

Enclosure 1

Reviewer: _____ Case # _____
Fee Rcv'd: _____ Rcpt # _____
Date & Time Rcv'd: _____
Pre-App Meeting: _____

LAND USE AMENDMENT APPLICATION Board of Supervisors of Louisa County, Virginia

The following information shall be typed or printed and completed in full. Attach additional pages where necessary.

1. IDENTIFICATION OF REQUEST:

- A: REZONING: From _____ () to _____ ()
- B: CONDITIONAL USE: Farmers' Market
- C: TEMPORARY CONDITIONAL USE: _____
- D: VARIANCE: _____
- E: PROFFER AMENDMENT: _____
- F: COMP PLAN AMENDMENT: _____
- G: COMP PLAN REVIEW FOR CONFORMANCE: _____
- H: SPECIAL EXCEPTION: _____

2. APPLICANT, PROPERTY OWNER, AGENT

- A. NAME OF APPLICANT: Zion United Methodist Church
If a corporation, name of agent: David McWilliams
- B: MAILING ADDRESS: _____
Telephone # _____
- C: NAME OF PRESENT OWNER OF PROPERTY ON WHICH THIS REQUEST WILL OCCUR:
The United Methodist Church Held in Trust by Zion United Methodist Church
- D. MAILING ADDRESS: _____
Telephone # _____

If the applicant is not the owner of the property in question, explain: Appointed Senior Pastor by
the denomination who owns the property.

A copy of pending contract or option agreement shall be attached hereto and made a part of this application.

E. NAME OF PERSON TO BE NOTIFIED IN ADDITION TO THE APPLICANT AND/OR PROPERTY OWNER: _____

F. ADDRESS: _____
Telephone #: _____

3. **LOCATION OF PROPERTY** (Assistance will be given in obtaining the following information upon request).

A. VOTING DISTRICT Green Springs B. TAX MAP # 51
C. SUBDIVISION NAME _____ D. LOT/PARCEL# Co
E. PROPERTY LOCATION _____

F. IS PARCEL UNDER LAND USE TAXATION PROGRAM? _____ YES NO

4. EXPLAIN FULLY THE PROPOSED USE, TYPE OF DEVELOPMENT, OPERATION PROGRAM, ETC., AND THE **REASON OF THIS REQUEST:**

See Attached
Reason: Develop community and provide easy access to food distribution among community members.

(Attach applicable plans, renderings, elevations, photographs.)

5. STATE HOW THIS REQUEST WILL NOT BE MATERIALLY DETRIMENTAL TO ADJACENT PROPERTY, THE SURROUNDING NEIGHBORHOOD OR THE COUNTY IN GENERAL. INCLUDE, WHERE APPLICABLE, INFORMATION CONCERNING: USE OF PUBLIC UTILITIES; EFFECT OF REQUEST ON PUBLIC SCHOOLS; EFFECT ON TRAFFIC--INCLUDE MEANS OF ACCESS TO THE NEAREST PUBLIC ROAD; EFFECT ON EXISTING AND FUTURE AREA DEVELOPMENT, ETC.

Our Farmers' market will exist on already established parking lot. There will be easy access to a main road without impact on neighborhood streets, including a clear proposed traffic overflow route (see attached). We will only use limited electric function on the weekends, and limit excessive noise outdoors.

6. EXPLAIN ANY EXISTING USE PERMIT, SPECIAL EXCEPTION, (Prior) CONDITIONAL USE PERMIT, TEMPORARY CONDITIONAL USE PERMIT OR VARIANCE PREVIOUSLY GRANTED ON THE PARCEL IN QUESTION:

None

MAILING ADDRESS: _____

TAX MAP # _____

SUBDIVISION NAME: _____ LOT/PARCEL# _____

ACREAGE _____ ZONING _____

* PROPERTY OWNER'S NAME: _____

MAILING ADDRESS: _____

TAX MAP # _____

SUBDIVISION NAME: _____ LOT/PARCEL# _____

ACREAGE _____ ZONING _____

**10. HERewith IS DEPOSITED THE FEE REQUIRED. CHECKS OR MONEY ORDERS
MADE PAYABLE TO TREASURER, COUNTY OF LOUISA.**

A. REZONING	Tiered System
B. CONDITIONAL USE PERMIT	Tiered System
C. TEMPORARY CONDITIONAL USE PERMIT	\$325.00*
Temporary Housing*	
Extension or Amendment*	
Other*	
D. VARIANCE	\$1,250.00*
E. PROFFER AMENDMENT	\$1,500.00*
F. COMP PLAN AMENDMENT	\$650.00*

*IN ADDITION TO THE STANDARD FEE, AN ADDITIONAL \$75.00 WILL BE CHARGED FOR EACH REQUEST AS A DEPOSIT ON A ZONING SIGN AND WILL BE REFUNDED UPON THE RETURN OF THE SIGN BY THE APPLICANT ONCE THE REQUEST HAS BEEN ACTED UPON.

*THERE WILL BE A \$25.00 FEE CHARGED PER ADJACENT/ADJOINING PROPERTY OWNER FOR NOTIFICATION AND ADVERTISEMENT. THERE WILL ALSO BE A RE-ADVERTISEMENT FEE EACH TIME AN APPLICATION IS DELAYED OR POSTPONED AT THE REQUEST OF THE APPLICANT OR NECESSARY DUE TO SOME FAILURE TO ACT ON THE PART OF THE APPLICANT, PLUS A \$25.00 FEE CHARGED PER ADJACENT/ADJOINING PROPERTY OWNER FOR RENOTIFICATION.

*THERE IS AN ADDITIONAL CHARGE FOR PUBLIC NOTICE ADVERTISEMENT.

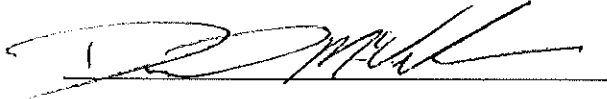
11. ENCLOSED WITH THIS APPLICATION IS A SITE PLAN OR TENTATIVE PLAN.

12. ENCLOSED WITH THIS APPLICATION IS THE APPROPRIATE COUNTY TAX MAP WITH THE PROPERTY MARKED AND A SURVEYED PLAT OF THE ENTIRE PARCEL.

13. I/WE HEREBY CERTIFY THAT TO THE BEST OF MY/OUR KNOWLEDGE ALL OF THE ABOVE STATEMENTS AND THE STATEMENTS CONTAINED IN ANY EXHIBITS TRANSMITTED ARE TRUE AND THAT THE ADJACENT PROPERTY OWNERS LIST HEREWITH ARE THE OWNERS OF RECORD AS OF THE DATE OF APPLICATION.

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. ANY REQUEST WHICH REQUIRES PLANS MUST BE ACCOMPANIED BY THOSE PLANS AT THE TIME OF SUBMISSION OF THE APPLICATION.

DATE: February 19 _____, 2026 .



SIGNATURE OF APPLICANT
(Same Name as Used in Item 2-A, Page 1)

David McWilliams
APPLICANT'S NAME
(Typed or Printed)

SIGNATURE OF OWNER
(Same Name as Used in Item 2-C, Page 1)

OWNER'S NAME
(Typed or Printed)

SIGNATURE OF AGENT
(Name of Person Other Than, but Acting for the Applicant, Responsible for this Application)

AGENT'S NAME
(Typed or Printed)

NOTICE TO TEMPORARY CONDITIONAL USE PERMIT APPLICANTS

In accordance with Section 86-91. of the Louisa County Zoning Ordinance, any Temporary Conditional Use Permit granted shall be considered canceled if the applicant does not avail himself/herself of the privilege within ninety (90) days from the date of issuance of the Temporary Conditional Use Permit.

Louisa County Community Development Department staff provides a Public Facilities evaluation in staff reports as a result of the Board of Supervisors adoption on February 20, 2024 of a Public Facilities Appendix added to the 2040 Comprehensive Plan. Please review the Public Facilities Appendix located on the Comprehensive Plan webpage and update your application as needed to address anticipated impacts to Public Facilities as listed below. If an impact is expected, you need to provide mitigation in your application. Contact information for the organizations responsible for these public facilities is included in the list below. Please contact Chris Coon Deputy County Administrator at (540) 967-3409, if you have any questions.

The following are the public facilities that impacts must be addressed in an application

See Attached.

- * Fire & EMS
- * Law Enforcement
- * Parks and Recreation
- * Schools
- * Solid Waste
- * Administration

2025-2026

**APPLICATION SCHEDULE
LOUISA COUNTY PLANNING COMMISSION**

*Due to Holiday
Pre-app: Second Friday
Filing deadline: Third Friday
N. Mtg: Second Wednesday
PC Mtg: Second Thursday

Preapplication Date	Filing Deadline	Neighborhood Meeting Date	Revisions Deadline	Ad to Paper	Richmond Times Dispatch Ad Dates	Planning Commission Meeting Date
December 13, 2024	December 20, 2024	January 8	January 15	January 24	January 30 February 6	February 13, 2025
January 10, 2025	January 17	February 12	February 19	February 21	February 27 March 6	March 13, 2025
February 14, 2025	February 21	March 12	March 19	March 21	March 27 April 3	April 10, 2025
March 14, 2025	March 21	April 9	April 16	April 18	April 24 May 1	May 8, 2025
April 11, 2025	April 18	May 14	May 21	May 23	May 29 June 5	June 12, 2025
May 9, 2025	May 16	June 11	June 18	June 20	June 26 July 3	July 10, 2025
June 13, 2025	June 20	July 9	July 16	July 25	July 31 August 7	August 14, 2025
July 11, 2025	July 18	August 13	August 20	August 22	August 28 September 4	September 11, 2025
August 8, 2025	August 15	September 10	September 17	September 20	September 25 October 2	October 9, 2025
September 12, 2025	September 19	October 8	October 15	October 24	October 30 November 6	November 13, 2025
October 10, 2025	October 17	November 12	November 19	November 21	*November 26 December 4	December 11, 2025
November 14, 2025	November 21	December 10	December 17	December 19	December 24 *December 31	January 8, 2026
December 12, 2025	December 19	January 14	January 21	January 23, 2026	January 29, 2026 February 5, 2026	February 12, 2026

A scheduled meeting is required before submitting an application.

Zion United Methodist Church Farmers' Market CUP Proposal Supporting Documents

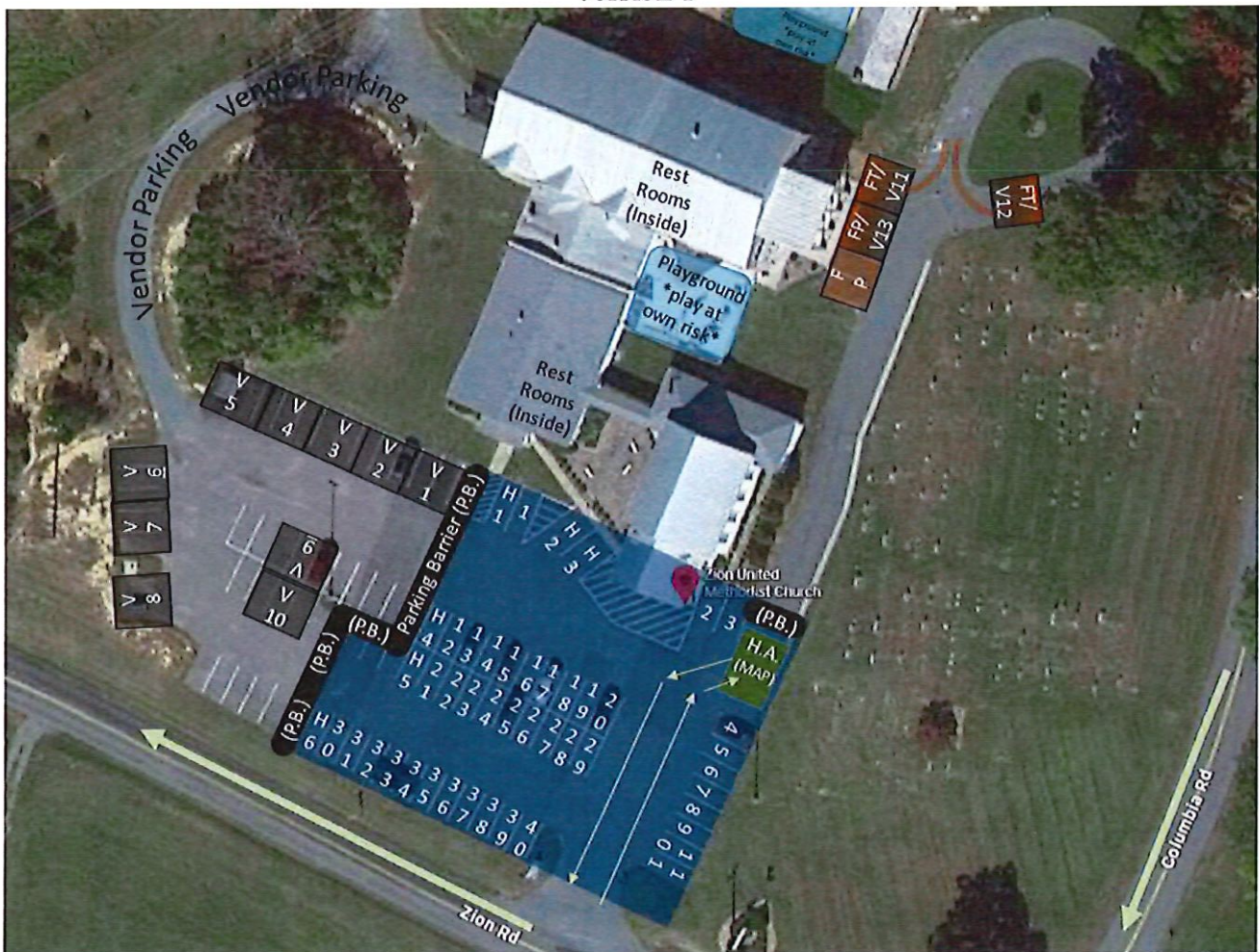
What: A community-based Farmers' Market, including a free food-pantry distribution.

Where: Zion United Methodist Church;

When: Saturdays, no earlier than 10:00am and no later than 4:00pm

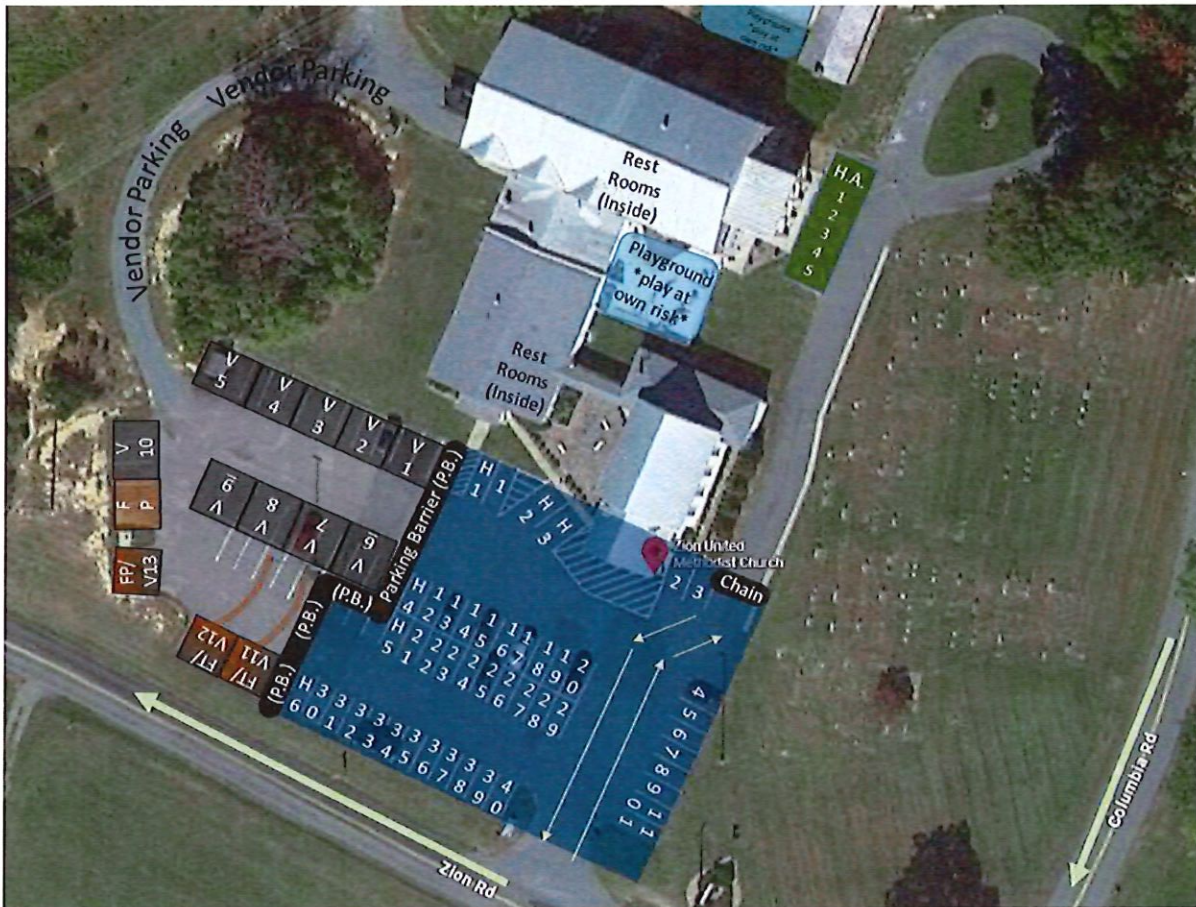
Layout: Pictured Below (See Version 1 & Version 2)

Version 1



- Key: Blue = Parking; Spaces Numbered 1-40, Handicap Parking Spaces H1-H6
- Gray = Vendor Area; Numbered V1-V10
- Orange/Black Radiant = Flexible Spaces for Food Pantry, Food Trucks, or Vendors
- Orange = Reserved for Food Pantry
- Green Arrows & Box = Overflow Traffic Relief Plan (see below)

Version 2



- Key: Blue = Parking; Spaces Numbered 1-40, Handicap Parking Spaces H1-H6
 Gray = Vendor Area; Numbered V1-V10
 Orange/Black Radiant = Flexible Spaces for Food Pantry, Food Trucks, or Vendors
 Orange = Reserved for Food Pantry
 Green Box = Overflow Traffic Relief Plan (see below)

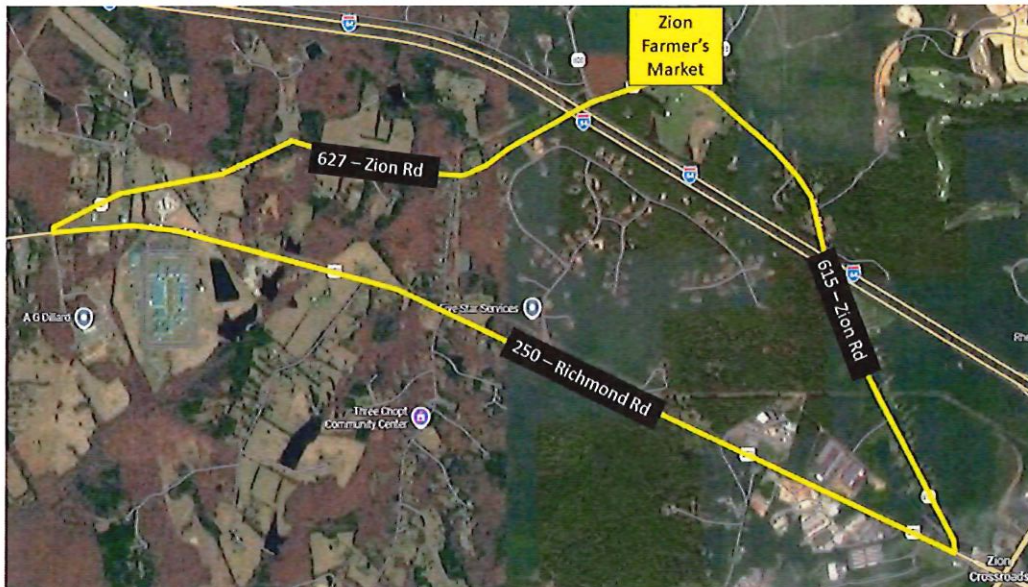
Note: In both versions, restrooms will be available for use inside the building. Additionally, the playground will be available for use, with clear signage that indicates that the use of the playground is “at your own risk.” In nice weather, the grassy areas may be used for pedestrians, however we will not allow cars to drive or park on grass.

Overflow Traffic Relief Plan

While based on a 1:3 ratio of vendors to parking spaces, there is ample parking (46 spaces) for the maximum number of vendors (13). However, in anticipation of growth in popularity, we have designed the following traffic relief plan to prevent an impact on traffic flow and cars turning around in neighbor's driveways.

In Version 1: Parking Volunteers will direct cars to a "holding area" (HA on the layout picture above), where each car will receive a map and instructions for driving a 10-minute loop. Each car will be given a number based on the order they arrived to ensure fair access to the parking lot. When returning, cars will be directed to an open spot.

In Version 2: Parking Volunteers will direct cars to a "holding area" (HA on the layout picture above), where we will be able to park 5 cars in a "holding pattern" until a spot opens up. Should more than 5 spots be needed for overflow, each additional car will receive a map and instructions for driving a 10-minute loop. Each car will be given a number based on the order they arrived to ensure fair access to the parking lot.



Exiting the parking lot, cars will turn left onto Route 615/Zion Rd. They will drive 1.7 miles to turn right on Route 250/Richmond Rd. They will then drive 3.2 miles to turn right on Route 627/Zion Rd. They will then drive 2.3 where they will turn left into the parking lot.

We are currently seeking partnerships with local businesses and public spaces for which traffic might be redirected or suggested before or after attending the market.

Guiding Procedures

Conditional Use Permit – Farmers' Market

1. Purpose and Intent

These guiding procedures are voluntarily offered to address anticipated impacts and community concerns associated with the operation of a farmers' market at Zion UMC.

2. Market Operations

- a. The farmers' market shall operate only on the following days and times:
 - Days: Saturday
 - Hours: No earlier than 10:00am. No later than 4:00pm.
- b. The market shall operate on a year-round basis.
- c. The maximum number of vendors permitted at any one time shall be: 13.
- d. The market shall be set up according to the proposed layout.

3. Traffic and Parking

- a. See the provided layout and overflow traffic relief plan.
- b. Zion UMC will be responsible for the expenses of temporary traffic control measures (signage, volunteers, cones, etc.) as well as providing the required volunteers.

4. Noise and Amplified Sound

- a. Amplified sound shall be limited in such a manner compliant with Chapter 51-Noise of the County Code and shall be limited to the operating hours outlined above.

5. Cleanliness and Sanitation

- a. Adequate trash, recycling, and/or compost receptacles shall be provided and serviced on market days. The site shall be cleaned and restored to its pre-market condition at the conclusion of each market day. This includes vendors and food trucks; no overnight storage of tents, tables, or vendor equipment shall be permitted outside.

6. Safety and Security

- a. The market shall designate a site manager present during all market hours.
- b. Emergency access lanes shall be maintained at all times.

7. Signage

- a. Temporary signage shall be limited to 2 days prior to market days and removed at the end of each market day.

Voluntarily Given Conditions
Conditional Use Permit – Farmers’ Market

1. The Farmers’ Market will abide by the Guiding Procedures included (above) within this application.
2. All products sold at the Farmers’ Market must conform to the values of the United Methodist Church. This includes forbidding the sale of alcohol, legal or illegal drugs, or paraphernalia related unto.
3. There will be no amplified outdoor music. All amplified music will be indoors, abiding by Chapter 51-Noise of the County Code.
4. The market manager will be responsible for ensuring a respectful use of the church cemetery for the duration of the Farmers’ Market.
5. The Farmers’ Market will only accept vendors in accordance with the county definition in County Code 86-13 ‘Farmers’ Market.’ We will not permit mass produced or multi-level marketing items.

Applicant Name: _____

Signature: _____

Date: _____

Public Facilities Impact Report

Conditional Use Permit – Farmers’ Market

- Fire & EMS
 - We recognize that any public event, no matter the size, will have the potential need for emergency services. In order to limit fire safety concerns before the need for emergency services, we will have a market manager on site at all times. In order to limit tripping hazards, which could result in the need for EMS, we will ensure walkways are clear and there is adequate open space between vendors.

- Law Enforcement
 - We recognize that any public event, no matter the size, will have the potential need for law enforcement services. In order to limit public safety concerns being prematurely reported to law enforcement, we will have a market manager on site at all times. Therefore, we will alert the Sherriff’s office about which weekends we will offer a Farmers’ Market. Additionally, being on church property, we will regulate a strict code of conduct that should limit concerns.

- Parks & Recreation
 - We will be providing a free community event that will share a common goal with Parks & Recreation. There should be no negative impact on their weekend events.

- Schools
 - As a weekend event, we do not anticipate any conflict with public or private schools. However, we do anticipate being able to support the public schools by providing nutritious food for families in our community who suffer from food insecurity.

- Solid Waste
 - While we anticipate an increase in solid waste production, our onsite dumpster has ample space and is serviced regularly, and therefore should not place any burden upon our solid waste provider.

- Administration
 - We do not anticipate any need for county administration. In order to limit concerns, we will strictly abide by the conditions of our CUP.

Vendor Agreement – Farmers’ Market Conditional Use Permit Application

This Vendor Agreement (“Agreement”) is entered into between **Zion United Methodist Church** (“Church”) and the undersigned vendor (“Vendor”) for participation in the **Zion United Methodist Farmers’ Market** (“Market”).

1. Market Details

- **Location:** Zion United Methodist Church, Troy, Virginia
 - **Market Day(s) and Time(s):** Saturdays from 10:00am-4:00pm
 - **Vendor Space:** 10ft x 10ft Parking Lot Space
-

2. Vendor Arrival and Departure Requirements

Due to the configuration and location of vendor parking on Church property, Vendor agrees to the following:

1. Vendor **must arrive no later than thirty (30) minutes prior to the official opening time** of the Market (10:00am).
2. Vendor vehicles **may not leave the property until the Market has officially concluded** (4:00pm), unless expressly directed by Market management for safety or emergency reasons.
3. Vehicle movement during Market hours is prohibited, as it presents a safety risk to patrons, volunteers, and other vendors.

Failure to comply with these requirements may result in removal from the Market or denial of participation in future Market events.

3. Permitted Products and Alcohol Restriction

1. Vendor agrees to sell only those goods approved by Market management and compliant with all applicable local, state, and federal laws.
2. **No alcohol may be sold, distributed, sampled, or promoted** at the Market, as the Market is held on church property. This restriction includes, but is not limited to, beer, wine, spirits, alcoholic ciders, mead, or alcohol-containing samples.

Any violation of this provision will result in immediate removal from the Market without refund.

4. Vendor Responsibilities

Vendor agrees to:

- Maintain a clean, safe, and professional booth space.
- Remove all trash, debris, and personal property at the conclusion of the Market.
- Comply with all Market rules and instructions from Market staff and guidelines.
- Obtain and maintain any required licenses, permits, or insurance related to Vendor's products, including but not limited to proper Virginia Department of Health, Virginia Food and Drink, and Virginia Department of Agriculture and Consumer Services.

5. Liability and Indemnification

1. Vendor participates in the Market **at Vendor's own risk.**
2. Vendor agrees to release, indemnify, and hold harmless Zion United Methodist Church, its trustees, staff, volunteers, and agents from any and all claims, damages, losses, liabilities, or expenses arising out of:
 - Vendor's participation in the Market
 - Vendor's products, services, or activities
 - Injury to persons or damage to property caused by Vendor
3. The Church shall not be responsible for:
 - Loss, theft, or damage to Vendor property
 - Injury to Vendor, Vendor's employees, or customers
 - Weather conditions or acts beyond the Church's control

6. Insurance (Optional but Recommended)

Vendor is strongly encouraged to maintain general liability insurance covering Vendor's participation in the Market. The Church may request proof of insurance for certain vendors or products.

7. Termination

The Church reserves the right to:

- Deny participation to any Vendor
- Remove a Vendor for violation of this Agreement or Market rules
- Cancel or modify the Market due to weather, safety, or unforeseen circumstances
- Renew or deny renewal to any Vendor every 4 months.

Vendors can terminate this contract with 20 days' notice to avoid the vendor space fee.

8. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

9. Agreement Acknowledgment

By signing below, Vendor acknowledges that they have read, understand, and agree to abide by the terms of this Agreement.

Vendor Name / Business: _____

Contact Name: _____

Signature: _____

Date: _____

Approved by Zion United Methodist Church:

Signature: _____

Date: _____