

Minutes
Planning Commission
Isle of Wight County
September 23, 2025

1. Call to Order

Bobby Bowser, Chairman, called the Isle of Wight County Planning Commission meeting to order at 6:00 PM on September 23, 2025, in the Board of Supervisors Room at the Isle of Wight County Courthouse, Isle of Wight, Virginia.

Raynard Gibbs delivered the invocation.

Chairman Bowser invited everyone present to join in the Pledge of Allegiance.

2. Roll Call/Determination of a Quorum

Bobby Bowser, Chairman
Matthew Smith, Vice-Chairman
Brian Carroll
James Ford
Jennifer S. Boykin
George Rawls
Raynard Gibbs
Keith Johnson
Brian Shotwell

Roll was called and the following members were present: Bobby Bowser, Brian Carroll, James Ford, Jennifer Boykin, Raynard Gibbs, Matthew Smith, Brian Shotwell, George Rawls, Keith Johnson.

A quorum was determined

ALSO IN ATTENDANCE

Amy Ring, Community Development Director
Bill Webb, Assistant County Administrator
Bobby Jones, County Attorney
Caleb Kitchen, Planner II
Shaunee Beussink, Environmental Planner
Amanda Landrus, Secretary

3. Action on Requests to Withdraw or Table Pending Agenda Items

Chairman Bowser asked if there were any requests to table or withdrawal agenda items. Amy Ring stated there were no requests.

4. Approval of Agenda

Chairman Bowser called for a vote to approve the agenda. Commissioner Smith made the motion to approve the agenda. Commissioner Gibbs seconded the motion. Chairman Bowser asked for all

in favor to signify by saying aye. The motion passed unanimously.

5. Consent Agenda

Chairman Bowser called for a vote to approve the consent agenda. Commissioner Smith made the motion to approve the consent agenda. Commissioner Gibbs seconded the motion. Chairman Bowser asked for all in favor to signify by saying aye. The motion passed unanimously.

6. Citizens' Comments

Chairman Bowser opened the floor for any citizens' comments. There being no comment, Chairman Bowser closed citizens' comments.

7. Public Hearings

A. CSUP-25-3 Weeks Shipping Containers Conditional Use Permit Request

Application CSUP-25-3 of Robert Weeks, applicant, and Lisa Weeks, property owner, for a conditional use permit to locate two shipping containers on approximately 4.3 acres located at 18426 Benns Church Boulevard (Rte. 10) on tax parcel 41-01-037 in the Rural Agricultural Conservation zoning district

Caleb Kitchen, Planner II, project manager, gave the following presentation.

**WEEKS SHIPPING CONTAINERS
CONDITIONAL USE PERMIT REQUEST
CSUP-25-3**

PLANNING COMMISSION REGULAR MEETING
SEPTEMBER 23, 2025

SITE DESCRIPTION

- ▶ Tax Map ID#: 41-01-037
- ▶ Location: 18426 Benns Church Boulevard (Rte. 10)
- ▶ Current Zoning: Rural Agricultural Conservation (RAC)
- ▶ Election District: D4
- ▶ Purpose: Placement of two shipping containers.

BACKGROUND

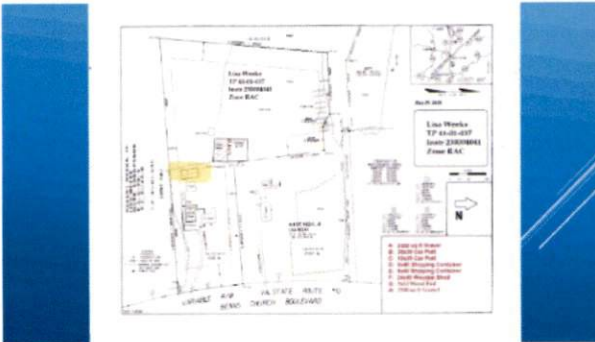
- ▶ April 2025 – Notice of Violation for shipping containers, accessory structures, and gravel without permits.
- ▶ Original application included 4 containers
 - ▶ CUP required for non-agricultural use of containers in RAC
 - ▶ Section 5-5007.J.3.f allows no more than 2 shipping containers for size of parcel.
 - ▶ Staff confirmed removal of 2 containers
- ▶ Storing personal/household items

CSUP-25-3 Weeks Shipping Containers CUP Request - Location Map

CSUP-25-3 Weeks Shipping Containers CUP Request - Zoning Map



CSUP-25-3 Weeks Shipping Containers CUP Request - Land Use Map



The Planning Commission and Board of Supervisors shall consider the following criteria before granting a conditional use permit:

- 1) Will not be detrimental to or endanger public health, safety, and general welfare;
- 2) Will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially impair the use of other property within the immediate proximity;
- 3) Adequate utilities, water, sewer or septic system, access roads, storm drainage and/or other necessary public facilities and improvements will be provided;
- 4) Ingress and egress so designed as to minimize traffic congestion on the public streets;
- 5) Not contrary to the goals and objectives of the Isle of Wight County Comprehensive Plan;
- 6) Shall conform to all other applicable regulations of the zoning district classification in which it is located and to the special requirements established for the specific use; and
- 7) Will not result in a multiplicity or saturation of similar uses in the same general neighborhood of the proposed use.

Chairman Bowser opened the public hearing and called for the applicant to come forward.

Robert Weeks, applicant, 18426 Benns Church Boulevard, stated he was available to answer any questions the Commissioners may have.

There being no citizen comments on the application, Chairman Bowser closed the public hearing and called for discussion from the Commissioners.

Commissioner Boykin inquired whether, if a condition were added requiring that the containers be placed at least ten feet away from any building, the applicant would then be required to relocate the shipping containers.

Mr. Kitchen clarified that if the Board of Supervisors approves the conditional use permit with the specified condition, the applicant would be required to submit a site plan showing the shipping containers in compliance with that requirement. The adjacent building would be included in that calculation. It was further noted that similar conditions have been applied in past applications involving shipping containers, primarily for fire safety reasons, to ensure access between structures. In this case, the current spacing between the two containers was estimated at approximately six to eight feet.

Mr. Weeks stated that he and his wife moved into the property after discovering mold in their previous home. Due to the volume of belongings, shipping containers were placed on-site for temporary storage. He explained that he was unaware a conditional use permit was required. Mr. Weeks further noted that he intends to complete a boundary line adjustment and obtain permits to build a garage and residence, after which the containers will be removed.

Commissioner Gibbs inquired about the desired time frame for the request, to which it was noted that this decision would be determined by the relevant department.

Mr. Weeks then explained that the situation arose from downsizing from a 4,000 square-foot residence to a 1,000 square-foot residence, and emphasized urgency.

Commissioner Boykin confirmed a site visit had been conducted, and she expressed no objection to the proximity of the containers to the building, estimating the distance at six to seven feet. It was noted the containers were accessed via a side entrance, with no alternate entrance, and that a shed structure covered the front, limiting visibility from the driveway.

Commissioner Gibbs emphasized compliance but requested consideration for the property owner's circumstances, suggesting a cap of one to two years for compliance.

It was clarified that the ten-foot requirement is not part of the ordinance, but a condition applied to prior applications. Containers may remain in place if compliant with use regulations once a conditional use permit and zoning permit are issued.

Commissioner Gibbs moved to recommend approval to the Board of Supervisors without the conditions. Seconded by Commissioner Ford. Motion Passed 9-0, with Commissioner Bowser, Commissioner Carroll, Commissioner Ford, Commissioner Boykin, Commissioner Gibbs, Commissioner Smith, Commissioner Shotwell, Commissioner Rawls, Commissioner Johnson voting in favor of the motion and none voting against the motion.

The application will go to the October 16, 2025, Board of Supervisors meeting.

8. Old Business

Amy Ring stated there are no New Business items.

9. New Business

A. County Attorney's Report

There were no items for the County Attorneys report.

B. Planning Director's Report

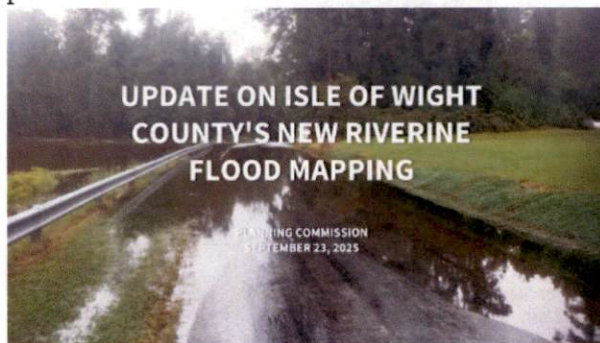
Amy Ring, Community Development Director, addressed the Planning Commission and introduced Bill Webb, the County's new Assistant County Administrator, noting he had been on the job for six days and is originally from Philadelphia, Pennsylvania. Ms. Ring invited Mr. Webb to share his background.

Mr. Webb stated that January would mark his 25th year in local government, with over 20 years focused on land development, subdivision, code enforcement, zoning, and inspections. He expressed appreciation for the work of the Planning Commission and acknowledged their valuable contribution to the community.

Mr. Webb shared personal remarks regarding his recent relocation, noting that he and his family moved on September 4th and expressed enthusiasm for joining the community of Cypress Creek. He remarked on the warm reception he and his family had received since his arrival and expressed regret at not moving to Virginia sooner. He conveyed excitement for his role and stated his intention to work with the Commission for the long term.

1. Draft Floodplain Management Overlay District Ordinance Revisions

Shaunee Beussink, Environmental Planner, presented an update on the County's floodplain mapping revisions, focusing on Special Flood Hazard Areas (VE, AE, and A zones) which require mandatory flood insurance for federally-backed mortgages. She noted updates to coastal VE zones were last revised in 2015 and were not included in this update. She also noted updates to the riverine AE and A zones along the Blackwater River (last revised in 2002) in the following presentation.



SPECIAL FLOOD HAZARD AREAS (SFHA)

- ▶ The SFHA is the area where the National Flood Insurance Program's (NFIP's) floodplain management regulations must be enforced and the area where the mandatory purchase of flood insurance applied.
- ▶ For this riverine study only zones A and AE are considered not coastal areas.

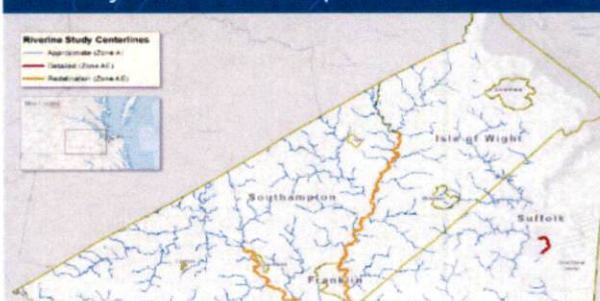
Study Overview

Riverine Hydrologic and Hydraulic Analyses, including:

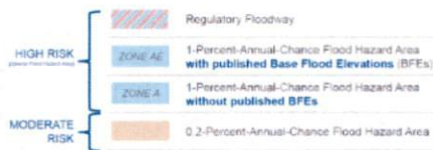
- ▶ Model-based Approximate **ZONE A** Studies, including previously unmapped reaches with drainage areas of 1 square mile or greater
- ▶ Updated Detailed **ZONE AE** Studies for Shingle Creek (Suffolk) and Tarrara Creek (Southampton / Boykins), including field survey for bridges / culverts
- ▶ Redelineated **ZONE AE** Studies for Blackwater River (all communities) and Nottoway River (Southampton)
- ▶ Coastal Flood Hazards are not being restudied



Study Overview Map



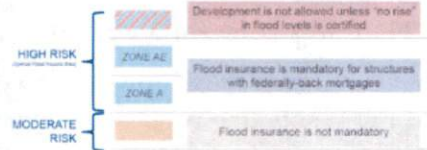
Floodplain Map Overview



"The 100-Year Flood Zone Explained"



Floodplain Map Overview



"The 100-Year Flood Zone Explained"



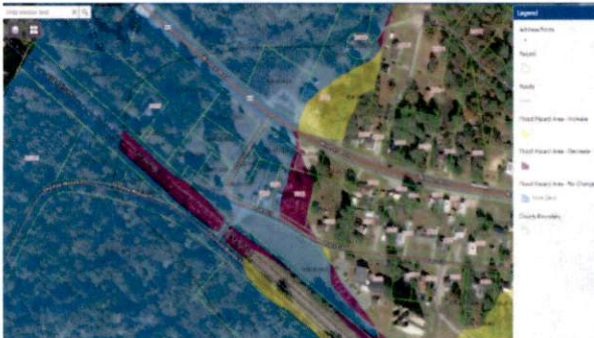
National Flood Hazard Layer FIRMette



How Did the Floodplain Maps Change?

Change in Special Flood Hazard Area (SFHA) Extents:

- Purple – Decrease
- Blue – Still Floodplain
- Yellow – Increase



Significant Impacts Overview

Comparing DRAFT and EFFECTIVE flood data:

- Moderate changes in Special Flood Hazard Area (SFHA) extents are observed and vary by stream reach (increases in some locations and decreases in others).
 - In Franklin, there are more SFHA increases next to Blackwater River, and decreases within the downtown business district.
 - In Smithfield, only a very small area is being revised. Almost all the floodplains in the community are from coastal/tidal flooding, which is not being revised.
- Extension of Zone A hazards beyond past study limits results in newly mapped SFHAs.
 - Based on rural land use and strong Chesapeake Bay regulations, study additions are expected to have minimal impact on existing or future development.

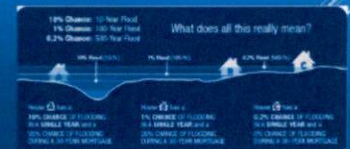


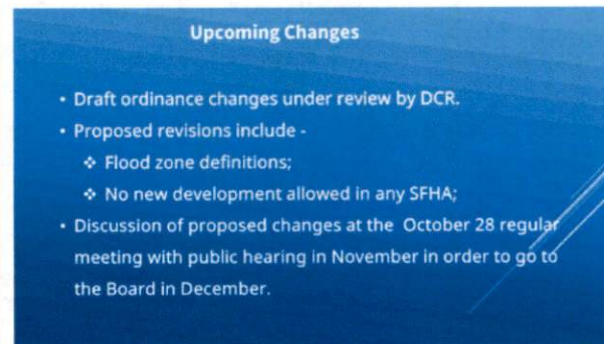
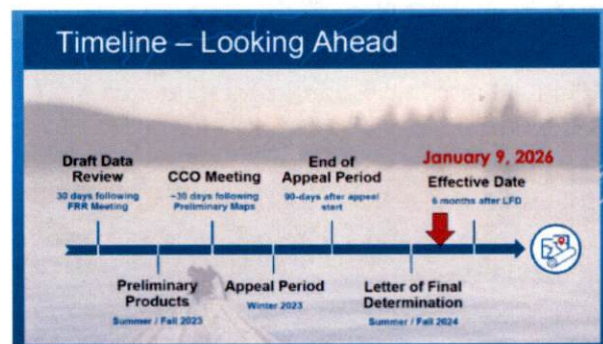
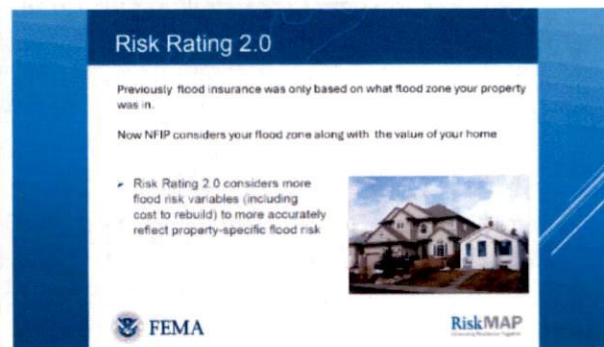
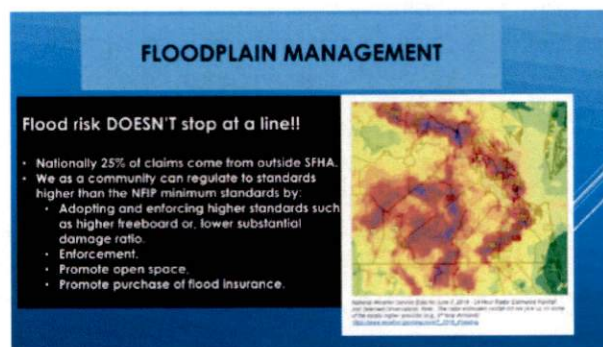
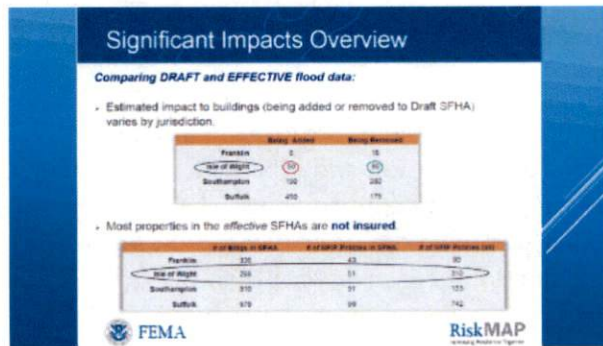
100 YEAR FLOOD ZONE STATISTICS ON A 30-YEAR MORTGAGE

The flood risk you could be exposed to is...

- The 10-year flood zone gives you a 95% chance of being flooded
- The 25-year flood zone gives you a 71% chance of being flooded
- The 50-year flood zone gives you a 45% chance of being flooded
- The 100-year flood zone gives you a 26% chance of being flooded
- The 500-year flood zone gives you a 6% chance of being flooded

- 1 in 4 chance of experiencing flood damage during your 30-year mortgage.





Ms. Beussink explained mapping methodology, regulatory requirements, and construction restrictions, including the need for “no rise” certificates in regulatory floodways. She described mapping changes, noting areas of increase, decrease, and unchanged zones, with specific impacts in Windsor Boulevard, Franklin, and Smithfield. She explained flood risk probabilities and the implications of FEMA’s Risk Rating 2.0, including potential changes to flood insurance premiums.

The update included statistics showing a total of fifty structures added and eighty removed from flood hazard areas, with 298 structures currently within SFHAs and 310 carrying flood insurance. Ms. Beussink noted \$5.3 million in flood-related losses since 1978 and emphasized that flood risk extends beyond regulated zones. She discussed options for higher floodplain standards and community participation benefits.

Ms. Beussink reviewed the project timeline, noting a six-month completion window ending January 9, 2026. She outlined proposed ordinance revisions and recommended discussion at the next

Planning Commission meeting, a public hearing in November, and Board consideration in December to meet the deadline.

Ms. Ring advised the Planning Commission that a motion was required to proceed with the proposed floodplain ordinance and outlined the options for discussion and scheduling. She noted a tight timeline due to FEMA's review of the proposed language and confirmed the changes were not less restrictive than FEMA's requirements. Ms. Ring explained the ordinance would further strengthen flood hazard protections by restricting new development in Special Flood Hazard Areas and applying improvement limitations to existing structures.

The Commission discussed scheduling and agreed to hold a public hearing in October, with potential timing constraints noted for November and December. Ms. Ring confirmed there were no current issues with the proposal but stated FEMA's review could result in changes. The Commission agreed to hold a work session on October 14th at 6:00 p.m. to review any revisions.

Chairman Bowser called for a motion. Commissioner Carroll made the motion to advertise the ordinance for public hearing at the October 28th Planning Commission meeting, with the understanding that a work session would be held beforehand. Commissioner Boykin seconded the motion. Chairman Bowser asked for all in favor to signify by saying aye. The motion passed unanimously.

C. Planning Commission 2025 Annual Retreat Special Meeting

Ms. Ring introduced the final item of new business, noting the need for a motion to approve a special called meeting for the Planning Commission's annual retreat, scheduled for Thursday, October 30th. She explained the meeting would begin at 8:00 a.m. in the Board meeting room, followed by a light breakfast. The group would then carpool to the Dry Bridge Battery Energy Storage Facility in Dry Bridge, Chesterfield County, followed by lunch at a local restaurant, and adjournment at approximately 4:00 p.m. Ms. Ring noted a minivan and additional vehicles would be reserved for transportation, with the option to add cars as needed.

Commissioner Ford made a motion and was seconded by Commissioner Carroll to approve the annual retreat schedule as proposed. The motion carried unanimously.

10. Closed Meeting

11. Adjournment

There being no further information to discuss, Chairman Bowser adjourned the meeting at 6:37 PM.

Adopted this 28th day of October, 2025

Bobby A. Bowser

Bobby Bowser, Chairman, Isle of Wight County Planning Commission

Attest: Amanda Landrus

Amanda Landrus, Secretary