

# **BOARD OF SUPERVISORS WORK SESSION**

## **GOVERNMENT CENTER BOARD ROOM**

**AUGUST 10, 2010 - 4 P.M.**

**A. Call to Order**

**B. Roll Call**

**C. Board Discussions**

1. Joint Work Session with the Planning Commission – Zoning and Subdivision Ordinance Update Kickoff Work Session ([Memorandum](#)) ([Attachment 1](#)) ([Attachment 2](#))

**D. Break**

MEMORANDUM

DATE: August 10, 2010

TO: The Board of Supervisors

CC: Planning Commission

FROM: Allen J. Murphy, Jr., Director of Planning/Assistant Development Manager  
Tamara A. M. Rosario, Principal Planner

SUBJECT: Zoning and Subdivision Ordinance Update Kickoff Work Session

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Background and Purpose of Work Session

Following adoption of the 2009 Comprehensive Plan in late 2009, staff moved into the implementation phase, focusing on preparations for updating the Zoning Ordinance and Subdivision Ordinance and related policies. Over the last several months, staff, the Policy Committee, and the Planning Commission developed an ordinance update process and scope of work options, which culminated in a final methodology document adopted by the Board of Supervisors in May 2010. Other activities are noted in the summaries below.

The first step of the adopted methodology is this kickoff joint work session to gather early input from the Commission and Board. Specific goals for today's work session are to:

1. Receive confirmation on the general initial direction of staff and consultants; and
2. Gather additional thoughts on topics, particularly on priority items (these are underlined in the document); and
3. Hear any responses to the questions and specific requests noted below.

Category Summaries and Questions

*1. Sustainable Development Items*

This section includes the Sustainability Audit and an investigation of incorporating green building techniques. Achieving community sustainability was a key focus during the 2009 Comprehensive Plan, which led to an action in the Land Use section to conduct a sustainability audit of codes and ordinances, among other items. Since adoption of the methodology, consultant LSL Planning, Inc. has been hired to review the Zoning and Subdivision ordinances and a variety of County policies. The consultant is currently working to identify areas where the County could remove obstacles to sustainable development and add language to meet sustainability goals. These recommendations will be presented to the Commission in the coming months. Staff will then review the recommendations and work with the Policy Committee, Planning Commission, and Board of Supervisors to incorporate them into the applicable policies and ordinances.

In terms of green building techniques, staff has been involved in the Green Building Design Roundtable stakeholder group that met from March 2009 to June 2010. In addition to other activities, the Roundtable created a report with recommendations which was adopted by the Board at its July 27, 2010, meeting. The report contains recommendations in relation to a variety of areas, in particular two major directions for ordinances and policies as they apply to land development. First, the report recommends that for rezoning or SUP projects that involve a building over a certain size (e.g., 10,000 square feet), EarthCraft or Leadership in Energy and Environmental Design (LEED) certification, or equivalent, is justified and should be expected. Based on this recommendation, staff will investigate a Board-adopted green or sustainable building policy that applies to this type of development. Research will likely be needed to address potential items such as any

appropriate flexibility or exemptions, methods to ensure enforcement, and process for reviewing the policy in future years to incorporate other certification types, as needed. Second, the report recommends that for other development, the best approach is to encourage, rather than mandate, sustainable development by the use of incentives, education, and a positive example set by James City County in the development of public projects. The report includes an appendix listing possible methods to encourage sustainable development. With the assistance of a Sustainability Committee, research will be needed to determine how these measures, or other appropriate measures, may be incorporated into the Zoning Ordinance or related policies.

**Question:** Does the Commission or Board have any thoughts or guidance on this item?

### *2. Wireless Communications Ordinance and Performance Standards Policy*

An action was included in the Community Character section of the 2009 Comprehensive Plan to examine this ordinance in terms of accommodating new technologies. Staff has been working through the process to obtain a consultant to assist in the technical analysis necessary to include appropriate language. Staff will also be looking at additional opportunities to allow by-right options for hidden antennas (such as inside chimneys or camouflaged on existing buildings that exceed the maximum height requirements) and exploring a potential coverage criterion in the standards.

**Question:** Does the Commission or Board have any thoughts or guidance on this item?

### *3. Residential*

Following from the Housing section of the 2009 Comprehensive Plan, staff is researching tools available to encourage the provision of affordable/workforce units in the community, including voluntary measures, mandatory requirements, or a combination of both. Staff is also investigating methods to accommodate infill development and redevelopment in the Zoning and Subdivision ordinances. Existing legally non-conforming property targeted for redevelopment often has difficulty complying with current requirements such as setbacks.

Staff is also following up on Better Site Design (BSD) Principle No. 10, Open Space Design, and the BSD Implementation Committee's recommendations relative to the Cluster Overlay District. Specific Implementation Committee recommendations included:

- Strengthening provisions for proper design and implementation; and
- Strengthening provisions for protecting the character of existing adjacent conventional subdivisions; and
- Updating the cluster ordinance to include the most recent Chesapeake Bay Preservation Ordinance amendments; and
- Exploring other possible incentives to cluster development besides reduced infrastructure costs and density bonuses.

Finally, staff is investigating the possibility of incorporating form-based codes into specific areas of the County. There may be opportunities to promote redevelopment in areas like Toano or to provide predictability for community/developers in undeveloped areas (Mixed-Use/Economic Opportunity areas) by focusing on form-based development standards (which concentrate on physical form more so than on land uses), rather than a Euclidian model (which typically separates one set of land uses from another). Form-based codes have many pros and cons and staff is reviewing case studies about how they have been incorporated in localities around Virginia and across the country. Many form-based codes are implemented in urban areas; staff is investigating more suburban examples of these codes. For all of this research and investigation, the focus will be on incorporating clean ordinance language that provides predictability, where appropriate.

**Question:** Are the Commission and Board still comfortable exploring the full range of options (voluntary to mandatory) for the provision of affordable/workforce housing?

#### *4. Rural Lands*

The Rural Lands scope of work includes a number of components, several of which build on, or take as a starting point, work that has been done over the last several years. One component of the scope of work would be to integrate the work of Economic Development Authority's Rural Economic Development Committee on the business side and look at the list of permitted and specially permitted uses. Another large component of the scope of work is to examine the residential aspect of Rural Lands and look at the existing work that had been done. Rural Lands ordinances were examined from a residential standpoint in 2005-2006. This examination involved public input meetings and discussed the policy implications of changing the ordinance. Outcomes from the first stage of the process included a recommendation and decision matrix, a technical memo on the impacts of potential changes, and a set of Residential Development Design Guidelines. The second step in the process was a Technical Committee charged with putting the policies into ordinance form. After much additional work, the Technical Committee did produce a draft narrative ordinance. Goals, strategies, and actions (GSAs) in the 2009 Comprehensive Plan state an interest in preserving farm and forestal lands through policies and ordinances that promote a very low density pattern of residential development. Finally, staff would also look at variety of items such as integrating State Code items that may not be adequately addressed in our current ordinance, family subdivision provisions, and utility recommendations included in the 2009 Comprehensive Plan GSAs.

Linked to the examination of Rural Lands issues is a Comprehensive Plan GSA to investigate the feasibility of a Transfer of Development Rights (TDR) program. A traditional TDR program essentially allows a developer to purchase development rights from a property in a designated sending area and use them to increase the permitted density on a parcel in a designated receiving area. Information on TDR programs was presented during the Comprehensive Plan process, and there are a number of considerations that are already known, while others that may come to light during the feasibility study. Considerations include:

- TDR often requires significant changes to the Zoning Ordinance to accommodate the program (including down zoning in many localities).
- There needs to be a viable market for the development rights for the program to be successful.
- A TDR program would likely raise the question of how to mitigate the impacts of increased development when it occurs by-right through a development right transfer where it previously would have required a legislative process and included proffers.
- TDR is still a very new idea in Virginia; only one county has adopted an ordinance (in April 2010) and State enabling legislation is somewhat more limited than other states that have successful TDR programs. Staff could pursue any desired changes to State legislation through the legislative process.
- It may be that TDR is more feasible as a tool in the County's toolbox that is used in coordination with Zoning Ordinance requirements, Purchase of Development Rights programs, and greenspace acquisition.

In accordance with the adopted ordinance update scope of work, staff has been working to acquire a consultant to help with the feasibility study. Thus far, staff has conducted a Request for Information process to determine consultants that have experience with TDR. Based on the responses received back, staff is pursuing a Request for Proposals (RFP) in order to secure a consultant to conduct the feasibility analysis. The feasibility analysis will likely include a market analysis of conditions within James City County, analysis of what other localities in Virginia and across the country are doing in regard to TDR and what State enabling legislation allows in Virginia when compared to out-of-state localities, analysis of how a TDR program might function in a set of different by-right rural lands development scenarios, and analysis of what types of ordinance changes would be required in order to create a successful TDR program.

Guidance from the Commission and Board on Rural Lands would be very helpful, and a follow-up work session could be scheduled in September to provide more detailed background information about residential Rural Lands study and TDR, determine if the Commission/Board is comfortable picking up where the Rural Lands process left off with the study's recommendations or if a different direction is desired, and present and evaluate several different scenarios for how to proceed with the update of Rural Lands ordinances and TDR. Should a Committee be established to review Rural Lands, staff encourages a diverse group to include land owners.

**Question:** Do the Commission and Board have interest in having a work session in September to discuss the status of the Rural Lands Study, TDRs, and next steps?

#### *5. Multiple Use Districts*

Following from the Land Use section of the 2009 Comprehensive Plan, staff has begun investigating aspects of a potential Economic Opportunity (EO) zoning district or ordinance. Staff is gathering examples of similarly styled zoning districts from around the country and will try to incorporate positive aspects of those ordinances to tailor the James City County district to closely match the Comprehensive Plan description. For this district, staff is also investigating ways to tie development intensity to the availability of different modes of transit (e.g., bus rapid transit, commuter rail service, etc.) because each of those would require a different intensity of development in order to support the Transit Oriented Development.

Another component of the scope of work for this category is evaluating the Mixed Use district to increase predictability for the community. There may be opportunities to incorporate additional neo-traditional components (e.g., pedestrian connectivity, pedestrian-scale amenities, focal open spaces, etc.). Also, the residential and commercial development intensities will be evaluated based on recommendations from the Comprehensive Plan.

Finally, in coordination with the residential category as described above, staff is investigating the possibility of incorporating form-based codes into specific areas of the County.

**Question:** Does the Commission or Board have any thoughts or guidance on this item?

#### *6. Commercial/Business Districts*

The commercial/business districts' scope of work includes a number of components, of which one focus is to provide predictability and flexibility for developers, while still maintaining quality of development in the County. Staff is currently reviewing the criteria for Commercial Special Use Permits (SUPs). The current thresholds are developments over 10,000 square feet or for developments that generate over 100 peak hour trips. Historically, these triggers have helped the County monitor the impacts of development, because oftentimes traffic improvements are required through the SUP process that would otherwise not be possible under an administratively reviewed site plan. Many other jurisdictions have thresholds for requiring legislative approvals, so staff is investigating how the County's regulations compare with similar jurisdictions elsewhere. Performance standards for uses have been discussed as possible ways to provide additional predictability and flexibility for developers (as a way to increase the number of permitted by-right uses). Following from material that was presented during the Comprehensive Plan process, staff is reviewing the pros and cons of these standards and evaluating the possibility of including standards in commercial/industrial districts while still providing for a high quality standard of development. Finally, in coordination with the Development Standards category, staff is reviewing how parking standards may be re-calculated to discourage large (often unfilled) expanses of pavement. Staff is investigating parking minimums, as well as including other modes of transportation (transit, pedestrian, etc.) as alternatives to standard on-site parking.

**Question:** What are the priority items within the commercial/business districts?

### *7. Development Standards*

This category includes a wide range of topics, and the scope of work includes both following up on Comprehensive Plan GSAs and focusing on sections that can likely be improved based on experience gained from day-to-day review and use of the ordinance language. The following descriptions provide a brief overview of staff work on various topics within this category.

#### *Landscaping*

Among other items, staff will be looking at parking lot landscaping requirements in relation to the parking lot design ordinance provisions; a possible optional specimen tree policy (which could enable developers who wish to preserve specimen trees that are not within required tree save areas, an option of gaining a waiver to delete another portion of the landscape requirements in order to preserve the more desirable existing trees); the elements of the streetscape policy such as distance of trees from the street right-of-way; and the possibility of differing performance standards for Community Character Corridor buffers based on the different types described in the Comprehensive Plan (suburban/urban, wooded, open/agricultural). Staff is reviewing similar regulations in neighboring jurisdictions as well as investigating other established ordinance requirements.

#### *Lighting*

One focus for the lighting standards is the Comprehensive Plan action that encourages on-site lighting to retain “dark sky” qualities (measures that reduce unnecessary glare due to excessive or poorly designed site lighting). To address this, staff is investigating recommended lighting designs and looking at whether elements of development other than parking lot lighting should have requirements or otherwise be encouraged to address “dark sky” considerations.

#### *Parking Requirements and Lot Design*

This section relates to both the lighting and landscaping standards, and one component of the work will be trying to ensure that all three sets of regulations work well together and are easily understandable. Other work will involve coming up with options for coordinating language with other applicable standards (Americans with Disabilities Act compliance, the Virginia Department of Transportation’s (VDOT’s) access management standards), and providing encouragement or flexibility for development that includes, where appropriate, structured parking, reflective/permeable pavers, parking to the rear of structures, and coordination with transit (such as locations for bus stops).

#### *Sidewalks, Bike Lanes, and Multi-Use Path Requirements*

Consistent with the major work items for the Development Standards in the adopted update methodology, staff is currently working to put together an up-to-date inventory of sidewalks in County and map on GIS as an aid to figure out where sidewalks are needed and what type would blend with existing sidewalks. If feasible in the time frame, this effort would be followed by a bike lane inventory once the sidewalks are done. This effort can inform a discussion of whether it would be appropriate to revise the current standards to move toward a tiered system of sidewalk and/or multi-use path requirements for developments depending on the location of the proposal. Another area for consideration is a warrant analysis to determine appropriate need depending on the type of development. The existing requirement for dedication of right-of-way for bike lanes could also be clarified based on the bikeway inventory and the Regional Bikeways Plan. Finally, staff will look at any revisions that might be needed to bring the ordinance into alignment with new VDOT standards (such as the new Secondary Street Acceptance Requirements).

In addition to the categories described above, staff will conduct a technical review of the Signs, Inoperable Vehicles, Outdoor Operations and Storage, Airport and Floodplain Overlay, and Timbering sections or districts to determine whether updates are needed based on Comprehensive Plan GSAs, new information (such as new Powhatan Creek flood studies), or verification of relevant standards (such as Federal Aviation Administration recommended height limits).

**Question:** What are the priority items within Development Standards (signage, sidewalks, etc.)?

#### *8. Procedural Descriptions, Submittal Requirements and Administrative Items*

Similar to the Development Standards category, this category covers a range of topics and both follows up on Comprehensive Plan GSAs and involves an extensive staff technical review. A major focus of this category is on providing guidance documents (linked to the ordinance) for legislative case submittal requirements, which are described below.

#### *Cumulative Impact Assessment*

As a result of input and feedback during the Comprehensive Plan update, a GSA was included to report on the feasibility of development of a model or models to track and assess the cumulative impact of development proposals and development on existing and planned public facilities and services. If feasible, the two main goals of this project would be to:

- Create a system that allows accurate tracking of development as it moves from proposal to reality. This includes existing development, approved development that is not built, and estimated future build-out of vacant parcels. The third component (estimated future build-out) could likely be added to the system at a later date.
- Use the system to assess current and future impacts on public facilities and services using the fields and multipliers built in the system (e.g., school district, number of school children, closest arterial road, etc.). This system should be designed to be manipulated and sorted by use fields.

To date, staff has identified a number of challenges that could affect feasibility, including difficulties in data sharing or linking between different existing County tracking systems, use of differing terminology for data fields in the different systems, the need to generate data for impact fields where there is no existing source of data to draw on, and the need to update the system on a regular basis. To help staff better address these challenges, staff is in the process of working on a request for information (RFI) to identify and ultimately bring into the project an experienced consultant partner who has worked with other communities in setting up databases and has knowledge of the most feasible and appropriate impact categories to include.

#### *Traffic Study Submittal Guidelines*

VDOT has adopted new regulations requiring extensive traffic impact analyses for large developments. Currently, James City County requires a traffic study if a proposed development exceeds 100 peak hour trips; however, the County does not specify the parameters for such a study. Staff has contracted with Kimley-Horn and Associates to create a document defining the parameters of a traffic impact analysis using VDOT's newly adopted regulations as a guide. As part of providing predictability, staff will review VDOT's regulations and consider using their criteria as a means for traffic study reviews.

### *Environmental Submittal Guidelines*

The Comprehensive Plan includes an action to promote early submittal of environmental inventories to utilize soils effectively, protect wetlands, and limit impervious cover. Early submission of environmental information would flag issues which could impede the development process. Staff will be working with the Environmental Division to identify the most vital information to ensure an efficient review of plans without overburdening the developer.

### *Fiscal Impact Statement Form/Guidelines*

Submission of a fiscal impact statement is currently a requirement for legislative cases that involve residential development and a guidance document or form would help ensure that the assumptions used in these studies are consistent with County budget information and consistent between studies. Staff has contacted other localities in Virginia (e.g., Chesterfield County, Albemarle County, etc.) to determine if any have their own fiscal impact guidelines and is currently collecting information on the localities that do have guidelines. In conjunction with this work, staff has begun work on a fiscal impact form containing data and assumptions for net fiscal impact calculations; in accordance with the adopted scope of work, staff may engage a consultant to review and suggest refinements to the draft guideline/form document

In addition to these specific projects, staff will be conducting an overall technical review of this category, including looking at descriptions and definitions.

**Question:** Does the Commission or Board have any thoughts or guidance on this item?

### *9. Subdivision Ordinance*

Updating the subdivision ordinance will proceed as a technical review by staff. Staff will be reviewing all sections to make sure they are up-to-date and well coordinated with any Zoning Ordinance changes. In terms of specific projects, staff will be looking at the new State legislation on private sewage regulations to determine whether there would need to be any necessary changes to the County's ordinance. For this effort, Planning staff has begun working with State Department of Health and Environmental Division staff. Staff would note that this investigation is separate from, but will be coordinated with, ordinance amendments related to sewage regulations which were the subject of an initiating resolution at the Planning Commission's August 4, 2010, meeting.

**Question:** Does the Commission or Board have any thoughts or guidance on this item?

### Conclusion and General Questions

Staff looks forward to hearing the Planning Commission's and Board of Supervisors' input on the questions listed above. In particular, the Policy Committee seeks guidance on any changes to the listed categories and priorities which were approved as part of the methodology.

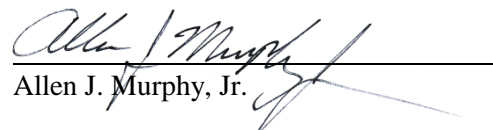
Should time permit, staff would be interested in hearing any general input or thoughts the Commission or Board may have on the following questions:

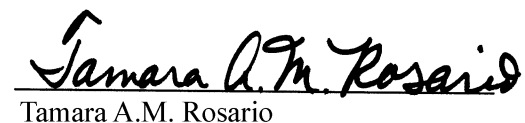
1. What positive examples of development would the Commission and Board like to see replicated?
2. What qualities of development make James City County distinctive?
3. What examples of development do the Commission and Board feel should have a more streamlined or predictable non-legislative process?



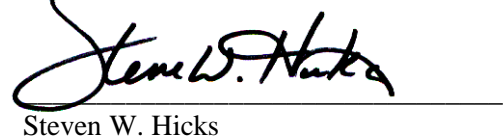
4. What refinements or additional tools would help the Commission and Board in its review of cases?
5. Do the Commission and Board favor accommodations for vertical development?

The information gathered at the ordinance update kickoff work session will help inform and guide work throughout the process. As a reminder, the next step in the adopted methodology process will be to hold two Planning Commission Forums to hear early input from the community on the items in the scope of work. These are scheduled for August 24, 2010, at 6:30 p.m. and September 1, 2010, at 4:30 p.m. in the Building F Board Room. The Phase I portion of the process includes these input opportunities, followed by staff's and the Policy Committee's work to research and prepare reports and options for consideration. Phase I of the update process would culminate in work sessions with the Planning Commission and Board of Supervisors prior to beginning to draft revised ordinances.

  
Allen J. Murphy, Jr.

  
Tamara A.M. Rosario

CONCUR:

  
Steven W. Hicks

AJM/nb  
WSOrdUpdate\_mem

Attachments:

1. Agenda
2. Scope of Work (from adopted update methodology)

A G E N D A  
JOINT PLANNING COMMISSION / BOARD OF SUPERVISORS WORK SESSION  
AUGUST 10, 2010 - 4:00 p.m.

1. CALL TO ORDER
2. PLANNING COMMISSION / BOARD OF SUPERVISORS DISCUSSIONS
  - A. Background and Purpose of Work Session
  - B. Category Discussions (priority items are underlined)
    1. Sustainable Development Items
      - Sustainability Audit – consultant update
      - Green Building Roundtable recommendations
      - Q:** Does the Commission or Board have any thoughts or guidance on this item?
    2. Wireless Communications Ordinance and Performance Standards Policy
      - Consultant scope of work – accommodate new technologies, allow additional by-right options for hidden antennas, explore potential coverage criterion
      - Q:** Does the Commission or Board have any thoughts or guidance on this item?
    3. Residential
      - Tools to encourage provision of affordable/workforce units
      - Infill and redevelopment
      - Better Site Design recommendations relative to Cluster Overlay District
      - Form-based code considerations
      - Q:** Are the Commission and Board still comfortable exploring the full range of options (voluntary to mandatory) for the provision of affordable/workforce housing?
    4. Rural Lands
      - Business – including work of EDA’s Rural Economic Development Committee
      - Residential – including work of past Rural Lands Study
      - TDR feasibility study update – consultant RFP scope of work to include market analysis of conditions, peer review on state and national level, how TDR program might function under different scenarios, review of ordinance changes
      - Q:** Do the Commission and Board have interest in having a work session in September to discuss the status of the Rural Lands Study, TDRs, and next steps?

5. Multiple Use Districts
  - Economic Opportunity (EO) district
  - Mixed Use district
  - Form-based code considerations

**Q:** Does the Commission or Board have any thoughts or guidance on this item?
  
6. Commercial/Business Districts
  - Commercial SUPs
  - Predictability and flexibility measures, while maintaining quality of development

**Q:** What are the priority items within the commercial/business districts?
  
7. Development Standards
  - Landscaping – parking lots, optional specimen tree policy, streetscape policy, buffers
  - Lighting – consideration of dark sky recommendations
  - Parking requirements and lot design
  - Sidewalks, bike lanes, and multi-use path requirements – inventory and possible tiered requirements, coordination with VDOT requirements
  - Generally – signs, inoperable vehicles, outdoor operations and storage, airport and floodplain overlay, and timbering

**Q:** What are the priority items within Development Standards?
  
8. Procedural Descriptions, Submittal Requirements, and Administrative Items
  - Cumulative Impact Database Set-up – consultant RFP items, project goals and challenges
  - Traffic impact studies
  - Environmental inventories
  - Fiscal impact studies – consultant update
  - Descriptions and definitions

**Q:** Does the Commission or Board have any thoughts or guidance on this item?
  
9. Subdivision Ordinance
  - Coordination with Zoning Ordinance update
  - State legislation regarding alternative onsite sewage systems

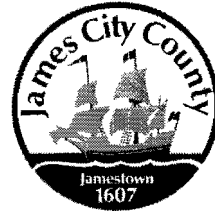
**Q:** Does the Commission or Board have any thoughts or guidance on this item?

C. General Questions and Next Steps

3. BREAK

Attachment 2: Scope of Work

Zoning Ordinance Update Category	Potential Large Research Item	Research Item Consultant Cost/ Staff work hours*	Comp Plan Priority/Timeframe	Ordinance Text Drafting Consultant Cost / Staff work hours*	Total Consultant Cost / Staff Work Hours*
Miscellaneous Items	Sustainability Audit	Approx. \$10,000 / 200 hours	High/0-5 (LU 1.7.1)	(Staff work hours incorporated in time estimates below)	Approx. \$10,000 / 400 hours
	Green Building Standards Investigation	na / 200 hours	High/0-5 (ENV 1.4.3, H 1.1.1)		
Wireless Communications Ordinance and Performance Standards Policy	Determine options for the ordinance to be adjusted to accommodate new technologies	Approx. \$10,000 / 600 hours	High/0-5 (CC 1.7.1)	na / 1200 hours	Approx. \$10,000 / 1800 hours
Residential Districts (R-1, R-2, R-4, R-5, R-6), Cluster Overlay, and Manufactured Home Parks	Affordable Dwelling Unit Ordinance or Affordable Housing Overlay District Investigation	na / 450 hours	High/0-5 (H 1.3.7)	na / 1200 hours	na / 2,700 hours
	Cluster Overlay Update	na / 600 hours	n/a specific (Better Site Design)		
	Infill Residential Provisions Investigation	na / 450 hours	High/0-5 (H 1.1.6)		
Rural Lands Districts (R-B, A-1)	Staff/BOS meetings to discuss the 2007 draft ordinance (with preparation of an update memo as well as consultant assistance)	Approx. \$6,000 / 100 hours	High/0-5 (LU 1.6.2)	To take the narrative ordinance to final ordinance = approx. \$14,000 / 1200 hours	Approx. \$60,000 / 1900 hours
	Transfer of Development Rights Investigation	Approx. \$40,000 / 600 hours	Moderate/0-5 (LU 1.6.1.2(d))		
Multiple Use Districts (Mixed use, R-4, PUD)	Investigate Form Based Code for Toano	na / 600 hours	Moderate/0-5 (LU 1.4.5.3)	na / 1200 hours	na / 2520 hours
	For Economic Opportunity, investigate possible amended mixed use district or creation of a new district. Also, investigate Urban Development Area (UDA) requirements.	na / 720 hours	n/a specific		
Commercial Districts (LB, B-1, M-1, M-2)	BCTF items	na / 450 hours	High/0-5(ECON 1.1.6), High/On-going (ECON 1.1.5)	na/ 1000 hours	na / 1450 hours
Development Standards (Landscaping, Parking, Lighting, Signs, Streets, Sidewalks and Paths, Utilities, Outdoor Operations and Storage, and Timbering) & Overlay Districts (Cluster, Floodplain, Airport)	Sidewalk/Trail Inventory, Master Planning, and Text Update	na / 450 hours	Moderate/0-5 (P&R 1.5.5), overall Sidewalk MP update not in Comp Plan	na/ 1200 hours	na / 1650 hours
Procedural Descriptions, Submittal Requirements, and Administrative Items (including definitions, fees, SUP and Rezoning submittal requirements and procedure, site plan requirements and procedure, enforcement, nonconformities, and BZA)	Submittal Requirement Guidelines - for Traffic Studies (LOS criteria not included in the scope of work)	na / 320 hours	Moderate/0-5 (LU 1.5.2.1)	na / 1200 hours	Approx. \$55,000 / 2890 hours
	Submittal Requirement Guidelines - for Environmental	na / 320 hours	Moderate/0-5 (LU 1.5.2.1)		
	Submittal Requirement Guidelines - Fiscal Impact Statement	Development of impact statement data guidelines - approx. \$5,000 / 450 hours	Moderate/0-5 (LU 1.5.2.1)		
	Cumulative Impact Modeling - Database Set-up Investigation (to allow tracking of approved units in relation to public facilities, traffic, etc.)	Approx. \$50,000 / 600 hours (An additional development potential analysis step would be approximately \$31,000.)	High/0-5 (LU 1.5.1.1)		
Subdivision Ordinance	Alternative Onsite Sewage Systems Investigation	na / 200 hours	n/a specific (very recent state code issue)	na / 1000 hours	na / 1200 hours
* Staff work hours is an estimate only. The estimate includes Planning/Zoning staff, front desk staff support and supervisory review. The estimate does not include time spent by other divisions or agencies, such as the County Attorney's office, Environmental Division, etc.. These estimates may not be reflective of the total number of hours if an item proves to be controversial, has heavy public interest, or has a higher amount of time spent on it by the Planning Commission or Board. The staff work hours for the Zoning Ordinance review represent the following percentages of total staff hours: 34% for Option A, 36% for Option B, and 30% for Option C.					Approx. \$135,000 / 16,510 hours



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## ZONING AND SUBDIVISION ORDINANCE UPDATE

Joint Planning Commission /  
Board of Supervisors Work Session  
August 10, 2010

### Ordinance Update

#### Goals for today's work session:

1. Receive confirmation on the general initial direction of staff and consultants;
2. Gather additional thoughts on topics, particularly on priority items; and
3. Hear any responses to the specific questions in the memo/agenda.

## Ordinance Update

### Sustainable Development Items

- Does the Commission or Board have any thoughts or guidance on this item?

### Wireless Communications Ordinance and Performance Standards Policy

- Does the Commission or Board have any thoughts or guidance on this item?

## Ordinance Update

### Residential

- Are the Commission and Board still comfortable exploring the full range of options (voluntary to mandatory) for the provision of affordable/workforce housing?

## Ordinance Update

### Rural Lands

- Do the Commission and Board have interest in having a dedicated work session in September?

### Multiple Use Districts

- Does the Commission or Board have any thoughts or guidance on this item?

## Ordinance Update

### Commercial/Business Districts

- What are the priority items within the commercial/business districts?

### Development Standards

- What are the priority items within Development Standards?

## Ordinance Update

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### Procedural Descriptions, Submittal Requirements, and Administrative Items

- Does the Commission or Board have any thoughts or guidance on this item?

### Subdivision Ordinance

- Does the Commission or Board have any thoughts or guidance on this item?

## Ordinance Update

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### General Questions and Next Steps



## Ordinance Update

- What positive examples of development would the Commission and Board like to see replicated?
  
- What qualities of development make James City County distinctive?

## Ordinance Update

- What examples of development do the Commission and Board feel should have a more streamlined or predictable non-legislative process?
  
- What refinements or additional tools would help the Commission and Board in its review of cases?

## Ordinance Update

- Do the Commission and Board favor accommodations for vertical development?

## Ordinance Update

### Planning Commission Forums:

- August 24, 2010 (6:30 p.m.) and
- September 1, 2010 (4:30 p.m.)

Both will be held in Bldg F Board Room.

Please contact the Planning Division at 253-6685 for more details.