY COUNTY



Rezoning Application

Application # REZ-13-2016
Date 13 OCT 16
Fee \$1000

County Tax Map Parcel # 54-93A Total Acreage 254.94
Street Location: Route 5 Magisterial District: Tyler

Owner: Betty Howard, Burlington Plantation, LLC
Address: 6740 Chambers Road
Daytime Phone 804 966 5825 Cell 804 337-1897

Applicant/Agent David Tillar, P.E.
Address: 6740 Chambers Road
Daytime Phone 804 966 5825 Cell 804 840 2151

Engineer/Land Surveyor: Todd Lenning
Address: 2126 Lewiston Plank Rd Daytime Phone 434 767 9940
Burkeville VA 23922

REZONING REQUEST: (If this request is Conditional Rezoning please attach a signed and dated Proffer Sheet to this application.)

Rezone 9 acres FROM A-1 Zoning District
TO B-3 Zoning District.

Please provide information relating to the nature of this request which would assist the Board of Supervisors and Planning Commission in their review.

The Owner request 9 acres around the dwellings on the property
be rezoned from A-1 To B-3 To accommodate proposed
improvements and the construction of an event facility
capable of hosting weddings and business functions. The
proposed improvements are a 4780 GSF addition to an
existing garage and includes gravel access drives and
Turf parking spaces.

Application # REZ-03-2016
Date 13 OCT 16

LIST OF ADJACENT PROPERTY OWNERS:

Adjacent property owners shall be notified by the applicant of this request at least six (6) days prior to the date of the public hearing. Notification shall be by registered mail or hand delivered. Approved acknowledgement of hand delivered notification shall be by signature of the owner. Notification should explain where and when this request will be considered and have attached to it a copy of this application and a location map.

The following are all of the owners of property adjacent to or across the street from the property sought to be rezoned (from records of the Commissioner of Revenue):

<u>County Tax Map Parcel #</u>	<u>Owner Name/Address</u>
	<i>See Attached</i>

I do hereby certify that to the best of my knowledge, all information contained within this application is true and correct. I have attached a survey plat of the area proposed for rezoning and the following additional materials:

OWNERS SIGNATURE

Betty Hawa

DATE

10/13/2016

APPLICANT/AGENT SIGNATURE

Betty Hawa

10/13/2016

Dan Allan

13 OCT 16

Burlington Plantation, LLC
Route 5, John Tyler Highway
Charles City County VA 23030



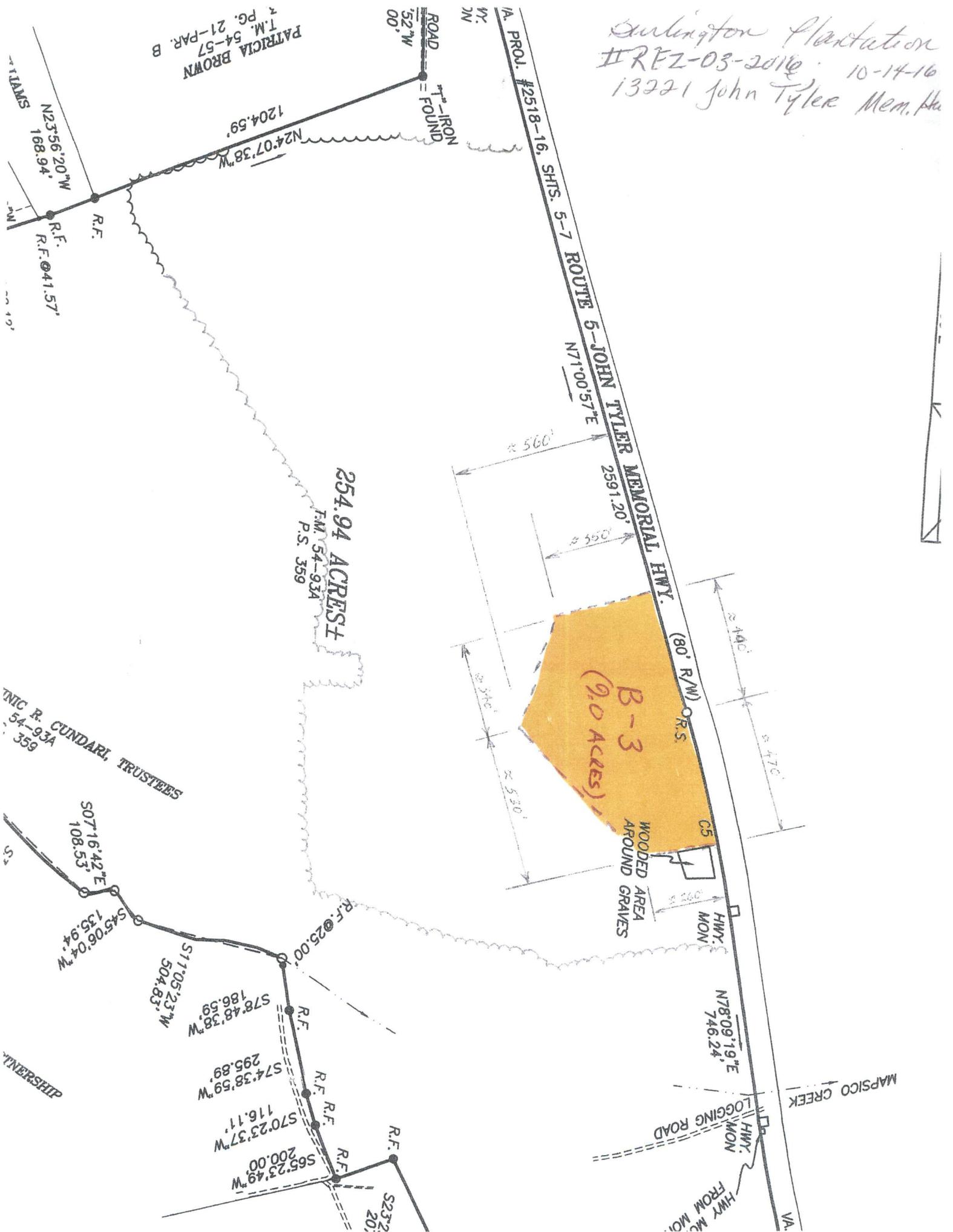
Plan of Operation

Primary use-private weddings, special events, and corporate retreats/events. No bed and breakfast planned at this time

- A) Average event size 100-200
- B) Event time cut-off, 12 midnight
- C) No alcohol will be sold or stored on-site beyond that which is allowed by an ABC Banquet license for day of event. Any/all alcohol consumed on property will require an ABC Banquet license and administered through a licensed and insured caterer who also holds an ABC license for serving alcohol
- D) T-shirts, glasses, gift shop items may be sold on premises
- E) Proper insurance and county licenses will be obtained
- F) All county ordinances will be adhered to
- G) All tax laws will be complied with
- H) All events will be private
- I) Any public use of property for events/otherwise, owner will apply for special event permit and comply with county ordinances
- J) There will be no restaurant or food sales at this time. All food will be cooked/prepared in off-site approved commercial kitchens by licensed, insured caterers and brought in for consumption within the time frame allowed by Virginia Health/National food safety standards. No food will be stored on premises and will be disposed of nightly.
- K) We welcome property/event checks by local law enforcement
- L) Sufficient lighting will be provided at all points and especially for parking, pathways, ingress/egress, etc.
- M) All facilities will be climate controlled and have adequate restrooms
- N) Use of automatic emergency propane generators will ensure emergency lighting

- O) All new building construction will be ADA compliant
- P) All Fair Labor Law practices will be followed for employing workers
- Q) All fire codes will be adhered to-with smoke detectors and fire extinguishers available as required
- R) All codes will be followed for the collection and disposal of refuse
- S) Proper sanitation of all facilities will be strictly adhered to
- T) There will be full-time and part-time staff working on-site according to weekly schedules/demands
- U) There will be sufficient parking to accommodate the maximum number of guests for total building occupancies

Surlington Plantation
 #REZ-03-2016 10-14-16
 13221 John Tyler Mem. Hw.

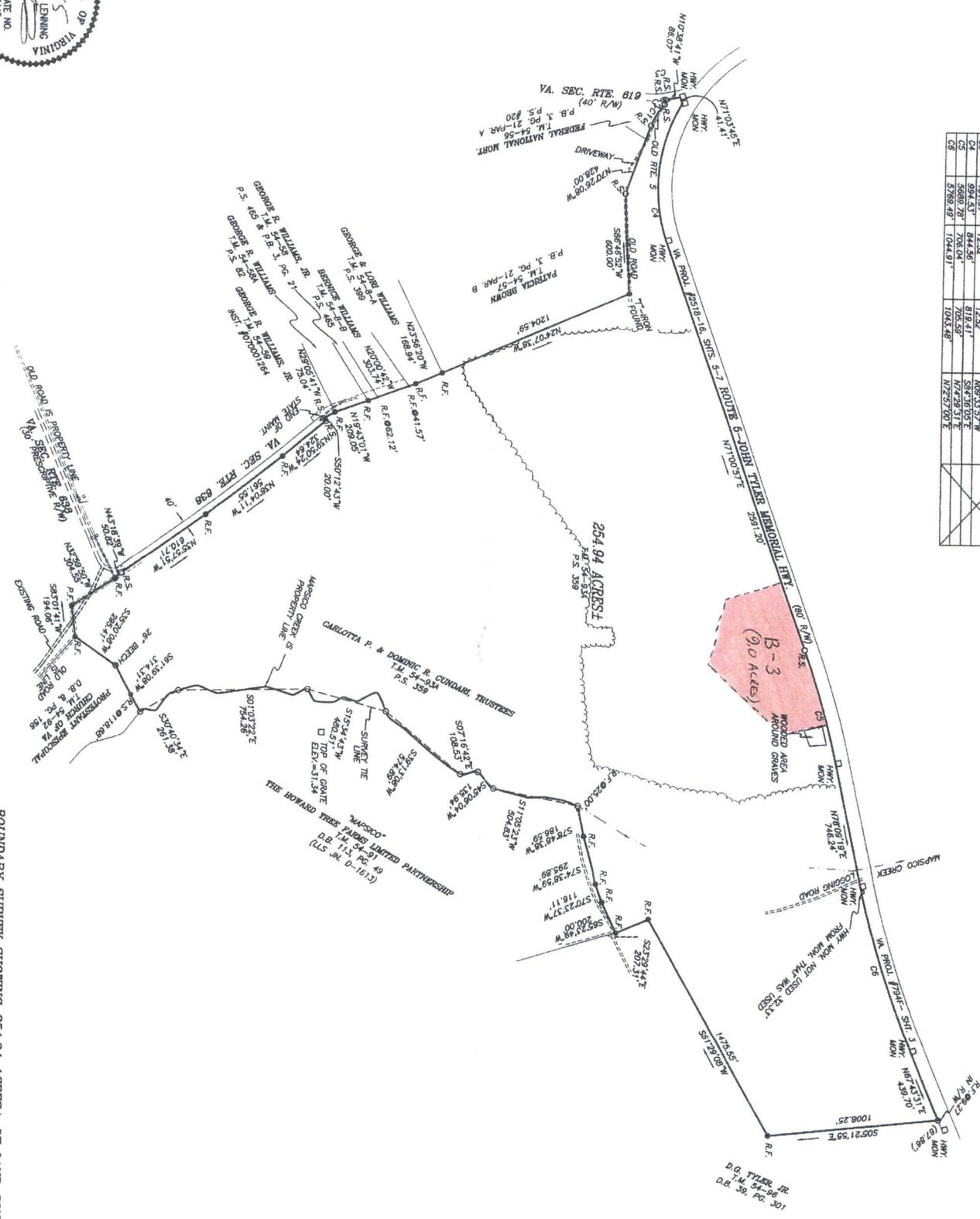


LENNING LAND SURVEYING
 2128 LEWISTON PLANK RD
 BURKEVILLE VA 23022
 434-767-9940



CURVE TABLE

CURVE	RAIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	390.00'	148.80'	148.80'	069°25'28"W
C2	16.11'	32.69'	27.36'	57°32'03"W
C3	101.97'	12.52'	109.53' 57"	12.52'
C4	488.82'	74.65'	584.26' 02"	91°48'42"
C5	4888.28'	746.41'	4742.91' 51"	117°29'51"E
C6	5756.40'	1044.91'	4742.91' 51"	117°29'51"E



R.S.=FOUND SET
 R.F.=FOUND

BOUNDARY SURVEY SHOWING 254.94 ACRES OF LAND CONVERTED TO
 WEST VIEW PROPERTIES, L.L.C. IN INST. #140000242
 KNOWN AS "BURLINGTON"
 LOCATED IN TYLER MAR. DIST.
 1-4007 MARCH 07, 2015



[View Parcel Map](#)

[Return to Parcel Results](#)

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[Commissioner of The Revenue Home](#)

Map #: 54 93A WEST VIEW PROPERTIES LLC PART OF BURLINGTON
 Acct #: 000007150-001 P.O. BOX 492 PS#359 DB232-972,232-975
 Address: 013221 JOHN TYLER MEMORIAL HWY PROVIDENCE FORGE VA 23140
 City/St: CHARLES CITY, VA 23030

Occupancy: DWELLING Inst#: 2014 0000242
 Dwl Type: MH/Type: / Acreage: 254.700
 Use/Class: /AGR.- 100 AC OR MORE Year Rmld: Land Use:
 Year Assd: 2014 Year Effct: 1930 Total Mineral:
 Zoning: Condition: AVERAGE Total Land: 577400
 Dist: 02 TYLER On Site Date: (MD) 8/15/2013 Total Imp: 300900
 Review Date: () Total Value: 878300

Improvement Description		
Exterior	Interior	Site
EXTR-WD FRAME	NO. ROOMS - 3	STRT-PAVED
FNDT-CONCRETE BLK	NO. BEDROOMS - 2	TOPO-LEVEL
FUEL-ELECTRIC	NO. BATHS - 1	UTIL-ELECTRIC
FUEL-UNKNOWN	WALL-DRYWALL	UTIL-SEPTIC SYSTEM
RFMT-COMP SHINGLE		UTIL-WELL
RFTY-GABLE		

Dwelling Valuation			
Item	Size	Rate	Value
DWELLING	688	70.00	48160
BATH-FULL	1	3000.00	3000
PRCH-OP FR	20	18.00	360
PRCH-OP FR	70	18.00	1260
Grade Factor (C)			1.00
Replacement Cost New			52800
Phys Depr. % (.560)	1930 - AVG		29568
Total Bldg. Value			23200

Other Improvements Valuation			
DRAWING #2	F	t	Value
STG FR 1.0 3.0 3			218600
COTTAGE/C 20.0 20.0 400			300
GAR-FR FI 48.0 24.0 1152	25.00		28800
Total Imp Value			277700

Land Valuation										
M Cls	Desc	G	Size	Dpth	Rate	FV/Pct	Value	Cur. Value	Prev. Value	%Chg.
A 1	PAV-SITE	G	3.00		17000.00		51000	577400	621200	(7%)
A 91	WELL&SEPTI	J	2.00		4800.00		9600	300900	283600	386%
A 98	TIMBER-PIN	L	55.00		400.00		22000	878300	904800	(3%)
A 98	TIMBER-PIN	K	35.00		350.00		12250			
A 21	OPEN-PAVED	F	70.00		3000.00		210000			
Average Price Per Acre								2095		

Property Identification Run Dt: 12/12/2015 Owner Name/Address Legal Description002 of 02
 Map #: 54 93A WEST VIEW PROPERTIES LLC PART OF BURLINGTON
 Acct #: 000007150-001 P.O. BOX 492 PS#359 DB232-972,232-975
 Address: 013221 JOHN TYLER MEMORIAL HWY PROVIDENCE FORGE VA 23140
 City/St: CHARLES CITY, VA 23030

A 31 WOODS-PAVE A 181.70 1500.00 272550 Sale Date/Amount 5/01/2014 1670000
 Total Land Value 254.700 577400

Comments
 DETACHED ICE HOUSE REMODELED FOR 2007, PERMIT NO. 5344-06.
 BURLINGTON PLANTATION

Total Property Value 878300
 Map #: 54 93A WEST VIEW PROPERTIES LLC PART OF BURLINGTON
 Acct #: 000007150-002 P.O. BOX 492 PS#359 DB232-972,232-975
 Address: 013221 JOHN TYLER MEMORIAL HWY PROVIDENCE FORGE VA 23140
 City/St: CHARLES CITY, VA 23030

Occupancy: DWELLING Inst#: 2014 0000242
 Dwl Type: MH/Type: / Acreage: 254.70
 Use/Class: /AGR.- 100 AC OR MORE Year Rmld: 2005 Land Use:
 Year Effct: 1995 Total Mineral:

- Zoom County
- Zoom to Box
- Zoom In
- Zoom Out
- Pan by Hand
- Get Info
- Zoom To Parcel
- Center On Parcel
- Measure
- Area Tool
- Print Page
- Search Sales
- Additional Options

Controls

- Available Layers
- Map Index
 - Districts
 - Parcels
 - Parcel Numbers
 - Address Numbers
 - Yearly Sales
 - Roads
 - Lakes & Rivers
 - Aerial Photos



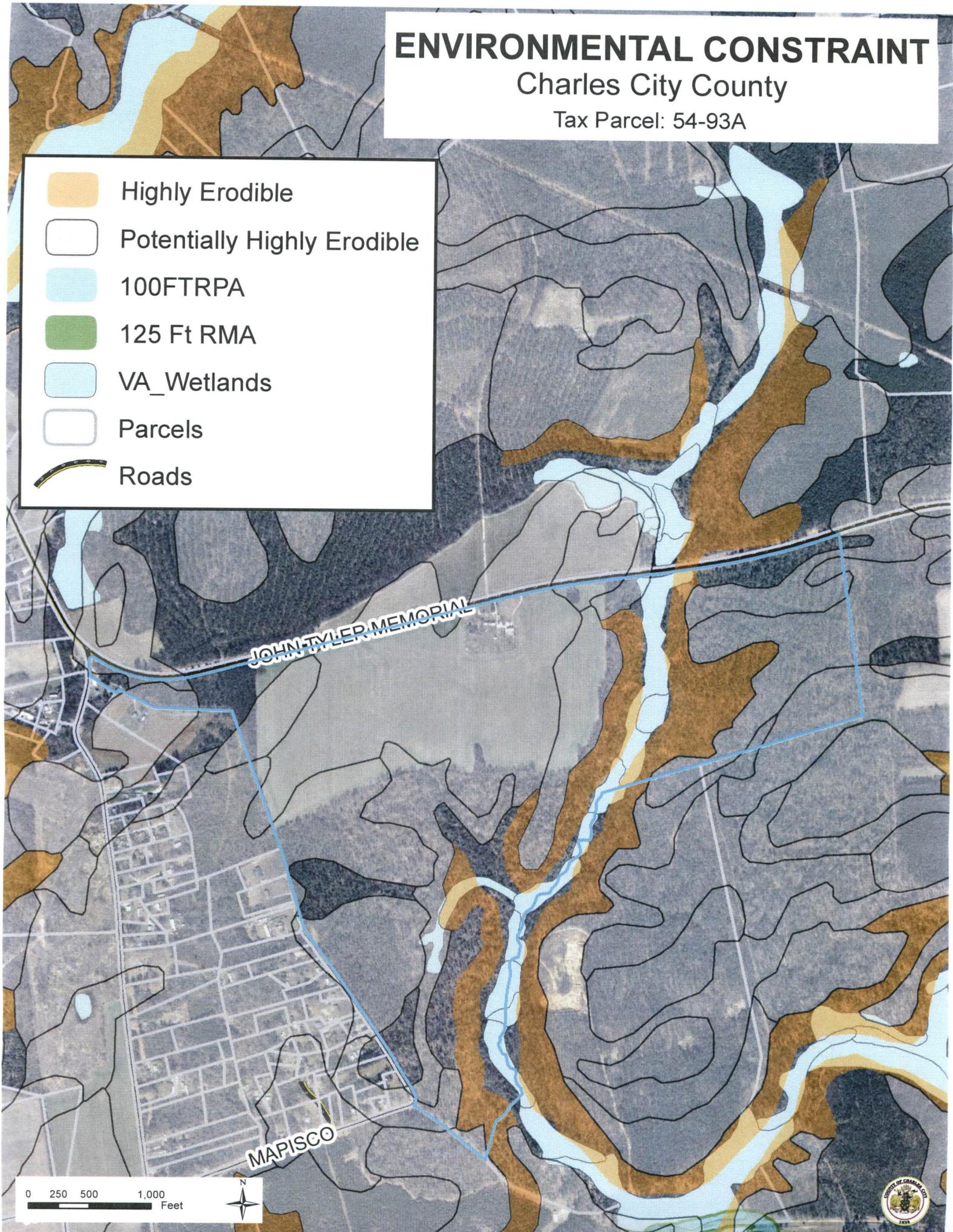
Charles City makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment info

ENVIRONMENTAL CONSTRAINT

Charles City County

Tax Parcel: 54-93A

-  Highly Erodible
-  Potentially Highly Erodible
-  100FTRPA
-  125 Ft RMA
-  VA_Wetlands
-  Parcels
-  Roads



JOHN TYLER MEMORIAL

MAPISCO

