

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 10, 2015
6:30 PM

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. MOMENT OF SILENCE**
- D. PLEDGE OF ALLEGIANCE**
 - 1. Pledge Leader - Girl Scout Troop 1422 - Stonehouse District
- E. PRESENTATIONS**
 - 1. Williamsburg Area Arts Commission - Annual Report
- F. PUBLIC COMMENT - Until 7 p.m.**
- G. CONSENT CALENDAR**
 - 1. Street Dedication
 - 2. Support – York River Stewardship Project
- H. PUBLIC HEARING(S)**
 - 1. SUP-0013-2014, Grove Barbershop
- I. BOARD CONSIDERATION(S)**
- J. BOARD REQUESTS AND DIRECTIVES**
- K. REPORTS OF THE COUNTY ADMINISTRATOR**
 - 1. County Administrator's Report
- L. PUBLIC COMMENT**
- M. CLOSED SESSION**
 - 1. Reappointment - Chesapeake Bay Board/Wetlands Board
 - 2. Reappointment - Clean County Commissioners
 - 3. Appointment - Peninsula Agency on Aging, Inc
- N. ADJOURNMENT**
 - 1. Adjourn until Joint Meeting on March 11, 2015 at 1 p.m.

AGENDA ITEM NO. D.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Secretary to the Board
SUBJECT: Pledge Leader - Girl Scout Troop 1422 - Stonehouse District

Tonight's Pledge will be led by members of Girl Scout Troop 1422 who are 1st and 2nd grade students at JB Blayton Elementary and Stonehouse Elementary and residents of the Stonehouse District.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:29 PM

AGENDA ITEM NO. E.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Secretary to the Board
SUBJECT: Presentation - Williamsburg Area Arts Commission - Annual Report

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/24/2015 - 10:53 AM

AGENDA ITEM NO. G.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Scott J. Thomas, Director of Engineering and Resource Protection
SUBJECT: Dedication of Streets within the Windsor Ridge Subdivision, Section 1

Initiation of a street acceptance into the Virginia Secondary System of State Highways.

ATTACHMENTS:

	Description	Type
☐	WindsorRStDed-mem	Cover Memo
☐	WindsorRStDed-res	Resolution
☐	Map	Exhibit
☐	AM-4.3	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Engineering & Resource Protection	Murphy, Allen	Approved	2/18/2015 - 3:19 PM
Development Management	Murphy, Allen	Approved	2/24/2015 - 9:36 AM
Publication Management	Burcham, Nan	Approved	2/24/2015 - 11:46 AM
Board Secretary	Fellows, Teresa	Approved	2/24/2015 - 2:02 PM
Board Secretary	Kinsman, Adam	Approved	3/2/2015 - 12:32 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:33 PM

MEMORANDUM

DATE: March 10, 2015

TO: The Board of Supervisors

FROM: Scott J. Thomas, Director of Engineering and Resource Protection

SUBJECT: Dedication of Streets within the Windsor Ridge Subdivision, Section 1

Attached is a resolution requesting acceptance of a portion of the streets proposed as public rights-of-way in Section 1 of the Windsor Ridge Subdivision into the State Secondary Highway System. The streets proposed for acceptance are a portion of Penzance Place and Loch Haven Drive as shown in red on the attached map. The streets have been inspected and approved by representatives of the Virginia Department of Transportation (VDOT) as meeting the minimum requirements for secondary roadways. The remaining street proposed as a public right-of-way in this section, i.e. Bridlington Way, had not met the requirements for acceptance into the State's maintenance system at the time of the initial request and will be entered into the State's maintenance system in the future.

VDOT's Secondary Street Acceptance Requirements (SSAR), effective March 2009 and updated December 2011, outline processes on how streets are designed, constructed, and officially accepted for maintenance as part of the secondary system of State highways. Upon the satisfactory completion of construction of streets, VDOT advises and coordinates with the local governing body of the street's readiness for acceptance through the use of VDOT's Form AM-4.3. As part of the initial acceptance process, the County Board of Supervisors must request, by resolution, that VDOT accept the street for maintenance as part of the secondary system of State highways. Administrative procedures outlined in the SSAR/24VAC30-92-70 lists criteria for street acceptance and what information is required on the local resolution. Once the resolution is approved, the signed Form AM-4.3 and the resolution are then returned to VDOT. VDOT then officially notifies the locality of the street's acceptance into the secondary system of State highways and the effective date of such action. This notification serves as the start of VDOT maintenance responsibility. As part of the process, the County will hold an appropriate amount of subdivision or public improvement surety for the roadway, as required by local ordinances, until the acceptance process is complete. Also, within 30 days of the local governing body's request (resolution), VDOT requires a maintenance surety to be posted by the developer to guarantee performance of the street for one year from the date of acceptance.

Staff recommends the adoption of the attached resolution.

SJT/nb
WindsorRStDed-mem

Attachments

RESOLUTION

DEDICATION OF STREETS WITHIN THE WINDSOR RIDGE SUBDIVISION,

SECTION 1

WHEREAS, the streets described on the attached AM-4.3, fully incorporated herein by reference, is shown on plats recorded in the Clerk's Office of the Circuit Court of James City County; and

WHEREAS, the Residency Administrator for the Virginia Department of Transportation (VDOT) advised the Board that the streets meet the requirements established by the Subdivision Street Acceptance Requirements of VDOT; and

WHEREAS, the County and VDOT entered into an agreement on July 1, 1994, for comprehensive stormwater detention which applies to this request for addition.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests VDOT to add the streets described in the attached Additions Form AM-4.3 to the secondary system of State highways, pursuant to §33.2-705 of the Code of Virginia, and the Department's Subdivision Street Acceptance Requirements.

BE IT FURTHER RESOLVED the Board guarantees a clear and unrestricted right-of-way, as described and any necessary easements for cuts, fills, and drainage.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Residency Administrator for VDOT.

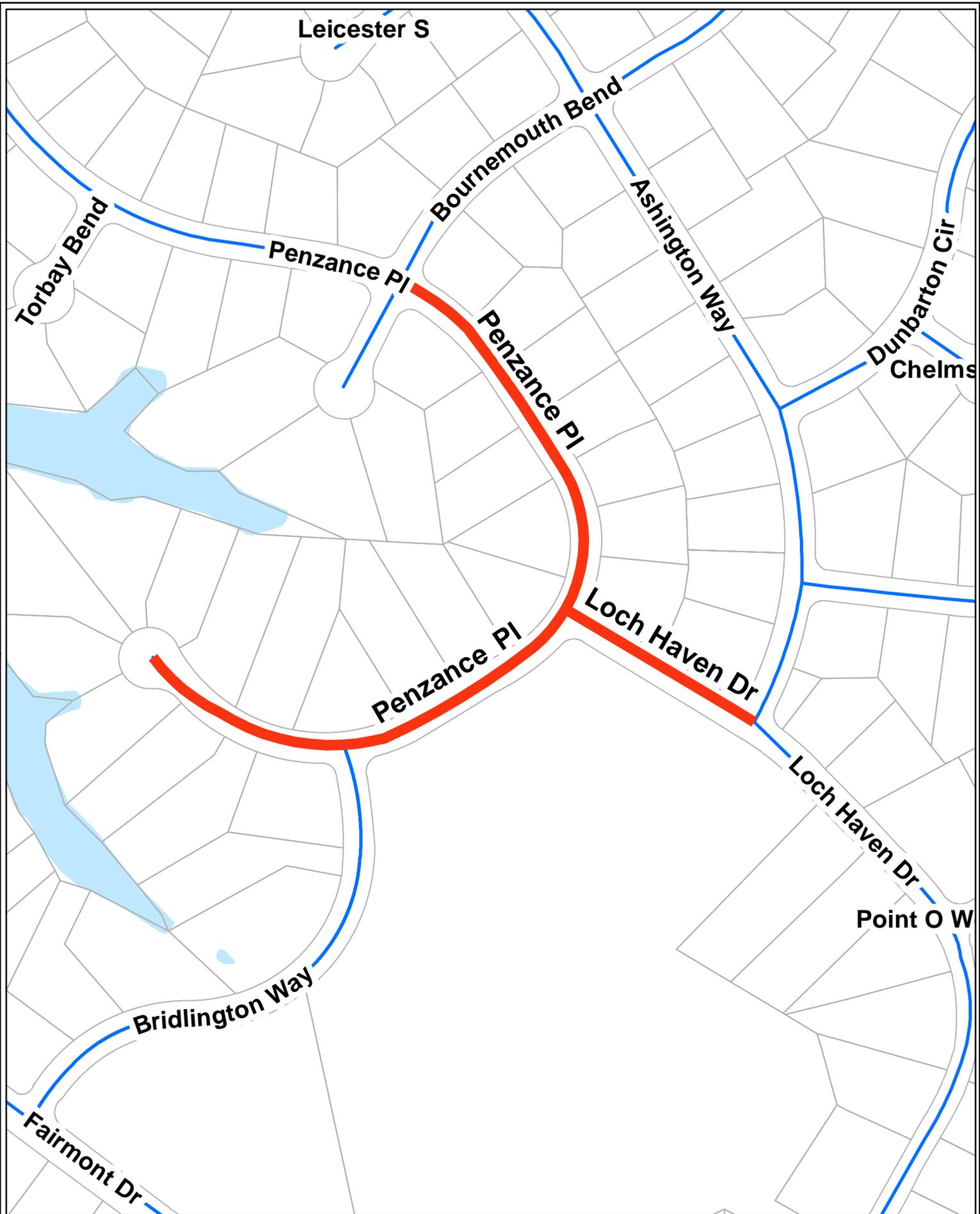
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of March, 2015.



Leicester S

Torbay Bend

Penzance Pl

Bournemouth Bend

Ashington Way

Dunbarton Cir
Chelms

Penzance Pl

Penzance Pl

Loch Haven Dr

Loch Haven Dr

Point O W

Bridlington Way

Fairmont Dr



Dedication of Streets within Windsor Ridge Section 1

Legend

 Streets to be Dedicated

1 inch = 200 feet



In the County of James City

By resolution of the governing body adopted March 10, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision Windsor Ridge Section 1

Type Change to the Secondary System of State Highways: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

† Penzance Place, State Route Number 1073

Old Route Number: 0

I From: Bournemouth Bend (Route 1081)

To: Loch Haven Drive (Route 1644), a distance of: 0.12 miles.

Recordation Reference: 120005503

Right of Way width (feet) = 50

Street Name and/or Route Number

† Penzance Place, State Route Number 1073

Old Route Number: 0

I From: Bridlington Way

To: Cul-de-sac, a distance of: 0.08 miles.

Recordation Reference: 120005503

Right of Way width (feet) = 50

Street Name and/or Route Number

† Penzance Place, State Route Number 1073

Old Route Number: 0

I From: Loch Haven Drive (Route 1644)

To: Bridlington Way, a distance of: 0.09 miles.

Recordation Reference: 120005503

Right of Way width (feet) = 50

Street Name and/or Route Number

† Loch Haven Drive, State Route Number 1644

Old Route Number: 0

| From: Ashington Way (Route 1070)

To: Penzance Place (Route 1073), a distance of: 0.07 miles.

Recordation Reference: 120005503

Right of Way width (feet) = 50

AGENDA ITEM NO. G.2.

ITEM SUMMARY

DATE: 3/10/2015

TO: The Board of Supervisors

FROM: Laura A. Messer, Administrative/Tourism Coordinator

SUBJECT: Support – York River Stewardship Project

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Cover Memo
☐	Attachment	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/25/2015 - 11:53 AM
Board Secretary	Kinsman, Adam	Approved	3/2/2015 - 12:53 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 1:00 PM
Publication Management	Brockmann, Grace	Approved	3/2/2015 - 3:35 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 3:39 PM
Board Secretary	Kinsman, Adam	Approved	3/3/2015 - 1:48 PM
Board Secretary	Fellows, Teresa	Approved	3/3/2015 - 1:49 PM

M E M O R A N D U M

DATE: March 10, 2015
TO: The Board of Supervisors
FROM: Laura A. Messer, Administrative/Tourism Coordinator
SUBJECT: Support – York River Stewardship Project

James City County staff was contacted by the Watermen’s Museum in Yorktown regarding supporting the York River Stewardship Project (YRSP), a project led by the Watermen’s Museum to declare 34 miles of the York River both scenic and historic through a designation by the Virginia Department of Conservation and Recreation under the Virginia State Scenic River Act passed by the General Assembly in 1970.

The involved localities include York County, Gloucester County, King and Queen County, New Kent County, James City County, and the Town of West Point. James City County has eight miles of the York River shoreline in the upper part of the County. The Lower James Historic River at the James City County-Surry County line was declared scenic in 1988.

Supporting the attached resolution does not authorize State control over the land and does not add any additional regulations to the property or the York River. The designation will not impede recreational or commercial boating, fishing, or aquaculture. The Watermen’s Museum will provide all financing for the YRSP.

Staff recommends support of the YRSP to help promote the natural beauty of the York River through designation as a scenic river.

LAM/nb
YRStewardshipPro-mem

Attachment

RESOLUTION

SUPPORT – YORK RIVER STEWARDSHIP PROJECT

WHEREAS, the Watermen’s Museum, located at 309 Water Street, Yorktown, VA 23690, seeks to declare the York River Historic and Scenic through a designation by the Department of Conversation and Recreation through the York River Stewardship Project (YRSP); and

WHEREAS, eight miles of the York River are located in James City County and the designation of the York River as both Historic and Scenic supports ecotourism initiatives; and

WHEREAS, no financial support is needed from James City County as a part of the YRSP; and

WHEREAS, York County Board of Supervisors supported the YRSP on February 17, 2015; and

WHEREAS, YRSP will lead to a further understanding of the history and significance of the York River, which will be shared through education initiatives.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes support of the York River Stewardship Project.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of March, 2015.

YRStewardshipPro-res

York River Stewardship Project



Michael Steen
Director of Education
Watermen's Museum

Eco-Heritage Stewardship



Taking Responsibility for Preserving our Shared Waterways

**"If You take From the River,
You Must Give Something Back"**

Chief Carl Custalow

The York River Stewardship Project

- **The York River Stewardship Project** is a Watermen's Museum-led regional eco-heritage, education initiative
- **Major Objectives**
 - To have the York River designated a State Historic and Scenic River
 - To help people learn about the heritage and ecology of the York River and the Chesapeake Bay
- **End-Goal** – Preserve the history and beauty of our precious York River resource

Project Components

- **Education**

- Develop Curriculum to teach the History and Ecology of the region
- Conduct education programs
- Re-Survey 1781 Yorktown shipwreck sites

- **Cooperative Quality of Life Initiatives**

- Link existing Blue Water and land-based History trails
- Promote regional events, attractions and businesses

Student Education

How do we get students interested in the River? How do we make it relevant?

Teacher Workshops

Bay Day Programs

Hands On Learning



Public Education



How do we get the communities engaged with the River?

Attend Public Events

Public Education Workshops

Develop and Promote Regional Events



Virginia Scenic River Program

- **Virginia Scenic Rivers Act passed by General Assembly in 1970- Chapter 240**
 - Updated in 2003 & 2012
- **Currently 28 river segments - 610+ miles**
- **26 segments rivers - found to qualify for designation**
- **Over 62 segments - identified as worthy of evaluation**

Virginia Scenic River Program

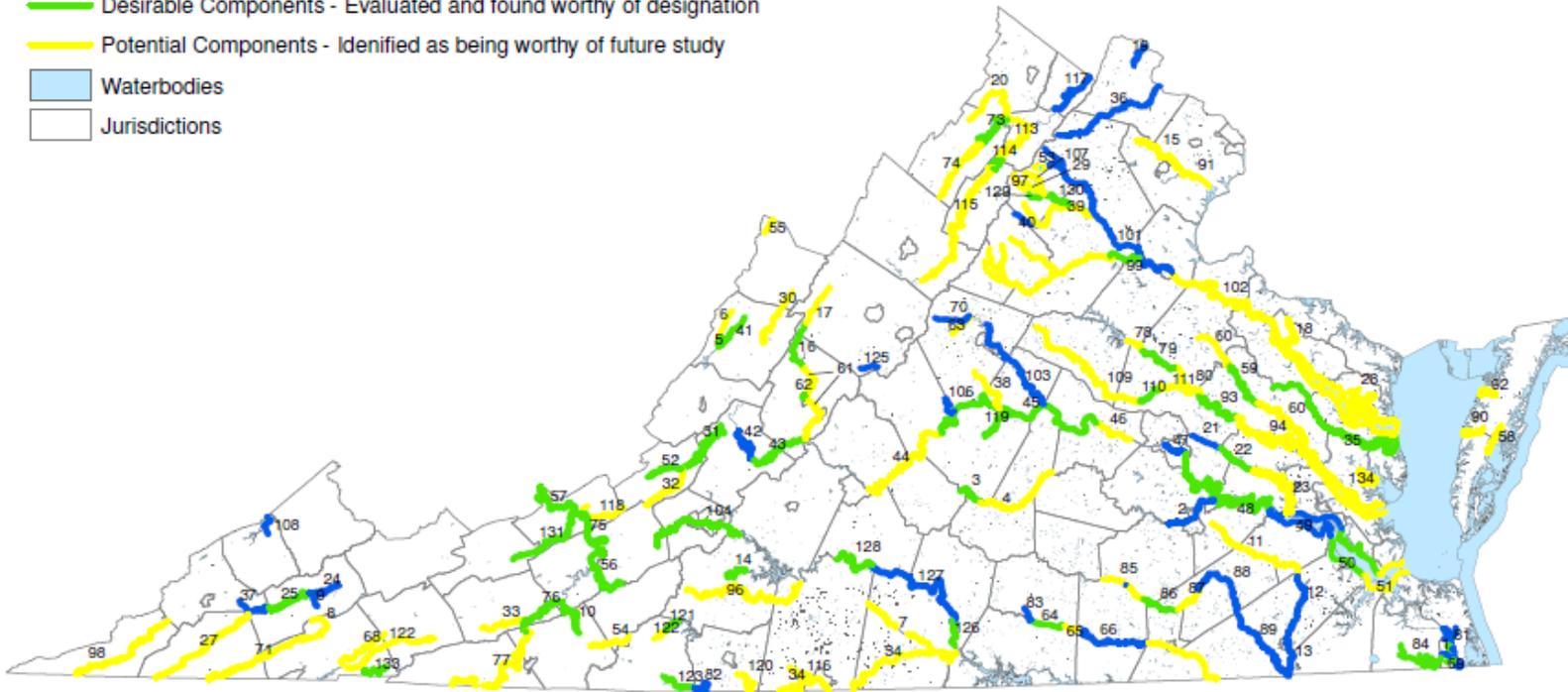
Scenic Rivers



Legend

STATUS

-  Scenic Rivers - Legislatively designated components
-  Desirable Components - Evaluated and found worthy of designation
-  Potential Components - Identified as being worthy of future study
-  Waterbodies
-  Jurisdictions



Virginia Scenic River Program

How it is done

- Representatives of each county (5) and West Point sign request letter asking DCR to conduct no-fee river study
- DCR representative will conduct river study and make report back to the jurisdictions
- A regional Delegate will then propose the motion to the General Assembly to create the state legislation
- There is no cost to the localities
 - The Watermen's Museum will provide all logistic support for the study and facilitate the General Assembly process.

Virginia Scenic River Program

What it Does Do

- Increases educational opportunities for students and general public
- Expands ability to apply for cooperative grants
- Increases to primary and secondary business benefits with a potential for expanding low impact opportunities
- Promotes access recreational improvements
- Promotes Stewardship of the River

Virginia Scenic River Program

What it Does Not Do

- Affect personal property – does not create any new requirements on personal land use or development
- Affect watermen's livelihood or aqua-culture
- Affect recreational boating or fishing
- Impact Localities' Finances – cost of the study and educational programs will be funded through the Watermen's Museum

Why Move Forward Now?

- There is Synergy between Federal, State and Local Partners
- Several regional projects underway
 - DCR Blue Water Trail development
 - New State Park in Gloucester County
 - Visitor Center Expansion Projects
 - New State Museum/Victory Center rebranded
 - Regional National Park Service Trails
 - Re Survey of the Yorktown ShipWrecks
 - The frigate *L'Hermione* arrival in June 2015

How to move forward on the regional project

Support the project by having your representative sign a letter requesting DCR staff to conduct the River Study



Our Actions will Create a Legacy for Future Generations



**"If You take From the River,
You Must Give Something Back"**

Chief Carl Custalow

AGENDA ITEM NO. H.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: Board of Supervisors
FROM: W. Scott Whyte
SUBJECT: SUP-0013-2014, 104 Howard Drive, Grove Barber Shop

This case first went to the Planning Commission on November 5, 2014, and was recommended for approval 7-0. Proposed SUP condition #4 states that a shared parking agreement must be obtained prior to the issuance of a Certificate of Occupancy. At the December 9, 2014, BOS meeting the case was deferred per the applicant's request so he could further pursue a shared parking agreement. The deferral was for three months and now the applicant wishes to request another three month deferral because he still has not been successful in obtaining a shared parking agreement.

ATTACHMENTS:

	Description	Type
☐	SUP13-14BOSIIGroveBarberSh	Staff Report
☐	SUP13-14BOSIIGroveBarberSh-res	Resolution
☐	Location Map	Cover Memo
☐	November 5,2014 Planning Commission Minutes	Cover Memo
☐	December 9, 2014 BOS Minutes	Cover Memo
☐	Masterplan	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	2/23/2015 - 12:08 PM
Development Management	Murphy, Allen	Approved	2/24/2015 - 9:36 AM
Publication Management	Burcham, Nan	Approved	2/24/2015 - 1:48 PM
Board Secretary	Fellows, Teresa	Approved	2/24/2015 - 2:02 PM
Board Secretary	Kinsman, Adam	Approved	3/2/2015 - 12:51 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 1:00 PM

**Case No. SUP-0013-2014. 104 Howard Drive, Grove Barber Shop
Staff Report for the March 10, 2015. Board of Supervisors Public Hearing**

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

PUBLIC HEARINGS

Planning Commission:
Board of Supervisors:
Board of Supervisors:

Building F Board Room; County Government Complex

November 5, 2014, 7:00 p.m.
December 9, 2014, 7:00 p.m. (Deferred)
March 10, 2015, 6:30 p.m.

SUMMARY FACTS

Applicant: Mr. Greg Granger
Land Owner: G-Square Inc.
Proposal: To restore and renovate the Grove Community Barber Shop
Location: 104 Howard Drive
Tax Map/Parcel No.: 5230100022
Parcel Size: ±0.10 acres
Existing Zoning: R-2, General Residential
Comprehensive Plan: Low Density Residential
Primary Service Area: Inside

STAFF RECOMMENDATION

With the proposed conditions, staff finds the proposed use to be compatible with the surrounding zoning and development and consistent with the 2009 Comprehensive Plan. Condition No. 4 requires the applicant to enter a shared parking agreement and the applicant has encountered difficulty in obtaining the shared parking agreement; therefore the applicant is requesting another three-month deferral to continue to attempt to obtain a shared parking agreement. Staff recommends the Board of Supervisors approve the applicant's request for another three-month deferral.

Staff Contact: W. Scott Whyte, Senior Landscape Planner II Phone: 253-6867

PLANNING COMMISSION RECOMMENDATION

On November 5, 2014, the Planning Commission recommended approval of this application by a vote of 7-0.

Proposed Changes Made Since the December 9, 2014 Board of Supervisors Meeting

At the November 5, 2014 meeting, the Planning Commission emphasized proposed Special Use Permit (SUP) Condition No. 4, which requires the applicant to obtain a shared parking agreement prior to issuance of a Certificate of Occupancy. A shared parking agreement is necessary since the subject parcel is too small to

accommodate required parking for the proposed use. At this time a shared parking agreement with the Old Capital Lodge has not been reached, but the applicant is aware that implementation of the proposal is contingent upon this condition and is actively working with the Lodge toward reaching an agreement. At the December 9, 2014, Board of Supervisors meeting, the applicant requested a three-month deferral to pursue a shared parking agreement. The Board approved the request for the three-month deferral. Thus far the applicant has indicated that he has been unable to obtain the agreement and is requesting another three-month deferral.

PROJECT DESCRIPTION

Mr. Greg Granger of Great Knights Inc. has proposed to renovate and restore the existing Grove Community Barber Shop building located at 104 Howard Drive. Barber shops and beauty parlors are a specially permitted use in the R-2, General Residential, zoning district. The applicant requested a review by the Development Review Committee (DRC) to gain a better understanding of any issues that needed to be addressed prior to submitting the SUP application. The DRC reviewed the application on September 24, 2014, and discussed with the applicant how they were planning to address parking, stormwater, and renovation of the existing building. The applicant is currently engaged in preliminary discussions with the Old Capital Lodge located at 105 Howard Drive, which is directly across the street from the barber shop site, about a possibility of a shared parking agreement. Once finalized, the agreement will allow the barber shop to utilize existing parking spaces at off-peak hours to the majority of uses which occur at the lodge. The applicant plans to have up to two chairs with two employees. The parking requirement for a two-chair barber shop is seven spaces. The applicant is proposing two gravel spaces, including a handicap space on-site and the applicant hopes to gain six additional spaces with the parking agreement. However, a 25-foot setback from each of the road frontages is required for off-street parking lots in R-2, General Residential, zoned areas. Therefore providing the area for one or two spaces on-site that do not encroach into the setback lines may be difficult to achieve. The applicant may need to consider relocating one or both of the proposed parking spaces to the Lodge. The handicap space can be located off-site as long as it is the closest space to the entrance of the building. An existing billboard on-site is proposed to remain.

Staff recommends an SUP condition that a landscape plan is required for this project for landscaping of the new parking lot if constructed and to comply with all James City County landscape ordinance requirements for the building foundation. The applicant intends to use the existing foundation and walls of the building and renovate the roof and interior of the building. Due to the small size of this parcel, any redevelopment of the property that does not reuse the existing building and footprint would not be possible due to current ordinance setback and buffer requirements. Staff considers this project to be an adaptive redevelopment of an existing dilapidated and nonconforming building. According to the applicant, the community barber shop would primarily serve the surrounding neighborhood and the Grove area.

PUBLIC IMPACTS

Engineering and Resource Protection (ERP):

Staff Comments: Staff has reviewed this application and has offered comments. ERP has asked for more information about the area of disturbance, drainage, and culvert sizing. Limiting the amount of impervious cover to less than 2,500 square feet would minimize costs otherwise associated with obtaining a land disturbing permit and providing stormwater, erosion and sediment control, and pollution prevention plans. If more than 2,500 square feet of disturbance is proposed, a land disturbing permit, erosion and sediment control, and pollution prevention plans will be required. The applicant is considering moving one or both parking spaces off-site to remain under the 2,500-square-foot threshold.

James City Service Authority (JCSA):

Staff Comments: The site is located within the Primary Service Area (PSA) and it is served by public water and sewer. Staff has reviewed this application and has recommended preliminary approval of the plan and it was noted that the site is served by JCSA sewer and Newport News Waterworks water.

Virginia Department of Transportation (VDOT):

Staff Comments: Preliminary discussions with VDOT revealed that on-street parking spaces along Howard Drive would require substantial road improvements and would not be economically feasible. VDOT comments include entrance design, culvert sizing, and sight distance triangles at intersections. VDOT allows land uses which generate less than 50 vehicle trips a day, to apply for a Land Use Permit for private entrances rather than a need to construct a full-sized commercial entrance. Staff has determined that a barber shop would generate less than 50 vehicle trips a day.

Building Safety and Permits (BSP):

Staff Comments: Staff has reviewed this application and has recommended approval of the plan.

COMPREHENSIVE PLAN

The 2009 Comprehensive Plan Land Use Map designates this parcel as Low Density Residential. Recommended uses are single-family homes, duplexes, accessory units, cluster housing, and recreational areas, but schools, churches, and very limited commercial and community oriented facilities are also recommended upon meeting the Residential Development Standards listed below with staff analysis in *italics*:

- a. Complements the residential character of the area;
Staff finds that a community barber shop with only two chairs would complement the residential character of the Grove area. Staff finds the use would be compatible with the nearby residences and the Lodge across the street.
- b. Have traffic, noise, lighting, and other impacts similar to surrounding residential uses;
Staff finds that a barber shop with two chairs has the potential to create minimal additional vehicular traffic and noise in the neighborhood. Staff is concerned that impacts may occur during evening hours. However, with a limit of two chairs and operating hours that limit any impacts to traditional daytime business hours, staff feels these impacts will be mitigated with the proposed conditions.
- c. Generally be located on collector or arterial roads at intersections;
The property is located at the intersection of Howard Drive and Pocahontas Trail and the access to the property is off Howard Drive. No vehicle access to Pocahontas Trail is proposed.
- d. Provide adequate screening and buffering to protect the character of nearby residential areas; and
A landscape plan shall be required at the site plan stage of this project. The plan shall address impacts to adjacent neighbors with buffering and/or screening of the building and land use from adjacent properties.
- e. Generally intended to support the residential community in which they are located.
According to the applicant, a barber shop supports the needs of the community by providing a community barber shop that is within walking distance from many of its intended customers and will revitalize a community meeting spot.

RECOMMENDATION

With the proposed conditions, staff finds the proposed use to be compatible with the surrounding zoning and development and consistent with the 2009 Comprehensive Plan. Condition No. 4 requires the applicant to enter a shared parking agreement and the applicant has encountered difficulty in obtaining the shared parking agreement; therefore the applicant is requesting another three-month deferral to continue to attempt to obtain a shared parking agreement. Staff recommends the Board of Supervisors approve the applicant's request for another three-month deferral. On November 5, 2014, the Planning Commission recommended approval of this application by a vote of 7-0.

WSW/nb
SUP13-14BOSIIGroveBarberSh

Attachments:

1. Resolution
2. Location Map
3. Minutes of the November 5, 2014, Planning Commission Meeting
4. Minutes of the December 9, 2014, Board of Supervisors Meeting
5. Master Plan entitled, "Conceptual Plan for Property in the Name of G-Square, Inc."

RESOLUTION

CASE NO. SUP-0013-2014. 104 HOWARD DRIVE, GOVE BARBER SHOP

- WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and
- WHEREAS, Mr. Greg Granger has applied for an SUP to allow the renovation and restoration of the Grove Community Barber Shop (the “Development”) located at 104 Howard Drive (the “Property”); and
- WHEREAS, the proposed Development is depicted on the plan prepared by LandTech Resources, dated October 3, 2014, and entitled “Conceptual plan for Property in the name of G-Square, Inc.” (the “Master Plan”); and
- WHEREAS, the proposed Development is located in its entirety on property zoned R-2, General Residential, further identified as James City County Real Estate Tax Map Parcel No. 5230100022; and
- WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing conducted on Case No. SUP-0013-2014; and
- WHEREAS, the Planning Commission, following its public hearing on November 5, 2014, voted 7-0 to recommend approval of Case No. SUP-0013-2014.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve Case No. SUP-0013-2014, as described herein, pursuant to the following conditions:

1. **Master Plan**. This SUP shall be valid for a barber shop and beauty parlor (“the Proposal”) with up to two chairs in the existing structure on property located at 104 Howard Drive. No vehicular access to Pocahontas Trail shall be permitted.
2. **Hours of Operation**. Operating hours shall be limited to 7 a.m. to 7 p.m., seven days a week.
3. **Lighting**. All new exterior light fixtures, including building lighting, on the Property shall have recessed fixtures with no lens, bulb, or globe extending below the casing. In addition, a lighting plan shall be submitted to and approved by the Director of Planning or his designee, which indicates no glare outside the property lines. All light poles shall not exceed 16 feet in height unless otherwise approved by the Director of Planning prior to final site plan approval. “Glare” shall be defined as more than 0.1 foot-candle at the boundary of the Property or any direct view of the lighting source from the adjoining properties.
4. **Shared Parking Agreement**. The owner shall provide off-site parking needed to satisfy off-street parking requirements prior to the issuance of a Certificate of Occupancy (CO). A shared parking agreement shall be submitted for the review and

approval by the Director of Planning or his designee in accordance with Section 25-55(b) of the Zoning Ordinance.

- 5. **Signs.** In addition to building face signage as permitted by the James City County Zoning Ordinance (the “Ordinance”), the Proposal shall be limited to one externally illuminated freestanding monument-style sign on the Property not to exceed six feet in height. All signage, content and materials shall be in accordance with the Ordinance and shall be approved by the Director of Planning for consistency with this condition prior to the issuance of an approved sign permit.
- 6. **Landscape Plan.** A landscape plan shall be required that addresses all landscape ordinance requirements for landscape areas adjacent to buildings and screening and/or buffering any proposed parking spaces from adjacent properties. The landscape plan shall be submitted to the Director of Planning or his designee for review and approval and with such approved landscaping installed or guaranteed with a surety to the County prior to the issuance of a CO.
- 7. **Commencement of Construction.** Construction on this project shall commence within 36 months from the date of approval of the SUP or the SUP shall be void. Construction shall be defined as obtaining building permits, if applicable, and an approved CO.
- 8. **Severance Clause.** This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

Michael J. Hipple
 Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
 Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of March, 2015.

SUP13-14BOSIIGroveBarberSh-res

SUP-0013-2014

104 Howard Drive Grove Barber Shop



A REGULAR MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE FIFTH DAY OF NOVEMBER, TWO-THOUSAND AND FOURTEEN, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101-F MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

1. ROLL CALL

Planning Commissioners

Present:

Rich Krapf
Tim O'Connor
Chris Basic
Robin Bledsoe
George Drummond
John Wright, III
Heath Richardson

Staff Present:

Paul Holt, Planning Director
Christopher Johnson, Principal Planner
José Ribeiro, Senior Planner II
Scott Whyte, Senior Landscape Planner II
Leanne Pollock, Senior Planner II
Maxwell Hlavin, Assistant County Attorney
Allie Kotula, Assistant County Attorney

Mr. Rich Krapf called the meeting to order at 7:00 p.m.

2. PUBLIC COMMENT

Mr. Krapf opened the public comment.

As no one wished to speak, Mr. Krapf closed the public comment.

3. CONSENT AGENDA

A. Minutes from the September 3, 2014, Planning Commission meeting

B. Development Review Committee

- i. C-0062-2014, Overhead Utility Waiver – 2307 Bush Neck Rd., Ryepatch Farm
- ii. C-0063-2014, The Settlement at Powhatan Creek Ph. 3 Utility Crossing
- iii. C-0073-2014, Five Forks Water Treatment LP4/LP5 Well Facility
- iv. SP-0082-2014, White Hall Sec. 1 Trail SP Amend
- v. C-0064-2014, New Town Shared Parking
- vi. SP-0083-2014, New Town Sec. 3&6 Block 21 Assisted Living Facility

Mr. George Drummond moved to approve the Consent Agenda.

In a unanimous vote, the Commission approved the Consent Agenda 7-0.

4. **REPORTS TO THE COMMISSION**

A. **Policy Committee**

Mr. O'Connor stated that the Policy Committee did not meet in October and therefore, there is no report. Mr. O'Connor stated that the next Policy Committee meeting would be held on November 13, 2014.

C. **Regional Issues Committee**

Ms. Robin Bledsoe stated that the Regional Issues Committee met on October 28, 2014. She reported that the main topic of discussion was the widening of Interstate 64. She reported that Mr. Sandy Wanner of Historic Triangle Collaborative provided an update on the activity regarding the main entrances to the corridors and that an international cycling event was scheduled for 2015. She further reported that the Chamber of Tourism Alliance was actively working on Christmas in Williamsburg 2014, that Dr. Patrick Risch of Sports Impact would provide an impact analysis on sporting events hosted in Greater Williamsburg, hired a communications and social media specialist and would hold a Virginia Hospitality and Travel Association Regional Tourism summit on November 6, 2014.

5. **PUBLIC HEARING CASES**

A. **Case No. SUP-0008-2014, Gilley Enterprises Equipment Storage**

Mr. José Ribeiro, Senior Planner II, provided the Commission with a report on the proposed equipment storage on a parcel of property located at 320 Neck-O-Land Road.

Mr. Krapf called for disclosures regarding meetings or conversations with applicants.

Being none, Mr. Krapf opened the public hearing.

Mr. Will Holt of the James City County Law Office of Kaufman and Canoles, 4801 Courthouse Street, stated that Edwin Gilley was also present and that he would be happy to answer any questions.

Mr. Krapf opened the floor to questions from the Commissioners.

Mr. Heath Richardson stated that the case was non-controversial and recommended forwarding to the Board of Supervisors for approval.

On a roll call vote, the Planning Commission voted to forward SUP-0008-2014, to the Board of Supervisors for approval by a vote of 7-0.

B. **Case No. SUP-0013-2014, 104 Howard Drive, Grove Barber Shop**

Mr. Scott Whyte, Senior Landscape Planner II, provided the Commission with a report on the proposed Grove Barber Shop on a parcel of property located at 104 Howard Drive.

Mr. Krapf called for disclosures regarding meetings or conversations with applicants.

As there being none, Mr. Krapf opened the public hearing.

Mr. Charles Willis, 3 Croaker Circle, representing Elks Lodge, stated that they are opposed to the project due to parking issues.

As no one else wished to speak, Mr. Krapf closed the public hearing.

Mr. Krapf inquired if there were any additional parking agreements for the Grove Barber Shop.

Mr. Whyte stated that the applicant would have to provide that information for the original agreement was between applicant and the Old Capital Lodge. He further stated that he was not aware of any additional agreements.

Ms. Bledsoe inquired if there were any parking available in the proximity of the Grove Barber Shop.

Mr. Whyte stated that he was not aware of any additional parking and perhaps Mr. Granger could provide additional information regarding the parking issues.

Mr. Greg Granger stated that they were willing to meet with the Elk Lodge members to discuss the parking arrangements. He stated that should the members of the Elk Lodge deny them parking then they would have to withdraw the Special Use Permit for that would not allow them to move forward.

Mr. Tim O'Connor inquired of the number of parking spaces required for a one chair barber shop.

Mr. Whyte replied five parking spaces.

Mr. Chris Basic inquired if there were any additional exceptions or waivers within the ordinance that would accommodate for parking although the case was not at site plan level.

Mr. Paul Holt responded that two parking spaces would be a challenge even at the site plan level due to the amount of acreage on the parcel. He stated that there were other options that could be discussed with the applicant to try and make the barber shop successful.

Mr. Krapf opened the floor to discussion by the Commission.

Mr. John Wright stated that the surrounding areas appear to have enough open spaces to accommodate for the required parking spaces.

Ms. Bledsoe moved to recommend approval of SUP-0013-2014, 104 Howard Drive, Grove Barber Shop.

On a roll call vote, the Planning Commission voted to recommend approval of SUP-0013-2014 with the conditions in the staff report by a vote of 7-0.

C. Case No. Z-0006-2014/SUP-0015-2014, 3116 Ironbound Road, Branscome Building

Mr. Ribeiro, Senior Planner II, stated that the case has been deferred to the December 3, 2014, Planning Commission meeting.

Mr. Krapf opened the public hearing.

Ms. Lisa Bates, 4509 Misty Court, representing Village Square Home Owner's Association (HOA), stated that the HOA has concerns regarding their BMP. She stated that the HOA was interested in what impacts the proposed project would have on their BMP.

Mr. Krapf stated that the case has been deferred to the December 3, 2014, Planning Commission meeting and the HOA had a month to review the case.

Mr. Krapf stated that the public hearing would remain open until the December 3, 2014, Planning Commission meeting.

D. Case No. Z-0003-2014/MP-0003-2014, The Promenade at John Tyler Rezoning and Master Plan Amendment

Mr. Chris Johnson, Principal Planner, presented the staff report on the proposed Promenade at John Tyler located on parcels of property located at 5294, 5299, 5303, 5304, 5307 and 5311 John Tyler Highway.

Mr. Krapf called for disclosures regarding meetings or conversations with applicants.

Mr. Basic stated that he had a conversation with Mr. Geddy earlier in the day regarding Route 199 and Kings Way and during the community meeting that was scheduled on Monday, November 3, 2014.

Ms. Bledsoe stated that she had spoken with Mr. Geddy during the community meeting that was scheduled on Monday, November 3, 2014.

Mr. Wright stated that he had received a phone call from Mr. Geddy during the time he was out of town and was unable to make contact.

Mr. Heath Richardson stated that the La Fontaine HOA Board members contacted him and left a voicemail message. He stated that he returned their call and left a voicemail message but they never connected.

Mr. Tim O'Connor stated that he spoke with Mr. Geddy on Monday, November 3, 2014.

Mr. George Drummond stated that he received a phone call, but never had the opportunity to respond.

Mr. Krapf opened the public hearing.

Mr. Vernon Geddy of Geddy, Harris, Franck & Hickman, 1177 Jamestown Road, representing the applicant Franciscus Homes, stated that Mr. Werner of Franciscus Homes and John Hopke of Hopke and Associates were present and would be happy to answer any questions.

Mr. Geddy presented a presentation regarding The Promenade at John Tyler Rezoning and Master Plan Amendment project.

Mr. Wright inquired as to when control of the property would be turned over to the homeowners.

Mr. Geddy replied that transfer would occur under the Condominium Act when 75 percent of the units were sold and/or time limits.

Mr. O'Connor inquired as to the ownership of Kings Way.

Mr. Geddy responded that James City County was the owner of Kings Way; it was dedicated on a subdivision plat many years ago as a public right-of-way. He stated that the County was not in the road business nor do they maintain roads, therefore, step two was never taken to address outstanding deficiencies and attempt to get VDOT to accept the road into the Commonwealth Secondary Road System.

Mr. O'Connor inquired if the playground that was discussed during the Development Review Committee meeting discussion would be part of the proposed project as it was not shown on the current master plan.

Mr. Geddy responded that would be an item for the community to decide. He stated that they created a number of parks where a playground could be constructed; however, there would be a clubhouse and pool.

Mr. O'Connor inquired if that was part of the current proposal.

Mr. Geddy confirmed.

Ms. Bledsoe inquired if the commercial component that was mentioned during the community meeting would be added to the property.

Mr. Geddy confirmed.

Ms. Bledsoe inquired if the commercial component would require clear cutting or would the trees remain.

Mr. Geddy responded that the existing vegetation of the commercial outparcels would not be touched until the land is developed.

Ms. Bledsoe stated that the applicant had taken on the responsibility of the VDOT punch-list and inquired if other persons or agencies were required to participate in the punch-list.

Mr. Geddy replied no.

Mr. Geddy stated that there were not any persons or agencies required to participate. He stated that they may call on other agencies for assistance.

Ms. Bledsoe inquired if there were any parties that could delay the punch-list.

Mr. Geddy replied no.

Mr. Wright inquired if the maintenance of the BMP would be shared between the applicant and The Riverside Medical Center.

Mr. Geddy confirmed.

Mr. Wright inquired if there would be an agreement for the shared maintenance of the BMP.

Mr. Geddy confirmed.

Mr. Richardson inquired as to why the project was not being phased.

Mr. Geddy replied that there were two reasons. First, the project was not a new mixed use development and second, that they were not able to commit to a time of development for the commercial component due to the project being market driven. He stated that Franciscus would be purchasing the site for The Promenade and that the existing outparcels owners would maintain ownership of the smaller portion closest to the street.

Mr. Geddy further stated that it was uncertain as to when the commercial portion would be developed.

Mr. Krapf inquired if the VDOT punch-list would be completed prior to the issuance of any Certificates of Occupancy for residential dwellings.

Mr. Geddy responded that the project would be bonded. He stated that the roads would not be brought into pristine condition only to be damaged by heavy equipment during construction, therefore, bonding the project to ensure the completion of the VDOT punch-list.

Mr. Krapf inquired as to why the public square which is part of the commercial outparcel development was not proffered.

Mr. Geddy responded that proffering of the public square could be tied in with the commercial development.

Mr. Wright inquired if the existing buffer between the development and Winston Terrace would remain in its natural state or have additional plantings.

Mr. Geddy responded that there may be a combination of both.

Mr. Wright inquired if that would be 50 feet.

Mr. Geddy confirmed.

Ms. Bledsoe inquired if the residents within that area would have access to the Williamsburg Crossing Trail.

Mr. Geddy replied that the applicant would be willing to provide connection to sidewalks within The Promenade on the condition that a proposed connection point was provided within Winston Terrace.

Mr. Basic stated that the shopping center was in decline and inquired if there were any vacancies and at what rate. He inquired if there were any vacancies which have occurred recently.

Mr. Geddy replied no.

Ms. Bledsoe stated that there were eighteen store front vacancies.

Mr. O'Connor requested that Mr. Geddy provide a summary of the Monday, November 3, 2014, Community meeting. He stated that it would be appreciated for those who were not able to attend.

Mr. Geddy responded that 20 to 30 people attended and they had a great exchange of information. He stated that many had a variety of questions and that they were answered to the best of their ability.

Ms. Joanie Lamberson, 307 Queens Crescent, representing the La Fontaine Home Owner's Association (HOA), stated that they were concerned that the development would not provide enough open space area within The Promenade.

Ms. Lamberson requested that the Planning Commission take into consideration the trash and recycling removal program while the project was in the planning stages. She stated that La Fontaine, Braemar Creek and Bristol Commons had very little space for trash compactors and recycling containers.

Ms. Lamberson expressed concerns regarding the narrowness of Kings Way. She stated that there were not any sidewalks for the elderly to walk on and sidewalks were a necessity especially having a proposed development within their proximity.

Ms. Annie McGrath, 309 Queens Crescent, yielded her time to speak.

Mr. Robert H. Puckett, Jr., 1407 Queens Crossing, representing the Board of Directors, expressed concerns regarding the maintenance of Kings Way. He stated that the stop light treadles were exposed and the drainage system which had not been maintained has contributed to the erosion of the road.

Mr. Puckett further stated that the owner of the shopping center is the responsible party for maintaining Kings Way and they were not interested in spending any money for maintenance.

Mr. Puckett expressed his concerns regarding Kings Way which would service 352 homes, a shopping center, a school, an outpatient surgical center and a medical center. He articulated the importance of maintaining Kings Way due to the increased number of children which would affect traffic.

Ms. Lianne Van de Ven, 104 Winston Drive, expressed concerns regarding the loss of utilizing Williamsburg Crossing Trail. She suggested paving the trail since many people use it to gain access to the shopping center.

Ms. Van de Ven inquired if the County had any methods of preventing the shopping center from declining any further.

Mr. Glen Farnsworth, 133 Winston Drive and co-owner of 131 Winston Drive, stated that the project met the ten percent green space requirement, however, that wasn't much considering the additional area needed for items such as curbside trash cans or community dumpster and recycling containers.

Mr. Farnsworth stated that the applicant had not obtained ownership as of yet and the property would need to be rezoned to accommodate The Promenade. He stated that the traffic located at the intersection of Route 199 and Jamestown Road had become congested and the proposed project would increase those issues.

Mr. Farnsworth further stated that the cost of condominiums would remain the same in 30 years, however, townhomes and single family-dwellings appreciate and this would assist with tax revenue. He stated that townhomes would create more green space which would be a better community than what was being proposed.

Mr. Farnsworth stated that he was opposed to the project.

Ms. Bittina Manzo, 165 Winston Drive, expressed her concerns regarding the increase of traffic along Kings Way, John Tyler and Route 199.

Ms. Linda Cifelli, 134 Winston Drive, expressed her concerns regarding the increase of traffic along Jamestown Road and Route 199. She stated that she was opposed to the project.

Mr. John Waltner, 116 Winston Drive, stated that the building of houses in the area would be a good idea; however, he disagreed with the number of homes being proposed. He stated that he does not agree with the traffic study associated with the project.

Mr. Bill Bauernschmidt, 509 Neck-O-Land Road, representing the Greenwood Christian Academy, expressed his concerns regarding traffic issues related to the proposed project. He suggested having the entrance into Kings Way marked with a left hand turn lane and a right hand turn lane and/or straightaway.

Mr. Bauernschmidt suggested that small pilings be placed to prevent crossing over to the other lane. He further stated that they were interested in the placement of a school zone signs along Kings Way and a crosswalk from La Fontaine to the shopping center.

Mr. Robert Kramer, 109 Katheryn Court, expressed his concerns regarding the entrance into Kings Way. He stated that low density would be better for the community verses high density and he was against the proposed project.

Mr. Joe Parker, 127 Winston Drive, expressed concerns regarding drainage and visibility onto his property from the proposed project and traffic issues pertaining to Kings Way and Winston Terrace.

Ms. Sarah Dickson, 104 Katheryn Court, expressed concerns regarding drainage and traffic issues. She stated that low density would be better for the community verses high density. She suggested a drainage easement be constructed to ensure the well-being of their community.

A citizen from the audience inquired if the petition had been circulated.

Mr. Krapf stated that the Commissioners had received and reviewed the petition.

Ms. Gail Penn, 107 Braddock Road, stated that the aerial photograph in Mr. Geddy's presentation was not up-to-date; in fact, the area southwest of Riverside and La Fontaine had been clear cut to expand Marywood. She suggested preserving the shopping center prior to construction of more houses.

As no one else wished to speak, Mr. Krapf closed the public hearing.

Mr. Krapf opened the floor to discussion by the Commission.

Mr. Richardson addressed staff regarding the student ratio estimating process and inquired how staff calculated the number of 35 students.

Mr. Johnson responded that the estimation of students generated by the proposed development was calculated using a worksheet developed by the County's Financial Management Services Department in conjunction with Planning Division. He stated that the calculation of students was generated based on the number and type of housing which was proposed and the number of students was an estimate.

Mr. Richardson inquired if VDOT were to adopt the maintenance of the thoroughfare would that include sidewalks, traffic lights, designated school zones, etc. or would the County have to lobby for those improvements of Kingsway to occur.

Mr. Johnson replied that the applicant had proffered to bring both Kings Way and Road A up to the standard to make them eligible for acceptance into the Secondary Road System. He stated that VDOT would review those roads at the time before they could be accepted into the Secondary Road System.

Mr. Richardson inquired if the Engineering and Resource Protection (E.R.P.) conducted a drainage study regarding the area of Riverside, existing communities and applicant's parcel.

Mr. Johnson stated that E.R.P. reviewed the master plan and community impact statement. He stated that E.R.P. would review the drainage should the project reach site plan status.

Mr. Johnson further stated that the developer would be responsible for engineering a drainage system to direct all runoff to appropriate areas.

Mr. Wright inquired if sidewalks or ditches would be included in the Road A improvements.

Mr. Johnson responded that staff would have to defer to the specific requirements and improvements contained on the VDOT punch-list. He stated that Kings Way does not have the capacity or the width to add a sidewalk.

Ms. Bledsoe stated that she was of the understanding that Kings Way could not be widened.

Mr. Johnson confirmed. He stated that the right-of-way width was limited and could not add additional lanes of traffic.

Mr. Johnson stated that the proffering of upgrades to the two roads, fixing the drainage issues, adding signage and pedestrian markings were all significant improvements over existing conditions.

Ms. Bledsoe agreed. She stated that the residents of La Fontaine were concerned about crossing the street during certain times of the day. She stated that painting a crosswalk would be advantageous to the residents of La Fontaine.

Ms. Bledsoe inquired if Kings Way and Road A would be turned over to VDOT should they be accepted into the Secondary Road System.

Mr. Johnson responded if Kings Way and Road A were brought up to eligibility and accepted by the County prior to being accepted into the Secondary Road System then VDOT would gain responsibility of the improvements and maintenance.

Ms. Bledsoe inquired if that was the goal.

Mr. Johnson responded that acceptance into the Secondary Road System would address a lot of the existing issues and accommodate the additional traffic the proposed development would add to Williamsburg Crossing and the surrounding road network.

Mr. O'Connor inquired if E.R.P. issued a bond amount.

Mr. Johnson replied that the bond amount would be calculated during site plan review following the review of the Erosion and Sediment Control plan.

Ms. Bledsoe inquired if school buses picked up children from La Fontaine Subdivision.

Mr. Johnson responded that the residents of La Fontaine mentioned that there was an existing bus stop at the intersection of Kings Way and Road A.

Ms. Bledsoe inquired if it would be detrimental to the residents should the bus continue further down the road.

Mr. Johnson responded that it would be the responsibility of the school division to determine the need for additional bus stops.

Mr. Krapf inquired of the applicant what roads would be utilized for ingress and egress of construction vehicles during development and vehicle routes that would be taken during phase construction.

Mr. Krapf also inquired if the units were as such for residents to take advantage of the recycling program and trash removal.

Mr. Geddy confirmed second inquiry. He responded that the construction traffic would utilize Kings Way and Road A.

Mr. O'Connor inquired if Mr. Hopke had any discussions with WATA regarding bus service.

Mr. Geddy responded that WATA had not been contacted, but there was an existing bus service into the site.

Mr. O'Connor inquired if Mr. Werner would be willing to install a bus shelter should WATA be willing to loop around from Road A into the shopping center

Mr. O'Connor addressed Mr. Hopke inquiring the height of the ten plexus buildings.

Mr. Hopke replied approximately 35 feet.

Mr. O'Connor inquired if taking into consideration the 50 foot buffer, would the top floor windows or terraces have a direct view into adjacent property owners' back yards.

Mr. Hopke responded that it would not be any different from constructing a two story house. He stated that the land slopes and by working with existing slopes would prevent constructing higher than necessary.

Mr. Basic stated that a request could be made to the Landscape Planner to inspect the existing buffer and add additional plantings in less dense areas of the buffer prior to issuing a Certificate of Occupancy.

Mr. Wright asked if the locations of the trash and recycling containers were planned within this development.

Mr. Werner stated that there would be designated areas within the community for residents to place their trash and recycling containers.

Mr. Wright stated that trash and recycling could occur on the same day.

Mr. Werner responded that communications with trash companies were conducted during the conceptual phase. He stated that the designated areas were drawn on the plan prior to development.

Mr. Richardson articulated his appreciation of the applicant and surrounding residents creating a forum to discuss all the concerns of the proposed project. He stated that the proposed development would invite teachers, police and fire personnel which would be beneficial to the County.

Mr. Richardson pondered the idea of what would occur should the 25 acres be developed in its current zoning, what traffic it would generate and what impact of larger townhomes would have on the inflow and outflow of traffic.

Mr. Wright stated that the County was in need of affordable housing. He inquired if it were possible to add a right turn lane into and out of Kings Way.

Mr. Holt stated that Route 199 had a limited access highway designation from the Virginia Department Transportation (VDOT) and there were existing easements in place which would prevent additional curb cuts.

Mr. Wright asked if contact could be made with VDOT to inquire the possibilities of adding a right turn lane. He stated that adding a right hand turn lane, without a stop sign, onto Route 199 would relieve traffic congestion.

Mr. Holt stated that the original master plan and original vision of the commercial site were designed with those existing entrances to accommodate the build out of the shopping center.

Mr. Krapf inquired if the Marywood expansion was taken into consideration when the traffic impact analysis was performed.

Mr. Holt stated that transportation engineers always include background growth and build-out of nearby residential neighborhoods and developments.

Ms. Bledsoe stated that she understood Mr. Parker's concerns regarding the drainage issues. She stated that she had concerns regarding the traffic dilemma and how the congestion would be addressed.

Ms. Bledsoe further stated that affordable housing was desperately needed within James City County for it had been discussed on numerous occasions.

Mr. Basic articulated his traffic concerns and the downward spiral of the shopping center. He stated that voting the application down creates more problems than solutions.

Mr. O'Connor expressed his gratitude towards Mr. Werner for proposing affordable housing and the residents of La Fontaine for their valuable comments and suggestions. He articulated the benefits of the proposed project.

Mr. Krapf stated that he agreed with the commissioners. He stated that the proposed rezoning would have fewer impacts than what the current zoning would create.

Mr. O'Connor noted that Mr. Werner was willing to provide a connection to the sidewalks within The Promenade into Winston Terrace; however, the trail appears to be lined across private property. He suggested not trespassing onto private property.

Ms. Bledsoe stated that she agreed.

Ms. Bledsoe moved to recommend approval for application Z-0003-2014/MP-0003-2014, The Promenade at John Tyler Rezoning and Master Plan Amendment, with the caveat that Mr. Geddy work with staff to develop a timing mechanism for the Public Square within the commercial outparcels.

Mr. O'Connor requested the installation of a bus shelter be included in the project should WATA approve an additional bus stop.

Mr. Holt stated that this application was not a Special Use Permit staff and the Planning Commissioners were not able to attach conditions. He stated that all of the proffers were offered voluntarily by the owner.

Mr. Werner stated that they were willing to work with staff regarding the timeline of the Public Square commercial outparcels and installation of a bus shelter should it be subject to WATA's approval.

On a roll call vote, the Planning Commission voted to recommend approval of Z-0003-2014/MP-0003-2014, and accept the voluntary proffers by a vote of 7-0.

6. PLANNING DIRECTOR'S REPORT

Mr. Holt stated that there was nothing more to add other than what was submitted in the Planning Commission packet.

8. COMMISSION DISCUSSION AND REQUESTS

Mr. Krapf congratulated Mr. Wright and Mr. Richardson for successfully completing the 82nd Virginia Certified Planning Commission Program that was conducted in Roanoke, Virginia.

Mr. Krapf stated that the November coverage for the Board of Supervisors meeting would be Mr. O'Connor.

Mr. O'Connor stated that the Policy Committee CIP discussions may be postponed until after the first of the year. He stated that any submittals would be addressed at that time.

Ms. Bledsoe inquired if all submittals would be addressed at that time.

Mr. Holt stated that it would be after the School Board acts on their package.

Mr. O'Connor stated that a discussion had been to move the CIP process into the first quarter of the year which would allow the Schools time to submit their package prior to the Board of Supervisors retreat. He stated that the Boards of Supervisors retreat was typically between March and April timeframe.

9. ADJOURNMENT

Mr. Wright moved to adjourn.

The meeting was adjourned at approximately 9:26 p.m.

Richard Krapf, Chairman

Paul D. Holt, III, Secretary

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 9TH DAY OF DECEMBER 2014, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

ADOPTED

B. ROLL CALL

JAN 27 2015

Mary K. Jones, Chairman, Berkeley District
Michael J. Hipple, Vice Chairman, Powhatan District
James G. Kennedy, Stonehouse District
Kevin D. Onizuk, Jamestown District
John J. McGlennon, Roberts District

**Board of Supervisors
James City County, VA**

Bryan J. Hill, County Administrator
Adam R. Kinsman, Interim County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE – James City County Youth Advisory Council Members led the Board and citizens in the Pledge of Allegiance.

At 7:03 p.m., Ms. Jones recessed the Board of Supervisors meeting in order to conduct the James City Service Authority Board of Directors meeting.

At 7:05 p.m., Ms. Jones reconvened the Board of Supervisors meeting.

E. PRESENTATIONS

1. Chairman's Award – Citizen Group

Ms. Jones presented the 2014 Chairman's Award to the Clean County Commission for its hard work and service to the community.

2. Chairman's Award – Staff Member(s)

Ms. Jones presented the 2014 Chairman's Award to Mr. Scott Brandt, Landscape Technician, for his hard work at numerous County facilities enhancing the natural beauty of the landscape.

Ms. Jones presented the 2014 Chairman's Award to Ms. Christina Spilde, Senior Groundskeeper, for her hard work and leadership of grounds crews that maintain the medians and roadways throughout the County.

3. FY 2014 Financial Statements

Ms. Leslie Roberts, of Dixon Hughes and Goodman, addressed the Board giving an overview of the FY 2014 financial audit. The FY 2014 financial statements were included in the Agenda Packet as a Reading File item.

4. Presentation by Delegate Brenda Pogge

Delegate Brenda Pogge was unable to attend the meeting; the presentation will be rescheduled for a later date.

F. PUBLIC COMMENTS

1. Mr. Richard Gould, 309 Archers Mead, addressed the Board regarding the Articles of Incorporation of Kingsmill.

2. Mr. Chris Henderson, 101 Keystone, addressed the Board regarding the passing of Mr. John McDonald.

3. Ms. Carol Anderson, 34 Kirkland Court, addressed the Board offering Christmas greetings.

4. Mr. Ed Oyer, 139 Indian Circle, addressed the Board regarding the passing of Mr. McDonald.

G. BOARD REQUESTS AND DIRECTIVES

Ms. Jones recognized the Planning Commission representative in attendance this evening, Mr. Tim O'Conner.

Ms. Jones expressed her condolences on the passing of Mr. McDonald and stated that he will be greatly missed by the community and the staff.

H. CONSENT CALENDAR

Mr. Onizuk made a motion to approve the Consent Calendar.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

1. Minutes –

a. November 25, 2014, Regular Meeting

2. Grant Award – Williamsburg Health Foundation – \$1,789

RESOLUTION

GRANT AWARD - WILLIAMSBURG HEALTH FOUNDATION - \$1,789

WHEREAS, the Williamsburg Health Foundation has available funds to be used for the development of healthy community initiatives; and

WHEREAS, funds are needed to retrofit existing drinking fountains at the Warhill Sports Complex to also allow for sports bottle filling.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the \$1,789 grant amendment awarded by the Williamsburg Health Foundation to fund the water fountain project.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation.

Revenue:

From the Williamsburg Health Foundation \$1,789

Expenditure:

Grant Account \$1,789

3. Grant Appropriation – Clerk of the Circuit Court – \$54,974

RESOLUTION

GRANT APPROPRIATION – CLERK OF THE CIRCUIT COURT – \$54,974

WHEREAS, the State Compensation Board has awarded a Technology Trust Fund grant to the Clerk of the Circuit Court totaling \$54,974; and

WHEREAS, the grant will be used for the replacement of computer equipment and records modernization; and

WHEREAS, no local match is required for this grant.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Special Projects/Grant Fund:

Revenue:

Revenue from the Commonwealth \$54,974

Expenditure:

Clerk of the Circuit Court \$54,974

- 4. Contract Award – Roof Replacement Recreation Center – \$217,700

RESOLUTION

CONTRACT AWARD – ROOF REPLACEMENT RECREATION CENTER – \$217,700

WHEREAS, this project is necessary to replace a membrane roof that had reached its life span and was exhibiting leaks; and

WHEREAS, funds are available from the Capital Improvement Project accounts; and

WHEREAS, seven bids were considered for award and Starburst Construction was the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby awards the contract in the amount of \$217,700 for the Roof Replacement Recreation Center to Starburst Construction, LLC.

- 5. Contract Award – Body Worn Cameras – \$110,151

RESOLUTION

CONTRACT AWARD - BODY WORN CAMERAS - \$110,151

WHEREAS, funds are available in the adopted FY 2015 / FY2016 budget for the purchase of body worn cameras and related equipment; and

WHEREAS, additional funding to outfit remaining designated personnel is anticipated through grant funding and future County budget funding requests for additional cameras, equipment, and licensing costs; and

WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5, of the James City County Purchasing Policy and the Virginia Public Procurement Act, and the Houston-Galveston Area Council issued a cooperative purchasing contract to Atlantic Emergency Solutions as a result of a competitive sealed Invitation for Bid; and

WHEREAS, Police Department and Purchasing staff determined the contract specifications meet the County's performance requirements for body worn cameras, docking stations, warranties, and licensing and negotiated a price of \$110,151 with TASER International for body worn cameras, docking stations, warranties, and licensing.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with TASER International for Axon body cameras, docking stations, warranties, and licensing in the amount of \$110,151.

6. Establishment of Full-Time Registered Nurse (RN) Position, Olde Town Medical and Dental Center (OTMDC)

RESOLUTION

ESTABLISHMENT OF FULL-TIME REGISTERED NURSE (RN) POSITON,

OLDE TOWNE MEDICAL AND DENTAL CENTER (OTMDC)

WHEREAS, the James City Board of Supervisors has the authority to establish full-time County positons; and

WHEREAS, the Board of Directors of the Williamsburg Area Medical Assistance Corporation (WAMAC) desires to establish a full-time Registered Nurse (RN) position at Olde Towne Medical and Dental Center (OTMDC) and has allocated funds for this position effective January 1, 2015.

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby approves the establishment of a full-time (2,080 hours/year) RN for OTMDC effective January 1, 2015.

7. Joint Public Safety/Public Service Radio Communications System – New Kent County

RESOLUTION

JOINT PUBLIC SAFETY/PUBLIC SERVICE RADIO COMMUNICATIONS SYSTEM –

NEW KENT COUNTY

WHEREAS, the Counties of James City, York and Gloucester have organized under a Memorandum of Understanding to create and operate a regional public safety and public service radio communications system

WHEREAS, New Kent County has asked to be a part of that regional system and has agreed to provide a portion of the costs of upgrading the master site to accommodate them; and

WHEREAS, the regional system would otherwise have upgraded the master site without the New Kent contribution, at a higher cost, and the addition of New Kent County will improve coverage for James City County public safety operations in both eastern James City County and in the I-64 corridor in New Kent County; and

WHEREAS, the current Memorandum of Understanding needs to be reviewed and amended both in order to add New Kent County and to develop long-term financial strategies to maintain the current system and to evaluate alternatives to minimize the annual financial commitment of the participating partners.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that the County Administrator is hereby authorized to negotiate and execute modifications to the Memorandum of Understanding as he determines necessary to add New Kent County to the regional system and to define and implement financial strategies to minimize the costs to the jurisdictional partners in the future.

BE IT FURTHER RESOLVED that the County Administrator is directed to incorporate within the fiscal year 2016 budget funds sufficient to provide for James City County's share of the necessary master site upgrades, estimated to be \$750,000.

I. PUBLIC HEARINGS

1. Exemption from County Real and Personal Property Taxes – Peninsula Pastoral Counseling Center

Ms. Sue Mellen, Assistant Director of Financial and Management Services, addressed the Board giving a summary of the memorandum included in the Agenda Packet.

As there were no questions for staff, Ms. Jones opened the Public Hearing.

1. Ms. Carol Anderson, 34 Kirkland Court, addressed the Board asking more specific questions regarding the services offered by the Counseling Center.

As no one else wished to speak, Ms. Jones closed the Public Hearing.

Ms. Jones asked Ms. Mellen to respond to the question raised by the citizen.

Ms. Mellen stated that she does not have specific information on services provided by the Counseling Center. She stated that it is a registered 501(c) organization and they submitted all of the required financial information to the County. She stated that they receive support from private contributions and from other religious organizations in the community.

Mr. McGlennon asked if staff knows who the principals are in the organization.

Ms. Mellen stated that Officers and Directors include the Reverend George Chioros, Reverend John David Ramsey, Mr. Boyd Duncan, Ms. Carol Seymour, Ms. Gynetha Conway, Ms. Christine Fragapane, Mr. William P. Gilbert, Reverend Shirley Smith Graham, Mr. Bill Ouzts, Sr., Mr. Junius Penn, Mr. Jim Pierce, Ms. Susan Piland, Mr. John D. Tressler, Sr., Reverend Rhonda Wheeler, Mr. Robert Beck, Dr. Brian C. McCormick, M.D., and Reverend Willard Maxwell.

Mr. McGlennon stated that he believes it would be helpful for the Board to know how many properties within the County meet these criteria so that perhaps the Board could revisit the criteria in the future. He stated that he noted in the memorandum that the County would not be providing these services if this organization did not exist. He mentions that only because normally the County supports organizations that provide services that the County would otherwise need to provide.

Mr. Onizuk echoed the comments made by Mr. McGlennon. He stated that having members of the organization in attendance at these public hearings would be beneficial so that they may answer any questions that arise regarding their services.

Mr. Onizuk made a motion to approve the ordinance.

Ms. Jones recognized the motion made by Mr. Onizuk, but stated that the Board can certainly table this case to allow for more information to be provided by staff.

Mr. McGlennon asked if that would affect anything regarding the timing of the exemption.

Mr. Hill stated that he did not believe so.

Ms. Jones stated that she would be supportive of a deferral.

Mr. Onizuk and Mr. McGlennon voiced their agreement.

Mr. McGlennon made a motion to defer the case until the first regular meeting in January, which would be January 13, 2015.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

2. Case No. SUP-0013-2014. 104 Howard Drive, Grove Barber Shop

Mr. Scott Whyte, Planner II, addressed the Board stating that the applicant has requested a deferral of the case. The Board's legislative deferral policy allows for a three-month deferral if approved by the Board.

Mr. Onizuk asked for the reasoning behind the requested deferral.

Mr. Whyte stated that the applicant needs to negotiate a shared parking agreement with the Old Capitol Lodge which is across the street from the subject property. As of this time, the applicant has not been successful in negotiating that agreement and is requesting more time to work on that agreement or investigate a different option for the required parking.

Ms. Jones stated that since the Public Hearing was advertised it needs to be held.

Mr. Whyte addressed that Board giving a summary of the staff report included in the Agenda Packet.

As there were no questions for staff, Ms. Jones opened the Public Hearing.

As no one wished to speak, Ms. Jones stated that the Public Hearing would be left open if the requested deferral is approved.

Mr. McGlennon made a motion to defer the case until the March 10, 2015, regular meeting and to leave the Public Hearing open.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

3. Case No. SUP-0008-2014. Gilley Enterprises Equipment Storage

Mr. Jose Ribeiro, Planner III, addressed the Board giving a summary of the staff report included in the Agenda Packet.

Mr. Kennedy clarified that the purpose of this case is to correct a “non-conforming use.”

Mr. Ribeiro stated correct.

Mr. Kennedy questioned if this non-conforming use was discovered when the County was looking to purchase the PDR and did a site review.

Mr. Ribeiro stated that he did not have that information.

Mr. Kinsman stated that prior to any Purchase of Development Rights (PDR) purchase; a baseline study of the property is performed. He stated that it is typically done by planning staff and includes a thorough walk-through of the property and an assessment of what is there and what is not. He stated that he did not have that baseline study in front of him at this time. He stated that he would be surprised if staff was not aware of the non-conformity.

Mr. Ribeiro stated that back in 2011 Mr. Gilley did apply for a home-occupation permit. At that time, Zoning determined that the commercial operations exceed the limits of a home-occupation permit and began working with Mr. Gilley to bring the commercial operations into compliance and would require a Special Use Permit (SUP).

Mr. Kennedy stated that it would have been nice to know what exactly was going on with this property back in 2013 when the PDR was approved for purchase.

Ms. Jones wondered if this issue was one of the reasons that it took 11 months for the PDR purchase to close.

As there were no other questions for staff, Ms. Jones opened the Public Hearing.

1. Mr. Gregory Davis, of Kaufman and Canoles, attorney for the applicant, addressed the Board regarding the application. Mr. Davis acknowledged that the baseline data report done prior to the PDR purchase did report the commercial vehicles stored on the property. It was at that time that staff recommended the application of an SUP to bring the equipment storage into compliance with the Zoning ordinance. In reference to the question regarding the closing of the PDR purchase, Mr. Davis stated that part of the delay was because the Virginia Department of Agriculture and Consumer Services (VDACS) got involved as providing part of the funding.

2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in support of the case, stating that Mr. Gilley deserves to be allowed to continue the business that he understood would be allowed even with the Deed of Conservation easement.

3. Ms. Carol Anderson, 34 Kirkland Court, addressed the Board stating that the storage of heavy equipment does not seem to be consistent with the Deed of Conservation easement.

4. Mr. William Bauernschmidt, 509 Neck-O-Land Road, addressed the Board stating that the map included with the presentation should be updated to reflect the proximity to Peleg’s Point.

5. Ms. Rosanne Reddin, 4700 President's Court, addressed the Board in opposition to the case, stating that the SUP does not seem to be consistent with the Deed of Conservation easement.

6. Ms. Landra Skelly, 6572 Wiltshire Road, addressed the Board in opposition to the case, stating the SUP does not conform to the Deed of Conservation easement purchased by the County through the PDR program.

7. Ms. Sue Sadler, 9929 Mountain Berry Court, addressed the Board regarding the perils of conservation easements.

As no one else wished to speak to the case, Ms. Jones closed the Public Hearing.

Mr. McGlennon made a motion to adopt the resolution included in the Agenda Packet.

Ms. Jones stated that she does not support conservation easements and the PDR program. She stated that Mr. Gilley has had this small operation for many years. She stated that she will support this case tonight, but that she would like property owners to be very cognizant of the restrictions of conservation easements and PDRs.

Mr. Hipple stated that he knows the Gilley family has been on this property over 100 years. He stated that he does not want to see this turn into the situation that happened with Martha Boneta. He stated that this family has had this small commercial operation for many, many years. He believes that this is an opportunity to have both sides win, where a property is conserved and yet a small local business gets to continue its operations.

Mr. Onizuk stated that in his understanding, that the conservation easement that has been put on the property does not prevent the storage of heavy equipment on the property. He stated that he certainly does not want to overburden this citizen with unnecessary regulation because of a conservation easement. The issue at hand is that the heavy equipment storage does not comply with the Zoning ordinance, hence the application for the SUP. He is supportive of the case as the storage of the equipment is not in conflict with the conservation easement.

Mr. McGlennon stated that for clarification, the conservation easement accomplished significant purposes including the development of that land. He stated that the land was zoned for a rather large housing development as well as the land does not drain very well. A significant project was prevented by the easement that would have had much more serious consequences down the line. He stated that the commercial operation was in existence prior to the easement, was known at the time of the easement, and really has nothing to do with the easement. He stated that nothing is being changed regarding the commercial operation, other than to bring it into conformity.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

RESOLUTION

CASE NO. SUP-0008-2014. GILLEY ENTERPRISES EQUIPMENT STORAGE

WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific uses that shall be subject to a Special Use Permit ("SUP") process; and

WHEREAS, Mr. Gregory Davis has applied for an SUP to allow for the storage of heavy equipment on property located at 320 Neck-O-Land Road; and

WHEREAS, the proposed project is depicted on the plan prepared by LandTech Resources, Inc., dated May, 5, 2014, and entitled "Exhibit Showing Proposed Parcel 2 of the Properties of REGJAG, L.L.C & Leigh Ann Gilley" (the "Master Plan"); and

WHEREAS, the proposed project is located on property zoned A-1, General Agricultural, further identified as James City County Real Estate Tax Map Parcel No. 4740100041; and

WHEREAS, the SUP shall also allow the use of an existing farm road and a 50-foot ingress and egress easement located on a parcel at 318 Neck-O-Land Road and further identified as James City County Real Estate Tax Map Parcel No. 4740100040 for ingress/egress of heavy equipment; and

WHEREAS, approval of this application indicates that the Board of Supervisors finds the proposed use to be consistent with the uses allowed by the Deed of Easement Agreement made between REGJAG, L.L.C and James City County and recorded by the Clerk of the Circuit Court for the City of Williamsburg and County of James City as Instrument No. 140006461 on April 22, 2014; and

WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing conducted on Case No. SUP-0008-2014; and

WHEREAS, the Planning Commission, following its public hearing on November 5, 2014, voted 7-0 to recommend approval of Case No. SUP-0008-2014.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve Application No. SUP-0008-2014, as described herein, pursuant to the following conditions:

1. This SUP shall be valid for the storage of construction equipment and vehicles on an area of up to 3,200 square feet (the "Proposal"), on a property located at 320 Neck-O-Land Road and further identified as James City County (JCC) Real Estate Tax Map No. 4740100041, as well as use of an existing farm road and a 50-foot ingress and egress easement located on a parcel at 318 Neck-O-Land Road and further identified as JCC Real Estate Tax Map No. 4740100040 for ingress/egress of such construction equipment (altogether referred to as the "Property"). Development of the Property shall be generally in accordance with the Master Plan, with such minor changes as the Director of Planning determines do not change the basic concept or character of the development.
2. No work associated with the Proposal, except for maintenance of equipment and vehicles, storage, and loading of materials on trucks shall be conducted at the Property.
3. Transportation of equipment to and from the construction equipment storage site shall be limited to 8 a.m.-5 p.m., Monday through Friday, except for occasional after-hours transportation related to storm damage work, snow removal jobs, and the like.
4. Storage of equipment and vehicles associated with the Proposal shall be contained within the 3,200-square-foot area as shown on the Master Plan.
5. No outdoor signage advertising the Proposal shall be allowed on the Property.
6. All new exterior light fixtures, including building lighting, on the Property shall have recessed fixtures with no lens, bulb, or globe extending below the casing. In addition, a lighting plan shall be submitted to and approved by the Director of Planning or his

designee, which indicates no glare outside the property lines. All light poles shall not exceed 20 feet in height unless otherwise approved by the Director of Planning prior to final site plan approval. "Glare" shall be defined as more than 0.1 foot-candle at the boundary of the Property or any direct view of the lighting source from the adjoining properties.

7. An amendment to this SUP application shall be necessary should the number of vehicles and/or machinery associated with the Proposal exceed the storage capacity of the 3,200-square-foot area.
8. Prior to final site plan approval, a spill prevention and containment plan which addresses chemical handling, including but not limited to, oil, diesel and gasoline shall be submitted to the Engineering and Resource Protection Director and the Fire Chief for their respective review and approval.
9. No soil disturbance, parking, or storage of equipment or vehicles shall occur within 15 feet of an RPA buffer or areas designated by the Department of Conservation and Recreation as containing natural heritage resources.
10. A site plan shall be required for this Proposal. Final approval of the site plan must be obtained within 18 months of issuance of this SUP, or the SUP shall become void.
11. This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

4. Case Nos. Z-0003-2014/MP-0003-2014. The Promenade at John Tyler

Mr. Christopher Johnson, Principal Planner, provided a video presentation of the case and the staff report included in the Agenda Packet.

Mr. Onizuk stated that the primary concern that he has heard from residents along John Tyler Highway is traffic. He asked for clarification on the comparison of traffic analysis for commercial development verses residential development.

Mr. Johnson stated that King's Way Drive is the primary access for the current residents of LaFontaine and citizens going to the Riverside medical facility and would serve as the primary access to the proposed development. Currently, this portion of property being considered would allow for 240,000 square feet of additional non-residential development by-right under the current zoning. The Institute of Transportation Engineers Manual would suggest that non-residential development of that size would have significantly more vehicle trips and impacts associated with it than if it was developed for up to 204 residential units. On that basis, the only traffic improvement that is necessary for this application is a right hand taper off eastbound Route 5, John Tyler Highway onto King's Way Drive. The operational benefit of that right hand taper would not outweigh the cost associated with removing buffer in that area, would involve the relocation of a significant amount of utility lines, as well as the traffic signal at that location. Because of this, staff came to the conclusion that the operational benefit would not justify the expense of including the right hand taper in the proffer package as a warranted improvement. He stated that the applicant has agreed to the seven page punch-list of items and repairs required by VDOT in order to bring King's Way Drive and the proposed Road A into eligibility for inclusion in the State Secondary Road System.

Mr. Onizuk stated that he has heard concerns that the traffic on John Tyler and Route 199 is already significant in that area, and this development will only increase the traffic in that area.

Mr. Kennedy stated that many commercial developers have looked at this area over the years, and the overwhelming reason that no one has gone through with development is because there is not a cut-through to Route 199. The County has been told that VDOT will not put a cut-through there. That concern over ingress

and egress has essentially stopped commercial development in this area for years. He stated that the traffic concerns him even if it is only up to 204 residential units. He asked what would prevent the applicant from deciding not to go through with the commercial space in the plan and just put in more housing.

Mr. Johnson stated that the master plan shows those spaces as commercial. He stated that there could not be a by-right conversion of those spaces to residential. Changing those spaces would require Board approval.

Mr. Kennedy questioned the range for the affordable housing in the proposed plan.

Mr. Johnson stated that the Board's adopted Housing Opportunities Policy speaks to targeted price ranges at 30%-120% of area median income. In this area, that ranges from a low of \$99,875 to a high of \$381,981 which is a very wide range. He stated that legislative applications are judged against this policy to see if they will proffer 20% of the proposed development to be within this range. This applicant has proffered that all 204 proposed residential units will fall within that range and be affordable housing.

Mr. McGlennon asked if staff would have given a positive recommendation to any proposed development that did not include the improvements to King's Way Drive and Road A.

Mr. Johnson stated that to have any kind of development without the road improvements to make those roads eligible for the State Secondary Road System would be a challenge among staff.

Mr. McGlennon asked for an indication of which proffers exceeded the County's expectation in this proposed development.

Mr. Johnson stated that it would be the improvements to King's Way Drive and Road A, the drainage improvements that will contain run-off from Route 199 that is negatively impacting a stream behind the Winston Terrace Subdivision, and the 100% Affordable/Workforce Housing residential development.

Mr. Kennedy stated that he is concerned about the traffic and the neighboring residents if the shopping center is revitalized down the road, after this development is built. He also questioned if the existing shopping center had any proffers regarding architectural guidelines.

Mr. Johnson stated that the existing shopping center has the potential to add an additional 240,000 square feet of commercial development by-right.

Mr. Hipple asked if the project is an overall positive impact to the County.

Mr. Johnson stated that the Staff Report points out both the positives and the negatives of this project. He stated that it would be a fiscally negative impact as there would be more school children and traffic, but on balance with the proffers offered by the applicant including to improve the road and the architectural guidelines, there are more positives than negatives; which lead to staff's recommendation.

Mr. Hipple stated that from what he has read, this in-fill development seems to be more positive than negative, which does not seem to happen often with proposed residential developments. He stated that this proposed development seems to be fitting policies of this Board more so than others in the past.

Mr. Onizuk stated that there is a demand for homes in this price range here in the County. He stated that this price range will service a good percentage of citizens in the community that fall within the median income range; however it will not serve those that are at the lower end of the median range.

As there were no other questions for staff at this time, Ms. Jones opened the Public Hearing.

1. Mr. Vernon Geddy, 1177 Jamestown Road, attorney for the applicant, addressed the Board giving an overview of the proposed project.

Mr. Onizuk asked for clarification of the number of residential units available by-right under the current zoning.

Mr. Geddy stated that the 198 residential units under the existing master plan were intended and allocated to La Fontaine property, which was developed to 160 residential units.

Mr. Onizuk stated that there is not 198 residential units remaining then.

Mr. Geddy stated correct.

Mr. Hipple asked about the buffer for the current neighborhoods.

Mr. Geddy stated that the property is heavily wooded with 20 foot evergreens at this point. The applicant intends to maintain a buffer of trees between the neighborhoods and transplant some of the existing trees into other areas as buffer.

Ms. Jones thanked the applicant and Mr. Geddy for holding the community meetings. She stated that the impacts on Winston Terrace need to be taken into consideration. She stated that some of the residents of Winston Terrace have asked about a fence being put in to separate the properties.

Mr. Geddy stated that the applicant has stated all along his willingness to install a fence, his intention though was to work that out during the site plan stage.

Ms. Jones stated that the other concern she has heard from Winston Terrace is that the pool on the proposed Master Plan will butt up to the back side of Winston Terrace and will be loud. Ms. Jones stated that in her opinion the pool would be served to be a more internal amenity on the property.

2. Mr. Russ Porter, 137 Winston Drive, addressed the Board in opposition to the proposed development because of the impacts on traffic on Jamestown Road and John Tyler Highway.

3. Ms. Elena Whitehead, 104 Hurst Street, addressed the Board in opposition to the proposed development stating that the price range is really not affordable for those residents that are really in need of housing.

4. Mr. Kimber Smith, 3051 Heritage Landing Road, addressed the Board in support of the proposed development as it will serve housing needs for citizens that is not currently available in the County.

5. Joan Lamberson, 307 Queens Crescent, President of the La Fontaine Homeowners Association, questioned the feasibility of the commercial buildings within the proposed development plan. She stated that La Fontaine is not overly opposed to the development plan except for the density and the traffic on King's Way.

6. Ms. Linda Cifelli, 134 Winston Drive, addressed the Board voicing her concerns over the traffic impacts of the proposed development.

7. Ms. Carol Anderson, 34 Kirkland Court, addressed the Board voicing her concerns over quality of

life from this proposed development.

8. Mr. Chris Henderson, 101 Keystone, addressed the Board voicing his concerns over traffic impacts, but stated that the development could help revitalize Williamsburg Crossing Shopping Center.

9. Ms. Rosanne Reddin, 4700 President's Court, addressed the Board echoing the concerns of density and traffic increases.

10. Ms. Petra Nadal, 106 Indian Circle, addressed the Board stating that development in the County is getting to close together and right on top of each other.

11. Ms. Johanna Van De Ven, 104 Winston Drive, addressed the Board requested that the Board defer action so that all stakeholders could negotiate a better plan.

At 10:10 p.m., Mr. Kennedy requested a brief recess, and Ms. Jones concurred.

At 10:20 p.m., Ms. Jones reconvened the Board.

12. Mr. Jim Whitehead, 4638 Hickory Signpost Road, addressed the Board agreeing with other stated concerns regarding density.

13. Ms. Anne Penn, 107 Braddock Road, addressed the Board stating that the Marywood Subdivision has actively building and those homes empty onto Jamestown Road as well. She opposed the development because of the density and traffic.

As no one else wished to speak, Ms. Jones closed the Public Hearing.

Mr. Onizuk stated that he has done a lot of research into the project and has spoken to many citizens. He has heard pros and cons, almost equally, from the citizens to whom he has spoken. He stated that he held a community meeting for the Jamestown District residents that live on the opposite of John Tyler Highway from the proposed development. He stated that at the end of the discussion, there was a hand vote done with 1/3 present in favor, 1/3 present in opposition, and 1/3 present were neutral. He stated from a land use perspective this proposal does make sense. He stated that if you reduce the density then the price would go up which would negate the intention of building affordable housing. He stated this proposal will offer housing prices that are not normally available in the County. He understands the concerns over traffic, the concerns over the shopping center, and the concerns over density. He stated that voting "no" will not change the current traffic issues or help the shopping center. He stated that he has worked very hard to communicate with the citizens of his district to understand their views on this proposal.

Mr. Kennedy stated that he does not believe that this proposal matches up with the other neighborhoods around it. He stated that he is not of the opinion that this proposal will help save the shopping center. He stated that this project will be a fiscal negative for the County. He does not believe that this proposal is a strong enough project to warrant the rezoning of the property. He stated that if this property came before the Board with a plan to revitalize the whole property and shopping center, then he would be much more supportive.

Mr. Hipple stated that this Board and previous Boards have asked for in-fill development, mixed use, affordability, and this project does all of that. He stated that he is concerned over the buffer to help protect the other neighborhoods, but the applicant has addressed that issue this evening. He stated that the Board needs to start laying out more specified direction on what should go in various parts of the County. The applicant has brought forth a proposal that seems to fit many of the things that the County has asked for. He understands the

concerns over traffic, but this plan will generate less traffic than if it was developed as a commercial center. He believes this proposal is an overall good fit for the property and the County.

Mr. McGlennon stated that all of the Board members approach these cases from different viewpoints. He stated that the County has grown rapidly over the last several years and it has not always been done smartly. He stated that when he looks at the map of this area, it looks too dense. He would like to see a proposal that scales back the development and density. He stated that businesses are not interested in this parcel, so if it is not residential, then it more than likely will not be commercial either. He does not believe that this project will save the shopping center. He believes that this project needs to be reevaluated to fit more into the nature and character of this community. He would prefer that the developer go back to the drawing board, but if not, then he will not be supportive of the proposal.

Ms. Jones stated that citizens need to know that the Board does listen to their comments. Everyone may not always agree, but the citizens are heard. She understands the concerns about the shopping center and traffic on Jamestown Road, John Tyler Highway, and Route 199. She stated that the County has heard from businesses and manufacturers that one of the things they look at is how much affordable housing is available for workers. She stated that the County needs more affordable housing options. She appreciates the history of Winston Terrace, and understands their concerns. She believes this project will revitalize that corner of Route 199 and John Tyler Highway. She stated her concerns over the density of the buffer and having the pool area abut the back side of Winston Terrace and asked that the developer take those concerns seriously. She believes that overall this project will be good for the community.

Mr. Onizuk stated that citizen input in the process early on can greatly impact a project and help alleviate some of these last minute concerns being raised. Better communication can lead to better plans and projects as well as fostering relationships with the neighboring communities.

Mr. Hipple made a motion to approve the resolution included in the Agenda Packet.

On a roll call vote, the vote was: AYE: Mr. Hipple, Mr. Onizuk, Ms. Jones, (3). NAY: Mr. Kennedy, Mr. McGlennon, (2).

RESOLUTION

CASE NOS. Z-0003-2014/MP-0003-2014. THE PROMENADE AT JOHN TYLER

WHEREAS, in accordance with § 15.2-2204 of the Code of Virginia and Section 24-15 of the James City County Zoning Ordinance, a public hearing was advertised, adjoining property owners notified, and a hearing scheduled on Case Nos. Z-0003-2014/MP-0003-2014, for rezoning ±24.54 acres from B-1, General Business, to MU, Mixed Use, with proffers; and

WHEREAS, the proposed project is shown on Master Plan prepared by Clark Nexsen, entitled “The Promenade at John Tyler, James City County, Virginia” and dated October 6, 2014; and

WHEREAS, the Planning Commission of James City County, following its public hearing on November 5, 2014, recommended approval by a vote of 7 to 0; and

WHEREAS, the properties are located at 5294 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No. 481220020; 5299 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No. 481220025; 5303 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No.

481220026; 5307 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No. 481220027; 5311 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No. 481220028; and 5304 John Tyler Highway and can be further identified as James City County Real Estate Tax Map No. 481220029.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve Case Nos. Z-0003-2014/MP-0003-2014 and accepts the voluntary proffers.

J. BOARD CONSIDERATION – None

K. PUBLIC COMMENTS

1. Mr. Chris Henderson, 101 Keystone, addressed the Board regarding a presentation done by Mr. Edward T. McMahon entitled “Nature, Agriculture, Economy and Community Character” available on the County’s Office of Economic Development webpage.

2. Ms. Sue Sadler, 9929 Mountain Berry Court, addressed the Board regarding the Virginia Association of Counties.

L. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator’s Report

Mr. Hill thanked the citizens and the Board for their words regarding the passing of Mr. John McDonald. He congratulated the Department of Parks and Recreation Department for winning two awards from the Virginia Society of Recreation and Parks, the Rec It Out program won an award for best new program, and Mid County Park won an award for Best New Park. He reminded citizens that the Board of Supervisors will be adjourning tonight to its Organizational Meeting on January 2, 2015.

M. READING FILE DOCUMENTS

1. Review of FY 2014 Financial Statements for James City County and James City Service Authority – Dixon Hughes Goodman, LLP – No Action Necessary

N. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon thanked staff and Mr. Hill for their support of the family of Mr. McDonald and he expressed his condolences on the loss of a dear friend. He stated that Mr. McDonald has left the County with a tremendous legacy.

Mr. Onizuk requested that the Board have a discussion on what the Board wants to have as a growth tool policy. He stated that staff and the Board currently use the Primary Service Area (PSA) as a growth tool, but it is in fact a utility policy. He believes that some other growth management plan needs to be in place instead of using the PSA. He hopes that the Board can have this discussion early next year and in conjunction with the Planning Commission and Planning staff.

Mr. Kennedy stated that he agrees with Mr. Onizuk, but the PSA needs refinement as well. He stated that more consistency with zoning would be beneficial as well. If a new growth tool is discussed, all the issues need to be considered.

Mr. Hipple wished everyone a Merry Christmas and a Happy New Year.

Ms. Jones wished everyone a Merry Christmas and a Happy New Year as well.

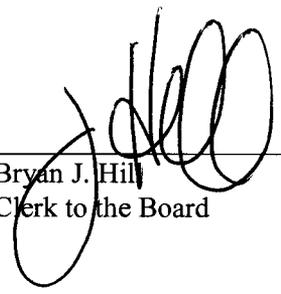
O. CLOSED SESSION - None

P. ADJOURNMENT – until 4 p.m. on January 2, 2015, for the Organizational meeting

Mr. Hipple made a motion to adjourn.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

At 11:27 p.m., Ms. Jones adjourned the Board.



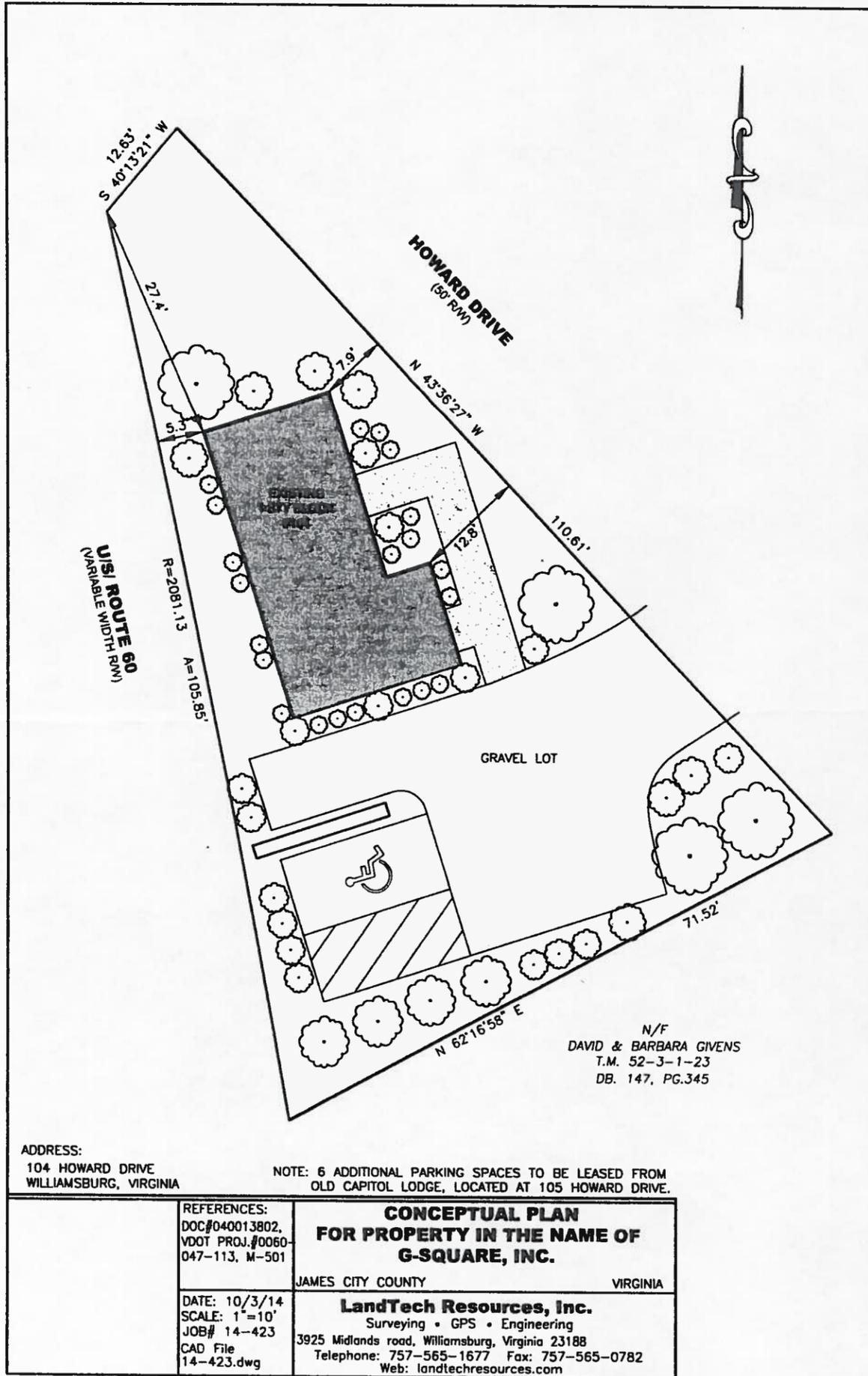
Bryan J. Hill
Clerk to the Board

SUP-0013-2014

PLANNING DIVISION

OCT 09 2014

RECEIVED



AGENDA ITEM NO. K.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Bryan J. Hill, County Administrator
SUBJECT: County Administrator's Report

Please see the attached report.

ATTACHMENTS:

	Description	Type
☐	CA Report	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/3/2015 - 3:38 PM

MEMORANDUM

DATE: March 10, 2015
TO: The Board of Supervisors
FROM: Bryan J. Hill, County Administrator
SUBJECT: County Administrator's Report

The following is a summary of activities that took place February 19, 2015 through March 3, 2015:

February 19, 2015 (Thursday)

- Attended James City County Black History Month Celebration staff event
- Attended Hampton Roads Transportation Accountability Commission (HRTAC)

February 20, 2015 (Friday)

- Strategic Plan Committee Meeting with Jody Puckett, Communications Director; Adam Kinsman, Assistant County Administrator; Kitty Hall, Purchasing Director; Allen Murphy, Development Management Director; and Supervisors: John McGlennon and Kevin Onizuk
- Met with Candidate for Human Resources Director
- Met with Russell Seymour, Economic Development Director and economic prospects
- Met with Allen Murphy, Development Management Director
- Met with Tom Coghill, Building Safety & Permits Director
- Met with Dominion Nuclear Oversight Department (NOD); Annual Audit of Nuclear Emergency Preparedness Program with Ryan Ashe, Interim Fire Chief; Kate Hale, Emergency Management Administrator; and Adam Kinsman, Assistant County Administrator
- Met with economic prospect

February 21, 2015 (Saturday)

- Board of Supervisors Budget Work Session

February 23, 2015 (Monday)

- Attended Historic Triangle Meeting
- Met with Sue Mellen, Financial and Management Services Director
- Budget Meeting - WATA: Kevan Danker, Director; Sue Mellen, FMS Director; and Tara Woodruff, Accounting Director
- Met with staff

February 24, 2015 (Tuesday)

- Board of Supervisors Meeting

February 25, 2015 (Wednesday)

- Met with Jody Puckett, Communications Director, and Latara Branch, Public Outreach Coordinator
- Met with Renee Dallman, Senior Communications Specialist and FOIA Coordinator
- Budget Meeting - Fire: Ryan Ashe, Interim Fire Chief; Sue Mellen, FMS Director; and Tara Woodruff, Accounting Director
- Budget Meeting - Police: Brad Rinehimer, Police Chief; Sue Mellen, FMS Director; and Tara Woodruff, Accounting Director
- Met with economic prospect

February 27, 2015 (Friday)

- Executive Leadership Team Meeting

March 2, 2015 (Monday)

- Attended New Employee Orientation
- Met with Carl Lum, Busch Gardens Park Director
- Met with Sue Mellen, FMS Director

March 3, 2015 (Tuesday)

- Met with citizen Leonard Berl
- Met with Craig R. Quigley
- Attended School Board Meeting

BJH/nb

CARreport031015

AGENDA ITEM NO. M.1.

ITEM SUMMARY

DATE: 3/10/2015

TO: The Board of Supervisors

FROM: Scott J. Thomas, Director of Engineering and Resource Protection

SUBJECT: Reappointment of Chesapeake Bay Board/Wetlands Board Member

Consideration of a Personnel Matter, the appointment of individual(s) to the County/Regional Boards and/or Commissions Pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia.

- Chesapeake Bay Board/Wetlands Board

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	CBB/WB Applications	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Engineering & Resource Protection	Thomas, Scott	Approved	2/12/2015 - 3:24 PM
Development Management	Murphy, Allen	Approved	2/12/2015 - 4:05 PM
Publication Management	Burcham, Nan	Approved	2/12/2015 - 4:11 PM
Board Secretary	Fellows, Teresa	Approved	2/24/2015 - 9:13 AM
Board Secretary	Kinsman, Adam	Approved	3/2/2015 - 12:05 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:17 PM

AGENDA ITEM NO. M.2.

ITEM SUMMARY

DATE: 3/10/2015
TO: Board of Supervisors
FROM: Dawn Oleksy, Environmental Coordinator
SUBJECT: Reappointment - Clean County Commissioners

Consideration of a Personnel Matter, the appointment of individual(s) to the County/Regional Boards and/or Commissions Pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia.

- Clean County Commission

ATTACHMENTS:

	Description	Type
☐	Reappointment Memo - Marrin / Peterson	Cover Memo
☐	Applications	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Solid Waste & Recycling	Oleksy, Dawn	Approved	3/2/2015 - 11:12 AM
General Services	Horne, John	Approved	3/2/2015 - 3:07 PM
Publication Management	Burcham, Nan	Approved	3/2/2015 - 3:34 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 3:38 PM
Board Secretary	Kinsman, Adam	Approved	3/3/2015 - 1:48 PM
Board Secretary	Fellows, Teresa	Approved	3/3/2015 - 1:49 PM

AGENDA ITEM NO. M.3.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Secretary to the Board
SUBJECT: Appointment - Peninsula Agency on Aging, Inc

Consideration of a Personnel Matter, the appointment of individual(s) to the County/Regional Boards and/or Commissions Pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia.

- Peninsula Agency on Aging, Inc

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Letter from PAA	Exhibit
☐	PAA Application	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/24/2015 - 11:43 AM
Board Secretary	Kinsman, Adam	Approved	3/2/2015 - 12:04 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:17 PM
Publication Management	Brockmann, Grace	Approved	3/2/2015 - 12:38 PM
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:59 PM
Board Secretary	Kinsman, Adam	Approved	3/3/2015 - 1:47 PM
Board Secretary	Fellows, Teresa	Approved	3/3/2015 - 1:48 PM

AGENDA ITEM NO. N.1.

ITEM SUMMARY

DATE: 3/10/2015
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Secretary to the Board
SUBJECT: Adjourn until Joint Meeting on March 11, 2015 at 1 p.m.

Joint Meeting between City of Williamsburg, WJCC School Board, and the Board of Supervisors will be held at Legacy Hall on March 11, 2015 at 1 p.m.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/2/2015 - 12:33 PM