

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
April 10, 2018
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader – Makenzie Ripley, a 5th grade student at Matthew Whaley Elementary School and resident of the Jamestown District

E. PUBLIC COMMENT

F. PRESENTATIONS

G. CONSENT CALENDAR

1. Minutes Adoption
2. Grant Award - Department of Motor Vehicles - Radar Units

H. PUBLIC HEARING(S)

1. FY 2019-2020 Budget
2. An Ordinance to amend and reordain The Code of James City County by adding Appendix A - Fee Schedule for Development Related Permits and by adding a five percent fee to defray the costs incurred by the County for additional resources and technology to administrate each program
3. SUP-0001-2018. LifePointe Christian Church
4. SUP-0012-2017. Wendy's - Toano
5. Transfer of James River Commerce Center Parcels to the EDA

I. BOARD CONSIDERATION(S)

1. Contract Award - James City County Marina Improvements Project - \$235,500
2. Contract Award - JCC Median Maintenance - \$116,648
3. Resolution requesting the Commonwealth Transportation Board name Route 60, Pocahontas Trail, from Route 199 to the Corporate Limits of the City of Williamsburg as the Judge William T. Stone Memorial Highway
4. Amendment to Board Calendar

J. BOARD REQUESTS AND DIRECTIVES

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

L. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
2. WATA Board of Directors - Staff Appointments
3. Parks and Recreation Advisory Board Appointments
4. Clean County Commission Appointment
5. Board of Building Adjustments and Appeals

M. ADJOURNMENT

1. Adjourn until 4 p.m. on April 24, 2018 for the Budget Work Session

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Pledge Leader – Makenzie Ripley, a 5th grade student at Matthew Whaley Elementary School and resident of the Jamestown District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/10/2018 - 1:02 PM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Minutes Adoption

ATTACHMENTS:

	Description	Type
☐	022718boswork-mins	Minutes
☐	031318bos-mins	Minutes
☐	031618 Joint Meeting Minutes	Minutes
☐	032718boswork-mins	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 3:59 PM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 27, 2018
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
James O. Icenhour, Jr., Vice Chairman, Jamestown District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Powhatan District
Ruth M. Larson, Chairman, Berkeley District

William C. Porter, Interim County Administrator
Adam R. Kinsman, County Attorney

C. BOARD DISCUSSIONS

1. Potential Ordinance Amendments to Address Formerly Proffered Policies

Mr. Rich Krapf, Chair, Planning Commission, stated that the overall objective of this meeting was to facilitate communication between the Planning Commission and the Board of Supervisors on items considered as part of the approved work plan for the current fiscal year. He stated that the focus was on the Policy Committee and possible Ordinance amendments for items that previously fell under residential proffers.

Mr. Paul Holt, Director of Community Development and Planning, stated that they were present to receive input, a sense of direction and consensus from the Board on some mechanisms desired to further implement the existing Board-adopted policies. He expressed his gratitude to the County Attorney's Office, the Policy Committee and staff for their hard work. He gave an overview of the options based on state-enabling legislation, researching and benchmarking of other Virginia localities that the County Attorney's Office felt confident were available to the County and as included in the Agenda Packet.

Mr. Jack Haldeman, Chair, Policy Committee, stated that the Policy Committee met twice regarding this subject and recommended Option 2. He further stated that the recommendation, with no changes, was forwarded to the Planning Commission's February 8, 2018 meeting, and the Planning Commission recommended adoption of Option 2.

Mr. McGlennon stated that he strongly supported the recommendation of Option 2. He further stated that it would mean that by incorporating this requirement into an

Ordinance it could be applied to a by-right development.

Ms. Larson stated her support for Option 2.

Mr. Hipple stated his support of Option 2 and remarked that he felt it would provide more consistency in what is being planned and expected, as well as provide a nicer looking community.

Mr. Icenhour stated his support of Option 2.

Ms. Sadler stated her support of Option 2.

Mr. Holt stated there was a similar model that York County used with requirements that easily integrated into the County Landscape Ordinance. He noted two options: 1) return to a future work session with a draft Ordinance; or 2) schedule a business meeting. He noted that it had already been through the Planning Commission.

Mr. McGlennon stated that there could be circumstances where a policy did not require to be fully implemented; whereas, the Board would not ask for that proffer or would ask for a modified proffer.

Mr. Holt replied that Landscape Ordinances have several layers already built in and the ability for the applicant to request a modification or substitution of transfer handled at the staff level and proceeded to discuss the appeals process.

The Board unanimously decided this particular Ordinance could move forward.

Mr. Porter encouraged the Board members to communicate with members of the Policy Committee.

Mr. Holt discussed two options for moving forward with the Pedestrian and Bicycle Accommodations portion of the memorandum included in the Agenda Packet.

Mr. Haldeman stated that the Policy Committee met regarding this issue and staff had provided a draft pedestrian accommodation Ordinance that added bicycles and the Regional Bikeways Plan. He noted that it had not been taken before the Planning Commission.

Mr. Icenhour inquired if the Policy Committee recommended Option 2.

Mr. Haldeman replied correct.

Ms. Sadler inquired when it was anticipated to go before the Planning Commission.

Mr. Holt discussed the framework for the pedestrian accommodations in the Ordinance.

Mr. Haldeman stated that the draft was currently prepared.

Ms. Sadler inquired whose responsibility it was to add the spike lights.

Mr. Holt replied that currently they were gotten when implemented through an application that had a Special Use Permit (SUP) condition or a proffer.

Mr. McGlennon inquired if the change in the Ordinance meant that the developer

would be responsible.

Mr. Holt replied correct, which would be consistent with the SUP and rezoning.

Mr. Hipple stated that more connectivity between neighborhoods would possibly allow other options and remove numerous bikes off the road. He inquired if this connectivity would apply to new streets in the future.

Mr. Holt replied that it could and discussed the adopted Bicycle Master Plan.

Mr. Icenhour inquired if the bikeways plan only applied to SUPs and not residential rezonings.

Mr. Holt replied yes.

General discussion ensued regarding Item No. 1.

Mr. Icenhour stated that he is comfortable with Option 2.

Ms. Sadler stated that she appreciated the fact that there is an option out and inquired if it was a difficult process.

Mr. Holt replied no, but proof needs to be shown of hardship on-site. He stated the expectation was to get the Board-adopted map implemented for any extenuating circumstance, with the expectation being that if there is the ability and room, it should be included at the beginning of the development plan. Mr. Holt discussed the three options listed under Item No. 3 in the staff report included in the Agenda Packet.

Mr. Haldeman stated that the Policy Committee recommended Option 3; specifically, adding verbiage modeled after the adequate school facilities test. He noted that staff had already forwarded an Ordinance draft, which the Policy Committee members accepted as written. He further noted that the staff would prepare a final draft Ordinance with language for review at the next Policy Committee meeting.

Mr. Icenhour inquired if present off-site traffic improvements for SUPs and non-residential rezonings could be done.

Mr. Holt replied correct.

General discussion ensued regarding off-site traffic improvements and the role of the Virginia Department of Transportation in projects, as well as SUP, non-residential and residential rezonings.

Mr. Haldeman stated that if Option 3 was not selected, a potential next step would be actual accumulative analysis of development. He noted that it would be interesting to compare the initial analysis versus the actual impact of a development and what the accumulative impact of the development was on the County.

Mr. Hipple stated that it is hard to find the funds for projects. He noted that a smaller project with less impact on traffic relief would score less on the smart scale than an older project trying to obtain traffic relief and therefore create a large impact.

Mr. Icenhour stated that he supported Option 3. He noted that it was the best of three not very good options and commented that it would at least open the door in opportunities.

Ms. Larson noted that the consensus was on Option 3 with the Board members.

Mr. Holt gave an overview of the staff report and referenced the five options to move forward listed in Item No. 4 included in the Agenda Packet.

Mr. Haldeman stated that the Policy Committee asked staff to work with Option 4 in developing a draft Ordinance. He further stated that the Committee discussed a few of the exceptions for small structures such as sheds or detached garages.

General discussion ensued regarding Option 4.

Mr. Hipple stated that he supported Option 4.

Mr. Icenhour stated that he supported Option 4.

Mr. McGlennon stated that he supported Option 4.

Ms. Larson stated that she supported Option 4.

Mr. Hipple stated in regards to exceptions, it is important that homeowners who want to add a garage do not have to go through this process. He further stated that someone with a few lots, who wanted to build a family subdivision would not have to go through this entire process; however, a major subdivision coming into an amount over "x" would be required to comply.

Ms. Sadler inquired what amount "x" would be and how that number would be determined.

Mr. Holt stated it would be consistent with how the policy was currently implemented and further conversed this matter of concern.

Ms. Larson expressed her thanks to everyone and stated that she liked the idea of a quarterly update, to which the other Board members agreed.

2. Off-Shore Drilling

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr, Larson

Mr. Porter gave an overview of the memorandum and resolution included in the Agenda Packet that opposed all shore drilling off the coast of Virginia.

General discussion ensued regarding this subject.

Mr. McGlennon requested that the resolution and a letter of opposition to off-shore drilling be sent to our two Congressmen who are not listed on the people who have requested additional public hearings exemption from this.

Mr. Porter replied that we would do that.

3. County Administrator Search Discussion with Consultant

Ms. Larson introduced Ms. Ann Lewis, Senior Vice President and Consultant, Springsted/Waters Executive Recruitment.

Ms. Lewis gave a short biography of herself as well as an overview of the steps, timeline involved in obtaining a new County Administrator and her part in the entire process. She stated in approximately 90 to 120 days the Board would be interviewing candidates and making a job offer to the next administrator.

General discussion ensued regarding this process, the components of the proposed position and any specific information the Board would like included in a survey that would be sent out to prospective candidates.

Ms. Lewis stated that she would send the Board a draft surmise of the information reviewed as a follow-up of this discussion.

Ms. Larson inquired if a community survey or community meeting was done previously for this position.

Mr. McGlennon replied no and noted that stakeholder meetings were prior to candidates being identified. He inquired about the current nature of the pools received for positions.

Ms. Lewis discussed Mid-Atlantic as well as nationwide recruitments typically received.

Mr. McGlennon observed that the previous two searches for this position resulted in the Board not being satisfied with the initial pools and requested the firm go back out and try again.

Ms. Lewis discussed the types of information the Board could hope to obtain from a survey and her interaction with staff during the process.

Mr. Purse stated that there had been discussion regarding forms being available as both paper and electronic for residents without access to a computer.

General discussion ensued regarding the expected participation throughout the community and other County Boards in relation to the selection of the next County Administrator as well as the document length of the survey.

Ms. Sadler inquired about the prospective process to be taken for Board members should they receive calls, ideas or recommendations from citizens regarding the County Administrator position.

Ms. Lewis stated that she would make her contact information available to the Board and such inquiries could be directed to her.

Mr. Hipple expressed his surprise that the Board did not receive a Syllabus that detailed approximate dates and timeline of the process and expected such a document at the next meeting.

Ms. Lewis replied it depended on when the profile was approved and at that time advertising could begin.

General discussion ensued regarding this topic and the upcoming steps in the process.

Mr. Porter inquired about the format of the candidate profile.

Ms. Larson inquired about where this position would be advertised.

Ms. Lewis replied that information would be included in the first memorandum she provides to the Board.

Ms. Larson inquired about the email process regarding the profile and exchanging ideas.

Mr. Kinsman discussed the process between Board members and the consulting agency in relation to the sending of emails back and forth, and discussed what constitutes an illegal meeting.

General discussion ensued regarding this topic.

D. CLOSED SESSION

A motion to Enter a Closed Session was made by Michael Hipple and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr, Larson

At approximately 5:20 p.m., the Board entered Closed Session.

At approximately 6:16 p.m., the Board re-entered Open Session.

1. Certification

A motion to Certify the Closed Session was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr, Larson

2. Discussion of plans related to the security of the James City County Government Center buildings and the safety of persons using such buildings, pursuant to Section 2.2-3711 (A)(19) of the Code of Virginia

3. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, specifically pertaining to the Planning Commission, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr, Larson

Mr. McGlennon made a motion to appoint Julia Leverenz for a term that would begin immediately and expire on January 31, 2022.

E. ADJOURNMENT

1. Adjourn until 5 p.m., on March 13, 2018, for the Regular Meeting

A motion to Adjourn was made by James Icenhour Jr and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, McGlennon, Sadler, Icenhour Jr, Larson

At approximately 6:17 p.m., Ms. Larson adjourned the Board.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 13, 2018
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
James O. Icenhour, Jr., Vice Chairman, Jamestown District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Powhatan District
Ruth M. Larson, Chairman, Berkeley District

William C. Porter, Interim County Administrator
Adam R. Kinsman, County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Ms. Barbara Henry led the Board and citizens in the Pledge of Allegiance

A Message from the Board of Supervisors; Read by Ms. Larson:

“The recent sales tax proposal that is at the General Assembly that the Honorable Senator Tommy Norment introduced has passed and currently sits on the Governor’s desk. It is critical that the citizens of James City County understand that this has been a state-driven process and that the Board of Supervisors does not get a vote on the proposed tax increase. The state legislator gives counties a limited number of possible ways to generate revenue. The State Code itself sets out the very specific taxing authorities. We have a limit on food and beverage taxes, tourism and room night taxes, gas or transportation taxes, cigarette taxes and most importantly sales tax. The Board of Supervisors must get state approval to change these taxes and historically we have been denied the ability to impose taxes especially in terms of the cigarette tax. Every year our legislative agenda focuses on our goal of having the legislators support the locality by limiting the amount of money needed from our citizens to pay for various unfunded mandates and taxes. I did attend a meeting on November 1, 2017, with the County Administrator, as well as the 15+ members of the Historic Triangle Collaborative. The discussion centered on potential sources of revenue to enhance and revitalize tourism in our area. No vote was taken. Senator Norment did float ideas to increase tourism funding similar to what has been done in other localities where funding is much greater. Again, this meeting was for informational purposes only, there was no action taken. The state has a similar process to localities in terms of a public hearing process, but it takes place entirely in Richmond. The Sales Tax Bill was submitted in January with all of the other legislation for this term. They had committee meetings, hearings and multiple public votes on the issue. While the Board members are free to make comments, like any other citizen, Virginia remains a Dillion Rule state.

Legislators in Richmond dictate our authority on many issues. Cities and counties are treated differently in terms of taxing authority. The City of Williamsburg is able to levy an admissions tax and can raise their food tax. James City County cannot. This new sales tax is contingent on the City of Williamsburg rescinding their tourism taxes. Once the City rescinds their taxes, James City County loses the ability to levy the tax at all. As a formality, we can strike the language from our Code, but it is strictly and merely housekeeping at that point. While the City of Williamsburg can cause the new sales tax to expire, James City County does not have that same authority. Our Board prides itself on our public input process. Our budgeting calendar includes multiple public hearing opportunities as well as multiple community meetings and work sessions. We try to give our citizens many chances to understand our budgeting priorities and strategic goals as well as the impact of our various revenue sources. We will continue the commitment of open and transparent decision-making processes this year as we begin our budget deliberations. I am certain that at the end of the meeting during Board Directives that the individual Board members may decide to make comments on this issue, but we wanted to make sure that we had an explanation as to how taxing does and does not work for James City County.”

E. PUBLIC COMMENT

1. Mr. Jeff Anthony, 336 Mill Stream Way, addressed the Board in regard to the explosive growth of pickleball and the gap that exists between the sport, players and the availability of regulation courts. He expressed kudos to Mr. John Carnifax and the Parks and Recreation staff for being world-class stewards of recreational resources.
2. Mr. Dorsey Smith, 105 Lake Drive, addressed the Board in regard to excessive speed on a blind curve on Jamestown Road in the vicinity of the Lakewood subdivision, Lakewood Drive and Neck-O-Land Road.
3. Mr. Lawrence Luck, 126 Ware Road, addressed the Board in regard to reducing the speed limit on Jamestown Road in the vicinity of the Lakewood subdivision, Ironbound Road and Neck-O-Land Road.
4. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in regard to sales tax and the cost of services provided.

F. PRESENTATIONS

1. VDOT Quarterly Update

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, gave an overview of the VDOT Quarterly Transportation Update included in the Agenda Packet.

Ms. Larson inquired about the speed issue mentioned in the Public Comment section and confirmed the awkwardness of the road configuration in the area mentioned and what was required to reconfigure it.

Mr. Carroll replied that both a Speed Safety Study and a Speed Study had been done by traffic engineers and discussed the findings of the two studies as well as possible options.

Mr. Porter stated that he understood traffic engineers did not think reducing the speed would be beneficial; however, it would not hurt.

General discussion ensued regarding this subject.

Mr. McGlennon expressed his appreciation on the work that VDOT had done in public project meetings regarding Skiffes Creek and Pocahontas Trail improvements. He extended kudos to VDOT for its work on County potholes and commented that the area of Brookwood Drive, Lake Powell Road and Rolling Woods Drive had potholes in need of repair.

General discussion ensued regarding the repair of potholes.

Mr. McGlennon inquired about the Brookwood Drive expansion in regard to school bus traffic.

Mr. Carroll replied that except for two days, the work on Route 199 would be done at night with traffic maintained throughout the process.

Mr. Icenhour inquired about a status update regarding a pedestrian crosswalk review for Ironbound Road at Old Field Road.

Mr. Carroll replied that the study was completed and details were still being discussed.

General discussion ensued regarding this matter.

Mr. Icenhour inquired about the status of additional work being done at the intersection of News and Ironbound Roads.

Mr. Carroll replied that it was still on-going and discussed concerns of the crossing.

Mr. Icenhour requested the Board be updated frequently regarding this issue.

Ms. Sadler stated that she received an email from a citizen concerned with dangerous driving conditions due to the narrowness of Newman Road. She inquired about potential options or if a study had been done regarding widening this road.

Mr. Carroll replied that work on low shoulder and tree removal areas would begin this summer on Newman Road and commented that there was variable width right-of-way. He noted that this concern would be considered.

Ms. Sadler stated that signage was down in the median near the Stonehouse development as well as at Exit 227. She mentioned that there was litter at the same intersection.

Mr. Carroll noted the situation for March litter pickup.

Ms. Sadler reiterated the desire for a stoplight in front of Stonehouse Elementary School.

2. Parks and Recreation Sponsorship Recognition

Ms. Julie Northcott-Wilson, Business Analyst, Parks and Recreation, gave an overview of a three-minute video that expressed appreciation and highlighted the contributions from the many sponsors and advertisers in 2017.

3. Introduction of New Police Officers

Police Chief Brad Rinehimer introduced newly hired Officers Michael Bowen, Kurt Dykstra, Logan Heishman and Michael Renner and gave a brief biography of each officer.

Ms. Larson welcomed the Police Officers to the County and to the Police Department and expressed her appreciation to all Police Officers for the job they do every day. She recognized Commonwealth Attorney Nate Green, Commissioner of the Revenue Richard Bradshaw and Planning Commission Representative Jack Haldeman in the audience.

G. CONSENT CALENDAR

1. Minutes Adoption - February 13, 2018, Regular Meeting

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

2. Minutes Adoption - July 11, 2017, Regular Meeting

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 1 ABSENT: 0

Ayes: McGlennon, Sadler, Hipple, Larson

Abstain: Icenhour Jr

3. Grant Award - Commonwealth Attorney - V-Stop Grant Program Fund - \$59,425

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

4. Resolution of Appreciation - Mr. L. Carlyle Ford

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Ms. Sadler read the Resolution of Appreciation, included in the Agenda Packet, to Mr. Ford and the audience.

Mr. Ford expressed his gratitude to the citizens of James City County for their support in doing something that he totally enjoys. The Board and audience applauded his speech.

5. Resolution of Appreciation - Dr. Jack Edwards

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Mr. McGlennon read the Resolution of Appreciation, included in the Agenda Packet, to Dr. Edwards and the audience.

Dr. Edwards thanked the Board for his recognition and briefly spoke about his years serving on the Board. The Board and audience applauded his speech.

H. PUBLIC HEARING(S)

1. Ordinance to amend and reordain Chapter 22, Wetlands

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Ms. Liz Parman, Assistant County Attorney, gave an overview of the memorandum and ordinance included in the Agenda Packet.

Mr. McGlennon noted the good work done on the ordinance.

Ms. Larson opened the Public Hearing.

As there were no registered speakers, Ms. Larson closed the Public Hearing.

2. SUP-0014-2017. Yard Works SUP Amendment

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Ms. Savannah Pietrowski, Senior Planner, gave an overview of the staff report and resolution included in the Agenda Packet.

Mr. Jack Haldeman, Planning Commission Member, stated that the Planning Commission unanimously recommended approval of this item.

Mr. McGlennon stated that he intended to support the Special Use Permit (SUP). He commented that he hoped the conditions listed in the SUP would help minimize the possibility of a smoldering fire like occurred last year at the facility.

A representative from Yard Works stated that he felt that had happened due to the following: the property had gotten out of control, previous dumping, and materials had to be combined in one area when being cleaned-up.

Ms. Larson opened the Public Hearing.

As there were no registered speakers, Ms. Larson closed the Public Hearing.

I. BOARD CONSIDERATION(S)

1. Contract Award - Fire Station 2 HVAC Replacement - \$223,500

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Mr. Mark Abbott, Operations Project Coordinator, General Services, gave an overview of the memorandum and resolution included in the Agenda Packet.

Mr. Icenhour inquired about the funding.

Mr. Abbott replied that the funds were currently in the FY 18 budget.

Mr. Hipple inquired about a bidding list for the project.

Mr. Abbott replied that it was not bid out. He explained that for approximately six years Trane equipment was sole sourced with Damuth Trane, out of Chesapeake, being the local representative. He further explained this provided a safety net for the County by housing the same brand of equipment throughout the vast variety of 60 commercial buildings and noted that this included the control system monitored daily.

General discussion ensued regarding sole source contracting, review process every two years and the benefits of the control system currently used.

2. Contract Award - Fire Station 5 HVAC Replacement - \$217,500

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Discussion combined with previous item.

3. A New Chapter 12 Conflict of Interest & Whistleblower Added to the James City County Personnel Policies and Procedures Manual

A motion to Approve was made by Sue Sadler, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Mr. Patrick Teague, Director of Human Resources, gave an overview of the memorandum and resolution included in the Agenda Packet.

Mr. McGlennon inquired if this policy was an in-house draft or modeled after another locality.

Mr. Teague responded that the first review was the Code of Virginia. He stated that recommended language was reviewed from grant funding agencies, other localities were viewed and through that process the draft was put together.

Mr. McGlennon stated that it seemed very thorough and well crafted.

J. BOARD REQUESTS AND DIRECTIVES

Ms. Sadler stated that she recently attended the Neighborhood Forum, Economic Development Authority meeting and the Arbor Day celebration. She mentioned that she participated in "Read Across America Day" at Stonehouse Elementary School. She addressed SP942 and agreed with constituents who had contacted her by telephone, email and conversations. She stated that she opposed this legislation and contacted Delegate Pogge, prior to her vote, asking her to oppose it; whereas, she was told that Delegate Pogge had voted against it. She further stated that if the Governor signed this tax bill, staff would need direction in regards to what should happen to the extra money when the County received it. She proposed the following options and discussed each one:

- Manufacturing Base
- Business, Professional and Occupational License Tax
- Real Estate Tax

In conclusion, she stated that security in area schools should be viewed if this bill was signed and noted that the approximate half million dollars in grocery taxes could be added to any portion of the above or the surplus budget revenue to accommodate the cost of security.

Mr. McGlennon requested staff research a natural gas power generation plant to be located in Charles City County. He stated that he would like to be briefed on the nature of such a facility before the April meeting and be provided information on potential benefits and/or risks posed. He mentioned that in regard to the demand for power, which was the basis for approval for the power line to cross the James River, he would like a clear understanding of how much that proposal was conditioned on being the only means of providing additional power to the peninsula.

The Board agreed on requesting staff to provide it the above-mentioned information before the April meeting. Mr. McGlennon shifted his focus to the proposed sales tax increase and stated that he had asked for additional information a few times over several months and still had not received the type of information he sought. He proposed the following opportunities:

- Ask staff to address specific questions such as the following:
 - What share of the revenue that is generated can reasonably be assigned to local citizens, as opposed to tourists and visitors to the community?
 - Are any other counties in the Commonwealth taxed, in terms of the general population, to support the services of tourism?
 - What has the state done in recent years in terms of providing tourism funding?

Mr. McGlennon suggested that the Board send a brief message to the Governor that indicates there are still unanswered questions about the implications of this legislation. He further suggested that the Board ask for deferral on any positive action on the legislation until it has the opportunity for its work session. He inquired if his fellow Board members would be comfortable with doing this.

Ms. Larson inquired if questions that Board members had could be followed up in writing with staff.

Mr. McGlennon replied that he would follow up with his questions in writing to staff.

Mr. Hipple inquired if the work session would be prior to the Governor's deadline.

Mr. McGlennon replied yes and reiterated his suggestion that the Board could ask that the Governor defer action on the legislation until such a point in time.

General discussion ensued regarding this topic.

Ms. Larson asked Mr. McGlennon to write up suggested language and if all Board members agreed on the text, then the email could be sent to the Governor.

Mr. McGlennon discussed the possible language to be used in the message.

General discussion ensued regarding this subject.

Ms. Larson pointed out that nothing had been sent out as a Board in support of this legislation. She asked staff if they could get many of the questions answered within the next two weeks.

Mr. Porter replied yes.

Mr. Icenhour gave a brief overview of meetings he had attended to include: the Heart Save Presentation, Peninsula Council for Workforce Development, School Liaison, Neighborhood Forum, Arbor Day Awards, community meeting and Economic Development Authority (EDA) meeting. He commented that he had feedback from one citizen regarding panhandling signage at the intersection of Richmond and Olde Towne Roads. He noted a safety issue where individuals cross off the median into traffic of multi-lanes in order to collect money. He stated that he had sent a letter to the Governor requesting him to veto the legislation previously discussed and had included his reasons for doing so within the letter. He further stated his concerns about the process and briefly discussed this issue and his concerns regarding tourism funding.

Mr. Hipple stated that he met with the EDA, Planning District Commission, Transportation Planning and Organization and the Pottery. He further stated that if the Governor signed this legislation into effect, the Board would have a conversation regarding how the money would best be used for the citizens of James City County. He discussed various opinions and options for potential use of the money.

Ms. Larson stated that she had attended many meetings as well and stated that the community budget dates, with the Board members present, would be held: April 12, Legacy Hall, 6:30 p.m., and April 16, Croaker Library, 6:30 p.m. She further stated she had questions regarding the budgeting process, expansion of three high schools and the percentage the County had picked up on non-funded mandated items over the last five years on both the school and County sides.

Mr. Porter remarked that there were personnel in the Regional Jail and the Sheriff's Department that the local government had picked up and briefly described the process.

Ms. Larson stated that more information regarding this bill could be found at viriniageneralassembly.gov and noted to search for SB942ER.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Porter acknowledged the County Administrator's Report included in the Agenda Packet and stated that he would be glad to answer any questions. He noted the following upcoming events: the 21st Annual Candlelight Vigil on March 27 at the King of Glory Lutheran Church sponsored by the Child Abuse Prevention Coalition of Greater Williamsburg and "Understanding Your Credit" workshop hosted by Social Services at 6 p.m. on March 20 at the Human Services Center.

L. CLOSED SESSION

Mr. McGlennon suggested the Board remain in Open Session and the Board members agreed.

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

2. Agricultural and Forestal District Committee Appointments

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Mr. McGlennon made a motion to appoint Mr. John Grantz and Mr. Sanford Wanner to the vacancies on the Agricultural and Forestal District Committee with no expiration date for either term.

3. Social Services Advisory Board Appointment

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

Mr. McGlennon made a motion to appoint Mr. Lawrence Gholson to the Social Services Advisory Board for a term that will expire on April 11, 2021.

M. ADJOURNMENT

Ms. Larson stated that the Board was contacted by Ms. Sienna Ferguson, Student Council President at Warhill High School, who asked the Board members to participate in the walkout to be held at her school. Ms. Larson referenced literature sent home to parents that stated this practice was limited to students only. She expressed her appreciation to the thoughtful dialogue with this student reaching out to the Board.

1. Adjourn until 9 a.m., on March 16, 2018, for the Joint Meeting with the WJCC School Board and the City of Williamsburg at Legacy Hall

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Icenhour Jr, Sadler, Hipple, Larson

At approximately 7:19 p.m., Ms. Larson adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
Joint Meeting with Williamsburg City Council and W-JCC School Board
Legacy Hall
4301 New Town Avenue, Williamsburg, VA 23188
March 16, 2018
9:00 AM

A. CALL TO ORDER

Ms. Larson called the Board of Supervisors to order at 9:02 a.m. Mr. Freiling called the City Council to order at 9:02 a.m. Ms. Cook called the School Board to order at 9:02 a.m.

B. ROLL CALL

Board of Supervisors:

Present were Mr. Michael Hipple, Mr. James Icenhour, Mr. John McGlennon, Ms. Sue Sadler and Ms. Ruth Larson (Chair.) Also present was Mr. Bill Porter, Interim County Administrator.

City Council:

Present were Mr. Scott Foster, Mr. Douglas Pons, Ms. Barbara Ramsey, Mr. Benny Zhang and Mr. Paul Freiling (Mayor.) Also present was Mr. Marvin Collins, City Manager.

School Board:

Present were Dr. James Beers, Ms. Kyra Cook (Chair), Ms. Julie Hummel, Ms. Lisa Ownby and Mrs. Sandra Young. Mr. Jim Kelly and Mrs. Holly Taylor were absent. Also present were Dr. Olwen Herron, superintendent; Ms. Monique Barnes, CFO; Ms. Janet Cerza, clerk of the board; staff; press; and, the public.

C. JOINT MEETING AGENDA ITEM

1. State Budget Issues and Implications for K-12 Public Education in the W-JCC School District

See attached presentation given by Mr. Regimbal. There was discussion on how the tax reform would impact state funding; the computation of the Local Composite Index (LCI); would take \$750,000,000 to restore state funding to what was given in 2009; the possibility of taxing internet sales and personal services; and, the Free and/or Reduced Lunch (FRL) calculation.

When asked what local governments have done to make up for the shortfall from the state, Mr. Regimbal responded they have cut staff, hiring freezes, delays in capital and equipment, real estate tax increases, meals tax increases; and, salary and benefits cuts.

When asked how much revenue could be realized in internet sales, Mr. Regimbal said it was estimated around \$300,000,000.

When asked if there was a connection between more money invested in schools and student achievement. Mr. Regimbal said it was hard to figure.

There was a recess from 10:22 a.m. to 10:31 a.m.

2. School Board Update on FY2019 Operating Budget and 2019 Capital Improvement Plan

Ms. Cook stated that as a member of the School Board of Williamsburg-James City County, she acknowledged she has an interest in the FY2018-2019 School Budget because she is an employee of the Williamsburg Health Foundation; however, she believed she is able to participate in the consideration of and vote on the budget fairly and in the public interest.

Dr. Herron noted there were two priorities in the FY2019 Operating Budget: 1) Champion success of all students by giving students what they need to be successful and 2) Employee compensation (3%). Dr. Herron and Monique Barnes, CFO, presented the proposed FY2019 Operating Budget (see attachment).

Mayor Freiling suggested that there be consistent peer comparisons and regional comparisons in the future.

Ms. Cook noted the school board discussed two additional items at their last meeting: 1) adding a position in finance to pay bus drivers, cafeteria workers and custodians supplemental pay as a second payment in the month; and, 2) Additional security guards in schools.

There was discussion about the entry level teacher salary increase (\$1,500 plus 3% increase); how employee VRS and health care would be affected by proposed 3% increase (WJCC will have a \$496,000 savings in VRS and the increase in medical coverage cost is around 7%); how close enrollment projections have been (very close for the past seven years in the “low estimate”); state funding is creating a larger match in local funding; was the school division considering putting seatbelts in new buses (there are pros and cons); how many new hires are there each year (about 100); and, retention rate (do not have a high turnover rate).

Mr. Zhang left the meeting at 10:50 a.m.

Ms. Ownby and Ms. Cook thanked the localities for their support. Ms. Ownby noted that the regraded positions will receive as much as a 10% increase. Ms. Ownby told of a conversation with Senator Norment on the proposed Tourism Tax Bill. Senator Norment’s thinking was the additional flow-through dollars could be earmarked for local school budgets, which could be \$3,000,000 annually. Ms. Larson asked if the additional security and the finance position were added to the budget, would the school board add to the budget, or would they take something out (waiting for costs from staff). There was further discussion on the teacher shortage (what could localities do to make the area attractive to come and work?) and certification of teachers and how often they have to recertify. Dr. Beers noted that some northern Virginia community colleges are working with local school divisions to “grow potential teachers” and trying to keep them in the community. Dr. Herron said WJCC will be offering a Future Teachers of Virginia course next year in the high schools and is working with the College of William and Mary on the Trips to Teachers program.

Ms. Ownby understood the issue in Virginia was that a degree in Education was a dual major at the elementary teacher level. Some colleges were looking at allowing education to be a stand-alone major.

Capital Improvement Plan FY2019 – there is no request in the FY2019 CIP for design of a new additional academic learning space at the high school or middle school level. On April 26, 2018 the WJCC Strategic Planning Committee will be looking at long-term planning to review facility needs and timing of these needs and make recommendations to the school board. The first priority will be to look at high school space over the long-term and view the CIP needs.

James Blair Middle School is on time and within budget. A ribbon-cutting date will be in late August.

Ms. Cook noted they may have to revisit enrollment in the different schools. Residents view where they live (to the closest school) is where their children will attend. It's not a contract that you will always attend the closest school. Ms. Larson said she had a conversation with Mr. Kinsman (county attorney) about this and suggested a connection with realtors to open channels of communication with the real estate community was needed.

D. ADJOURNMENT

3. Adjourn until 4 p.m. on March 27, 2018 for the Work Session

At 11:21 a.m. Mr. Icenhour made a motion to adjourn until 4 p.m. on March 27, 2018 for work session. The motion carried 5:0.

Mr. Pons made a motion to adjourn the city council meeting. Ms. Ramsey seconded the motion, which carried 5:0

The WJCC School Board adjourned at 11:21 a.m.

ITEM SUMMARY

DATE: 3/16/2018
TO: The Board of Supervisors
FROM: Jim Regimbal, Principal, Fiscal Analytics, Ltd.
SUBJECT: State Budget Issues and Implications for K-12 Public Education in the W-JCC School District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/8/2018 - 3:18 PM

**State Budget Issues and Implications
for K-12 Public Education
in the WJCC School District**

Fiscal Analytics, Ltd.

March 16, 2018

State GF Revenue Growth Is Forecast to Modestly Increase in the 2018-20 Biennium

<u>Fiscal Years</u>	<u>Avg. Annual GF Growth*</u>
1990-1999	5.9%
2000-2008	5.7%
2009-2010	-5.0%
2011-2016	4.1%
2017	3.6%
2018	3.4%
2019	4.0%
2020	4.0%

*Does not include GF transfers

So Far, FY 2018 GF Revenue Growth Is Encouraging

	<u>% of GF</u>	<u>Est. Growth</u>	<u>Thru Feb. GF Growth</u>
<i>Withholding</i>	63.1%	3.5%	5.6%
<i>Est Payments/Tax Dues</i>	16.8%	4.3%	19.0%
<i>Refunds</i>	<u>-10.1%</u>	<u>5.8%</u>	<u>7.9%</u>
Net Individual Income	69.8%	3.4%	7.5%
Sales Taxes*	18.0%	3.0%	3.2%
Corporate Income	4.4%	5.7%	13.3%
Recordation	2.1%	3.3%	-2.3%
Insurance Premiums	1.9%	6.2%	-25.6%
Total GF Revenues	100.0%	3.4%	6.2%

* 19.2% share of GF when including 0.375 cent sales tax transfer to the GF

Historical GF Appropriation Growth (\$ Mil.)

	<u>2001</u>	<u>2018</u>	<u>Growth</u>	Annualized Compound <u>Growth</u>
Medicaid (DMAS)	\$1,384.2	\$4,651.7	236.1%	7.4%
GF Debt Service	\$243.1	\$739.5	204.2%	6.8%
Behavioral Health	\$430.2	\$772.6	79.6%	3.5%
Other H&HS	\$648.9	\$1,059.0	63.2%	2.9%
K-12 Public Education	\$3,942.4	\$5,972.7	51.5%	2.5%
Public Safety/Comp Board	\$1,949.1	\$2,588.3	32.8%	1.7%
Higher Education	\$1,634.2	\$2,015.2	23.3%	1.2%
Natural Resources/Forest M	\$152.1	\$128.2	-15.7%	-1.0%
All Other	<u>\$1,899.4</u>	<u>\$2,372.1</u>	<u>24.9%</u>	<u>1.3%</u>
Total GF Operating	\$12,283.6	\$20,299.3	65.3%	3.0%

Note: Since 2001, the Consumer Price Index has averaged 2.0%.

GF State Aid to Localities (\$ Mil.)

	<u>FY 2009</u>	<u>FY 2014</u>	<u>FY 2018 (i)</u>	<u>FY 2019 (i)</u>	<u>FY 2020 (i)</u>
Direct Aid to K-12	\$5,607.6	\$5,240.3	\$5,972.7	\$6,236.5	\$6,339.4
K-12 % of Total GF Appropriations	35.2%	29.6%	29.4%	29.9%	29.4%
Health and Human Services	888.4	791.7	951.0	995.4	1,021.4
CSA	299.7	217.2	279.9	298.6	318.8
Community MH/SA Services	249.4	269.3	350.4	365.2	369.6
Local Social Services Staff	117.4	115.3	122.1	126.8	128.2
Community Health Programs	117.6	107.2	117.9	123.3	123.3
Welfare Services and Programs	104.3	82.7	80.7	81.5	81.5
Public Safety	734.3	687.9	740.0	758.3	768.0
Local Sheriffs Offices	406.1	411.3	453.6	464.4	465.9
Local Police Depts HB 599	197.3	172.4	178.0	184.5	191.7
Local Jail Per diem	80.1	59.4	61.3	61.7	62.7
Assistance for Juvenile Justice	50.8	44.8	47.1	47.7	47.7
Constitutional Officers	155.3	145.8	158.0	161.5	161.5
Dept. of Accounts Transfers	49.3	49.3	49.6	48.9	48.9
Car Tax	950.0	950.0	950.0	950.0	950.0
Aid-to-Locality Reduction	(50.0)	-	-	-	-
Total Local GF Aid	\$8,334.9	\$7,865.0	\$8,821.3	\$9,150.6	\$9,289.2
Total GF Appropriations	\$15,943.0	\$17,705.2	\$20,299.3	\$20,881.2	\$21,560.1
Local Aid % of Total GF	52.0%	44.1%	43.5%	43.8%	43.1%

Will Massive Move to Managed Care Provide Assumed Medicaid Savings?

<u>Fiscal Years</u>	<u>Avg. GF Annual Growth</u>
2000-2009	8.8%
2010-2015	6.2%
2016	9.3%
2017	7.2%
<i>2018 Forecast</i>	4.1% 6.5%
<i>2019 Forecast*</i>	2.3%
<i>2020 Forecast*</i>	3.4%

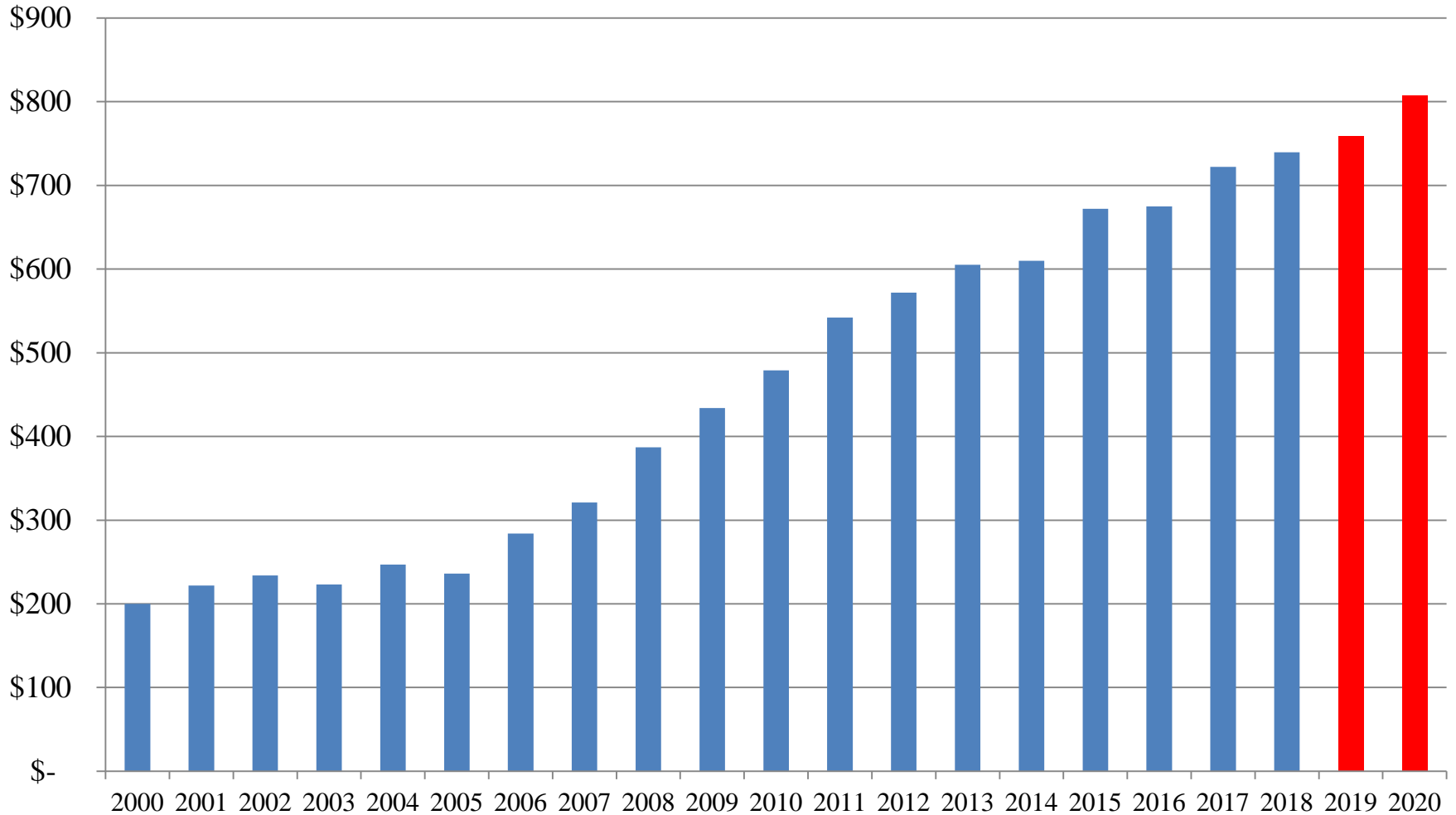
* Reflects large expansion of managed care beginning 1/1/18, mostly in long-term care and behavioral health with *assumed* lower rates and continued low new eligibility.

Steadily Rising Senior Population Ensures Medicaid Enrollment Growth

	Total Projected VA Population	Pop. 65 years and over	% of Total Pop. Age 65 and Over	Pop. 85 years and over	% of Total Pop. Age 85 and Over
2010	8,001,024	976,937	12.2%	122,403	1.5%
2020	8,744,273	1,392,849	15.9%	149,399	1.7%
2030	9,546,958	1,803,403	18.9%	194,658	2.0%
2040	10,201,530	1,925,149	18.9%	283,507	2.8%

Source: Weldon Cooper Center, <http://www.coopercenter.org/demographics/national-population-projections>

Continued Growth in GF Debt Service (\$ Mil.)

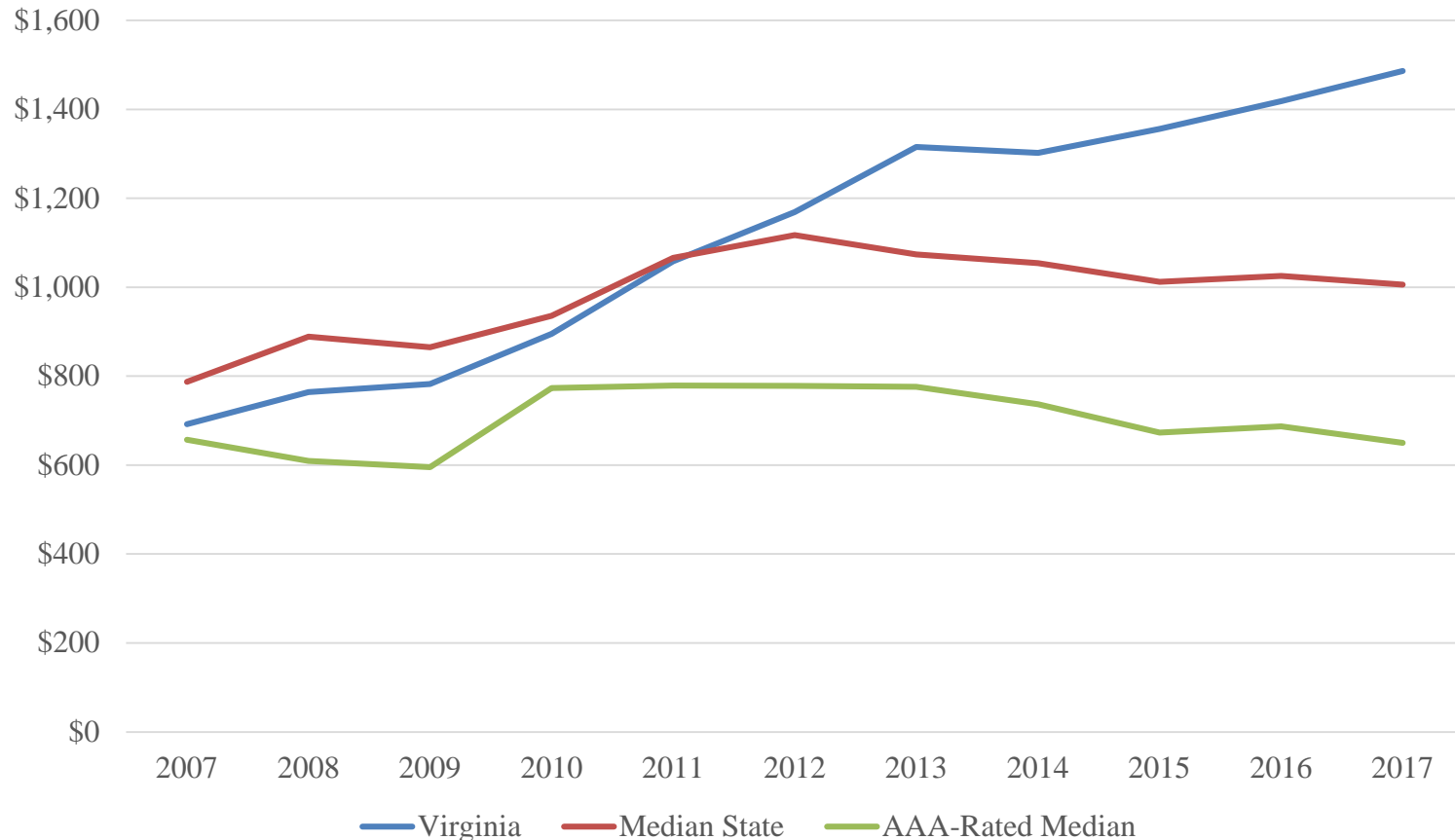


Note: Between fiscal years 2008 and 2017, the General Assembly collectively authorized \$12.13 billion of tax-supported debt. As of June 30, 2017 authorized and unissued debt amounted to \$5.7 billion, of which \$5 billion is for 9(d) projects (VPBA/VCBA).

...But Virginia Has Relatively Little Room for More Borrowing*

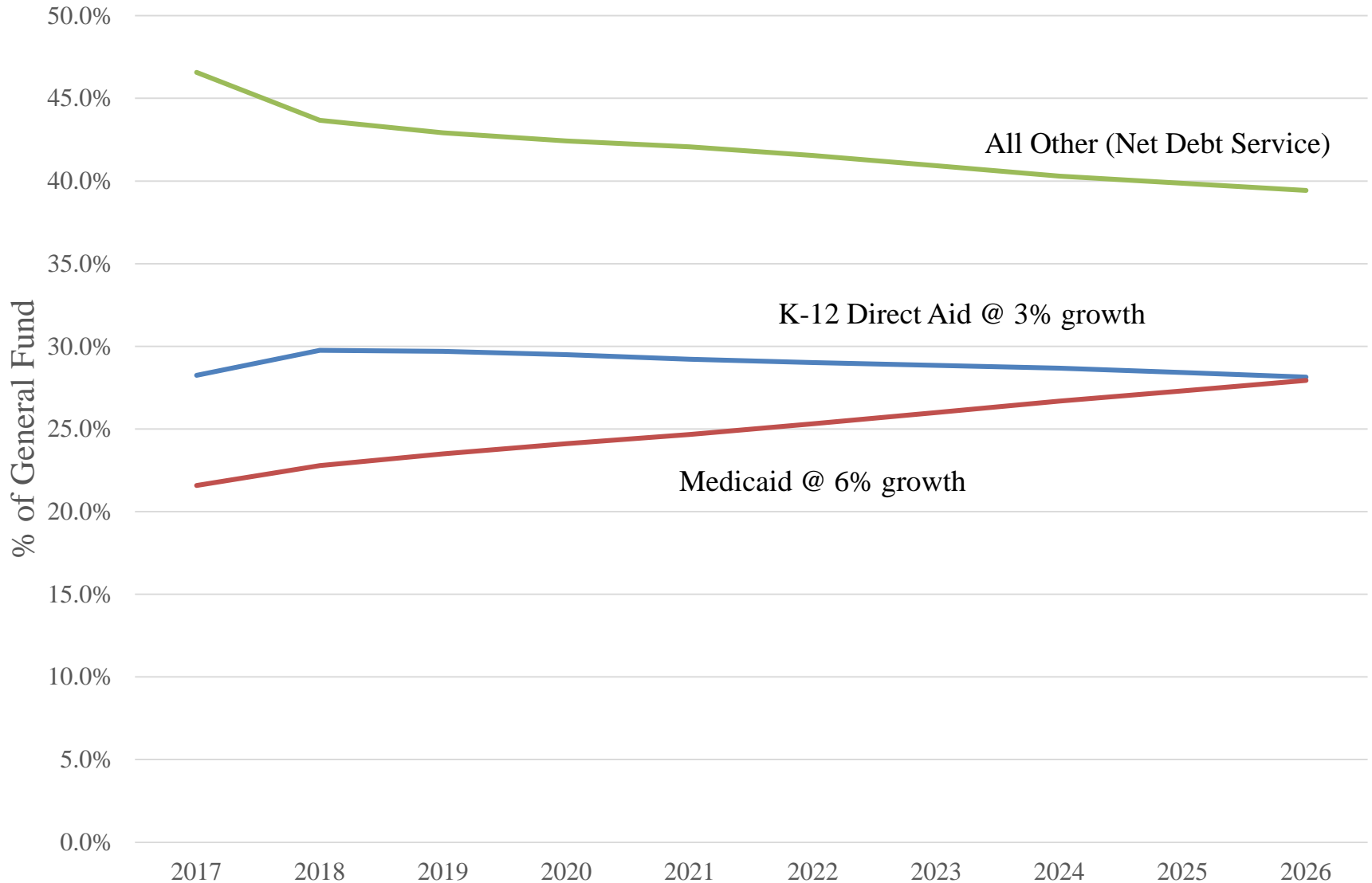
Introduced Budget Proposed Authorizing \$730 Mil. in New Debt in FY 20

Virginia Debt per Capita Compared to Other States



* Additional debt capacity based on self-imposed cap of 5% of GF + transportation revenues.
DCAC model assumes an average of \$580 mil. per year over next 10 years can be issued.
Source: Virginia Debt Capacity Advisory Board, Dec. 2017

GF Spending Programs and Policies Are Not Sustainable at 6% Medicaid Growth and 3-4% Revenue Growth



Governor's Introduced Budget

	GF Budget Accounting (\$ Mil.)						
	<u>2018 Caboose</u>	<u>FY 2019</u>	<u>Change from FY18</u>		<u>FY 2020</u>	<u>Change from FY19</u>	
			<u>\$</u>	<u>%</u>		<u>\$</u>	<u>%</u>
Legislative and Executive	\$119.4	\$123.7	\$4.3	3.6%	\$123.7	\$0.0	0.0%
Judicial Dept.	485.6	496.0	\$10.4	2.1%	496.0	\$0.0	0.0%
Administration/Comp Board	714.3	736.7	\$22.4	3.1%	739.6	\$2.9	0.4%
Treasury Board Debt Service	739.5	759.1	\$19.6	2.7%	807.6	\$48.5	6.4%
Other Finance/Technology	31.1	191.2	\$160.1	514.8%	189.8	-\$1.4	-0.7%
Rainy Day Fund Deposit	-	-	-	-	-	-	-
Car Tax Reimbursement	950.0	950.0	\$0.0	0.0%	950.0	\$0.0	0.0%
Commerce and Trade	203.5	208.9	\$5.4	2.7%	210.3	\$1.4	0.7%
Agriculture / Nat. Resources	163.7	191.9	\$28.2	17.2%	168.9	-\$23.0	-12.0%
K-12 Education/Central Office	6,031.2	6,297.5	\$266.3	4.4%	6,400.8	\$103.3	1.6%
Higher & Other Education	2,015.2	2,119.8	\$104.6	5.2%	2,148.6	\$28.8	1.4%
DMAS Medicaid *	4,651.7	4,651.2	-\$0.5	0.0%	4,796.3	\$145.1	3.1%
Other Health & Human Services	1,847.1	1,949.5	\$102.4	5.5%	2,029.1	\$79.6	4.1%
Public Safety & Veterans/HS	1,938.0	2,030.8	\$92.8	4.8%	2,041.8	\$11.0	0.5%
Transportation	41.0	43.0	\$2.0	4.9%	43.0	\$0.0	0.0%
Central Appropriations	211.3	71.5	-\$139.8	-66.2%	188.6	\$117.1	163.8%
Cash Reserve	156.4	50.0	-\$106.4	-68.0%	220.7	\$170.7	341.4%
Independent Agencies/Capital	0.3	10.4	\$10.1	NM	5.3	-\$5.1	-49.0%
Total GF Appropriations	\$20,299.3	\$20,881.2	\$581.9	2.9%	\$21,560.1	\$678.9	3.3%
GF Revenues	19,328.2	20,096.5	\$768.3	4.0%	20,892.3	\$795.8	4.0%
Transfers	622.7	615.7	-\$7.0	-1.1%	625.8	\$10.1	1.6%
Rainy Day Fund Withdrawal	272.5	-			-		
Balances for Appropriation	201.6	22.0			(0.5)		
Unappropriated Balance		54.6			12.1		

* Includes Medicaid expansion **savings** of \$421 million

Initial 2018-20 Biennium K-12 Rebenchmarking

(Net of 25% non-participation for VA Pre-School Initiative)

- FY 2019 = \$210.8 m; FY 2020 = \$232.6 m; Total = \$443.4 m
 - Increases state funding by about 6 percent over the 2 years.

Major Cost Increases:	<u>Biennial Cost</u> (\$ Mil)	Major Cost Decreases:	<u>Biennial Cost</u> (\$ Mil)
Recognize Full Year Cost of 2.0% State Salary Increase and Instructional/Support Prevailing Costs	\$169.5	Pupil Transportation Costs	(\$24.1)
Non-personal Support Prevailing and Inflation Costs <i>(largest factor: substitute teachers up 9.3%)</i>	\$161.3	3-Year Avg. FL Rates for CEP Schools	(\$21.0)
Health Care Premium <i>(up 10%)</i>	\$58.0	Support Position Cap Ratio (4.27-1)	(\$18.9)
Update Lottery Accounts	\$43.7	Textbook Costs	(\$14.4)
Projected Enrollment Counts	\$38.4	Federal Revenue Deduct	(\$2.3)
ESL, CTE, Remedial Summer School, Categorical, Superintendents, School Board, Nurse Costs	\$22.7	Other	(\$1.7)
SOL Test Failure Rate Data	\$17.5	Total Decreases	(\$82.4)
Special Ed Child Counts	\$14.6		
Total Increases	\$525.7		

K-12 Introduced Budget Changes

K-12 Direct Aid GF *biennium* spending increases (above base) primarily included:

- \$487.5 mil. GF for normal Standards of Quality re-benchmarking.
- \$42.7 mil. GF to update sales tax revenues for public education and \$5.2 million for sales tax distributions based on school-age population.
- \$80 mil. GF to offset decreased Literary Fund support for teacher retirement.
- \$51.3 mil. GF for the state share of a 2% salary increase starting December 1, 2019.
- \$11.5 mil. GF in FY 2019 for “no loss” funding in FY 2019 compared to FY 2018. This funding holds localities harmless that otherwise would lose state funding in FY 2019 relative to their FY 2018 allocations.
- \$7.7 mil. GF in FY 2020 for one full-time principal in every elementary school based on the Virginia Board of Education's recommendations to amend the Standards of Quality.
- \$7.1 mil. GF in FY 2020 for additional at-risk student funding based on numbers of free lunch students from a basic aid boost of 1-13% to 1-14% in FY 2020.

K-12 Direct Aid GF *biennium* spending reductions primarily included:

- \$80.4 million GF reduction due to increased Lottery proceeds projections.
- \$47.9 mil. GF reduction from Virginia Pre-school Initiative 25% non-participation
- \$45 million reduction from reduced teacher retirement and OPEB rates - 16.32% to 15.68%
 - VRS funded status for teachers has increased from a low of 62% in FY 2013 to 74% in FY 2019
- \$5.5 mil. GF in savings from revised lower student enrollment projections
- \$1.7 mil. GF in savings from new LCI calculations.

Major General Assembly K-12 Budget Proposals

House Budget:

- Adds \$62.4 mil. GF and \$17.6 mil. in lottery funds to increase flexible lottery per pupil distributions to 40 percent of total lottery funds.
- Adds \$36.3 mil. to advance 2% salary increase from 12/1/19 to 7/1/19.
- Removes \$7.7 mil. introduced budget funding for small school full-time principals.
- Removes \$7.1 mil. introduced budget funding for the At-risk Add-on.
- Adds \$6.1 mil. for school division enrollment declines of over 5% over last 5 years and less than 10,000 students.

Senate Budget:

- Cuts \$51.3 mil by removing 2% salary increase on 12/1/19.
- Removes \$7.7 mil. introduced budget funding for small school full-time principals.
- Keeps \$7.1 mil. introduced budget funding for the At-risk Add-on.
- Adds \$9.2 mil by increasing Virginia pre-school Initiative from \$6,125 per pupil to \$6,500.
- Adds \$5.0 mil. for school division enrollment declines of over 10% over last 10 years and less than 10,000 students.
- Adds \$1.5 mil. for Master Teacher Residency programs for urban school divisions.

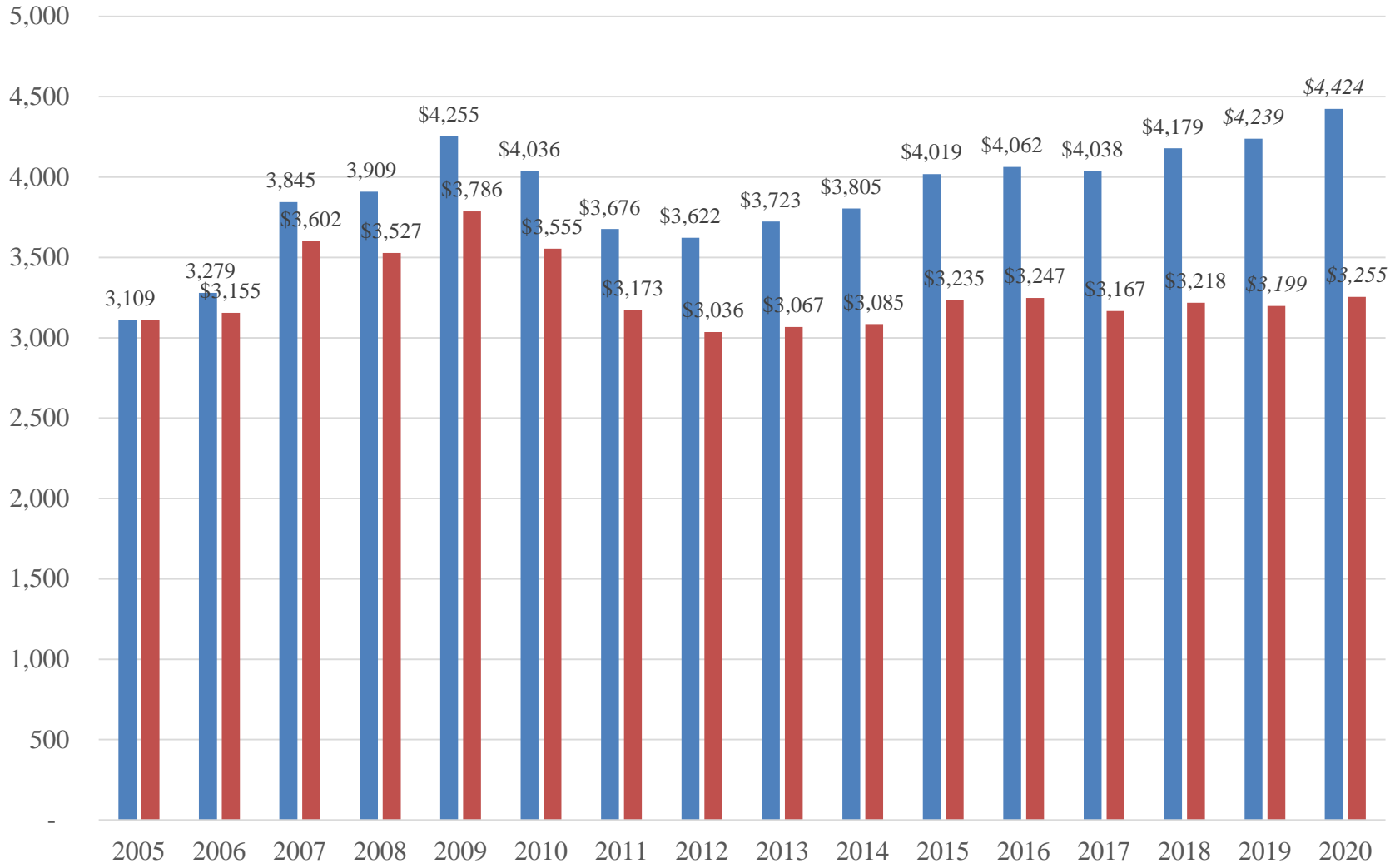
James City and Williamsburg State SOQ K-12 Funding Accounts - FY 2018

	<u>James City</u>	<u>RLM</u>	<u>Williamsburg</u>	<u>RLM</u>
Basic Aid	\$20,436,623	\$26,447,119	\$1,094,743	\$3,764,304
Sales Tax	\$11,746,648	\$0	\$1,144,091	\$0
VRS Retirement	\$2,774,368	\$3,590,321	\$145,030	\$498,688
Special Education	\$2,542,032	\$3,289,654	\$132,747	\$456,454
Social Security	\$1,207,237	\$1,562,291	\$63,303	\$217,668
Textbooks	\$500,115	\$647,201	\$25,931	\$89,163
Prevention/Remediation	\$451,006	\$583,648	\$23,620	\$81,220
Gifted Education	\$218,669	\$282,981	\$11,338	\$38,985
ESL	\$176,254	\$228,091	\$38,684	\$133,016
Vocational Education	\$113,890	\$147,386	\$5,905	\$20,305
Remedial Summer School	\$81,676	\$0	\$9,256	\$0
Group Life	\$82,001	\$106,118	\$4,252	\$14,620
Total SOQ	\$40,330,519	\$36,884,810	\$2,698,900	\$5,314,423

Major Incentive, Lottery, Categorical, and Supplemental State Accounts - FY 2018

	<u>James City</u>	<u>RLM</u>	<u>Williamsburg</u>	<u>RLM</u>
Supplemental Lottery Per Pupil	\$1,249,559	\$0	\$64,789	\$0
Special Education State Programs	\$0	\$0	\$1,047,609	\$0
K-3 Class Size Reduction	\$472,925	\$612,014	\$36,192	\$124,447
Technology VPSA	\$0	\$0	\$440,000	\$88,000
Special Ed Regional Tuition	\$332,289	\$0	\$89,002	\$0
At Risk Add-on	\$275,253	\$356,206	\$14,575	\$50,117
Virginia Preschool Initiative	\$283,235	\$283,235	\$0	\$0
Compensation Supplement	\$203,316	\$0	\$10,897	\$0
Early Reading Intervention	\$138,060	\$178,664	\$8,092	\$27,825
Special Ed Homebound & Jails	\$0	\$0	\$137,000	\$0
SOL Algebra Readiness	\$61,934	\$80,149	\$2,987	\$10,270
Foster Care	\$63,944	\$0	\$0	\$0
School Breakfast & Lunch	\$0	\$0	\$56,525	\$0
Career and Technical Education	\$0	\$0	\$9,311	\$0
Academic Year Governor's School	\$0	\$0	\$0	\$0
All Other Programs	<u>\$0</u>	<u>\$0</u>	<u>\$28,081</u>	<u>\$0</u>
Subtotal	\$3,080,515	\$1,510,268	\$1,945,060	\$300,659
Total K-12 Education	\$43,411,034	\$38,395,038	\$4,643,960	\$5,615,082

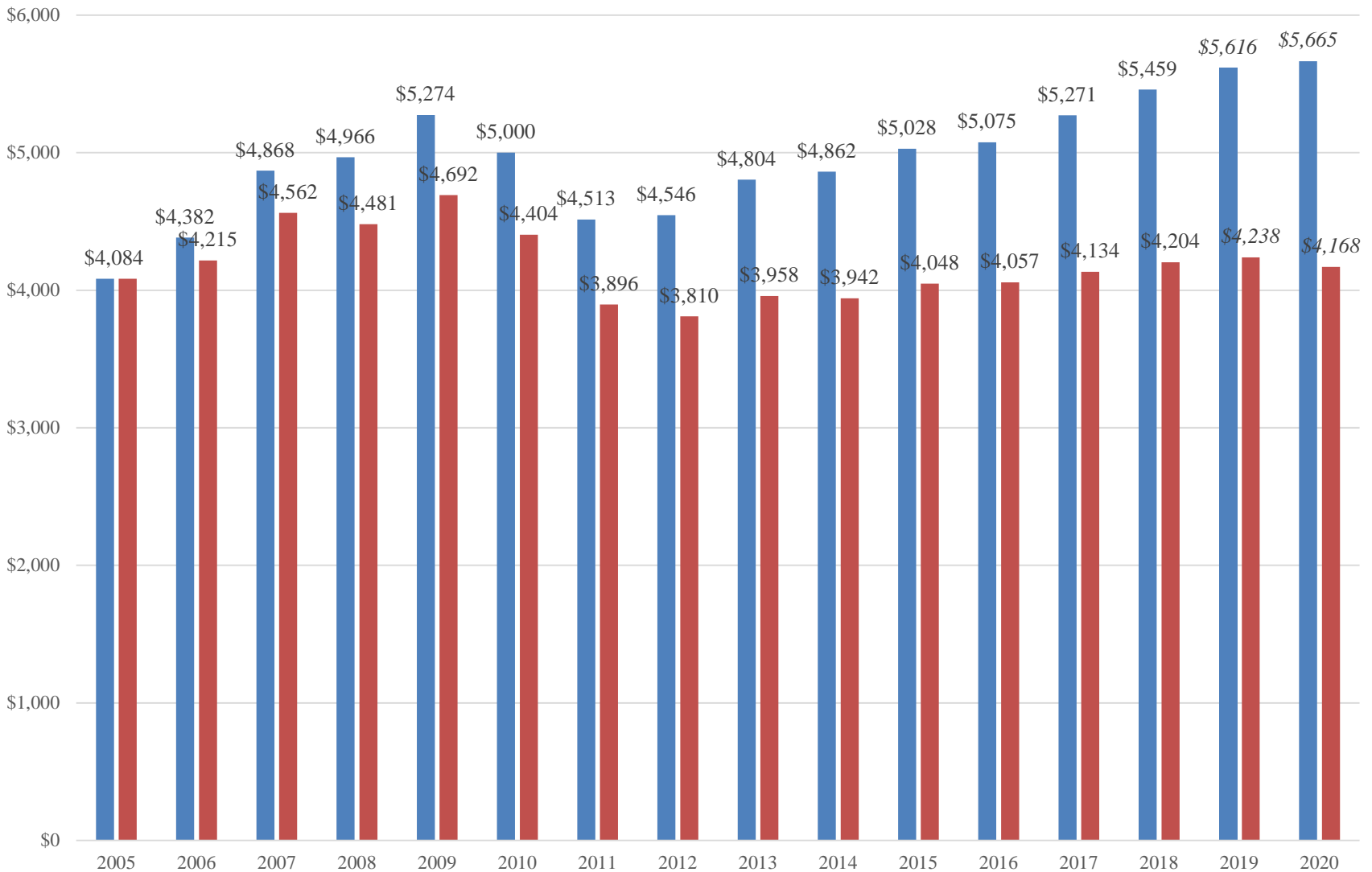
WJCC State Per Pupil K-12 Direct Aid (All Funds) Nominal and Inflation-Adjusted (CPI \$2005)



Source: Virginia DOE - http://www.doe.virginia.gov/school_finance/budget/calc_tools/index.shtml

Note: includes state sales tax distribution

State Per Pupil K-12 Direct Aid (All Funds) Nominal and Inflation-Adjusted (CPI \$2005)



Source: Virginia DOE - http://www.doe.virginia.gov/school_finance/budget/calc_tools/index.shtml

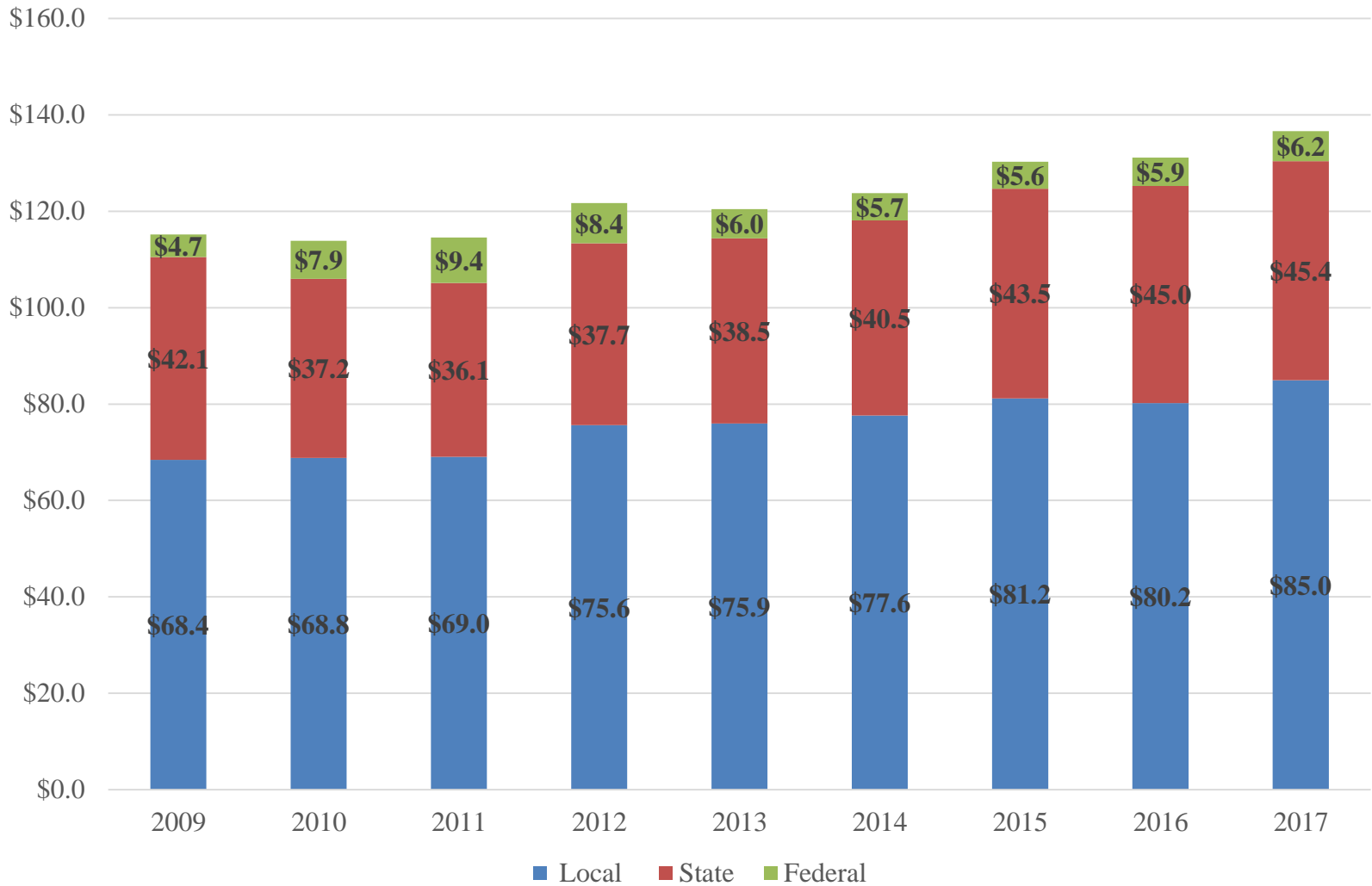
WJCC LCI Analysis

(Percent of State Totals)

	FY 2018-20	FY 2016-18	FY 2010-12		FY 2018-20	FY 2016-18	FY 2010-12
	<u>James City</u>	<u>James City</u>	<u>James City</u>		<u>Williamsburg</u>	<u>Williamsburg</u>	<u>Williamsburg</u>
TVRE (50%)	1.069%	1.038%	1.004%		0.158%	0.159%	0.165%
VAGI* (40%)	1.065%	1.038%	0.999%		0.123%	0.132%	0.172%
Sales (10%)	<u>1.000%</u>	<u>0.982%</u>	<u>0.921%</u>		<u>0.389%</u>	<u>0.407%</u>	<u>0.456%</u>
Numerator							
Weighted Avg	1.061%	1.032%	0.994%		0.167%	0.173%	0.197%
ADM (.667%)	0.829%	0.811%	0.784%		0.080%	0.080%	0.064%
Population (.33%)	<u>0.875%</u>	<u>0.850%</u>	<u>0.799%</u>		<u>0.177%</u>	<u>0.180%</u>	<u>0.172%</u>
Denominator							
Weighted Avg	0.844%	0.824%	0.789%		0.112%	0.114%	0.100%
N/D Ratio	1.2563	1.2529	1.2594		1.4859	1.5210	1.9701
LCI	.5657	.5641	.5668		.7703	.7747	0.8000

* Williamsburg VAGI adjusted for over 3% non-resident income

Total WJCC K-12 Funding (\$Mil.) Average Annual Growth 2.5%/yr from FY 2009-17



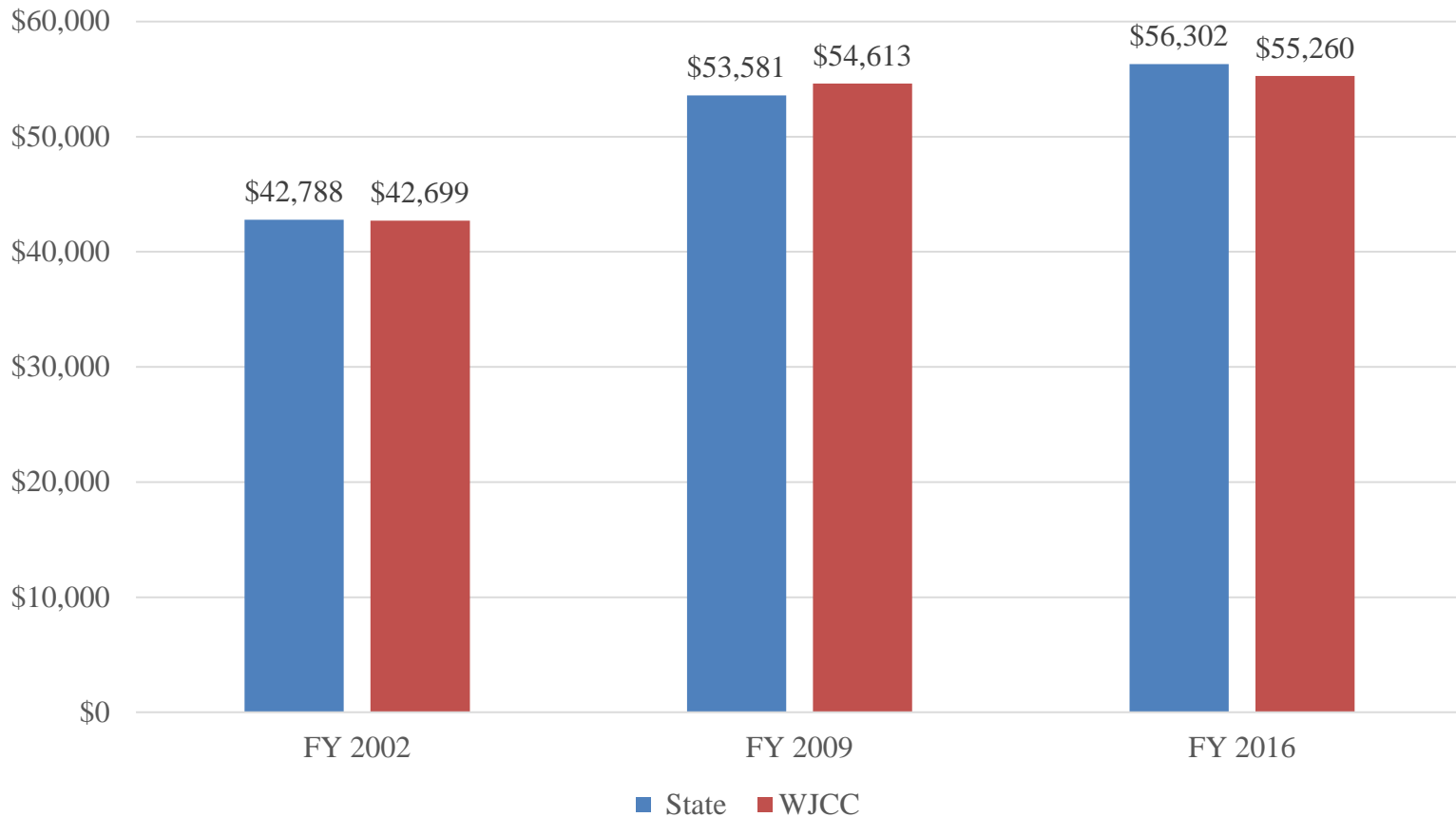
Note: State funding includes sales tax, FY 2009-17 state funding avg. annual growth 1.1%, local funding growth 2.75%.
Source: DOE Superintendents Annual Report

Policymakers Beginning to Recognize There Are Teacher Supply and Demand Issues

- Teachers are central to education – recruiting, retaining, and rewarding effective teachers is at the core of the success of schools.
- Some school divisions face challenges in hiring enough qualified teachers.
 - 1,000 unfilled positions in Fall 2016
 - Declining enrollment in teacher preparation programs
- Teacher supply and demand is a complex equation involving licensure/preparation, compensation, working conditions, and class size.

Instructional Pay Increases Have Slowed Considerably Since 2009

Average Salary - All Instructional Positions*



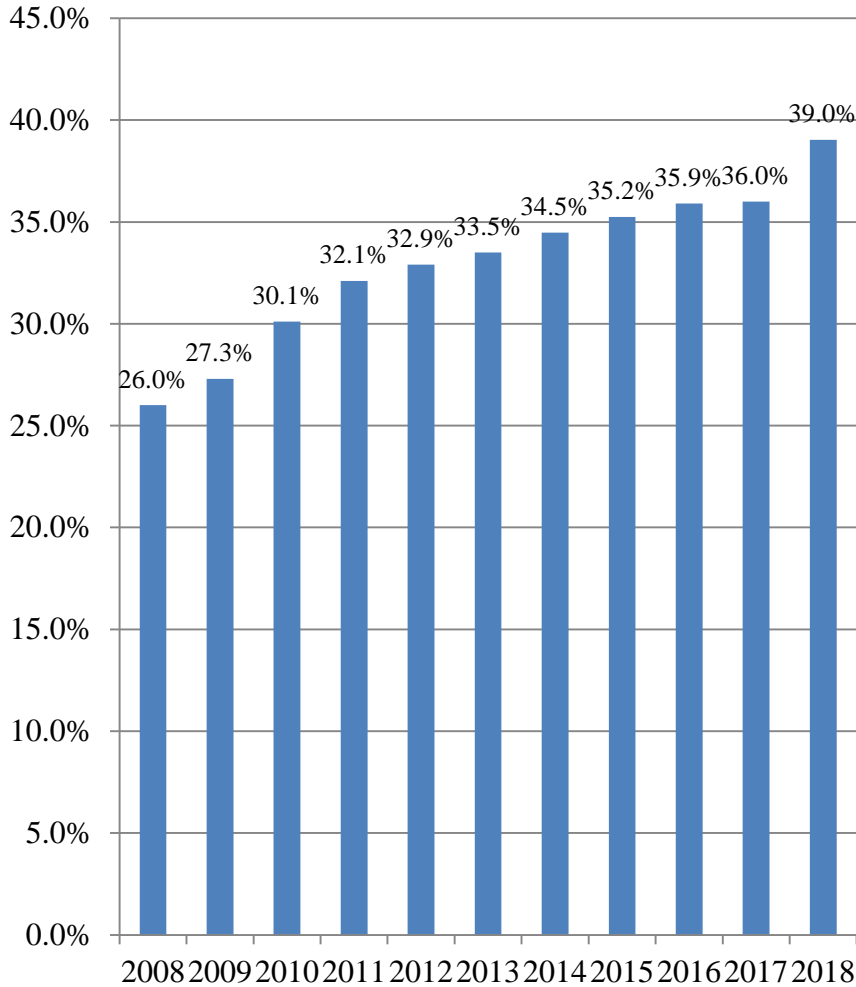
Source: Superintendent's Annual Report.

* All instructional positions include classroom teachers, guidance counselors, librarians, principals, and assistant principals.

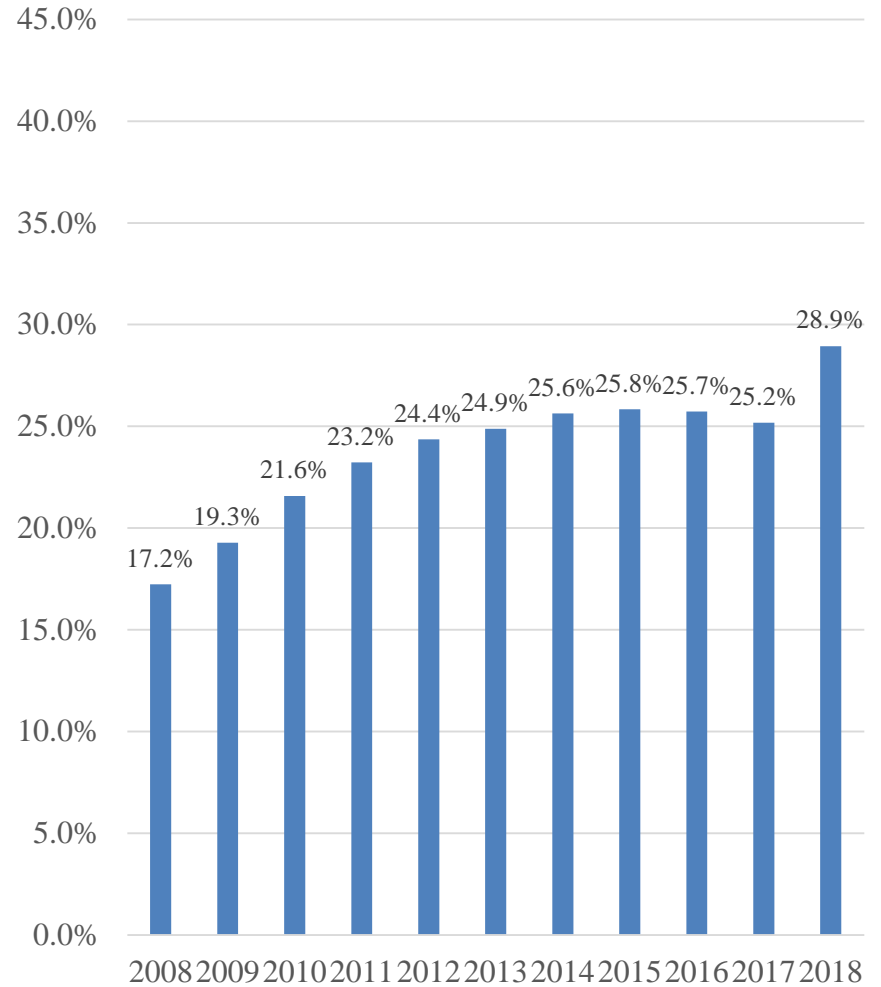
Note: Average instructional pay would have been \$59,872 (state) and \$61,025 (WJCC) in 2016 if grown at the rate of the CPI from 2009.

Increasingly More Difficult Population to Educate

State % Free Lunch Students*



Combined WJCC % Free Lunch*



* Jump in FY18 FL students due to participating in the Community Eligibility Provision and/or Direct Certification of Medicaid eligible students (WJCC)

The Achievement Gap Persists

SOL Pass Rates 2016-17					
	English		Math		
	<u>WJCC</u>	<u>State</u>	<u>WJCC</u>	<u>State</u>	
Asian	90	91	93	93	
White	89	86	88	86	
Hispanic	74	71	73	71	
Black	66	67	64	66	
Economically Disadvantaged	67	67	65	68	
Limited English Proficiency	57	64	62	68	

Source: http://www.doe.virginia.gov/statistics_reports/school_report_card/index.shtml

Relatively Little State Funding to Address the Achievement Gap

Major State-Funded At Risk Student Education Programs (Governor's Introduced Budget)	
	<u>FY 2019</u>
K-3 Primary Class Size Reduction	\$130,593,583
SOQ Prevention, Intervention, & Remediation	113,078,853
At Risk Add-on (Split funded)	100,250,878
Virginia Preschool Initiative	70,234,325
SOQ English as a Second Language	62,210,121
Early Reading Intervention	22,599,681
School Breakfast and Lunch	13,607,703
SOL Algebra Readiness	13,003,937
Targeted Extended School Year Grants	7,763,312
Teacher Recruitment & Retention Grant Programs	1,931,000
Math/Reading Instructional Specialists	1,834,538
Early Reading Specialists Initiative	1,476,790
Communities in Schools	1,244,400
Teacher Residency Program	1,000,000
Mentor Teacher	<u>1,000,000</u>
Major At-Risk Student Funding	\$541,829,121
Total State K-12 Funding	\$7,033,220,624
At-Risk Student % of Total State K-12 Funding	7.7%

State Standards of Quality Do Not Reflect True Costs for Local K-12 Divisions

- Only 136,000 out of 200,000 K-12 positions (68 percent) employed by local school divisions are recognized by the SOQ; many support positions and other support costs de-funded after 2009; the “linear weighted average” methodology underfunds teacher’s salaries; real-time costs not reflected in re-benchmarking.
 - Raising teacher salaries from 29th (*JLARC 2018*) to the national average and funding prevailing support costs requires an additional \$750 million GF/year.
- Localities on average spent 109 percent, or \$4.0 bil. beyond state SOQ requirements to meet SOL and SOA requirement in FY 17. All 135 local school divisions exceeded Required Local Effort (RLE) in FY 17.
 - ***James City County exceeded the FY 2017 SOQ RLE by \$37.6 mil. or 101%.***
 - ***Williamsburg exceeded the FY 2017 SOQ RLE by \$1.7 mil. or 35%.***

Divisions up to 25% Above RLE	15
Divisions Exceeding 25% to 75%	47
Divisions Exceeding 76% to 100%	27
Divisions Exceeding 100% RLE	46

Virginia Board of Education Recommends \$600 Mil./Year in Standards of Quality Upgrades

- In 2016, BOE recommended SOQ funding changes - first since the early 2000's. Examined where local practices overwhelmingly exceeded state recognized staffing practices.
- The Board of Education recommends the following changes to the SOQ:
 - Restoring the funding of support positions using prevailing practices rather than the 2009 enacted support position cap of 1 support per 4.27 SOQ funded teachers - \$340 million.
 - Require one school counselor for every 250 students in grades K-12 - \$82.4 million
 - Require one full-time assistant principal for every 400 students in grades K-12 - \$71.4 million
 - Require one full-time social worker for every 1,000 students - \$48.7 million
 - Require one full-time school psychologist for every 1,000 students - \$42.7 million
 - One full-time principal in each elementary school. 12 percent of schools have under 299 students and are only provided funding for a part-time principal - \$7.7 million (*in Governor's introduced budget for FY 20*)
 - Require one full-time school nurse for every 550 students - \$1.8 million
- New position standards would increase local match requirements for some localities.

National Rankings Indicate Relatively Low State K-12 Funding Levels, and a Higher Burden on Local Taxes

	<u>2012 JLARC Ranking</u>	<u>2018 JLARC Ranking</u>
Per capita personal income	8	12
Per capita state taxes	34	33
Per capita local taxes	13	16
State Per Pupil Funding	35	40
State and Local Per Pupil Funding	17	24
Average Salary of Public School Teachers*	28	29

* Average teacher salary in VA about \$7,500 below national average

Source: *Virginia Compared to Other States, JLARC, 2012, 2018 Editions*

Available Local Revenues Not Keeping Pace With Population/Inflation

	Williamsburg			James City Co.		
	FY 2009	FY 2017	% Growth	FY 2009	FY 2017	% Growth
Population	13,572	14,860	9.5%	63,696	73,325	15.1%
CPI-U Inflation Index	215.7	245.0	13.6%	215.7	245.0	13.6%
Total Local Revenues*	\$32,991,978	\$36,209,466	9.8%	\$146,852,743	\$180,035,240	22.6%
<i>Per capita Local Revenue</i>	<i>\$2,431</i>	<i>\$2,437</i>	<i>0.2%</i>	<i>\$2,306</i>	<i>\$2,455</i>	<i>6.5%</i>
State revenues*	\$7,261,668	\$8,962,018	23.4%	\$63,687,957	\$67,105,414	5.4%
Federal Revenues	\$1,522,181	\$1,772,828	16.5%	\$9,821,896	\$10,946,828	11.5%
Total Revenues	\$41,775,827	\$46,944,312	12.4%	\$220,362,596	\$258,087,482	17.1%
Real Property	\$10,136,979	\$10,429,845	2.9%	\$85,326,956	\$98,153,629	15.0%
Public Service Prop.	\$279,150	\$307,406	10.1%	\$1,426,801	\$2,093,504	46.7%
Personal Property	\$636,373	\$735,079	15.5%	\$14,729,182	\$22,091,826	50.0%
Machinery & Tools	\$1,307,209	\$1,370,354	4.8%	\$4,910,373	\$5,922,084	20.6%
Sales Tax	\$3,844,275	\$4,388,596	14.2%	\$8,618,525	\$11,085,090	28.6%
BPOL	\$1,595,535	\$1,833,991	14.9%	\$5,967,511	\$7,083,691	18.7%
Meals Tax	\$5,522,541	\$7,043,184	27.5%	\$5,618,586	\$7,202,286	28.2%
Service Charges	\$1,230,941	\$2,029,081	64.8%	\$9,520,646	\$12,206,704	28.2%
Transient Occupancy	\$4,922,280	\$4,445,064	-9.7%	\$2,764,063	\$3,631,440	31.4%
Recordation/Bank	\$299,172	\$598,947	100.2%	\$1,226,412	\$1,532,368	24.9%
Other Revenues**	\$3,217,523	\$3,027,919	-5.9%	\$6,743,688	\$9,032,618	33.9%
* Adjusted for Communication Sales and Use Taxes now from state						
** Other taxes, Permits, Licenses, Fines, Fees, Rental, Interest, etc.						

Slow Real Property Revenue Growth Has Required Rising Rates

Median Real Estate Tax Rates in Virginia Localities*

	<u>CY 2009</u>	<u>CY 2016</u>	<u>Change</u>
All Cities	0.90	1.07	0.17
<i>Williamsburg</i>	<i>0.54</i>	<i>0.57</i>	<i>0.03</i>
All Counties	0.55	0.66	0.11
<i>James City County</i>	<i>0.77</i>	<i>0.84</i>	<i>0.07</i>
Towns	0.18	0.18	-

* Nominal rates per \$100 of assessed value. Source: Weldon Cooper Center, "Virginia Local Tax Rates"

Job Growth in WJCC Region Relatively Slow, But Higher Paying Jobs Growing Faster

	2nd Q 2017 Avg Jobs	2nd Q 2012 Avg Jobs	% Growth	Average Weekly 2017 Wage	2nd Q 2017 Total Wages	2nd Q 2012 Total Wages	% Growth
<i>Total, All Industries</i>	43,404	41,528	4.5%	\$705	\$409,402,487	\$338,494,593	20.9%
Jobs Paying Under \$800/Week*	22,346	22,782	-1.9%		\$130,375,960	\$122,970,940	6.0%
Jobs Paying Over \$800/Week*	15,050	13,278	13.3%		\$209,480,176	\$163,598,872	28.0%

Source: Virginia Employment Commission, Quarterly Census of Employment and Wages

*Jobs don't add to total due to confidentiality reporting requirements. See Appendix for more details

Summary

- The 2009-10 recession took a big bite out of state K-12 education funding. Since the recession, relatively low growth in state GF revenues, and high growth in Medicaid and debt service has kept the state from fully restoring support for K-12.
- Key Questions: Will increased managed care slow Medicaid expenditure growth and will state revenues grow faster to allow more state investment in K-12? Will the WJCC area local economy achieve faster growth?
- It will become harder to raise local property tax rates with the new federal tax law SALT caps on itemized deductions.
- The state should either shoulder more funding responsibility or provide localities with greater revenue generating capacity.
 - e.g., Modernize the sales tax and communications sales tax bases.

Appendices

FY 2018 SOQ Statewide Funding Accounts

	<u>FY 2018 State Amount</u>	<u>Required Local Match</u>
Basic Aid	\$3,187,618,305	\$2,553,285,710
Sales Tax	\$1,377,942,000	N/A
VRS Retirement	\$447,555,445	\$359,898,957
Special Education	\$382,857,839	\$334,596,521
Social Security	\$195,042,985	\$156,870,253
Prevention, Intervention, & Remediation	\$113,821,446	\$77,561,025
Textbooks	\$76,599,185	\$60,508,952
ESL	\$55,594,856	\$66,437,532
Vocational Education	\$52,236,389	\$34,014,855
Gifted Education	\$34,425,282	\$27,747,861
Group Life	\$13,240,433	\$10,599,711
Remedial Summer School	<u>\$25,785,842</u>	<u>N/A</u>
Total SOQ	\$5,962,720,007	\$3,681,521,377

Major Incentive, Lottery, Categorical, and Supplemental Statewide Accounts

	<u>FY 2018 State Amount</u>	<u>Required Local Match</u>
Supplemental Lottery Per Pupil	\$191,267,718	N/A
K-3 Class Size Reduction	\$128,583,847	\$83,622,434
At Risk Add-on	\$98,091,648	\$61,081,866
Special Education Regional Tuition	\$87,578,979	N/A
Virginia Preschool Initiative	\$70,950,500	\$57,041,705
Technology VPSA	\$67,163,200	\$13,059,040
Special Education State Programs	\$34,427,328	N/A
Compensation Supplement	\$31,740,080	N/A
Early Reading Intervention	\$20,098,089	\$15,107,504
Academic Year Governor's School	\$15,924,371	N/A
SOL Algebra Readiness	\$12,775,341	\$8,892,478
Career and Technical Education	\$12,400,829	N/A
School Breakfast & Lunch	\$11,294,161	N/A
Foster Care	\$9,595,565	N/A
Special Education Homebound & Jails	\$8,717,442	N/A
All Other Programs	<u>\$63,467,389</u>	<u>\$3,177,816</u>
Subtotal	\$864,076,487	\$241,982,843
Total K-12 Education	\$6,826,796,494	\$3,923,504,220

Williamsburg-James City County

Changes in Employment 2012-2017

	2nd Q 2017 Avg Jobs	2nd Q 2012 Avg Jobs	% Growth	Average Weekly Wage	2nd Q 2017 Total Wages	2nd Q 2012 Total Wages	% Growth
<i>Total, All Industries</i>	43,404	41,528	4.5%	\$705	\$409,402,487	\$338,494,593	20.9%
Accommodation and Food Services	7,152	7,053	1.4%	\$382	\$36,119,040	\$33,760,162	7.0%
Health Care and Social Assistance	5,832	5,217	11.8%	\$813	\$66,721,967	\$50,267,983	32.7%
Retail Trade	5,295	5,150	2.8%	\$387	\$27,428,634	\$25,179,745	8.9%
Arts, Entertainment, and Recreation	4,259	4,744	-10.2%	\$319	\$17,645,211	\$16,568,172	6.5%
Educational Services	2,270	2,339	-2.9%	\$701	\$20,686,061	\$20,393,265	1.4%
Professional, Scientific, and Technical Serv	1,974	1,424	38.6%	\$1,347	\$36,434,738	\$19,852,575	83.5%
Manufacturing	1,902	1,682	13.1%	\$1,228	\$30,233,077	\$27,034,610	11.8%
Construction	1,716	1,601	7.2%	\$888	\$20,003,695	\$16,366,688	22.2%
Administrative and Support Public Administration	1,417	1,425	-0.6%	\$647	\$11,495,935	\$9,396,401	22.3%
Management of Companies and Enterprises	1,054	844	24.9%	\$1,352	\$18,251,450	\$18,874,574	-3.3%
Real Estate and Rental and Leasing	938	752	24.7%	\$940	\$11,482,782	\$8,114,704	41.5%
Other Services (except Public Administration)	876	949	-7.7%	\$567	\$6,033,817	\$5,597,440	7.8%
Wholesale Trade	876	845	3.7%	\$795	\$9,145,965	\$8,245,044	10.9%
Finance and Insurance	567	627	-9.6%	\$1,581	\$12,816,820	\$10,173,836	26.0%
Information	201	277	-27.4%	\$697	\$1,821,297	\$3,830,711	-52.5%

ITEM SUMMARY

DATE: 3/16/2018
TO: The Board of Supervisors
FROM: Olwen Herron, Superintendent, W-JCC Schools
SUBJECT: School Board Update on FY2019 Operating Budget and 2019 Capital Improvement Plan

Fiscal Year 2019 Superintendent's Proposed Budget may be accessed online at the following link:

<https://wjccschools.org/wp-content/uploads/2014/02/FY19-Superintendents-Proposed-Budget.pdf>

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/8/2018 - 3:18 PM

Superintendent's Proposed FY2019 Budget

March 16, 2018

INDIVIDUALISM | INTEGRITY | INNOVATION | ACCOUNTABILITY | COLLABORATION



State Code Requirements

§ 22.1-92. Estimate of moneys needed for public schools

It shall be the duty of each division superintendent to prepare, with the approval of the school board, the estimate of the amount of money deemed to be needed during the next fiscal year for the support of the public schools of the school division. The estimate shall set up the amount of money deemed to be needed for each major classification prescribed by the Board of Education and such other headings or items as may be necessary.

Major Budgetary Factors

- **Compensation Study**
- **Teacher Recruitment & Retention**
- **Special Education Needs**
- **English Language Learner Population Needs**
- **Instructional Needs**
- **Historical State Funding**
- **Governor McAuliffe's Introduced Budget**

Previous Teacher Salary Scale Initiatives

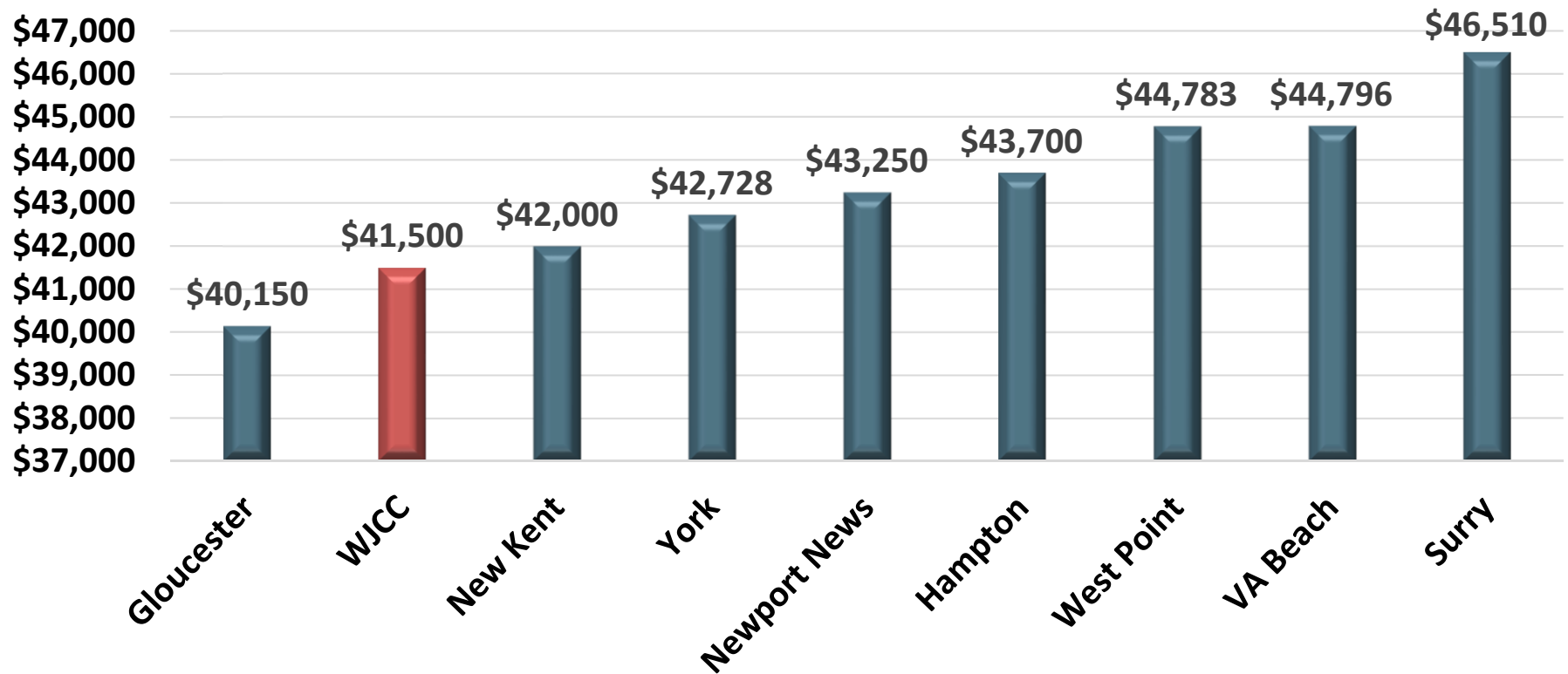
2016-2017:

- Aligned steps with years of service**
- Eliminated the “+15” columns**
- Moved toward an average 1.5% increase between steps**
- Increased entry-level salary \$1,200**

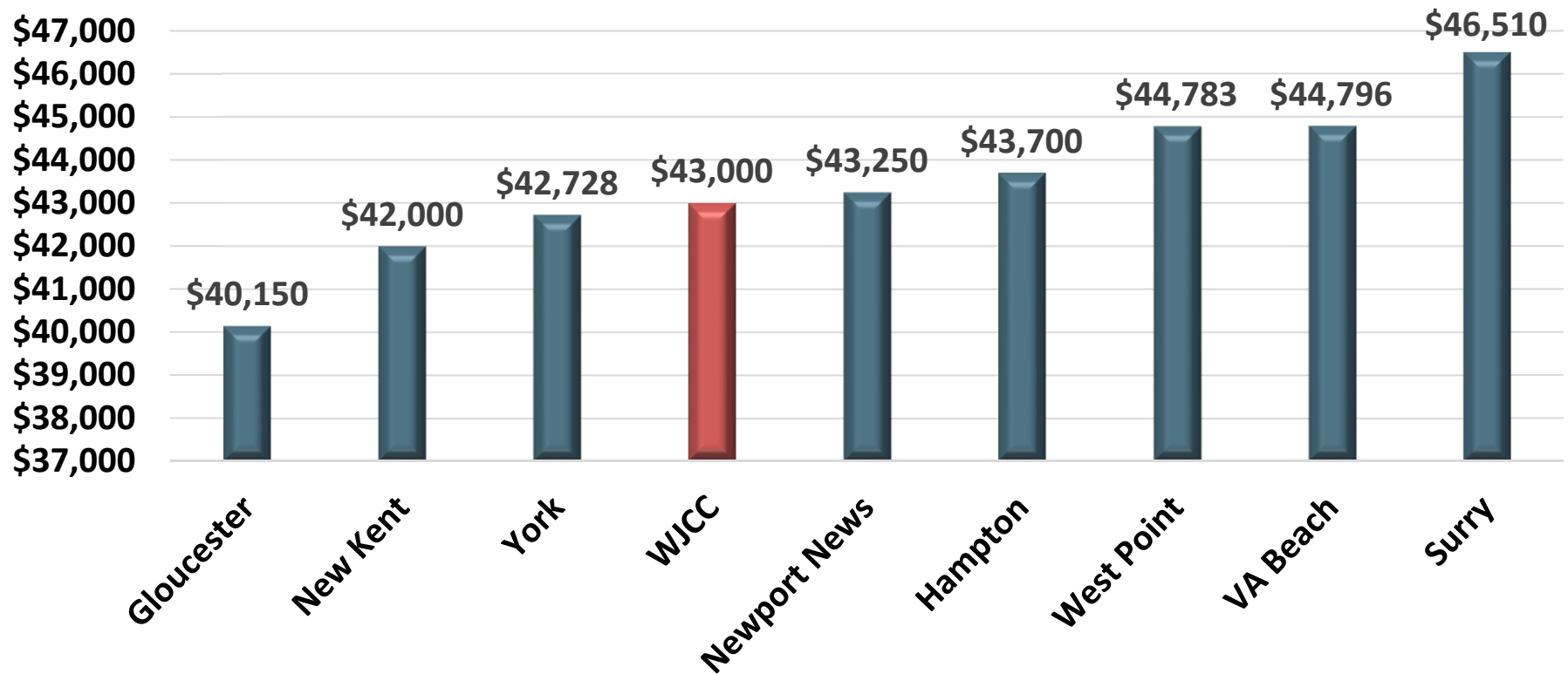
2017-2018:

- Step increase averaging 1.5%**
- No increase in entry-level salary**

Entry Level Teacher Salaries 2017-18



Entry Level Teacher Salaries*



*Proposed FY19 for WJCC, Current FY18 for all others

Classification & Compensation Study

- **Conducted by Evergreen**
 - **Analysis of Current Condition**
 - **Market Salary Survey**
 - **Recommendations**

Market Peers

- **WJCC Schools**
- **Charles City Public Schools**
- **Chesapeake City Public Schools**
- **City of Williamsburg**
- **Colonial Williamsburg**
- **Gloucester County Public Schools**
- **Hampton City Public Schools**
- **Isle of Wight County Public Schools**
- **James City County Government**
- **New Kent County Public Schools**
- **Newport News City Public Schools**
- **Norfolk City Public Schools**
- **Poquoson City Public Schools**
- **Portsmouth City Public Schools**
- **Prince George County Public Schools**
- **Suffolk City Public Schools**
- **Surry County Public Schools**
- **Sussex County Public Schools**
- **Virginia Beach City Public Schools**
- **West Point Public Schools**
- **York County Government**
- **York County Public Schools**

Market Survey

- **65 Benchmark Classifications**
- **21 Market Peers**
- **Evergreen found that overall Division administrative and support salary ranges are:**
 - **2.4% below the market average minimum across all surveyed job titles;**
 - **3.6% below the market midpoint average; and**
 - **4.3% below market average at maximum of the range.**

FY19 Proposed Compensation

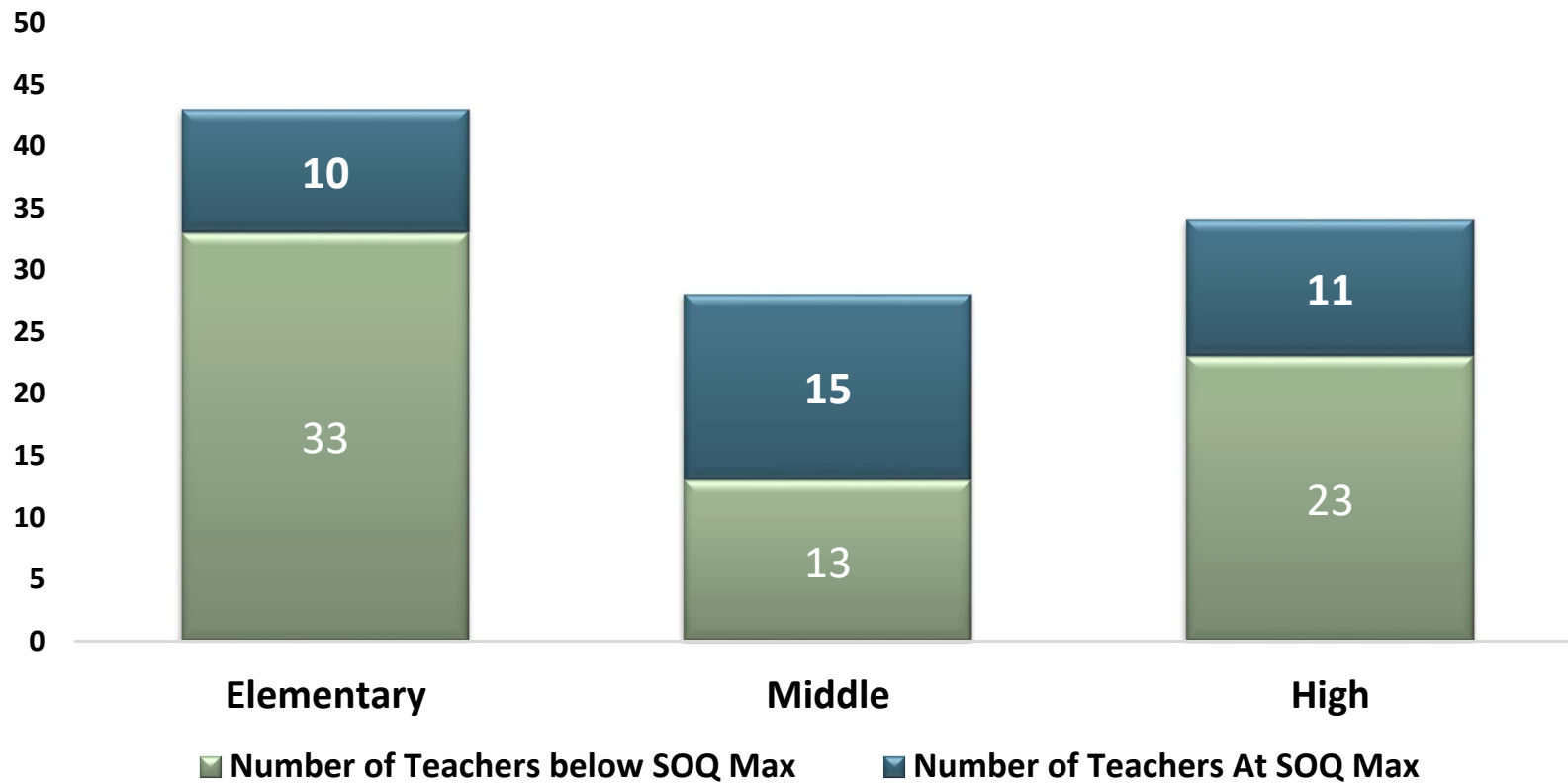
Description	Estimated Cost
<ul style="list-style-type: none">• Teachers: Entry-level adjustment plus step & salary increase = Avg. 3%• Avg. 3% increase for all other staff• Plus regrade of certain positions	\$2,976,484*

***Includes FICA & VRS – Total Operating Fund Costs**

Special Education Student Population

School Year (Dec. 1)	Number of Students	Annual Growth
2009-10	1,551	(2)
2010-11	1,549	(1)
2011-12	1,548	(10)
2012-13	1,538	44
2013-14	1,582	(10)
2014-15	1,572	58
2015-16	1,630	85
2016-17	1,715	49
2017-18	1,764	
Total Change in Special Education Enrollment from 2010-18		213

Special Education Caseload Capacity



Special Education Staffing

School Year (Dec. 1)	Number of Students	Change in Student Count from Prior Year	Teacher Count	Change in Teacher Count	Special Education TA Count	Change in Special Education TA Count
2013-14	1,582	44	96	(7)		
2014-15	1,572	(10)	96	0	105	2
2015-16	1,630	58	100	4	108	3
2016-17	1,715	85	106	6	109	1
2017-18	1,764	49	109.5	3.5	111	0

4 Additional Special Education Teachers - \$300,000

Special Education FTE Comparison*

Division	Number of SWD	Number of SPED Teachers	Average Number of Students per Teacher
WJCC	1764	109.5	1:16.11
Hampton	2709	204.5	1:13.25
Gloucester	726	56	1:12.96
Rockingham	1215	94.5	1:12.86
York	1456	117	1:12.44

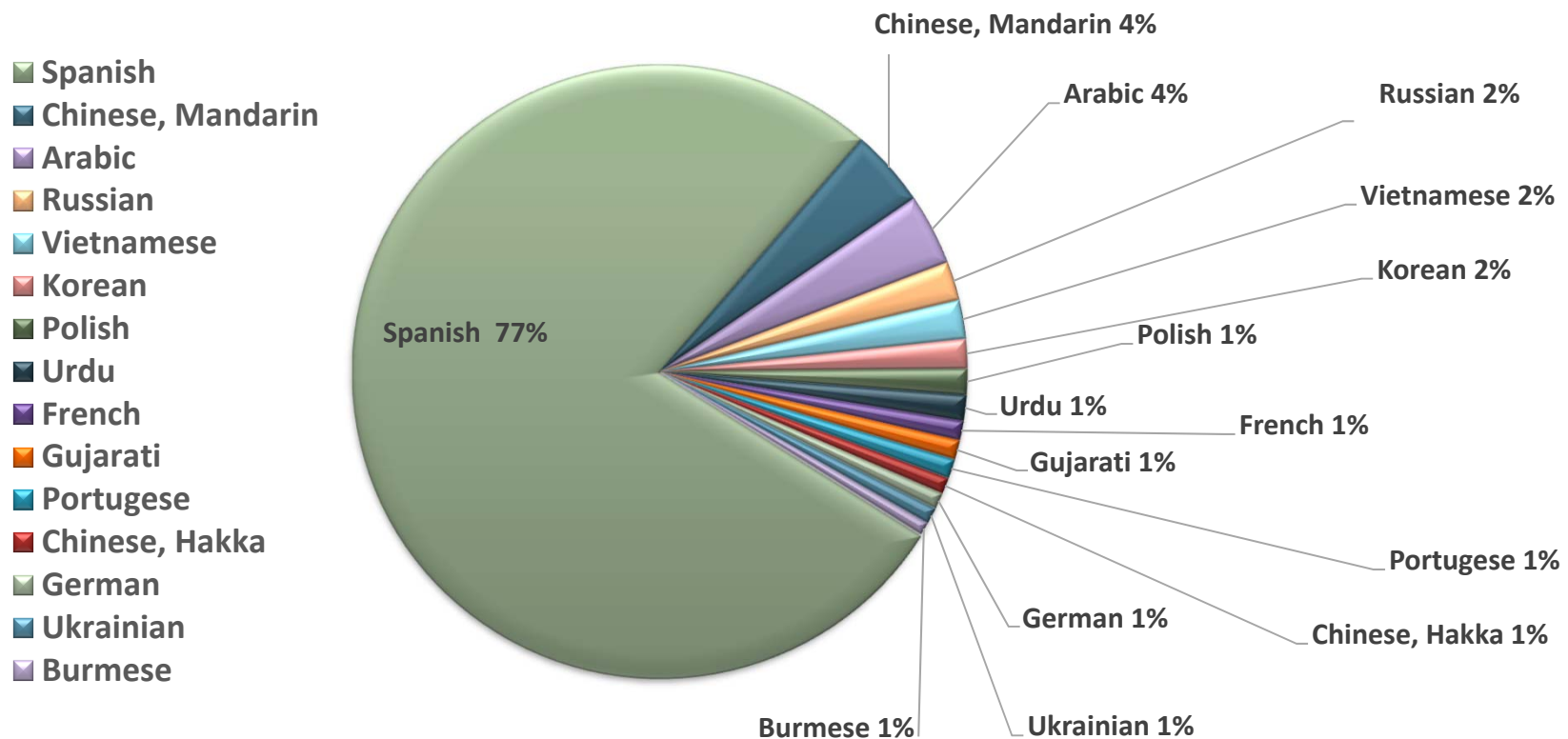
For comparison purposes, the average assumes each student counts as one point

*Data provided by school divisions represented

English Language Learner (ELL) Population

School Year	Total ELLs	Annual Growth
2009-10	199	51
2010-11	250	81
2011-12	331	61
2012-13	392	93
2013-14	485	25
2014-15	510	31
2015-16	541	87
2016-17	628	83
2017-18	711	
Total Change in ELL Enrollment from 2010-18		512

Enrollment by Language



SOQ vs. Level of Need

- **SOQs do not take into account the language level of students**
- **Language level drives the services each student needs**
- **Current WJCC EL enrollment: 711**
 - **1:59, 12 Teachers**
- **Enrollment weighted by level of need: 1,014**
 - **Requires 17 Teachers**
 - 3 Additional ESL Teachers = \$225,000**

ESL Support Comparative Data

Division	# of ELs	# of ESL Teachers	FTE Allocation Ratio
York	500	8*	1:62
WJCC	711	12	1:59
Hampton	374	8*	1:47
Rockingham	780	23*	1:35
Newport News	1,200	39*	1:30
Fauquier	620	20*	1:31
Augusta	200	9	1:22

* Division has additional ESL support staff – paraprofessionals/teacher assistants

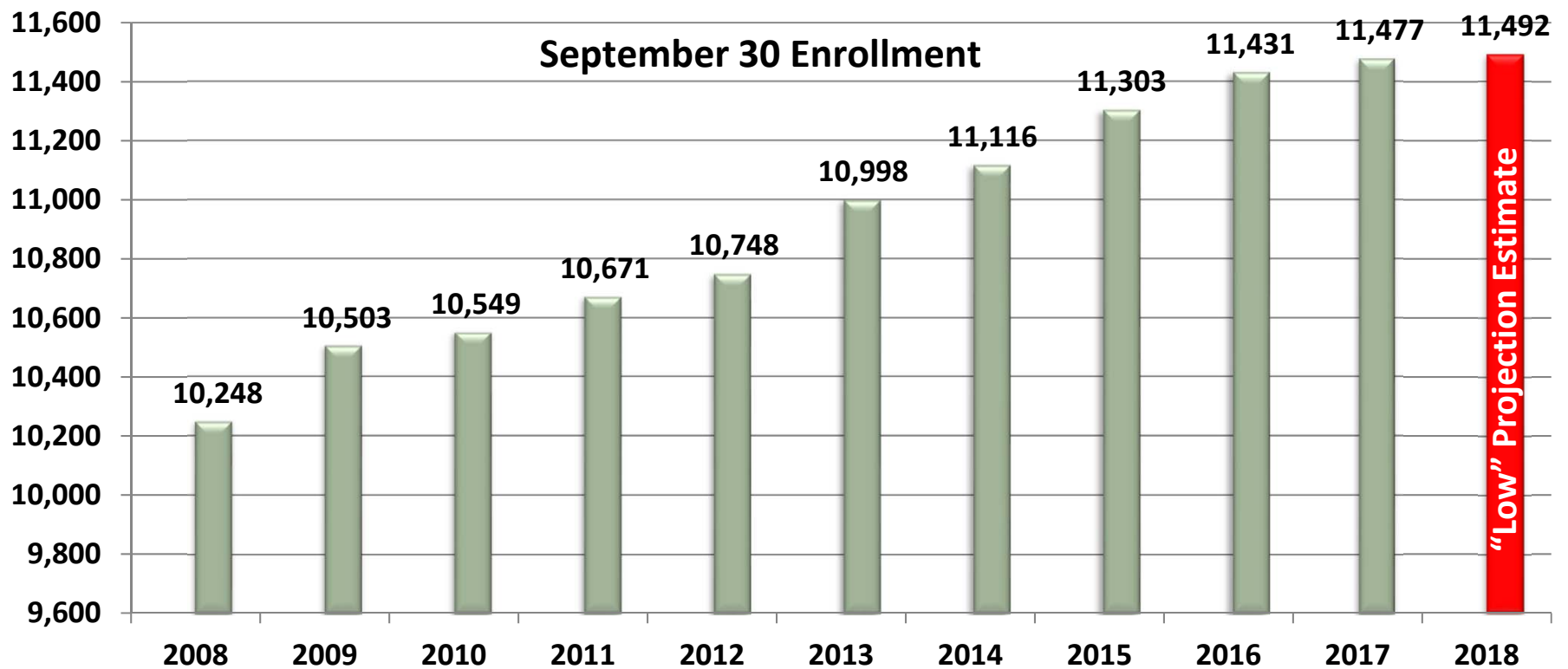
Additional Needs - Buses

Fiscal Year	Estimated Bus Cost \$ (3% Infl.)	Age Based		Estimated Future Cost	Mileage Based		
		Original Plan Age > 15 Years	Actual number of buses		Mileage > 150k	Mileage > 200k	Mileage > 250k
FY2014	110,000	8	9				
FY2015	113,300	1	9				
FY2016	109,000	15	10				
FY2017	109,000	10	10				
FY2018	112,270	0	8*		29	29	26
FY2019	115,638	12	2	1,387,656			
FY2020	119,107	5		595,535			
FY2021	122,680	12		1,472,160			
FY2022	126,361	8		1,010,888			
FY2023	130,151	6		780,906			
FY2024	134,056	15		2,010,840			
FY2025	138,078	-		-			
FY2026	142,220	24		3,413,280			
FY2027	146,487	12		1,757,844			
FY2028	150,881	13		1,961,453			
FY2029	155,408	10		1,554,080			
FY2030	160,070	9		1,440,630			
FY2031	164,872	9		1,483,848			
FY2032	169,818	10		1,698,180			
FY2033	174,913	10		1,749,130			
Total		155	38	\$ 22,316,430	29	29	26

Overview of Proposed Requests

Description	Estimated Cost
New Horizons Regional Education Center	\$90,703
James Blair Middle School – Insurance & Ops	\$200,000
James Blair Middle School – Salaries	\$2,106,624
Transportation	\$285,960
Additional Teachers – Special Ed, ESL & Enrollment	\$825,000
Special Education Requirements	\$131,000
Athletic Safety – Concussion Protocol & Metal Detectors	\$29,700
Instruction – Behavior Specialist, Career Counselor, Early College, Virtual Learning, High School Courses	\$485,708
TOTAL	\$4,154,695

Enrollment History K-12



FY19 Budget – Historical State Funding

Fiscal Year (FY)	State Budget	Enrollment 9/30	Avg. Per Pupil
2009	\$32,785,545	10,248	\$3,199
2010	29,486,608	10,503	2,807
2011	28,154,118	10,549	2,669
2012	26,597,814	10,671	2,493
2013	27,371,795	10,748	2,547
2014	27,461,499	10,998	2,497
2015	31,249,910	11,116	2,811
2016	31,834,391	11,303	2,816
2017	31,692,035	11,431	2,772
2018	33,106,263	11,477	2,885
Total Change from FY09 to FY18	\$320,718	1,229	(\$314)

Governor's Introduced FY2019 Budget

	FY 2018 Budget	FY 2019 Estimated	Change (\$)	Change (%)
Revenues				
State Sales Tax - Local	12,875,248	13,088,031	212,783	1.7%
State Revenue				
Standards of Quality (SOQ)	30,181,521	31,078,827	897,306	3.0%
Categorical/Incentive	2,924,742	2,880,501	-44,241	-1.5%
Total State Revenue	33,106,263	33,959,328	853,065	2.6%
Grand Total (State + Sales Tax)	45,981,511	47,047,359	1,065,848	2.3%

Summary – Balanced Budget

Description	Governor's Budget
Revenue – Net Increase (Projected based on Governor's Budget & Localities' Projected Budgets)	\$6,516,551
Expenditure – Additions:	
Budget Requests	\$4,154,695
Salaries & Benefits (3% Raise & Regrade; Employer 7%; VRS Rate Change)	\$3,175,690
Expenditure Subtotal	\$7,330,385
Expenditure – Reductions Budget line review = reductions, efficiencies & attrition	-\$813,834
Expenditure – Net Increase	\$6,516,551

Superintendent's Proposed FY2019 Budget

March 16, 2018

INDIVIDUALISM | INTEGRITY | INNOVATION | ACCOUNTABILITY | COLLABORATION



ITEM SUMMARY

DATE: 3/16/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Adjourn until 4 p.m. on March 27, 2018 for the Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/8/2018 - 3:18 PM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 27, 2018
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

Michael J. Hipple, Powhatan District
P. Sue Sadler, Stonehouse District
James O. Icenhour, Jr., Vice Chairman, Jamestown District
John J. McGlennon, Roberts District
Ruth M. Larson, Chairman, Berkeley District

William C. Porter, Interim County Administrator
Adam R. Kinsman, County Attorney

C. BOARD DISCUSSIONS

1. Senate Bill (SB) 942

Ms. Larson welcomed Senator Tommy Norment.

Ms. Larson stated the Board had several questions regarding the Bill.

Senator Norment noted personal ownership on SB 942. He noted the impact of tourism and its economic significance. He cited the stagnant tourism and stressed marketing the Historic Triangle as a year-round destination for tourists. He noted for the first time in the Historic Triangle, an Amusement Tax of 3% was created. He stressed disparity between York County, James City County and the City of Williamsburg and taxes. He noted the Board had requested additional tax resources and more funding for promotion of tourism over the past few years. He stressed additional options were available with taxes in relation to tourist marketing and to citizens. He stated that half of the 1% increase in the sales tax will go into the dedicated marketing aspect with the balance will be distributed to the localities based on the proportionality of collection.

Ms. Larson noted the equalization of taxes between cities and counties would remain an ongoing item on the Board's Agenda as counties currently do not receive the same as cities.

Senator Norment noted with the current legislative landscape, the equalization is not likely.

Mr. McGlennon noted he felt he had not gotten the full response on questions he had asked to help him understand better what was happening. He inquired about policies. He stated that tax equalization is a major concern and questioned the extent of local government, both cities and counties, to impose different types of

taxes and generate local income. He cited the Cigarette Tax that is levied in both the City of Virginia Beach and the City of Williamsburg, but not so in James City County. He noted concern on the policy about the removal of the two dollar tax and expectations on the tourist industry directly for a financial lift.

Senator Norment mentioned numerous meetings on this matter. He stated the vast representation from different localities were there. He also noted there were no indication to stop moving forward. He cited County support via letter and then received pushback from the Community. He reiterated the City versus County equalization would not be likely, though he will continue to try in 2019.

Mr. McGlennon asked about the decision to remove the Two Dollar Tax, which supported tourism and marketing.

Senator Norment noted there would be opportunity in 2026 to bring the Two Dollar Tax back. He noted he did not block it permanently, but hoped for future opportunity to have the money in the marketplace with the desired results.

Mr. McGlennon noted the local Hotel Tax was lower than similar taxes in other tourist areas, citing Northern Virginia and Virginia Beach. He expressed concern about the legislation changes regarding the Grocery Tax and tax relief.

Senator Norment noted local representatives were present when York County representatives asked about the Grocery Tax, but no one addressed it. He emphasized he would have met with representatives had he been notified, but no one from any of the three localities contacted him.

Mr. McGlennon noted there was some sensitivity toward the issue as the Bill had been revised regarding the Grocery Tax. He questioned the presumed exclusion from the Bill initially.

Senator Norment responded that the discussions concerning the revision were unaware by the Attorneys who were drafting the Bill. Later, during roundtable discussion, the concern arose.

Mr. McGlennon asked about the apportionment of the tax impact regarding tourist versus full-time resident.

Senator Norment noted the calculations showed \$10 per month per household was the impact. He stressed the opportunity for a tangible benefit to the citizens.

Mr. McGlennon stated he would like stronger proof that tourism marketing was paying better dividends for the community.

Senator Norment stressed restructuring and accountability regarding revenue generation. He noted operational costs in the fragile tourism and subsidization, citing investments in Yorktown. He stated a regional issue was involved and felt no action was unacceptable. He noted he was unaware of any internal issues regarding local administrative responses within their respective Boards and Councils.

Mr. McGlennon asked for clarification on school funding and the intention that local money be used for schools.

Senator Norment said that was an option available, but not his deal.

Mr. Hipple claimed no one wanted to pay a tax, but stressed the transportation tax and the impact it had made. He noted the more projects James City County was involved with had a direct correlation to more people involved and potentially lower taxes.

Senator Norment mentioned the James City County Marina and opportunities for related business and financial growth.

Mr. Hipple asked about funding and the impact of bills through the General Assembly. He stressed the importance of transportation and the budgets associated with those projects. He noted similar impact could be made in the tourism industry, but stressed no one wanted another tax yet it was necessary to achieve the goals of the Community. He stated the investment into the Community.

Mr. Icenhour observed disappointing numbers in the Williamsburg Area Destination & Marketing Committee (WADMaC) results and questioned if it was a marketing problem. He questioned if more money in marketing would give results and what measures would be used. He noted tourism was important, but the focus must be on better paying jobs. He highlighted if the tax had been a statewide tax, instead on just three jurisdictions passed at the statewide level, then possibly it would not have been an issue.

Senator Norment reiterated his ownership of SB 942 and his willingness to “take the heat on the tax increase”. He noted exploration into different markets could be viable options. He requested a multi-year run on the Bill, but added if it did not work then he would get rid of it.

Ms. Sadler stated her constituents were concerned over recent taxes being raised. She mentioned the second half of the percent and its role as extra revenue within the localities. She noted the confusion around which taxes were being implemented and their timeline.

Senator Norment noted he was looking for a source of revenues to do marketing, but also stated there needed to be a benefit to the localities. He noted discussion of how the localities would spend the balance of funds had been suggested in the legislature, but he said no to that and noted the Board of Supervisors would determine their priorities on how to spend that money. He added that the comp for Colonial Williamsburg workers was an area he was looking to change.

Ms. Larson asked if anything should have been done differently regarding this legislature.

Senator Norment noted that the Bill, with the opportunity to run, will prove transformational. He said “if it doesn’t work, we’ll get rid of it. But I do think it will work.”

At approximately 5:08 p.m., the Board recessed.

The Board reconvened at approximately 5:14 p.m.

2. **Williamsburg Area Transportation Authority (WATA) Presentation**

Mr. Porter acknowledged Mr. Zach Trogdon, Executive Director of WATA.

Mr. Trogdon noted WATA wanted to inform the Board of current events and share information. He introduced several WATA staff also in attendance to the Board. He noted the transition of the Authority over the past 40 years with funding breakdown across the areas of operation. He presented a packet showing the growth and change of routes over the past 20 years. He noted the national downward trend of mass transit, but stressed the importance of identifying key routes and maintaining the service WATA provides to the area, while expanding rider partnerships.

Discussion ensued on this matter.

3. **Online Expenditure Register**

Mr. Porter introduced Ms. Sue Mellen and Ms .Sharon Day, Director of Financial and Management Services and Assistant Director, respectively, to present the online expenditure register.

A brief overview of the online expenditure register was presented to the Board.

Mr. Patrick Page, Director of Information Resources Management, presented a website demonstration of the online expenditure register. He stated this will be available to the public April 2 with updates every month. He noted security features are in place to protect the James City County computer system with backups performed in a multi-layer system.

Discussion ensued on this matter.

D. CLOSED SESSION

None

E. FURTHER DISCUSSION

Ms. Larson asked if any further discussion was needed from the Board.

Mr. McGlennon mentioned Senate Bill 942 and indicated that a report would be sent to the Governor after this meeting.

Ms. Larson expressed concern over writing the letter to the Governor, noting that ownership was not based on the Board's initiative and was a state-level issue.

Mr. Icenhour noted ownership and objection were two different things. He noted this was a state-level issue that was, in part, forced on the County level. He asked for Board discussion on what position to take. He stated that asking the Governor to take action did not convey the Board's ownership on the program.

Mr. Hipple noted a possible communication breakdown from various facets in the County on information.

Mr. McGlennon noted communication had been uneven as he had requested to meet with the Chair, but that opportunity did not happen.

Mr. Hipple stressed that the Board had accountability.

Ms. Sadler noted that idea discussion was part of the Board's responsibilities, but the transition of idea to House Bill created a disconnect.

Mr. Icenhour noted the lack of public meetings and citizen input in this jurisdiction. He stated there was never a public venue opportunity to allow for discussion. He emphasized that while the Bill moved to the Senate, during the process, significant changes had been made to it. Mr. Icenhour noted Board members thought food was exempt until the final stage. He noted that a physical presence at Committee to avoid concurrence on such matters seemed necessary, but he opposed that idea and noted citizens potentially felt the same. He stated he did not feel comfortable sending the letter to the Governor on behalf of the Board. He stated the County Administrator sent a letter. He asked if the Board wanted to put a Board opinion. He expressed frustration with how to return money the State had taken and the method to return to citizens.

Ms. Sadler asked if the Governor signed the Bill where would the extra revenue be directed in the County Budget.

Ms. Larson asked Mr. Porter about this breakdown.

Mr. Porter indicated there are recommendations in the breakdown for the allocation of the funds.

Mr. McGlennon noted that April 18 would be the Veto Session if the Bill does not pass. He suggested, based on the individual formal stand of two Board members, that a report be sent to the Governor with the details of concerns based on the Work Session meeting. He also noted that individual Board members could send letters to the Governor. He commented that he would personally write asking the Governor to veto the Bill, but if not, recommend an amendment to the Bill to strike out the Grocery Tax with possible replacement to retain the Two Dollar Room Tax. He noted the Governor could propose the amendment to the General Assembly, but acceptance would be required.

Ms. Larson asked about the Two Dollar Room Tax.

Mr. McGlennon noted reinstatement of the Two Dollar Room Tax would make up the revenue change and give fairer treatment to citizens-at-large.

Mr. Icenhour indicated that changes could be suggested to the Governor with the Amendment, but not a recommendation on the Bill. He noted this allowed individuals to state their positions on the Bill.

Mr. Hipple noted his personal frustration regarding the appearance of a disconnect on the process.

Mr. McGlennon stated the localities would be the only jurisdictions in the State to ask the general population to support tourism funding, noting others used taxes directly related to tourism.

Ms. Larson noted the Grocery Tax had been a citizen concern. She cited Town Hall meetings could have been helpful in the discussion, but a report would be sent to the Governor, and individual Board members could still send communication to the Governor as well.

Mr. Porter explained if the Governor does not sign the Bill, then it becomes Law.

Mr. Icenhour noted if there was no Veto or no signing, then it became Law, which could be sent back as an Amendment.

Ms. Larson noted a robust discussion would be needed regarding the Budget.

Ms. Sadler asked for the information for the public to contact the Governor.

Mr. Porter noted email was the preferred method and the email was governor.virginia.gov. with a phone number and a link for email communication.

Ms. Larson noted public communication to the Governor was highly recommended.

F. ADJOURNMENT

1. Adjourn until 5 p.m. on April 10, 2018 for the Regular Meeting

A motion to adjourn was made by James Icenhour and the motion result was Passed.

AYES: 5 NAYS:0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Larson, McGlennon, Icenhouer, Sadler

At approximately 6:37 p.m., Ms. Larson adjourned the Board.

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Chief of Police

SUBJECT: Grant Award - Department of Motor Vehicles - Radar Units

The Virginia Department of Motor Vehicles Highway Safety Office has been awarded a Grant that supplies speed-measuring devices (such as radar and LIDAR units) to various law enforcement agencies in Virginia. As part of this Grant, the James City County Police Department has been awarded \$4,000 for the purchase of two radar units. These funds will not take the place of budgeted expenses. There is no match required for this Grant.

Staff recommends adoption of the attached resolution.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Police	Rinehimer, Bradley	Approved	3/23/2018 - 11:41 AM
Police	Rinehimer, Bradley	Approved	3/23/2018 - 11:41 AM
Publication Management	Daniel, Martha	Approved	3/23/2018 - 11:48 AM
Legal Review	Kinsman, Adam	Approved	3/23/2018 - 11:50 AM
Board Secretary	Mellen, Sue	Approved	3/26/2018 - 9:29 AM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:28 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:48 PM

MEMORANDUM

DATE: April 10, 2018
TO: The Board of Supervisors
FROM: Bradley J. Rinehimer, Chief of Police
SUBJECT: Grant Award - Department of Motor Vehicles - Radar Units - \$4,000

The Virginia Department of Motor Vehicles Highway Safety Office has been awarded a Grant that supplies speed-measuring devices (such as radar and LIDAR units) to various law enforcement agencies in Virginia. As part of this Grant, the James City County Police Department has been awarded \$4,000 for the purchase of two radar units. These funds will not take the place of budgeted expenses. There is no match required for this Grant.

Staff recommends adoption of the attached resolution.

BJR/md
GA-DMVradar-mem

Attachment

RESOLUTION

GRANT AWARD - DEPARTMENT OF MOTOR VEHICLES -

RADAR UNITS - \$4,000

WHEREAS, the Virginia Department of Motor Vehicles Highway Safety Office has been awarded a Grant that supplies speed-measuring devices (such as radar and LIDAR units) to various law enforcement agencies in Virginia; and

WHEREAS, as part of this Grant, the James City County Police Department has been awarded \$4,000 for the purchase of two radar units; and

WHEREAS, the Grant requires no match.

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

Revenue:

FY 18 DMV - Radar \$4,000

Expenditure:

FY 18 DMV - Radar \$4,000

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

	<u>VOTES</u>		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Suzanne R. Mellen, Director, Financial and Management Services

SUBJECT: FY 2019-2020 Budget

ATTACHMENTS:

	Description	Type
☐	FY 2019-2020 Budget mem	Cover Memo
☐	Budget Presentation	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:48 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:52 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:53 PM
Publication Management	Daniel, Martha	Approved	4/3/2018 - 4:22 PM
Legal Review	Kinsman, Adam	Approved	4/3/2018 - 4:46 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:47 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 4:52 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:52 PM

MEMORANDUM

DATE: April 10, 2018
TO: The Board of Supervisors
FROM: Suzanne R. Mellen, Director, Financial and Management Services
SUBJECT: FY 2019-2020 County Biennial Budget

The purpose of the Public Hearing is to invite public comment on any aspect of the proposed FY 2019-2020 Biennial Budget, with the expectation that those public comments would become part of the Agenda for the upcoming Budget Work Sessions.

No action is expected of the Board at this meeting, but any questions would be helpful as we prepare for the Budget Work Sessions. The Budget Work Sessions are scheduled for Tuesday, April 24, 2018, at 4 p.m. and Thursday, April 26, 2018, at 4 p.m. Staff expects to ask the Board to adopt the budget, as amended during the Budget Work Sessions, at its meeting on Tuesday, May 8, 2018.

SRM/nb
FY19CountyBudget-mem

The background of the slide is a scenic photograph of a sunset over a body of water. The sky is filled with soft, colorful clouds in shades of orange, pink, and purple. The water in the foreground is calm, reflecting the colors of the sky. In the distance, there is a dark silhouette of a treeline. A large, semi-transparent blue rectangle is centered on the slide, containing the main title text in white. The text is arranged in three lines, with the first line being the largest and the subsequent lines being smaller. The overall aesthetic is professional and visually appealing.

FY2019-2020 Two-Year Proposed Operating Budgets

Public Hearing: April 10, 2018

Overview



General Fund Highlights:

- Total FY2019 Budget: \$204.5M
- 4.2% Increase Over FY2018 Budget

Revenues



General Fund – Revenue Sources



Revenue	FY2018 Budget	FY2019 Proposed	FY2020 Proposed
General Property Taxes	\$129.1	\$131.0	\$133.4
Other Local Taxes	23.4	29.3	29.5
Licenses, Permits and Fees	9.1	9.5	9.6
From the Commonwealth	27.7	27.8	28.1
Other	7.0	6.9	7.1
Total (in millions)	\$196.3	\$204.5	\$207.7

General Fund – Revenue Sources



Real Estate Biennial Reassessment Process



- General reassessment resulted in less than 1% overall increase
- Change notices sent for 44% of the taxable parcels



Expenditures



Additional 1% Sales Tax



Strategic Plan Goal	Amount
Fiscally Efficient Government <ul style="list-style-type: none"> • Real Estate Tax Relief • New Volunteer Program position 	\$2,370,000
High Quality Education <ul style="list-style-type: none"> • Operations • New Buses • Redesign of School Entrances 	\$1,400,000
Modern Infrastructure, Facilities & Technology Systems <ul style="list-style-type: none"> • Office Space Needs Study • Building Security Improvements 	\$175,000
Exceptional Public Services <ul style="list-style-type: none"> • New firefighters (6) • New police officers (3) • Replacement of emergency radio system 	\$1,320,000
Protected Community Character & an Enhanced Built Environment <ul style="list-style-type: none"> • Project Mgmt. for Surety Bonds • PSA Cumulative Impact Study 	\$235,000
Additional 1% Sales Tax	\$5,500,000

Expenditure Summary



Expenditures	FY2018 Budget	FY2019 Proposed	FY2020 Proposed
General Administration	\$3.3	\$2.8	\$2.8
Financial Administration	4.7	4.6	4.7
Court Services	4.0	4.1	4.0
Public Safety	25.2	26.6	27.9
Information Resource Management	2.8	4.2	4.3
Community Development	3.6	3.3	3.0
General Services	9.8	11.6	11.7
Parks & Recreation	6.1	6.4	6.4
WJCC School Contribution	105.4	108.2	109.9
Contribution to Outside Agencies	11.5	11.9	12.1
Nondept./Transfers to Other Funds	19.9	20.8	20.9
Total (in millions)	\$196.3	\$204.5	\$207.7

Where Does Your Money Go?



FY2019 General Fund Spending



WHAT THE AVERAGE HOMEOWNER PAYS

DATE	CHECK NUMBER	DESCRIPTION	YEARLY	<input checked="" type="checkbox"/>	MONTHLY	%	BALANCE
		Contribution to WJCC Schools	\$1,434.18		\$119.52	53%	
		Public Safety	\$324.72		\$27.06	13%	
		Contributions to Other Agencies	\$162.36		\$13.53	6%	
		Contributions to Other Funds	\$270.60		\$22.55	10%	
		County Departments	\$405.90		\$33.83	14%	
		Nondepartmental	\$27.06		\$2.26	1%	
		Constitutional Officers	\$81.18		\$6.77	3%	
		Total:	\$2,706.00		\$225.50	100%	

County Homeowner 1028
 1607 Jamestown Road
 Williamsburg, VA 23188

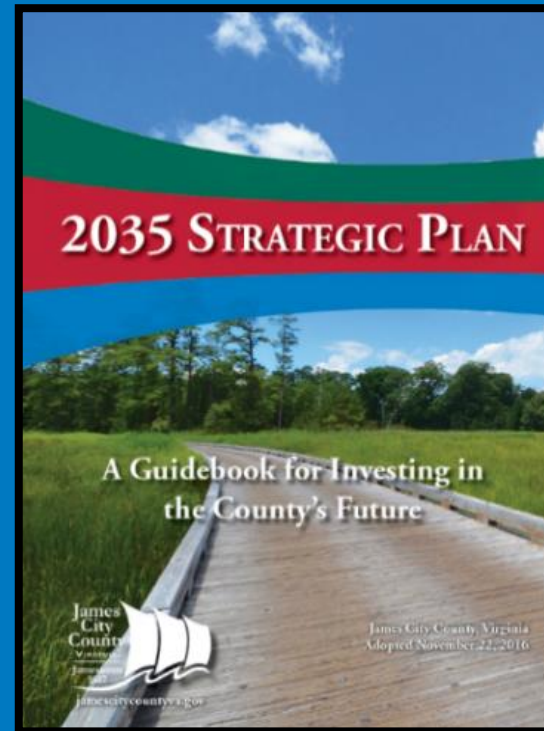
DATE July 1, 2018

PAY TO THE ORDER OF James City County \$ 225.50
Two-Hundred and Twenty Five ⁵⁰/₁₀₀ DOLLARS Security Features Details on Back

FOR County Services County Homeowner

⑆ 22222222 ⑆ 000 111 555⑆ 1028

Strategic Plan



Strategic Plan Goals



Modern
Infrastructure,
Facilities, and
Technology Systems

Protected Community
Character and an
Enhanced Built
Environment

Expanding and
Diversifying Local
Economy

Exceptional Public
Services

High Quality
Education

Fiscally Efficient
Government

Sustainable Long-
Term Water supply

Modern Infrastructure, Facilities and Technology Systems



- Parks & Recreation
 - Replacement of existing fitness machines
 - New supplies & equipment to outfit the expanded space previously occupied by Sentara Physical Therapy
- Implement software systems
 - Community Development
 - General Services
 - Financial & Mgmt. Services



Modern Infrastructure, Facilities and Technology Systems



Technology Fee

- 5% fee for development related applications
- Comparable to fees charged in surrounding areas
- Estimated revenue: \$82,000
- Used to fund a new position in IT to assist with the on-going system requirements

Modern Infrastructure, Facilities and Technology Systems



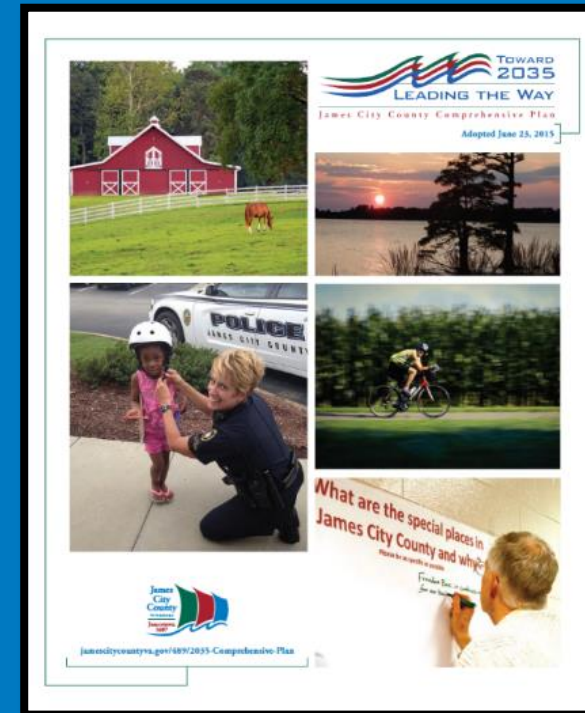
- \$2.6 million dedicated to Stormwater projects
 - Toano
 - Woodland Farms
 - Grove



Protected Community Character and an Enhanced Built Environment



- Comprehensive Plan update
- New Inspector position
 - Over 33,000 inspections last year
- Housing Rehab. Specialist to address findings from the County's 2016 Housing Conditions Study



Expanding and Diversifying Local Economy



Replacement of
artificial turf at
Warhill Sports
Complex

*(partially funded by
Tourism dollars)*



Exceptional Public Services



Annual physical examinations for Police and Fire



High Quality Education



- Fully funded the Superintendent's budget request
- Shift debt service savings to school operations for opening of new middle school



Fiscally Efficient Government



- Compensation Study Implementation
 - 585 positions adjusted
 - Approximately \$1.2 million
- Two-year Phase-in
 - Brought up to minimum
 - Move towards market capped at \$750
- Includes 2% raise effective October 1, 2018

Community Meetings



□ April 12 at 6:30 pm
Legacy Hall



□ April 16 at 6:30 pm
Croaker Library



Upcoming Budget Meetings



❖ April

Two Worksessions

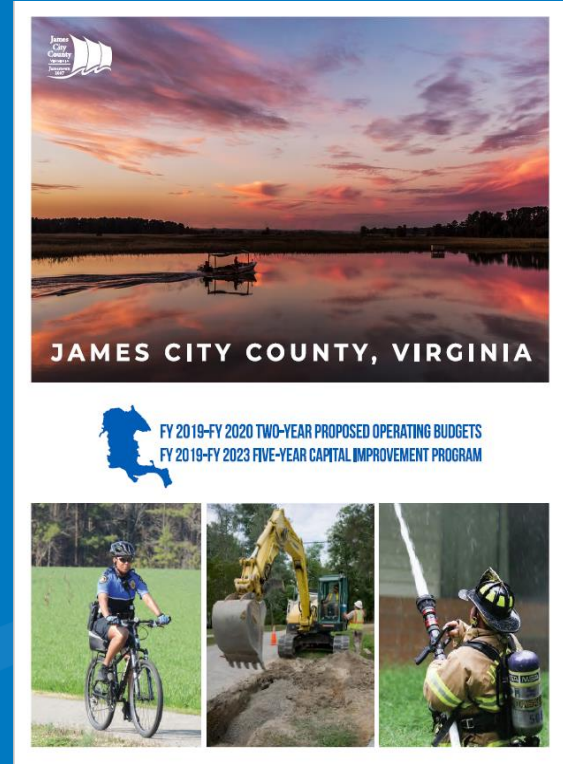
Building F, Government County Complex

❖ May

Budget Adoption

Regular Meeting, May 8th at 5:00 pm

Building F, Government County Complex



Proposed FY2019-2020 Two-Year Budget
board@jamescitycountyva.gov



ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Patrick Page, Dir. of Information Resources Management and Paul Holt, Dir. of Community Development

SUBJECT: An Ordinance to amend and reordain The Code of James City County by adding Appendix A - Fee Schedule for Development Related Permits and by adding a five percent fee to defray the costs incurred by the County for additional resources and technology to administrate each program

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	4/2/2018 - 4:29 PM
Publication Management	Daniel, Martha	Approved	4/2/2018 - 4:52 PM
Legal Review	Kinsman, Adam	Approved	4/3/2018 - 4:45 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:47 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 4:52 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:52 PM

MEMORANDUM

DATE: April 10, 2018

TO: The Board of Supervisors

FROM: Patrick Page, Director of Information Resources Management
Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: An Ordinance to amend and reordain The Code of James City County by adding Appendix A - Fee Schedule for Development Related Permits and by adding a five percent fee to defray the costs incurred by the County for additional resources and technology to administrate each program

As noted on Page A-6 of the FY2019-FY2020 Proposed Operating Budget, modernization of our County facilities will be an overarching task. Facilities including buildings, roads, stormwater rehabilitation and construction projects, technology improvements and business process enhancements will affect each resident and business owner in our great County.

Rapid growth requires us to pay attention to our infrastructure as numerous stormwater projects are planned over the next five years in addition to enhancing technology platforms to handle steady growth.

One of those enhanced technology platforms to handle the steady growth is a new permitting and inspection software system for Community Development and General Services. The software will be used by all reviewing departments and agencies, including Stormwater and Resource Protection, the Fire Department, the County Attorney's office, James City Service Authority and the Virginia Department of Transportation and will allow cross-referencing between divisions for building permits as well as site plans and zoning permits. Contractors, builders and developers will be able to access case information in real time from the field to monitor their projects.

Included in the FY2019 budget is a new 5% fee for development-related applications. The estimated revenue generated by the fee (\$82,000) will be used to fund a new position in the Information Technology (IT) department to assist with the ongoing system requirements.

The proposed Ordinance, while adding the fees necessary to support the IT needs also increases transparency by consolidating fee references, which are currently spread throughout the County Code, into one consolidated table.

RECOMMENDATION

Staff recommends the Board of Supervisors conduct the public hearing on April 10 and consider the proposed Ordinance with the budget Ordinance on May 8.

PP/PDH/md
OrdFeeAppA-mem

Attachment:

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN THE CODE OF JAMES CITY COUNTY BY ADDING APPENDIX A – *FEE SCHEDULE FOR DEVELOPMENT RELATED PERMITS* TO DETAIL THE FEES FOR BUILDING SAFETY AND PERMITS, EROSION AND SEDIMENT CONTROL, PLANNING, AND ZONING IN AN APPENDIX TO THE COUNTY CODE, AND BY ADDING FIVE PERCENT TO EACH FEE TO DEFRAY THE COSTS INCURRED BY THE COUNTY FOR ADDITIONAL RESOURCES AND TECHNOLOGY NECESSARY TO ADMINSTRATE EACH OF THE FOUR LISTED PROGRAMS AND FOR THE FILING AND PROCESSING OF AMENDMENTS, APPLICATIONS, AND APPEALS RELATED TO EACH OF THE FOUR LISTED PROGRAMS.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that the code of James City County is hereby amended and reordained by Adding Appendix A – *Fee Schedule For Development Related Permits* to detail the fees for Building Safety and Permits, Erosion and Sediment Control, Planning, and Zoning in an appendix to the County Code, and by adding five percent to each fee to defray the costs incurred by the county for additional resources and technology necessary to administrate each of the four listed programs and for the filing and processing of amendments, applications, and appeals related to each of the four listed programs.

Appendix A – Fee Schedule for Development Related Permits

BUILDING SAFETY AND PERMITS			
CHAPTER 4 - BUILDING REGULATIONS			
CODE REFERENCE	DESCRIPTION	FEE	Plus
4-8	Annual Elevator Inspections		
	<i>Traction Elevator</i>	\$200	5%
	<i>Hydraulic Elevator</i>	\$150	5%
	<i>Annual Inspection certificate by a third-party inspector</i>	\$50	5%
4-8	Amusement Device Inspection		
	<i>Kiddie Ride</i>	\$25 each	5%
	<i>Circular or Flat-ride less than 20 feet in height</i>	\$35 each	5%
	<i>Spectacular Ride which cannot be inspected as a circular ride or flat-ride due to complexity or height</i>	\$55 each	5%
	<i>Coaster exceeding 30 feet in height</i>	\$150 each	5%
4-8	Certificate of Occupancy <i>(No certificate of occupancy shall be issued until all inspection fees have been paid.)</i>	\$50	5%

4-8	<p>Fire Department - New Construction</p> <p><i>(In addition to fees for building code permits and inspections when a fire department employee will participate in such inspections.)</i></p>		
	<p><i>Fire protection system acceptance tests (Including fire alarm, fire sprinkler, standpipe, fire pump.)</i></p>	\$50	5%
	<p><i>Commercial range hood fire suppression system acceptance tests</i></p>	\$50	5%
	<p><i>Certificate of Occupancy inspections excluding single- and two-family residences</i></p>	\$50	5%
4-8	<p>Mobile Home Installation</p> <p><i>(The fee for the inspection of the mobile home installation shall supersede any fee otherwise required for the inspection for an electrical or plumbing permit for that mobile home.)</i></p>	\$50	5%
Permits			
4-8	<p>Building Permit*</p> <p><i>Minimum Building Permit Fee</i></p> <p><i>Construction of any building or addition where the floor area is increased, and installation or erection of any industrialized building unit based on the floor area to be constructed as computed from exterior building dimensions at each floor</i></p> <p><i>(Any residential building, any unenclosed carport, porch or stoop, when built in conjunction with and at the same time as the dwelling, shall be excluded from the square footage computation.)</i></p>		
		\$50	5%
		\$0.13 per square foot	5%

<p><i>Construction of a garage, barn, pole shed or similar structure, when not constructed at the time of and under the permit of the main dwelling</i></p>	<p><i>\$0.10 per square foot of the exterior dimensions of the building</i></p>	<p><i>5%</i></p>
<p><i>Alteration or repair of any building or structure, or for the construction or erection of piers bulkheads, exterior walls or fences, towers, swimming pools or other structures or things</i></p>	<p><i>One percent of the current value of all service, labor and materials</i></p>	<p><i>5%</i></p>
<p><i>Demolition or razing of any building or structure having a floor area greater than 200 square feet</i></p> <p><i>(No fee shall be charged for a permit to raze a building with a floor area of 200 square feet or less.)</i></p>	<p><i>\$50</i></p>	<p><i>5%</i></p>
<p><i>Erection, placement or removal of a building or structure, in part or in whole from one location to another, or into or out of the county or to a new location within the same lot or parcel of land.</i></p>	<p><i>\$0.10 per square foot of the gross floor area.</i></p>	<p><i>5%</i></p>
<p><i>Construction not covered by any of the above</i></p>	<p><i>One percent of the retail value or current market value of the work being done; provided, that the minimum permit fee shall be \$50</i></p>	<p><i>5%</i></p>
<p><i>The Building Permit Fee shall be double for any construction that has commenced before a permit is obtained.</i></p>	<p><i>As listed above</i></p>	<p><i>5%</i></p>

4-8	Electrical Permit		
	Minimum Electrical Permit Fee	\$50	5%
	Installation of each electrical service system in new construction, the fee shall be determined from the rated size of the service panels in amperes as follows:		
		<u>Single Phase</u>	<u>Three Phase</u>
	0-60 amps	\$50	\$50
	61-100 amps	\$50	\$55
	101-150 amps	\$60	\$65
	151-200 amps	\$65	\$70
	Over 200 amps, plus \$15.00 for each additional 50 amps or fraction thereof over 200 amps	\$65	\$70
	Installation of a temporary service, or the reconnection of a mobile home	\$50	5%
	Increasing the size of the electrical service to any building structure, or mobile home		
	Service up to and including 200 amperes	\$50	5%
	Service over 200 amperes	\$50 plus \$15 for each 50 amperes or fraction thereof over 200 amperes.	5%
	For relocation of any existing service for which the size is not increased	\$50	5%
	No additional fee shall be charged for outlets when the size of the service is increased		
	Addition to any existing electrical installation		
	1-100 outlets	\$50	5%
Over 100 outlets	\$50 plus \$0.20 for each outlet over 100	5%	

4-8	<i>Mechanical and Gas Permits</i>		
	<i>Minimum Mechanical or Gas Permit Fee</i>	\$50	5%
	<i>Basic permit fee</i>		
	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	<i>Replacement, repair or alteration of mechanical systems or equipment in existing buildings, structures or additions thereto</i>		
	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	<i>Domestic cooking equipment and space heaters in dwelling units are exempt from mechanical permit fees. Inspections of this equipment are required.</i>		
	<i>Fuel piping permit (applies when permit is for fuel piping work only)</i>	\$0.005 x \$1,000 of valuation or fraction thereof	5%
	<i>L.P.G (i.e. butane, propane, etc.) tanks and associated piping permit (Total water capacity in gallons.)</i>		
	<i>0-500</i>	\$50	5%
	<i>501-2,000</i>	\$55	5%
	<i>Over 2,000</i>	\$55 plus \$1 per 10,000 gallons	5%
	<i>Tanks and associated piping for flammable liquids permit (Capacity in gallons.)</i>		
	<i>0-10,000</i>	\$50	5%
	<i>10,001-20,000</i>	\$55	5%
	<i>20,001-50,000</i>	\$60	5%
	<i>Over 50,000</i>	\$70 plus \$5 per 25,000 gallons or fraction thereof	5%
	<i>Removal of storage tanks</i>	\$50	5%
	<i>Fire suppression systems (Includes standpipes)</i>		
	<i>New construction</i>		

	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	<i>All others</i>		
	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	<i>Elevators, dumbwaiters, moving stairways, moving walks, manlifts or special hoisting and conveying equipment</i>		
	<i>New construction</i>		
	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	<i>All others</i>		
	<i>First \$1,000 value</i>	\$50	5%
	<i>Over \$1,000 value</i>	\$50 plus \$5 per \$1,000 or fraction thereof	5%
	Permit Reissuance <i>Permits becoming invalid, as specified by the Code, may be reissued up to a period of five years</i>	\$50.00 for each six-month period	5%
4-8	Plumbing Permit		
	<i>Minimum Plumbing Permit Fee</i>	\$50	5%
	<i>Installation of each plumbing fixture or appliance,</i>	\$7	5%
	<i>Installation of the water distribution system in each building</i>	\$15	5%
	<i>Connection of any building drain to a public or private sanitary sewage disposal system</i>	\$7	5%
	<i>Each sewer (sanitary or storm), manhole (sanitary or storm), roof drain or other similar device</i>	\$7	5%

4-8	Plan Review		
	<i>Minimum Review Fee</i>	\$15	5%
	<i>Plan Review Fee</i>	\$20 for each 1,000 square feet of floor space or part thereof	5%
	<i>Revised Plans - when such plans are substantially different than the original plans or the previous review comments have not been addressed and necessitate the issuance of additional review comments</i>		
	<i>Minimum Review Fee</i>	\$15	5%
	<i>Plan Review Fee</i>	\$20 for each 1,000 square feet of floor space or part thereof	5%
4-8	Reinspection <i>(any building, electrical, mechanical, plumbing, elevator, mobile home, amusement device)</i>	\$50	5%
4-60	Administrative Fee <i>A fee of shall be charged at the time of application to offset the cost of making inspections, issuing permits, enforcement and other expenses incident to the administration of this article or to the filing or processing of any appeal or amendment thereto</i>	\$50	5%
STORMWATER AND RESOURCE PROTECTION			
CHAPTER 8 - EROSION AND SEDIMENT CONTROL			
8-5	Land Disturbing Activity and Erosion & Sediment Control Plans		
	<i>Single-family residential structure</i>	\$100	5%
	<i>Residential subdivisions</i>	\$70 per lot	5%
	<i>All other land disturbing activities (residential site plan)</i>	\$840 per acre for first 15 acres plus \$560 for each additional acre over 15 acres	5%
	<i>All other land disturbing activities (non-residential plan)</i>	\$600 per acre for first 15 acres plus \$400 for each additional acre over 15 acres	5%

8-34	Fee Schedule for Registration and Issuance of General VPDES Permit for Discharge of Stormwater from Construction Activities	
	<i>Chesapeake Bay Preservation Act land disturbing activity (not subject to general permit coverage; sites within designated areas of Chesapeake Bay Act localities with land disturbance acreage equal to or greater than 2,500 square feet and less than one acre)</i>	\$290 5%
	<i>General/Stormwater Management - small construction activity/land clearing (areas within common plans of development or sale with land disturbance acreage less than one acre)</i>	\$290 5%
	<i>General/Stormwater Management - small construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one acre and less than five acres)</i>	\$2,700** 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than five acres and less than ten acres)</i>	\$3,400 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than ten acres and less than 50 acres)</i>	\$4,500 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 50 acres and less than 100 acres)</i>	\$6,100 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres)</i>	\$9,600 5%

	<p><i>****Pursuant to amendments to the Virginia Stormwater Management Act, as amended, § 62. 1-44. 15:28 of the Code of Virginia this fee tier will be \$290 for small construction activity involving a single-family detached residential structure with a site or area, within or outside a common plan" of development or sale, that is equal to or greater than one acre but less than five acres. In addition, neither a registration statement nor payment of the Department's portion of the statewide permit fee shall be required for construction activity involving a single-family detached residential structure, within or outside a common plan of development or sale within this tier, and all other tiers consistent with §62. 1-44. 15:28(A)(8).</i></p>	
8-34	<p><i>Modification or Transfer of Registration Statements for the General VPDES Permit for Discharges of Stormwater from Construction Activities 9VAC25-870-825.</i></p>	
	<p><i>General/Stormwater Management – small construction activity/land clearing (areas within common plans of development or sale with land disturbance less than one acre)</i></p>	<p><i>\$20</i></p> <p><i>5%</i></p>
	<p><i>General/Stormwater Management - small construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one acre and less than five acres)</i></p>	<p><i>\$200</i></p> <p><i>5%</i></p>
	<p><i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than five acres and less than ten acres)</i></p>	<p><i>\$250</i></p> <p><i>5%</i></p>
	<p><i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than ten acres and less than 50 acres)</i></p>	<p><i>\$300</i></p> <p><i>5%</i></p>
	<p><i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 50 acres and less than 100 acres)</i></p>	<p><i>\$450</i></p> <p><i>5%</i></p>
	<p><i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres)</i></p>	<p><i>\$700</i></p> <p><i>5%</i></p>

8-34	<i>Fee Schedule for the Maintenance of the General VPDES Permit for Discharges of Stormwater from Construction Activities 9VAC25-870-830.</i>	
	<i>Chesapeake Bay Preservation Act Land Disturbing Activity (not subject to the general permit coverage; sites within designated areas of Chesapeake Bay Act localities with land disturbance acreage equal to or greater than 2,500 square feet and less than one acre)</i>	\$50 5%
	<i>General/Stormwater Management - small construction activity/land clearing (areas within common plans of development or sale with land disturbance acreage less than one acre)</i>	\$50 5%
	<i>General/Stormwater Management - small construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one acre and less than five acres)</i>	\$400 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than five acres and less than 10 acres)</i>	\$500 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 10 acres and less than 50 acres)</i>	\$650 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 50 acres and less than 100 acres)</i>	\$900 5%
	<i>General/Stormwater Management - large construction activity/land clearing (sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres)</i>	\$1,400 5%

PLANNING & ZONING			
CHAPTER 24-ZONING			
24-7	Conceptual Plan	\$25	5%
24-7	Height Limitation Waiver	\$200	5%
24-47	Chicken Keeping	\$20	5%
24-7	Master Plan		
	Initial Review Residential cluster, mixed use or a PUD with less than 400 acres (PUDs more than 400 acres shall pay a rezoning fee only.)	\$200	5%
	Revision of an Approved Plan		
	Residential Cluster	\$75	5%
	R-4, PUD, Mixed Use	\$150	5%
24-7	Public Hearing Applicant Deferral Request Does not apply where deferral is the result of a commission or board action. Does apply when the applicant fails to meet a staff imposed deadline for additional information relevant to the application.	\$350 per request	5%
24-7	Sign Permits	Size (per square foot of gross sign area) x \$5.00	5%
24-7	Site Plan		
	Administrative Review		
	Residential structures or Improvements	\$600 plus \$60 per unit	5%
	Nonresidential structures or improvements	\$600 plus \$0.024 per sq. ft. of building area	5%
	Mixed Use structures or improvements	\$600 plus \$60 per unit plus \$0.024 per sq. ft. of nonresidential building area	5%
	Planning Commission and/or DRC Review		
	Residential structures or improvements	\$1,800 plus \$60 per unit	5%
	Nonresidential structures or improvements	\$1,800 plus \$0.024 per sq. ft. of building area	5%

	<i>Mixed Use structures or improvements</i>	<i>\$1,800 plus \$60 per residential unit plus \$0.024 per sq. ft. of nonresidential building area</i>	<i>5%</i>
	<i>Amendment to an Approved Plan</i>		
	<i>Residential structures or improvements</i>	<i>\$100 plus \$10 per residential unit</i>	<i>5%</i>
	<i>Nonresidential structures or improvements</i>	<i>\$100 plus \$0.004 per sq. ft. of building area</i>	<i>5%</i>
	<i>Mixed Use structures or improvements</i>	<i>\$100 plus \$10 per residential unit plus \$0.004 sq. ft. of nonresidential building area</i>	<i>5%</i>
	<i>Other</i>		
	<i>Residential or nonresidential structures or improvements where number of dwelling units, building area, pavement or open space is not changed more than 15%</i>	<i>\$100</i>	<i>5%</i>
	<i>Zoning/Fire Dept. review only</i>	<i>\$20</i>	<i>5%</i>
	<i>Each additional review after second resubmission</i>	<i>\$250</i>	<i>5%</i>
24-7	<i>Special Use Permit</i>		
	<i>General</i> <i>(If processed with a rezoning shall pay a rezoning fee only)</i>	<i>\$1,000 plus \$30 per acre***</i>	<i>5%</i>
	<i>Manufactured Home</i>	<i>\$100</i>	<i>5%</i>
	<i>Family Subdivision under Section 24-214</i>	<i>\$100</i>	<i>5%</i>
	<i>Amendment/Renewal to a Special Use Permit</i>	<i>\$400</i>	<i>5%</i>
	<i>Communication Facilities under Division 6</i>	<i>\$1,500</i>	<i>5%</i>
	<i>***Not to exceed \$5,000</i>		
24-7	<i>Stormwater Installation Inspection</i> <i>(For inspection by the stormwater and resource protection division of public stormwater installations and private stormwater installations)</i>	<i>\$900 per practice for each best management practice constructed and \$0.90 per foot for every foot of stormwater drain or channel constructed. This fee shall be submitted at the time of filing an application for a land disturbance permit.</i>	<i>5%</i>

24-7	Rezoning****		
	5 acres or less	\$1,200 plus \$75 per acre	5%
	More than 5, but no more than 10 acres	\$1,200 plus \$75 per acre	5%
	More than 10 acres	\$1,200 plus \$75 per acre	5%
	Written request to the board of supervisors to amend proffered conditions where such amendment does not affect conditions of use or density and where a public hearing is not required.	\$200	5%
**** Not to exceed \$15,000/proffer amendments pay base fee only			
24-7	Zoning-Administrative Variance	\$250	5%
24-7	Zoning -Board of Zoning Appeals	\$500	5%
24-7	Zoning Verification Request	\$100	5%
SUBDIVISION			
CHAPTER 19-SUBDIVISIONS			
19-15	Stormwater Installation Inspection <i>(For inspection by the stormwater and resource protection division of public stormwater installations and private stormwater installations)</i>	\$900 per practice for each best management practice constructed and \$.90 per foot for every foot of stormwater drain or channel constructed. This fee shall be submitted at the time of filing an application for a land disturbance permit.	5%
19-15	Water and Sewer Line Installation Inspection <i>(For inspection by the service authority of public water and sewer system installations)</i>	\$1.43 per foot for every foot of sewer main or water main constructed.	5%
19-15	Major/Minor Subdivision		
	No Public improvements required	\$200 per plan plus \$70 per lot for each lot over 2	5%
	Public improvements required	\$250 per plan plus \$70 per lot for each lot over 2	5%
19-15	Townhouse or condominium subdivisions that have undergone site plan review	\$50	5%
19-15	Each additional review after second resubmission	\$250	5%

BE IT FURTHER ORDAINED that this Ordinance shall be made effective on July 1, 2018.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	___	___	___
ICENHOUR	___	___	___
SADLER	___	___	___
HIPPLE	___	___	___
LARSON	___	___	___

William Porter
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 8h day of May,
2018.

AppendA-Fees-ord(PaulHolt)

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Alex Baruch, Planner

SUBJECT: SUP-0001-2018. LifePointe Christian Church

ATTACHMENTS:

	Description	Type
☐	Staff Report	Staff Report
☐	Resolution	Resolution
☐	Location Map	Backup Material
☐	Master Plan	Backup Material
☐	Unapproved Minutes of the March 7, 2018, Planning Commission meeting	Backup Material
☐	Public Facilities Report	Backup Material
☐	Water and Sewer Report	Backup Material
☐	Environmental Constraints Analysis	Backup Material
☐	Natural Resources Inventory	Backup Material
☐	Landscape Narrative	Backup Material
☐	Rural Lands Narrative	Backup Material
☐	LifePointe Church Minister Letter	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	3/22/2018 - 3:15 PM
Publication Management	Daniel, Martha	Approved	3/22/2018 - 3:33 PM
Legal Review	Kinsman, Adam	Approved	3/22/2018 - 3:35 PM
Board Secretary	Fellows, Teresa	Approved	3/23/2018 - 2:40 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:28 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:49 PM

SPECIAL USE PERMIT-0001-2018. LifePointe Christian Church
Staff Report for the April 10, 2018, Board of Supervisors Public Hearing

SUMMARY FACTS

Applicant: Mr. Gregory R. Davis, Esq., Kaufman & Canoles
Land Owner: Ms. Victoria Mary Caramanica
Proposal: Place of public assembly using the structures currently on site and planning for future growth.
Locations: 8841 and 8851 Richmond Road
Tax Map/Parcel Nos.: 1110100029 and 1110100030A
Project Acreage: +/- 10.17
Zoning: A-1, General Agricultural
Comprehensive Plan: Rural Land
Primary Service Area: Outside
Staff Contact: Alex Baruch, Planner

PUBLIC HEARING DATES

Planning Commission: March 7, 2018, 7 p.m.
Board of Supervisors: April 10, 2018, 5 p.m.

FACTORS FAVORABLE

1. With the proposed conditions, staff finds the proposal will not impact the surrounding zoning and development.
2. With the proposed conditions, staff finds the proposal consistent with the recommendations of the Comprehensive Plan adopted in 2015, "Toward 2035: Leading the Way."

FACTORS UNFAVORABLE

With the attached Special Use Permit (SUP) conditions, staff finds no unfavorable factors.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the proposed conditions.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission voted 7-0 to recommend approval of this application to the Board of Supervisors.

PROPOSED CHANGES MADE SINCE THE PLANNING COMMISSION MEETING

None.

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.

SPECIAL USE PERMIT-0001-2018. LifePointe Christian Church
Staff Report for the April 10, 2018, Board of Supervisors Public Hearing

PROJECT DESCRIPTION

Proposal to establish a place of public assembly for LifePointe Christian Church at 8841 and 8851 Richmond Road. The property is zoned A-1, General Agricultural, and has multiple existing buildings that the church is proposing to convert to usable space for its operations. The residence at 8841 Richmond Road has been used as a single-family dwelling with an approved SUP for a Bed and Breakfast under SUP-0009-1999. If the proposal is approved, the SUP conditions for the place of public assembly will supersede the Bed and Breakfast SUP conditions. The property at 8851 Richmond Road has been used as a horse and pony farm. The buildings are used as a livestock arena, livestock stable and horse barn.

The proposal includes buildings for office space, a large assembly area for worship services, children's activity space and storage. According to the applicant, proposed church activities could include children's classes on Sunday mornings, youth programming Sunday evening and classes for adult small groups throughout the week. A 9,000-square-foot expansion is proposed on the Master Plan with a parking expansion at that time.

The Master Plan shows up to 206 parking spaces to be built during different phases of the project. The first phase shows 167 parking spaces and with the future expansion an additional 39 spaces are proposed. A parking waiver to exceed 120% of the maximum parking will need to be approved prior to Site Plan approval, because 167 spaces is over 120% of the required parking for a place of public assembly.

The Master Plan shows one entrance at an existing median crossover. The current driveway on 8851 Richmond Road would be eliminated.

PLANNING AND ZONING HISTORY

- The Board of Supervisors approved an SUP (Case No. SUP-0009-1999) for the operation of a Bed and Breakfast on 8841 Richmond Road on June 8, 1999.
- The property at 8851 Richmond Road has operated as a horse and pony farm.
- These properties are not in an Agricultural or Forestal District.
- LifePointe Church currently uses 101 School House Lane (Williamsburg Christian Academy) for its worship services and 8251 Richmond Road (a single-family home) as small group/office space.

SURROUNDING ZONING AND DEVELOPMENT

- Located on Richmond Road.
- Surrounding Zoning Designations include:
 - a. A-1, General Agricultural, to the north, south, east and west, primarily residential or undeveloped parcels.

COMPREHENSIVE PLAN

- Rural lands are areas containing farms, forests and scattered houses, exclusively outside of the Primary Service Area (PSA), where a lower level of public service delivery exists or where utilities and urban services do not exist and are not planned for in the future. Rural land uses are intended to help protect and enhance the viability of agricultural and forestal resources as important components of the local economy.

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.

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Community Character Corridor (CCC):

- This portion of Richmond Road is designated as a CCC and a wooded buffer type is recommended. A wooded CCC is characterized as an area having natural wooded areas along the road, with light to moderate traffic and minimal existing or planned commercial development. The objective of this buffer type is to visually screen the development from the road. Ideally, existing vegetation should be preserved or supplemented to create a wooded buffer that preserves open space and wildlife habitat to maintain the natural character of the County. Areas of the County that are appropriate for this type of treatment include areas that have existing vegetation consisting of mature trees and shrubs and that are mostly developed with residential uses. Areas of John Tyler Highway (Route 5), Centerville Road, Longhill Road, Greensprings Road and Humelsine Parkway (Route 199) are examples of the wooded landscape type treatment. This type of treatment offers the least amount of visibility to the development, and the intent is to preserve the natural beauty of the site. The design should be informal and natural. SUP Condition No. 5 states that all landscaping shall match the landscaping described in the text on the Master Plan and the condition is proposed to ensure compliance with the adopted CCC buffer policy adopted by the Board of Supervisors.
- While this use would replace some open field area with more intense development, staff finds this proposal is substantially consistent with the Rural Lands Development Standards (pg. 179) for the following reasons:
 - a. Comprehensive Plan: Locating structures and uses outside of sensitive areas.

Staff Analysis: The place of public assembly is proposing to locate structures and uses outside sensitive areas.

- b. Comprehensive Plan: Maintaining existing topography, vegetation, trees and tree lines to the maximum extent possible, especially along roads and between uses.

Staff Analysis: With proposed SUP Condition No. 5, the existing topography will be maintained and vegetation, trees and tree lines will be maintained, replaced where warranted or supplemented. Enhanced landscaping will also be used to screen the development from the roadway and from adjacent residential dwellings.

- c. Comprehensive Plan: Discouraging development on farm land, open fields and scenic roadside vistas.

Staff Analysis: 8841 Richmond Road has been used as single-family residence/Bed and Breakfast (SUP-0009-1999). The property at 8851 Richmond Road has been used as a horse and pony farm. The proposed development would develop the open fields on the property into parking lots. Existing lawn area shown as No. 9 on the Master Plan will remain.

- d. Comprehensive Plan: Encouraging enhanced landscaping to screen developments located in open fields using a natural appearance or one that resembles traditional hedgerows and windbreaks.

Staff Analysis: The Master Plan and Landscape Narrative show enhanced landscaping between parcels to screen parking lots from existing residential dwellings. The proposed enhanced landscaping will also screen the parking lots from

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the right-of-way. The CCC Buffer will also meet the Board of Supervisors' adopted policy per the Master Plan.

- e. Comprehensive Plan: Locating new service or neighborhood access roads so that they follow existing contours and old roadway corridors whenever feasible.

Staff Analysis: Richmond Road is a four-lane divided highway that has the capacity to serve a place of public assembly with potential improvements identified by turn lane and median improvement warrant analyses (Condition No. 7).

- f. Comprehensive Plan: Generally limiting the height of structures to an elevation below the height of surrounding mature trees and scaling buildings to complement the character of the existing community.

Staff Analysis: The proposed place of public assembly is proposing the reuse of existing agricultural structures as shown on the Master Plan. The future expansion shall meet the height limit in the district.

- g. Comprehensive Plan: Minimizing the number of street and driveway intersections along the main road by providing common driveways and interconnection of developments.

Staff Analysis: Two entrances from Richmond Road will be consolidated to one with the proposed development.

- h. Comprehensive Plan: Utilizing lighting only where necessary and in a manner that eliminates glare and brightness.

Staff Analysis: The proposed development would meet the lighting section of the Zoning Ordinance to limit glare and brightness of proposed lighting.

- Surrounding Comprehensive Plan designations include:
 - a. Rural Lands to the north, south, east and west consisting of mostly residential or undeveloped properties.

PUBLIC IMPACTS

1. Anticipated Impact on Public Facilities and Services:

- a. *Streets.* SUP Condition No. 7 proposes a turn lane and median improvement warrant analysis to be completed prior to site plan approval. SUP Condition No. 8 proposes that a Traffic Mitigation Plan Study shall be completed within 180 days of the initial Certificate of Occupancy and submitted to the Director of Planning for review and approval.

- This project will have low traffic generation on weekday peak hours as shown in the table below.

<i>Use (ITE Code)</i>	<i>Peak AM Trip Generation (trips)</i>	<i>Peak PM Trip Generation (trips)</i>
Church (560)	33.07	35.73

- Sunday traffic is expected to have more trip generation at 457.6 trips.
- This section of Richmond Road operated at LOS A-C in 2010 and is projected to continue to operate at LOS C or better through 2034.

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- Virginia Department of Transportation has reviewed the application and has approved of SUP Condition Nos. 7 and 8 regarding proposed turn lane and median improvement warrant analysis.

b. *Schools/Fire/Utilities.* This area of the County is served by Fire Station 1 on Forge Road in Toano. This parcel is outside the PSA, and is served by private well and private septic system. A new septic system will be installed with this proposal to replace the existing smaller system. The Health Department will review the proposed expansion of the septic system at the Site Plan stage.

2. Anticipated Impact on Environmental/Cultural/Historical:

Environmental: The Stormwater and Resource Protection Division has reviewed the preliminary stormwater management approach and will continue to work with the applicant through the Site Plan process if approved. The Master Plan shows a new Best Management Practice at the rear of the property for stormwater management. The 100-foot Resource Protection Area buffer remains undisturbed with this proposal.

Cultural/Historic: The subject properties are shown as moderately sensitive areas on the Comprehensive Plan's Archaeologically Sensitive Areas Map (CC-1, pg. 101). An archaeological study will need to be submitted in accordance with SUP Condition No. 3.

3. Anticipated Impact on Nearby and Surrounding Properties: No bell or external sound system is proposed with this application. Landscaping shown and described on the Master Plan (SUP Condition No. 5) will mitigate visual impacts to adjacent properties. While there will be significant activity and traffic on

Sundays, moderate-to-low activity is expected to be taking place on-site for much of the week.

PROPOSED CONDITIONS

- Proposed conditions are provided in Attachment No. 1.

STAFF RECOMMENDATION

Approval, subject to the proposed conditions (Attachment No. 1).

AB/md
SUP01-18LifePtCh

Attachments:

1. SUP Conditions Resolution
2. Location Map
3. Master Plan
4. Draft Planning Commission Minutes
5. Public Facilities Report
6. Water and Sewer Report
7. Environmental Constraints Analysis
8. Natural Resources Inventory
9. Landscape Narrative
10. Rural Lands Narrative
11. LifePointe Church Minister Letter

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RESOLUTION

CASE NO. SUP-0001-2018. LIFEPOINTE CHRISTIAN CHURCH

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

WHEREAS, Ms. Victoria Mary Carmanica (the "Owner") owns property located at 8841 and 8851 Richmond Road, further identified as James City County Real Estate Tax Map Parcel Nos. 1110100029 and 1110100030A, respectively (together, the "Property"); and

WHEREAS, on behalf of the Owner, Mr. Gregory R. Davis, Esq. from Kaufman and Canoles representing LifePointe Christian Church, has applied for an SUP to allow a place of public assembly on the Property as shown on the exhibit titled "Master Plan LifePointe Christian Church" prepared by Vanasse Hangen Brustlin (VHB), dated March 2018; and

WHEREAS, a public hearing was advertised, adjoining property owners notified and a hearing conducted on Case No. SUP-0001-2018; and

WHEREAS, the Planning Commission, following its public hearing on March 7, 2018 recommended approval of the application by a vote of 7-0.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after consideration of the factors in Section 24-9 of the James City County Code, does hereby approve the issuance of Case No. SUP-0001-2018 as described herein with the following conditions:

1. *Master Plan*: This SUP shall be valid for a place of public assembly (the "Project") located at 8841 and 8851 Richmond Road, further identified as James City County Real Estate Tax Map Nos. 1110100029 and 1110100030A, respectively (together, the "Property"). Development of the Project on the Property shall occur generally as shown on the exhibit drawn by VHB entitled, "Master Plan LifePointe Christian Church," dated March 2018, (the "Master Plan"), with any deviations considered pursuant to Section 24-23(a)(2) of the James City County Code (the "County Code"), as amended.
2. *Architectural Elevations/Design*: Any future building expansion shown on the Master Plan shall use a design and materials that are substantially in accord with the existing structures on the Property as shown in Attachment A of the document entitled "Natural Resources Inventory" prepared by VHB and dated January 22, 2017. Such determination shall be made by the Director of Planning prior to site plan approval for the expansion.
3. *Archaeological*: A Phase I Archaeological Study for the Property, excluding the existing structures, shall be submitted to and approved by the Director of Planning prior to land disturbance approval for the Project. A treatment plan shall be submitted to and approved by the Director of Planning for all sites in the Phase I study that are

recommended for a Phase II evaluation and/or identified as being eligible for inclusion on the National Register of Historic Places. If a Phase II study is undertaken, such a study shall be approved by the Director of Planning and a treatment plan for said sites shall be submitted to, and approved by, the Director of Planning for sites that are determined to be eligible for inclusion on the National Register of Historic Places and/or those sites that require a Phase III study. If in the Phase III study, a site is determined eligible for nomination to the National Register of Historic Places and said site is to be preserved in place, the treatment plan shall include nomination of the site to the National Register of Historic Places. If a Phase III study is undertaken for said sites, such studies shall be approved by the Director of Planning prior to preliminary approval within the study areas. All Phase I, Phase II, and Phase III studies shall meet the Virginia Department of Historic Resources' Guidelines for Preparing Archaeological Resource Management Reports and the Secretary of the Interior's Standards and Guidelines for Archaeological Documentation, as applicable, and shall be conducted under the supervision of a qualified archaeologist who meets the qualifications set forth in the Secretary of the Interior's Professional Qualification Standards. All approved treatment plans shall be incorporated into the plan of development for the site and the clearing, grading or construction activities thereon.

4. *Ingress and Egress:* Only one ingress/egress point may be constructed from Richmond Road to the Property and it shall line up with the existing median opening. The intent of this condition is to limit the number of ingress/egress points along Richmond Road.
5. *Landscaping:* A landscape plan for the Property shall be submitted for review and approval by the Director of Planning with the initial plan of development for the Project and shall match the landscaping described in the text on the Master Plan. All landscaping on the landscape plan shall be installed or guaranteed prior to the issuance of the initial final Certificate of Occupancy (COP) for the Project. The amount of any surety guaranteeing installation of landscaping shall be determined by the Director of Planning or his designee. Any deviations to the landscape plan shall be considered pursuant to Section 24-23(a)(2) of the County Code, as amended.
6. *Signage:* The Property shall be allowed one exterior freestanding sign. The freestanding sign shall be externally illuminated, monument style, not exceed eight feet in height, and have a base of brick or other materials similar in type and color with the architecture of the Project. The Director of Planning shall approve the design of the freestanding sign prior to initial site plan approval and prior to any subsequent sign modifications.
7. *Traffic Analysis:* Turn lane warrant analyses, as determined by the Virginia Department of Transportation (VDOT), for the entrance and median opening improvements shall be submitted to and approved by the Director of Planning and VDOT prior to final site plan approval. If the approved analyses demonstrate that improvements are warranted, such improvements shall be shown on the initial site plan and shall be installed prior to the issuance of any COP for the Project.

8. *Traffic Management Plan:* Within 180 days after initial issuance of a COP for the Project, a Traffic Management Plan (the “TMP”) addressing circulation and queuing of vehicles on the Property associated with peak occupancy periods for the Project shall be submitted to the Director of Planning for review and approval. The TMP shall be designed to limit the impact of traffic flows along Richmond Road and shall consist of measures such as, but not limited to, parking lot usage, signage, pavement markings or other vehicle control/directional devices, and manual traffic control (police officer or similar) at the intersection of Richmond Road and the Project entrance. The approved TMP shall be implemented on the Property for peak occupancy periods for the Project. The TMP shall be evaluated for its effectiveness within 180 days after initial implementation and, based on such evaluation, be revised as necessary to maintain consistency with this condition. Thereafter, the TMP shall be reevaluated and resubmitted to the Director of Planning by January 31 of each year for review and approval for consistency with this condition. The TMP shall be reevaluated and resubmitted until it accommodates the full occupancy of the Project as determined by the Director of Planning.
9. *Screening:* Dumpsters shall be screened with a brick enclosure or other materials substantially in accordance with the existing structures on the Property as shown in Attachment A of the document entitled “Natural Resources Inventory” prepared by VHB and dated January 22, 2017.
10. *Exterior Lighting:* All new exterior light fixtures on the Property, including new building lighting, shall have recessed fixtures with no lens, bulb, or globe extending below the casing. All new light poles shall not exceed 20 feet in height from finished grade unless otherwise approved by the Director of Planning. A lighting plan indicating no glare outside the boundaries of the Property shall be submitted for any new lighting. The lighting plan shall be approved by the Director of Planning or his designee prior to site plan approval. “Glare” shall be defined as more than 0.1 foot-candle at the property line or any direct view of the lighting source from the adjoining properties.
11. *Commencement of Construction:* Final site plan approval for the Project shall be obtained within 36 months from the date of approval of the SUP or the SUP shall be void. Prior to the site plan becoming invalid, a permanent COP shall be obtained for the “Main Church Building” shown on the Master Plan or the SUP shall be void.
12. *Severability:* The SUP is not severable. Invalidation of any word, phrase, clause, sentence or paragraph shall invalidate the remainder.

BE IT FURTHER RESOLVED that SUP-0001-2018 shall amend, replace and supersede SUP-0009-1999, which shall no longer have any force or effect.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

William Porter
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	___	___	___
SADLER	___	___	___
HIPPLE	___	___	___
LARSON	___	___	___
ICENHOUR	___	___	___

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

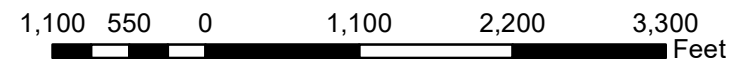
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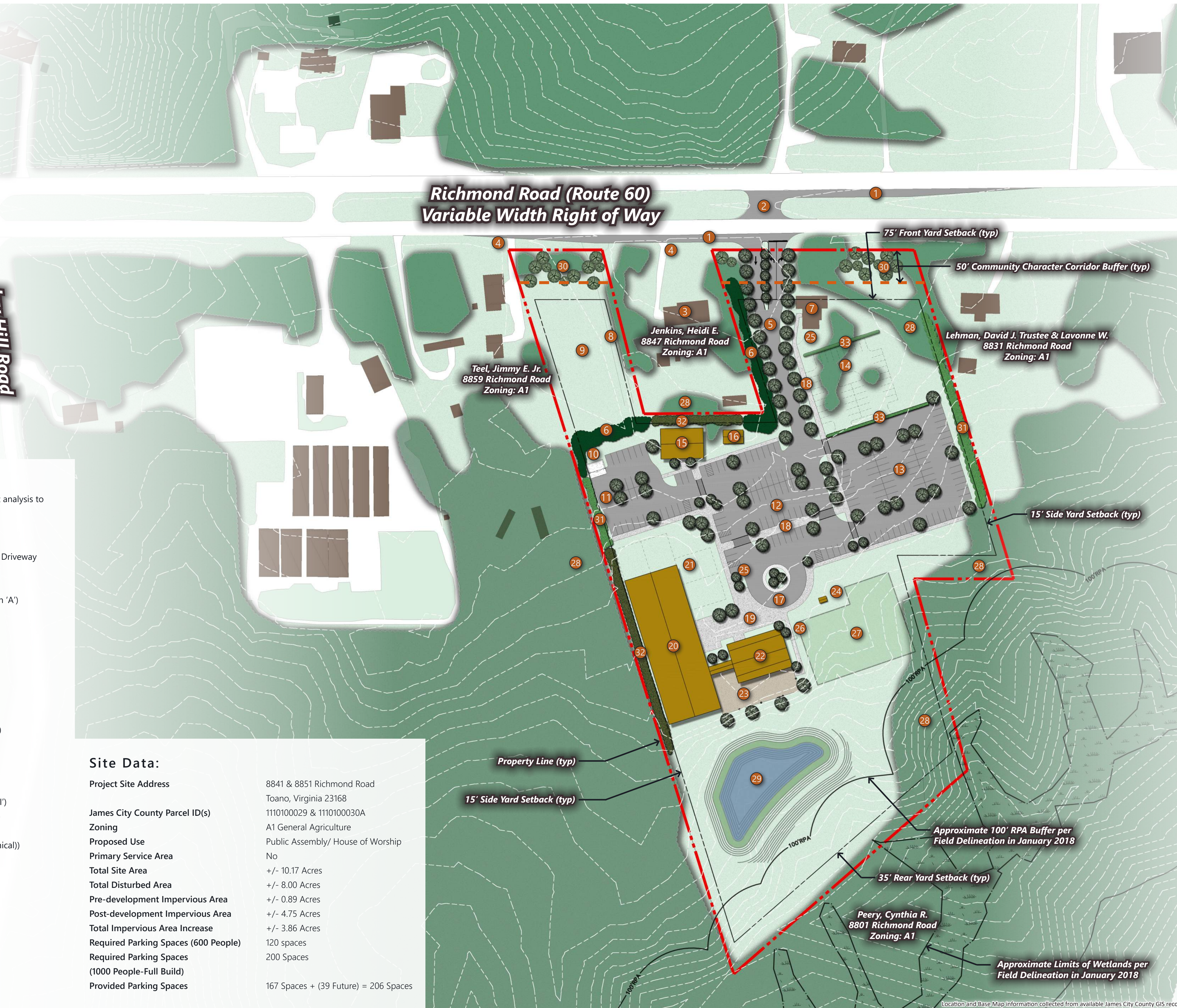
JCC-SUP-0001-2018

LifePointe Christian Church



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- Legend:**
- 1 Turn lane additions in accordance with turn lane warrant analysis to be completed prior to Site Plan approval
 - 2 Improvements to Existing Crossover
 - 3 Existing Single Family Residence to Remain
 - 4 Concrete Entrance Apron Improvements for Residential Driveway
 - 5 Entrance Road with Right and Left Turn Exit Lanes
 - 6 25' Wide Landscaped Berm
 - 7 Existing Structure to Remain (2,888 SF)(Area Designation 'A')
 - 8 Existing Gravel Entrance Road to be Removed
 - 9 Existing Lawn Area to Remain
 - 10 Dumpster Enclosure
 - 11 West Parking Lot (29 Spaces)
 - 12 Main Parking Lot (60 Spaces)
 - 13 East Parking Lot (78 Spaces)
 - 14 Future Parking (39 Spaces)
 - 15 Office/ Church Support (2,855 SF)(Area Designation 'G')
 - 16 Storage Building (600 SF)(Area Designation 'X'(Storage))
 - 17 Drop-off Loop
 - 18 Pedestrian Sidewalk Connectivity
 - 19 Pedestrian Entrance Plaza
 - 20 Main Church Building (18,225 SF)(Area Designation 'I')
 - 21 Future Building Expansion (9,000 SF)(Area Designation 'I')
 - 22 Children's Activity Space (5,040 SF)(Area Designation 'I')
 - 23 Outdoor Fenced Children's Play Area
 - 24 Generator Building (96 SF)(Area Designation 'X'(Mechanical))
 - 25 Existing Well Location
 - 26 Existing Septic Tank Location
 - 27 Proposed Enlarged Septic System
 - 28 Existing Wooded Area to Remain
 - 29 Level 2 Wet Pond
 - 30 50' Community Character Corridor (CCC) Buffer
 - 31 Enhanced Landscape Area Type 1
 - 32 Enhanced Landscape Area Type 2
 - 33 3' Height Evergreen Hedge

Site Data:

Project Site Address	8841 & 8851 Richmond Road Toano, Virginia 23168
James City County Parcel ID(s)	1110100029 & 1110100030A
Zoning	A1 General Agriculture
Proposed Use	Public Assembly/ House of Worship
Primary Service Area	No
Total Site Area	+/- 10.17 Acres
Total Disturbed Area	+/- 8.00 Acres
Pre-development Impervious Area	+/- 0.89 Acres
Post-development Impervious Area	+/- 4.75 Acres
Total Impervious Area Increase	+/- 3.86 Acres
Required Parking Spaces (600 People)	120 spaces
Required Parking Spaces (1000 People-Full Build)	200 Spaces
Provided Parking Spaces	167 Spaces + (39 Future) = 206 Spaces

Landscape Buffers Summary

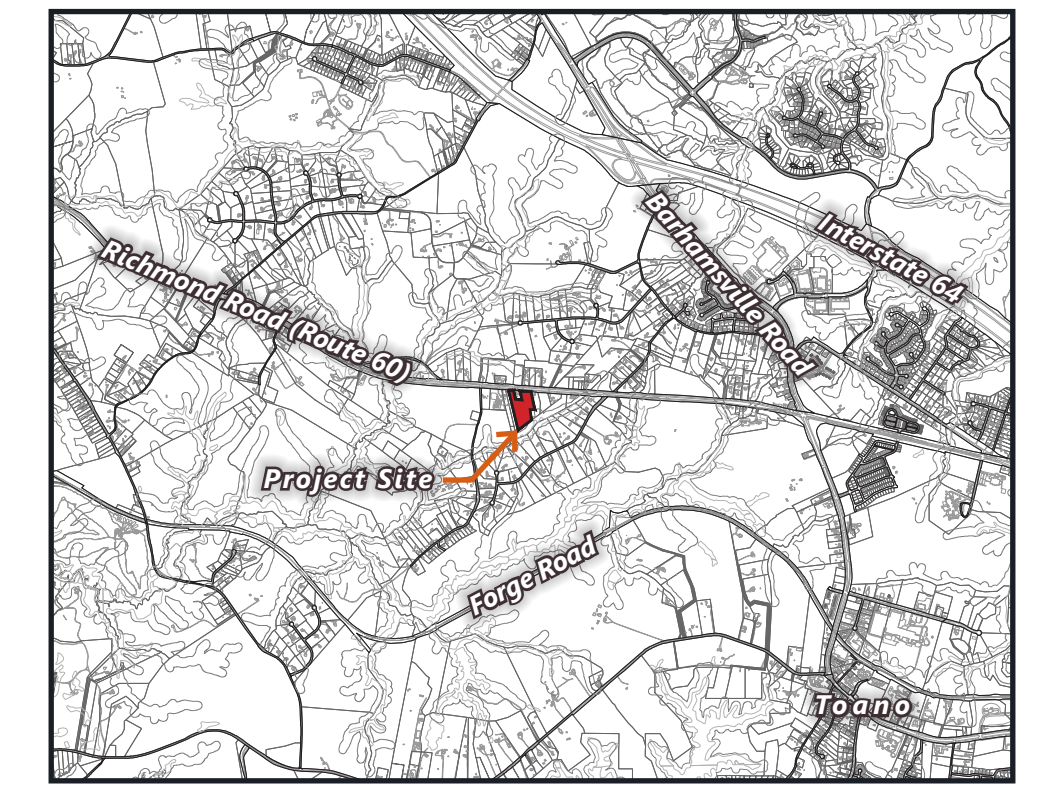
Community Character Corridor (CCC) Buffer
 This wooded landscape treatment CCC buffer will retain existing mature trees and supplement the existing buffer with additional planting. The Community Character Corridor buffer will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors.

Enhanced Landscape Area Type 1
 This landscape area type is designed to buffer adjacent residential uses from proposed parking areas. A 15' wide buffer with a wood split rail fence and planted with 1 large deciduous tree, 2 evergreen trees, 1 deciduous understorey tree and 12 medium-sized shrubs every 100 linear feet will be provided in these areas. The mixed evergreen and deciduous buffer approach will provide an aesthetic that strengthens the existing landscape character while still providing a visual screen between residential and parking uses. The proposed split rail fence will reinforce the rural landscape character of the site.

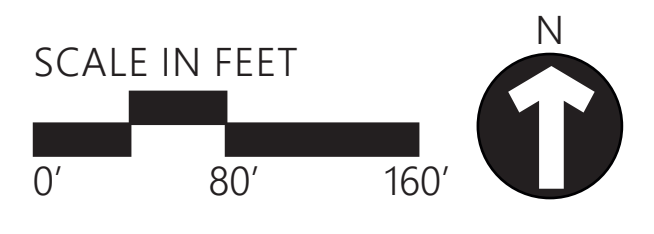
Enhanced landscape Area Type 2
 This landscape area is designed to buffer adjacent residential uses from existing and proposed buildings on site. The landscape areas will be planted with 4 deciduous understorey trees and 12 large shrubs every 100 linear feet.

25' Landscaped Berm
 This landscape treatment consists of a 25' wide by 3' tall earthen berm with planting in accordance with "Enhanced Landscape Area Type 1" as described in this landscape buffers summary. This type of buffer will provide maximum visual screening from the adjacent residential property at 8847 Richmond Road.

3' Height Evergreen Hedge
 This evergreen hedge is designed to screen the proposed parking area from the Public Right of Way. Plants will be installed at a minimum height of 24" and will be maintained at a height of at least 3' to screen the parking lot.



LOCATION MAP



**Unapproved Minutes of the March 7, 2018
Planning Commission Meeting**

SUP-0001-2018. LifePointe Christian Church

Mr. Alex Baruch, Planner I, stated that Mr. Gregory Davis of Kaufman and Canoles, PC has submitted an application for SUP for a place of public assembly on properties located at 8841 and 8851 Richmond Rd. where a horse stable and previously approved SUP for a Bed and Breakfast were operated. Mr. Baruch stated that the properties are zoned A-1, General Agricultural, and designated Rural Lands on the 2035 Comprehensive Plan Land Use Map.

Mr. Baruch stated that the existing structures will be turned into the main church building, children's activity space, office space and other storage and maintenance buildings. Mr. Baruch stated that a future expansion of the main church building would add 9,000 square feet of additional space and 39 parking spaces.

Mr. Baruch stated that staff finds this proposal to be compatible with surrounding development and consistent with the 2035 Comprehensive Plan and Zoning Ordinance. Mr. Baruch further stated that staff recommends that the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the proposed conditions.

Mr. Krapf opened the floor for questions from the Commission.

Ms. Leverenz inquired if the adjacent property owners have voiced any concerns.

Mr. Baruch stated that the applicant has spoken with the adjacent property owners and can address this question in more detail. Mr. Baruch noted that the County has not received correspondence from the immediate neighbors. Mr. Baruch further noted that the only correspondence has come from Two Drummers Smokehouse which has been shared with the Commission.

Mr. Krapf noted that the applicant would have an opportunity to speak and the Commission would be able to ask questions of the applicant at that time.

Mr. Krapf called for disclosures from the Commission.

Mr. Haldeman stated that he exchange email with the applicant's attorney.

Mr. Schmidt stated that he toured the property with the applicant.

Mr. Richardson stated that he spoke with the applicant.

Mr. Krapf opened the Public Hearing.

Mr. Greg Davis, Kaufman & Canoles, PC, 4801 Courthouse Street, provided he Commission with an overview of the proposed project. Mr. Davis noted that the Life Pointe Christian Church

members feel called to serve the needs of the underserved in the upper part of James City County. Mr. Davis stated that the Church has grown rapidly and needs a location that will allow them to fulfill their mission.

Mr. Davis noted that the Church plans to use existing building on the property. Mr. Davis noted that using the ability to use the existing buildings is what makes the project feasible financially. Mr. Davis further noted that there are not many sites in the County that provide this benefit.

Mr. Davis stated that the applicant has spoken with adjacent property owners including Ms. Jenkins. Mr. Davis noted that none of the adjacent property owners have voiced an objection to the project.

Mr. Davis noted that the master plan calls for substantial buffers for the Community Character Corridor and for the adjacent properties. Mr. Davis noted that the applicant will be required to provide a landscaping plan, a traffic management plan, archaeological studies and a lighting plan. Mr. Davis further stated that the project would be required to go through further refinements during the site plan process.

Mr. Davis stated that a question had come forward about using pervious pavement for the parking area. Mr. Davis stated that the applicant has studied the possibility and believes that using geoblock pavers, even though they are more expensive than traditional asphalt paving, will yield cost savings with the stormwater management. Mr. Davis stated that this might be better addressed at the site plan stage rather than making it an SUP condition.

Mr. Davis requested that the Commission recommend approval of the application.

Mr. Richardson inquired if the house at on the left at the front of the property is a historic building.

Mr. Davis stated that he was not aware that it is.

Mr. Richardson inquired about what would become of that house under the Master Plan.

Mr. Davis stated that this is not the structure intended to be used as the administration building; however, there are no plans at present to demolish the structure.

Mr. Richardson requested confirmation that the drive shown to the right would be taken out of use.

Mr. Davis confirmed.

Mr. O'Connor inquired if it was anticipated that turn lanes would be warranted.

Mr. Davis confirmed that the applicant and County staff expect that turn lanes will be required.

Mr. Krapf inquired about how many acres that are currently pasture will be used for parking.

Mr. Davis stated that there is data on the Master Plan about the number of acres that would be impervious post development; however, it does not appear that calculations are available just for the parking area.

Mr. Krapf clarified that he is interested in the number of acres of pasture land that will be converted to any other use.

Mr. Davis stated that the area is approximately 3.6 acres.

Mr. O'Connor inquired if all of the parking area would be built out at one or developed in stages.

Mr. Davis responded that there are parking requirements that need to be met based on the size of the structure and the use. Mr. Davis stated that in discussion with staff it appears that the applicant will request a parking waiver to reduce the amount of parking which would reduce the environmental impact and consequently the cost. Mr. Davis stated that he could not provide data yet on the number of parking spaces that would be required and when those spaces would need to be built. Mr. Davis noted that of the parking shown, only area 14 was reserved for future needs and the remaining areas would be built out at the outset based on approval of the parking waiver.

Mr. David Lehman, 8831 Richmond Road, addressed the Commission in support of the application. Mr. Lehman stated that he felt the proposal would be a good use of the existing structure and that the applicant would be a good neighbor.

Ms. Heidi Jenkins, 8847 Richmond Road, stated that she is the owner of the parcel that is surrounded by the subject properties. Ms. Jenkins stated that her main concerns were the lighting impact at night and the traffic impact on Sundays. Ms. Jenkins noted that her main concern is the potential turn lane and whether it will require acquisition of any of her property. Ms. Jenkins further noted concerns about the impact of the development on the water table.

As no one else wished to speak, Mr. Krapf closed the Public Hearing.

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

Mr. Richardson stated that his initial concerns regarded buffering of the development; however, it appears that the screening is more than adequate. Mr. Richardson further stated that he believes that the proposal will be a good use for the existing facilities.

Mr. Schmidt noted concerns over light pollution; particularly from the parking areas.

Mr. Holt noted that the Zoning Ordinance requires that there be no light or glare outside any of the property lines. Mr. Holt noted that for further mitigation staff has included an SUP conditions that reduces the height of the light fixtures to less than what could be done by right.

Mr. Krapf inquired if Mr. Holt could address Ms. Jenkins' concern about the impact of the turn lane on her property.

Mr. Holt stated that he would defer to the applicant.

Mr. Davis stated that Ms. Jenkins would not lose any property. Mr. Davis stated that the anticipated turn lanes would be entirely within the VDOT right-of way.

Mr. O'Connor inquired about the potential need for an additional septic field and inquired about its location.

Mr. Davis stated that there is greenspace at the northwest portion of the property and that there has been some discussion about using that for a septic field to ensure that the property can accommodate the proposed use. Mr. Davis further stated that the determination would be made during the Site Plan development as the engineering data is prepared.

Mr. Polster stated that the response from the engineering firm is that the area shown as area No. 27 on the Master Plan is the proposed drain field. Mr. Polster noted that the existing septic field needs to be moved because of the buffer required between the septic field and the stormwater detention pond.

Mr. Davis confirmed that the proposed septic field is designated as area No. 27 on the Master Plan.

Mr. Davis stated that to reassure Ms. Jenkins, modern drain field design will not allow the ground water to be polluted.

Mr. Polster inquired about the extent of the ROW.

Mr. Piotr Swietuchowski, VHB, 351 McLaws Circle, showed the Commission on the Master Plan the extent of the ROW. Mr. Swietuchowski stated that there is more than sufficient ROW to accommodate the required turn lanes

Mr. Davis asked Mr. Swietuchowski if the potential turn lanes would extend in front of Ms. Jenkins' property.

Mr. Swietuchowski stated that the extent and location of the turn lanes would be determined at the Site Plan stage once the turn lane warrant study was completed.

Mr. Polster inquired if there were a way to determine how much the water use for the Church would impact Ms. Jenkins' water pressure and if there were a way to mitigate any impact.

Mr. Swietuchowski stated that this would be addressed when the Well Permit application is submitted. Mr. Swietuchowski stated that the wells are usually deep enough in the aquifer that the impact on adjacent wells is minimal.

Ms. Leverenz noted that property owners often perceive that their property runs to the edge of the pavement and believe their property is impacted when the pavement extends into what they consider to be their land and inquired if this is correct.

Mr. Davis stated that this is a common perception; however the right of way often extends past the paved road bed. Mr. Davis further stated that while the turn lane may bring the pavement closer to Ms. Jenkin's house, it would still be within the ROW.

Ms. Leverenz inquired about what would happen if VDOT widened route 60 to six lanes and needed more right of way.

Mr. Davis stated that VDOT could take the property for that purpose; however, an individual property owner could not.

Ms. Leverenz expressed concern over the size of the parking lot and potential light pollution.

Mr. Swietuchowski stated that a lighting plan will be required during the Site Plan process. Mr. Swietuchowski stated that the lighting plan details will have to prove that there is no light pollution.

Ms. Leverenz noted that it is hard to totally eliminate light spillage.

Ms. Leverenz inquired how the berm and landscaping might serve to mitigate light pollution.

Mr. Steven Talley, VHB, 351 McLaws Circle, stated that the proposed plantings include evergreen shrubs that will be up to ten feet tall along with canopy trees and understory trees.

Mr. Krapf inquired if the lights in the parking lot will be on every night or just when the property is in use at night. Mr. Krapf further inquired if there would be security lights around the Church.

Mr. Krapf encouraged the applicant to consider minimizing the number of lights left on all night so long as it does not pose a security risk to the campus.

Mr. Davis stated that if it is a concern for the adjacent property owners, the lighting plan could be adjusted to address which lights would be on every night.

Mr. O'Conner inquired about how the well would operate for a larger scale facility.

Mr. Swietuchowski stated that it depends on the yield of the well actual water use requirements based on the number of individuals, the number of restrooms and other requirements including fire suppression. Mr. Swietuchowski further stated that the well itself is usually sufficient for a facility of this size.

Mr. Krapf stated that he appreciates the applicant's willingness to consider ways to mitigate the impacts of the project on the environment and the adjacent property owners. Mr. Krapf stated that overall the project has minimal impact on the land and does maintain the rural character of the area. Mr. Krapf stated that he would support the application.

Mr. Richardson made a motion to recommend approval of the application.

On a roll call vote the Commission voted to approve SUP-0001-2018, LifePointe Christian Church (7-0).

LifePointe Christian Church

Toano, VA

PREPARED ON BEHALF OF

LifePointe Christian Church
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PREPARED BY



351 McLaws Circle
Williamsburg, VA 23185
757.279.2864

02/16/2018



Public Facilities Report

LifePointe Christian Church currently meets at Williamsburg Christian Academy in Toano, VA. The Church has outgrown the available space and is currently considering relocating to the sites at 8841 and 8851 Richmond Road. The two sites are located outside of the James City County Primary Service Area (PSA). The Church plans to re-purpose existing agricultural buildings for Church related uses. This narrative describes the existing public facilities that serve the two sites.

Roads

The site is accessible from Richmond Road (Route 60). Richmond Road is classified as "Other Principal Arterial" by the VDOT 2014 Approved Functional Classification Map and has a posted speed limit of 55 MPH along this segment of the road. The roadway is currently a four-lane divided highway with crossovers. Preliminary comments from James City County Planning and VDOT indicate turn lanes for site access will likely need to be added to Richmond Road and a turn lane warrant analysis will need to be completed. An existing median crossover is located in front of the 8841 Richmond Road Property. The crossover will need to be improved as a part of the Right of Way improvements associated with this project.

Water & Sewer

The site is located outside of the James City County Primary Service Area. Therefore, public water and sewer services are not provided to the site. Water is provided from an existing well on the site. The existing permitted septic system and septic field is currently serving the existing buildings. More information on the existing water and sewer systems capacity can be found in the Water and Sewer Impact Report.

Schools

The site is in the school district for Stonehouse Elementary School, Toano Middle School and Warhill High School. The proposed use change for the site is for "place of public assembly". The proposed LifePointe Christian Church will not generate any additional school age children living in the district of the Church. Therefore, the proposed use change will not have any adverse effect on the school system capacity.

Fire Stations

Fire and Emergency Services are provided to the site by the James City-Bruton Volunteer Fire Department and Rescue Squad, also known as Fire Station 1. The Station, located in the heart of Toano on Forge Road, was recently re-designed and a new building was constructed with updated facilities to better serve the Toano community. The new Station was completed in Spring of 2017 and its located less than 3 miles from the subject site.

Libraries

James City County Library, also known as Williamsburg Regional Library, is located about 5 miles away from the site at 7770 Croaker Road. No additional dwelling units are proposed as a part of this project which results in no additional demand for library services.

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Water & Sewer Report

LifePointe Christian Church currently meets at Williamsburg Christian Academy in Toano, VA. The Church has outgrown the available space and is currently considering relocating to the sites at 8841 and 8851 Richmond Road. The two sites are located outside of the James City County Primary Service Area (PSA). The Church plans to re-purpose existing agricultural buildings for Church related uses. This narrative describes the existing water and septic that serve the two sites.

Septic

The existing barn at 8851 Richmond Road and the existing house at 8841 Richmond Road are each tied to their own septic systems.

The septic system on the 8841 Richmond Road parcel will be removed as part of this project. The house that the system serves does not have a planned use at this time. The existing grinder pump will be salvaged for potential future use.

The septic system on the 8851 Richmond Road parcel was designed for an average design flow of 300 gpd. The proposed usage will result in an average design flow of 2785 gpd (see table below) and will require a new

septic field and additional septic tanks. The existing 4" sanitary lateral from the building to remain will be adequate to pass the design peak flow rate and can remain in place if desired.

The proposed wastewater flows per the 2017 version of the James City Service Authority Design & Acceptance Criteria for Water Distribution and Sanitary Sewer Systems – Table 2.1 are as follows:

Lifepointe Church Sewer Flows (1000 person)

$1000 \times 2.5 \text{ (gpd/unit)} = 2500 \text{ gpd}$
 $2500 \text{ gpd} / (6 \text{ hour duration} \times 60 \text{ min/hr.}) = 6.95 \text{ gpm}$
 $6.95 \text{ gpm} \times 4 \text{ (peak factor per SCAT regulations)} = 27.80 \text{ gpm}$

Office building Sewer Flows (2855 SF)

$2855\text{SF} \times 0.1 \text{ (gpd/SF)} = 285 \text{ gpd}$
 $285 \text{ gpd} / (12 \text{ hour duration} \times 60 \text{ min/hr.}) = 0.40 \text{ gpm}$
 $0.40 \text{ gpm} \times 4 \text{ (peak factor per SCAT regulations)} = 1.60 \text{ gpm}$

The Master Plan included with this submittal shows the schematic layout of the proposed septic field. The existing septic field was designed for a flow rate of 300 gpd. An approximate septic field is shown on the Master Plan that has an area proportional to the increase in flow (approximately 9.5 times larger than the 720 sf existing field). A full design of the septic field cannot be completed without the required number of percolation tests. Should a larger area be needed, wastewater can be pumped to a new septic field in the northwest corner of the property.

Domestic Water

The existing well on 8851 Richmond Road will be reused for the future site. However, the 20 gpm capacity of the well will not be sufficient for the proposed use of the site. The options of increasing the existing pump size versus adding an additional well will be analyzed as design progresses.

The existing well on 8841 Richmond Road is located adjacent to the existing building in a well house. The well will not be disturbed as a part of this project.

Fire Suppression

The site is not fronted by any public water supply that can be used for fire suppression. The current plan for fire suppression is to install firewalls to minimize assembly areas to 10,000 square feet. If the church wishes to expand an assembly area beyond 10,000 square feet in the future, the stormwater pond could be retrofitted to provide water for fire suppression.

LifePointe Christian Church

Toano, VA

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Environmental Constraints Analysis

LifePointe Christian Church currently meets at Williamsburg Christian Academy in Toano, VA. The Church has outgrown the available space and is currently considering relocating to the sites at 8841 and 8851 Richmond Road. The Church plans to re-purpose existing agricultural buildings for Church related uses. This narrative describes the environmental constraints on both sites.

Hydrologic Features

There are no significant hydrologic features on the project site that will be directly impacted by the proposed development. GIS records show the adjacent property to the South contains a perennial stream and wetlands. VHB scientists conducted a field visit for stream and wetland delineation in January of 2018. The delineation proves there are several areas of wetlands that reach up towards the property line from the perennial stream. In one instance at the southeast corner of 8851 Richmond Road the wetlands appear to be located on site per James City County GIS property lines. These property lines will need to be field surveyed to verify if wetlands are in fact present on the subject property. The resultant 100' Resource Protection Area (RPA) buffer from the VHB delineated wetlands limits development on the

southern portion of the 8851 Richmond Road site. No development is proposed in this area. The National Wetlands Inventory indicates the wetlands are a Freshwater Forested Shrub Wetland. There are no confirmed wetlands on the 8841 & 8851 Richmond Road properties.

The site is located in the Diascund Creek Watershed. The Diascund Creek drains into the Chickahominy River which drains into the James River and ultimately into the Chesapeake Bay and Atlantic Ocean. The site is located outside of the 100-year and 500-year floodplain according to Flood Insurance Rate Map (FIRM) 51095C0039D revised on December 16, 2015.

Physical Features

The site is approximately 10.17 acres in size and majority of the site outside of the 100-foot RPA buffer will be disturbed as part of this project. The existing parcel is zoned A-1 (General Agriculture) in James City County. The existing surface consists of several existing buildings, gravel roads, maintained lawn and small woodland section in the South-East section of the property that is a part of the existing 100-foot RPA buffer.

The existing soils on site are 11C, 19B, and 34B per the USDA soils map. The 11C soils are in Hydrologic Soil Group (HSG) 'D'. The 19B soils are in HSG 'A' and 34B soils are in HSG 'B'. These soils are not listed on the Soil Data Access (SDA) Hydric Soil List. Soils in group 'A' and 'B' are typically sufficient for septic leaching fields in this area.

The site elevation varies from approximately elevation 61 to 100. There are some existing steep slopes on site mainly located to the South of the existing buildings and on the South end of the property.

The existing steep slope in excess of 25% are mainly man-made and established during previous site development.

All proposed steep slopes will be treated with blanket erosion and sediment control matting.

Prohibited or Restricted Development Areas

The existing wetlands on the southern adjacent property create an RPA buffer that extends onto the southern portion of the project site. No development is proposed in this area of the site. There are some wooded areas along the perimeter of the site. No development will result in clearing of any woods within 30 feet of the property line. Some stand-alone mature trees on site will be removed for development. Several of these trees are dead or in decline already.

The required setbacks in accordance with the James City County Zoning Ordinance will be adhered to.

Existing and Proposed Changes to the Site

Existing development on site includes a large indoor riding ring and stable building for horses, a large garage for storage of farm equipment, sheds, a generator building and a farmhouse with a freestanding garage and an inground pool. The existing riding ring is accessed by a gravel road and the farmhouse has a paved driveway.

The proposed development will convert the large indoor riding ring and stables into a church building with rooms including a worship center, Sunday School classrooms, a children's church area and other church support rooms. The large garage will be converted to church offices and other church support rooms. The farmhouse will remain but the inground pool and garage will be removed. An entrance road and parking lots will be built in accordance with VDOT Standards and James City County Zoning. A drop off loop will be provided for persons with accessibility challenges. A level 2 wet pond will be installed on the southern portion of the property to mitigate stormwater runoff quality and quantity. Refer to the Master Plan for additional information and locations of all proposed improvements.

The site is bound by Richmond Road and one single family residential property to the North, single family residential properties to the East and West and a vacant residential property to the South. All adjacent properties are zoned A1 Agriculture. A 25' wide landscaped berm is proposed between the North residential property and the proposed improvements. Landscaped buffers in accordance with James City County Zoning will be provided where applicable in all other areas.

Approximately 8 acres of the site will be disturbed as part of this development. All disturbance will be on the upland, northern part of the property. The RPA buffer and steep slopes to the south will remain undisturbed.

The existing structures and driveways amount to 0.89 acres of impervious cover. The proposed development will increase the impervious cover by 3.86 acres.

A level II Wet Pond is proposed between the existing barn and the RPA buffer to handle water quality and quantity control. The increase in impervious cover would require 7.33 lbs of phosphorus per year to be removed prior to discharging stormwater offsite. The wet pond will have a phosphorus removal efficiency of 65% because the site lies in the coastal plain region of Virginia. The existing uniform slope of the site will make it

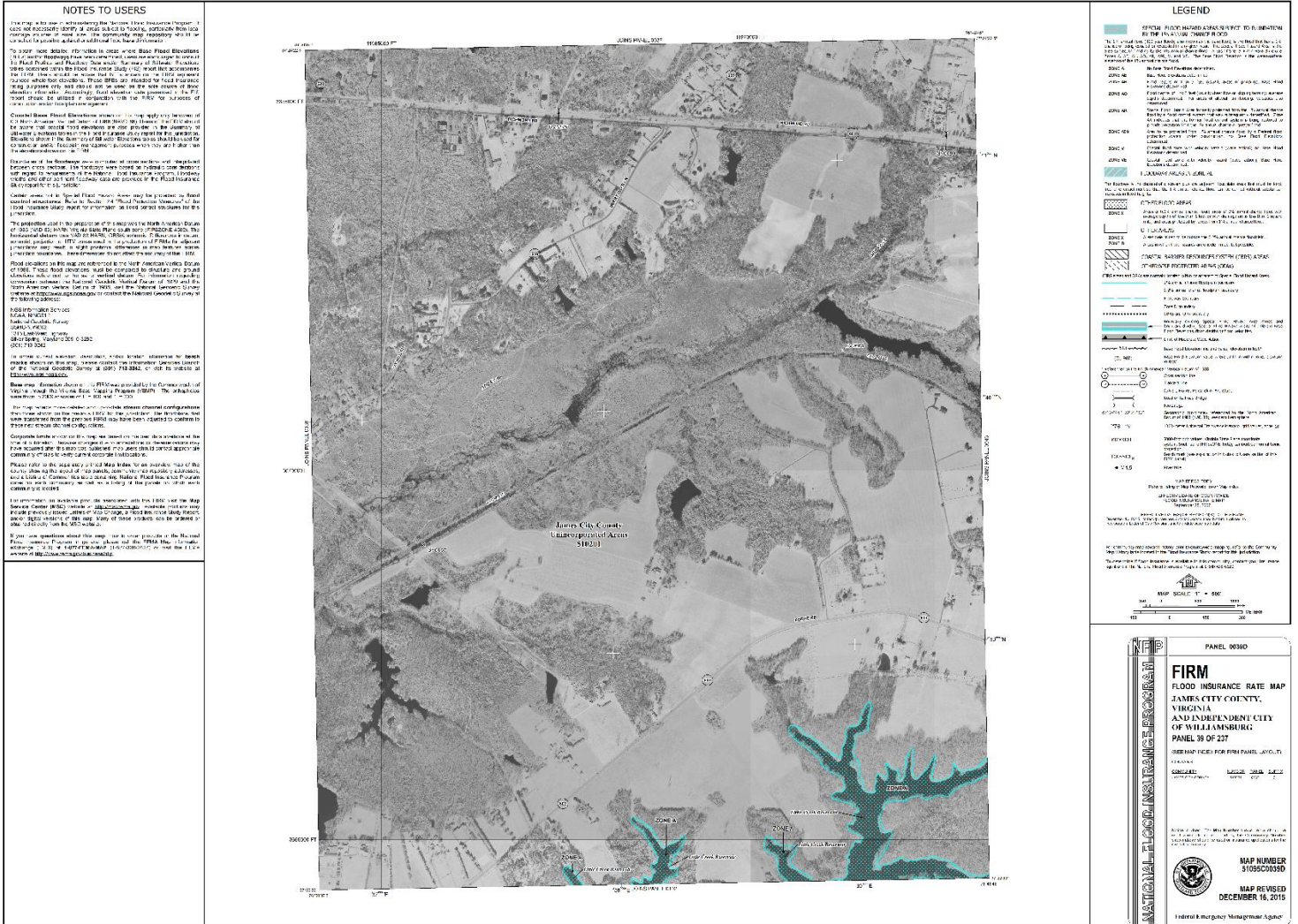
possible to drain all of the runoff from the developed site to the new BMP and achieve the pollutant load requirements.

Preliminary stormwater management design reveals that a single Level 2 Wet Pond BMP meets or exceeds applicable pollutant removal requirements. If site plan approval reveals that impervious cover increases or site conditions render the proposed BMP concept plan ineffective, a treatment train design will be considered. The goal of the stormwater management plan for the site is to provide pollutant removal required by Virginia DEQ regulations. Exceeding those standards (with, for example, an unnecessary treatment train design) will increase costs to the church congregation, adversely affect the aesthetics of the site, and require unneeded soil disturbance and site work.

The storage volume in the Wet Pond above the normal pool elevation will be sized to attenuate peak flows for the 2-, 10-, and 100-year storm events below the existing flow rates leaving the site. The existing drainage pattern of the site will not be altered. All stormwater runoff will continue to discharge to the RPA to the south as it currently does. The proposed culvert leaving the wet pond will discharge to a level spreader. This will dechannelize the stormwater prior to discharging into the steeply sloped RPA to minimize the risk of erosion.

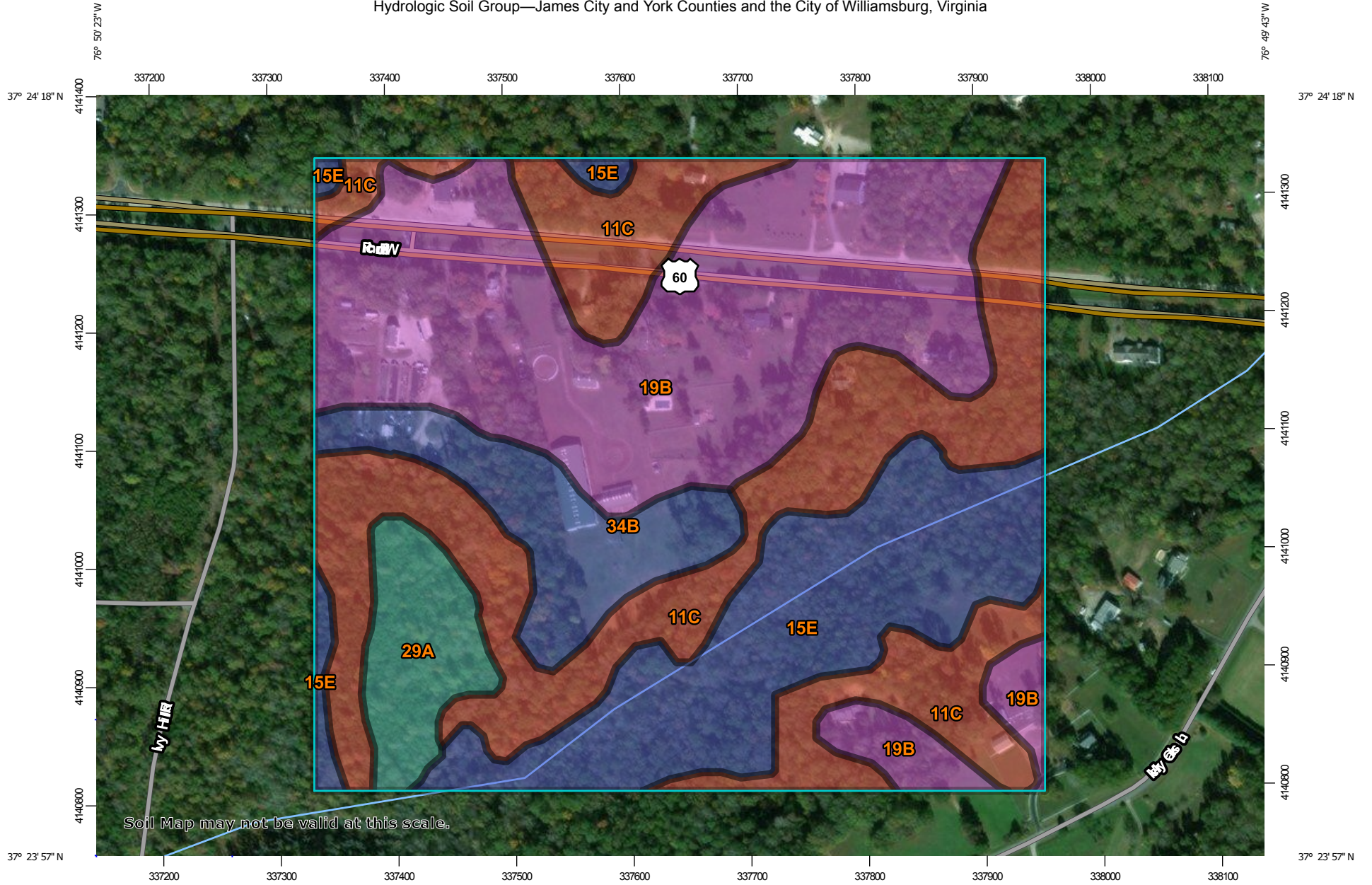
The site is designed to minimize adverse effects to the environment while still providing the necessary improvements for church operations. Visual impacts to adjacent properties and Richmond Road are considered and vehicular use areas have been located away from residential homes to the maximum extent feasible. Existing on and off-site resources are preserved by minimizing impacts to wooded areas and treating stormwater on site.

FEMA Floodplain Map

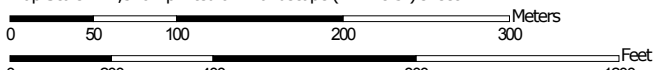


Soils Data (NRCS)

Hydrologic Soil Group—James City and York Counties and the City of Williamsburg, Virginia



Map Scale: 1:4,540 if printed on A landscape (11" x 8.5") sheet.




Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84



MAP LEGEND

Area of Interest (AOI)









 Area of Interest (AOI)

Soils

Soil Rating Polygons





 A
 A/D
 B
 B/D
 C
 C/D
 D
 Not rated or not available

Soil Rating Lines


 A
 A/D
 B
 B/D
 C
 C/D
 D
 Not rated or not available

Soil Rating Points






 A
 A/D
 B
 B/D

 C
 C/D
 D
 Not rated or not available

Water Features

 Streams and Canals

Transportation

 Rails
 Interstate Highways
 US Routes
 Major Roads
 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: James City and York Counties and the City of Williamsburg, Virginia
 Survey Area Data: Version 15, Oct 11, 2017

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Mar 17, 2016—Nov 22, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
11C	Craven-Uchee complex, 6 to 10 percent slopes	D	25.9	31.4%
15E	Emporia complex, 15 to 25 percent slopes	B	15.6	18.9%
19B	Kempsville-Emporia fine sandy loams, 2 to 6 percent slopes	A	30.0	36.3%
29A	Slagle fine sandy loam, 0 to 2 percent slopes	C	4.3	5.2%
34B	Uchee loamy fine sand, 2 to 6 percent slopes	B	6.7	8.1%
Totals for Area of Interest			82.5	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

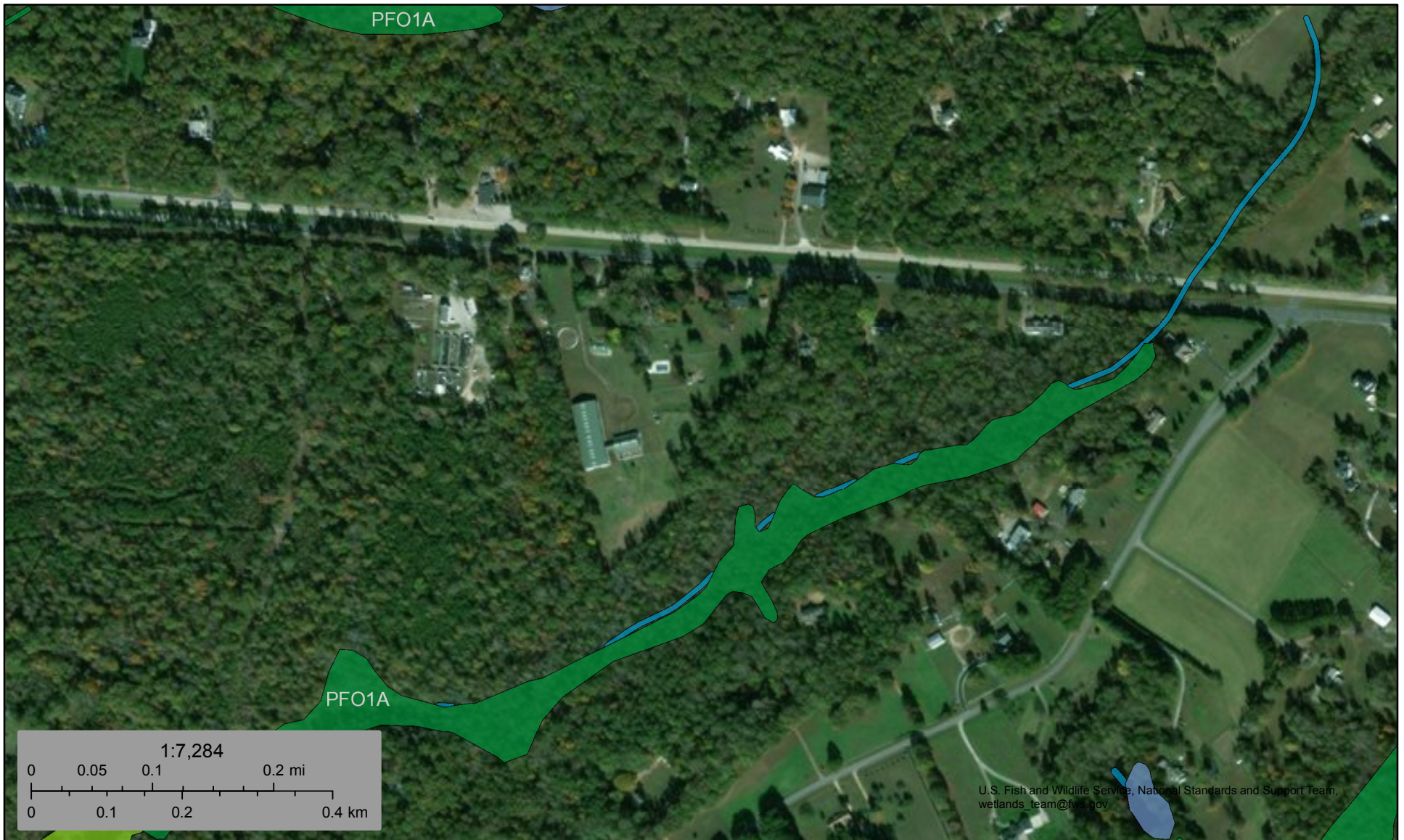
Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

National Wetland Inventory Data

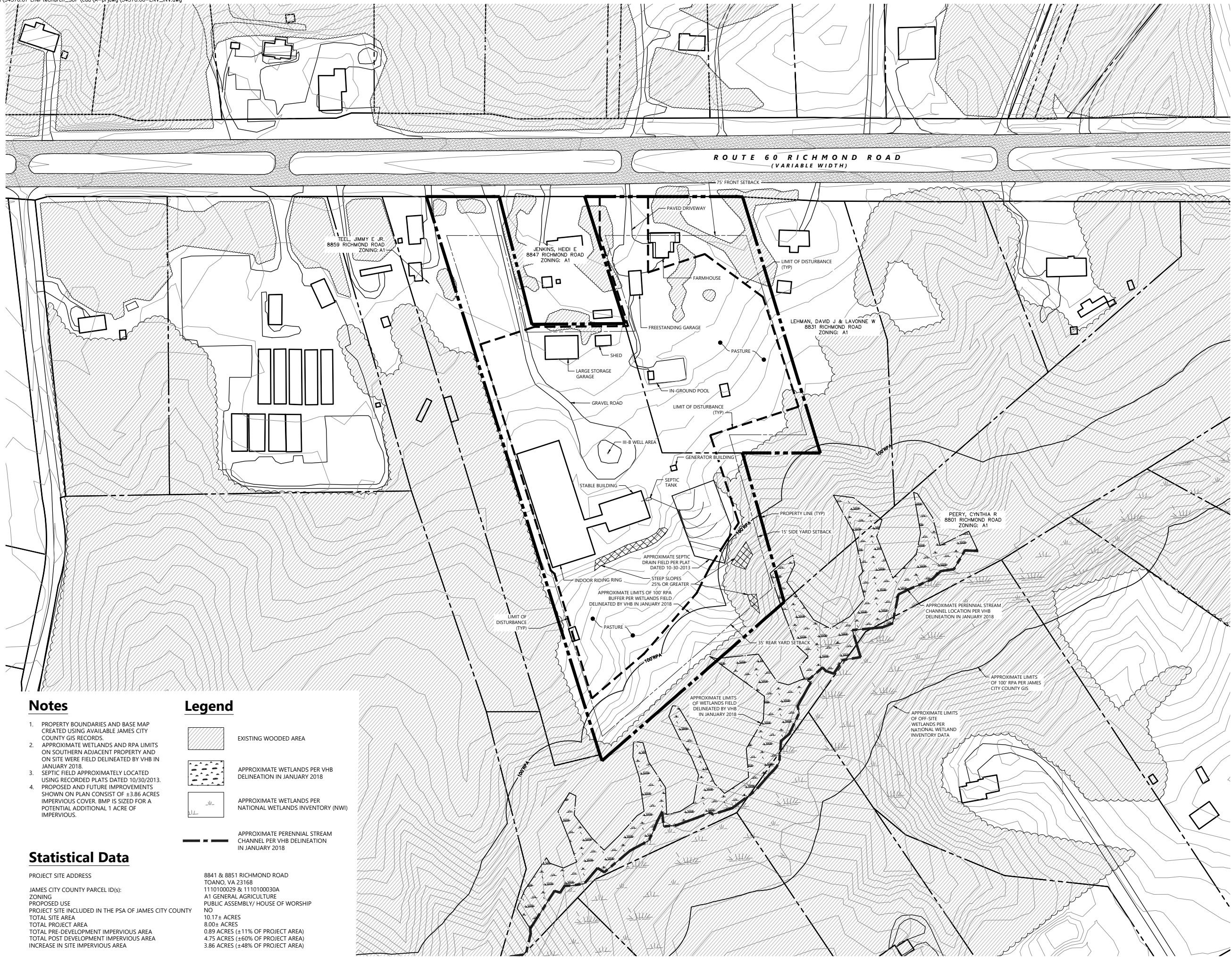


January 23, 2018

Wetlands

- | | | | | | |
|---|--------------------------------|---|-----------------------------------|---|----------|
|  | Estuarine and Marine Deepwater |  | Freshwater Emergent Wetland |  | Lake |
|  | Estuarine and Marine Wetland |  | Freshwater Forested/Shrub Wetland |  | Other |
| | |  | Freshwater Pond |  | Riverine |

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.



**Life Pointe
Christian Church**
8841 & 8851 Richmond Road
Toano, Virginia

No.	Revision	Date	Appr.

Designed by _____ Checked by _____
Issued for _____ Date **Jan. 24, 2017**
**Environmental
Constraints Analysis
Not Approved for Construction**
Drawing Title
**Environmental
Constraints
Analysis Map**
Drawing Number

EV-1





Sheet **1** of _____

Project Number
34370.01

Notes

1. PROPERTY BOUNDARIES AND BASE MAP CREATED USING AVAILABLE JAMES CITY COUNTY GIS RECORDS.
2. APPROXIMATE WETLANDS AND RPA LIMITS ON SOUTHERN ADJACENT PROPERTY AND ON SITE WERE FIELD DELINEATED BY VHB IN JANUARY 2018.
3. SEPTIC FIELD APPROXIMATELY LOCATED USING RECORDED PLATS DATED 10/30/2013. PROPOSED AND FUTURE IMPROVEMENTS SHOWN ON PLAN CONSIST OF ±3.86 ACRES IMPERVIOUS COVER. BMP IS SIZED FOR A POTENTIAL ADDITIONAL 1 ACRE OF IMPERVIOUS.
- 4.

Legend

-  EXISTING WOODED AREA
-  APPROXIMATE WETLANDS PER VHB DELINEATION IN JANUARY 2018
-  APPROXIMATE WETLANDS PER NATIONAL WETLANDS INVENTORY (NW)
-  APPROXIMATE PERENNIAL STREAM CHANNEL PER VHB DELINEATION IN JANUARY 2018

Statistical Data

PROJECT SITE ADDRESS TOANO, VA 23168	8841 & 8851 RICHMOND ROAD TOANO, VA 23168
JAMES CITY COUNTY PARCEL ID(S) 1110100029 & 1110100030A	
ZONING A1 GENERAL AGRICULTURE PUBLIC ASSEMBLY/ HOUSE OF WORSHIP	
PROJECT SITE INCLUDED IN THE PSA OF JAMES CITY COUNTY NO	
TOTAL SITE AREA 10.17± ACRES	
TOTAL PROJECT AREA 8.00± ACRES	
TOTAL PRE-DEVELOPMENT IMPERVIOUS AREA 0.89 ACRES (±11% OF PROJECT AREA)	
TOTAL POST DEVELOPMENT IMPERVIOUS AREA 4.75 ACRES (±60% OF PROJECT AREA)	
INCREASE IN SITE IMPERVIOUS AREA 3.86 ACRES (±48% OF PROJECT AREA)	

LifePointe Church

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02/16/2018

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1

Introduction

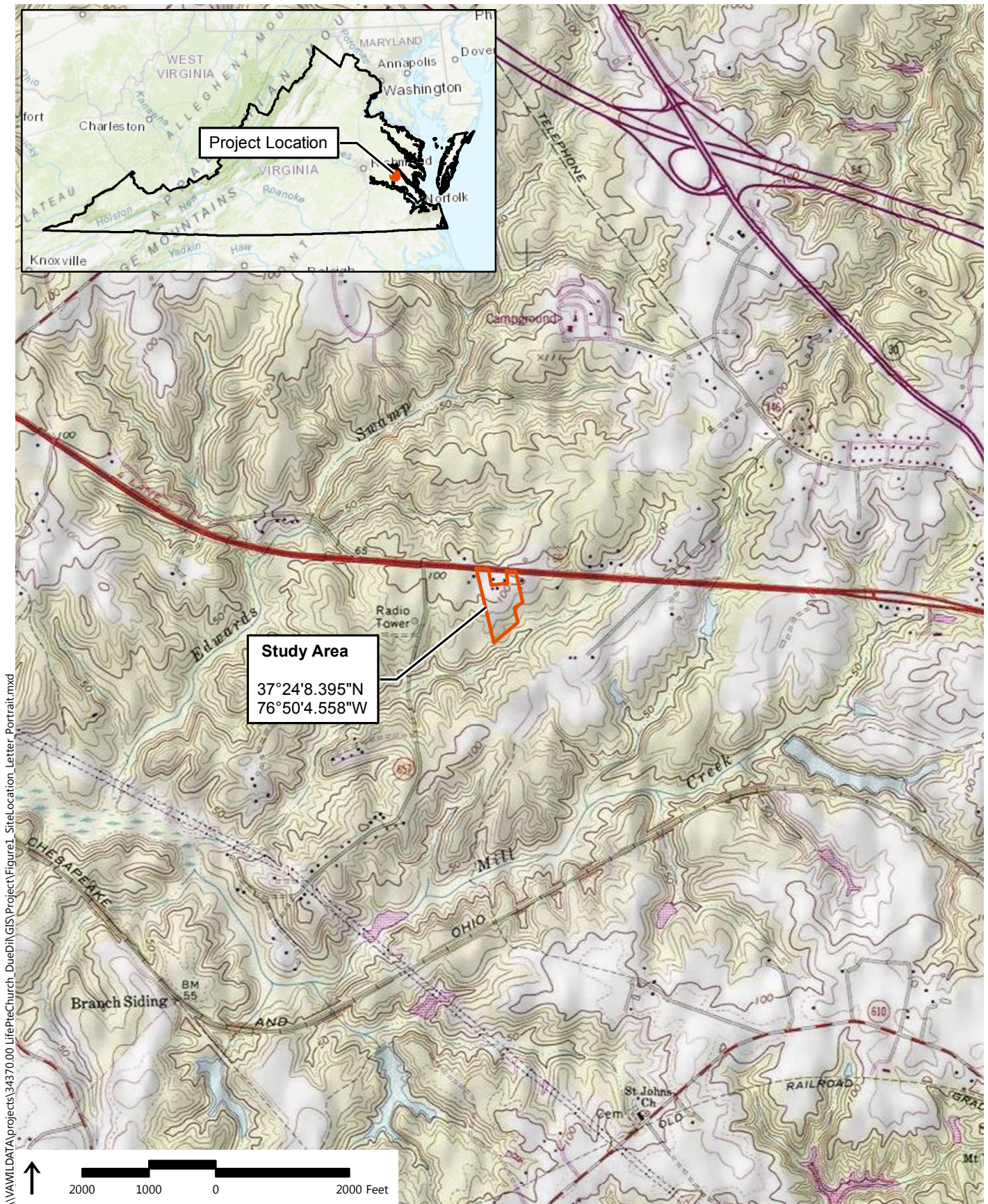
LifePointe Christian Church is submitting a request for a Special Use Permit (SUP) from James City County for Parcel ID# 1110100030A located at 8851 Richmond Rd and Parcel ID# 1110100029 located at 8841 Richmond Road for a church. The site is currently zoned A1 General Agriculture, and has existing buildings on site that will be converted into assembly and office use. The Zoning Class of the property requires a SUP be submitted to the County Planning Department for assembly uses.

The SUP requires a natural resource inventory to identify rare plants, animals, and ecosystems ranked as S1, S2, S3, G1, G2, and G3. This report provides an assessment of the properties (referred to hereafter as the study area), to include:

- An ecological description of the study area;
- Descriptions of the habitats present within the study area;
- Field photographs; and,
- An assessment of the probability of rare species and natural communities occurring on the subject property.

1.1 Study Area

The approximately 10-acre study area contains two adjacent parcels located in Toano, Virginia (Figure 1). These parcels are comprised of maintained pasture land with associated farm buildings (i.e. barns and stables), and are bordered to the north by Richmond Road. The remaining three boundaries (western, eastern, and southern) of the study area abut an undeveloped hardwood forest stand. An unnamed tributary to Mill Creek is located just outside of the study area to the south.



\\WAM\DATA\projects\34370\00 LifePntChrch_Due\GIS\Project\Figure1_SiteLocation_Letter_Portrait.mxd



LifePointe Church
Natural Resources Inventory
8851 & 8841 Richmond Road

Toano, VA
James City County, Virginia

Source: USGS 7.5 minute Toano,
Virginia Quadrangle

Project Location Map

 Study Area (9.9 Acres)

2

Methods

2.1 Desktop Analysis

The online Virginia Natural Heritage Data Explorer (NHDE) (VA DCR, 2018) was accessed in order to determine whether any documented natural heritage resources (NHRs) were located within or near the study area. The NHDE was also used to generate a list of rare, threatened, and endangered (RTE) plant, animal, and natural communities for James City County. This list includes species and natural communities that have a state or federal status as well as those with global or state rankings of G1, G2, G3 or S1, S2, S3. The habitat was determined for each RTE species and natural community on the NHDE list using the Flora of Virginia (Weakley et al. 2012).

VHB scientists identified habitat types and natural communities present within the study area via a desktop analysis that used the most recent aerial imagery (April 2017) and a set of ground photographs taken by project engineers on October 4th, 2018. These habitat types were then cross-referenced with the list of RTE species for James City County and a determination was made as to the likelihood of each species and natural community being present within the study area.

2.2 Onsite Analysis

Data collected from the desktop analysis were field-verified on January 22, 2018 by VHB scientists Caitlin Cyrus and Joey Thompson, who are botanists qualified to perform rare plant surveys. Habitat types were evaluated, and a species list for each natural community was generated. Supplemental photographs of the site were also taken.

3

Results

3.1 Ecological Description of Study Area and Associated Natural Communities

The study area is composed of a single community type that can be described as maintained/disturbed early successional upland fields association with livestock husbandry. An aerial photograph illustrates the level of maintenance on the site (Figure 2) and ground photographs of the site are provided in Attachment A.

The site is composed of two types of maintained/disturbed habitat: lawn and pasture. The lawn is concentrated towards the northern end of the study area and surrounds the existing buildings on site. Here the vegetation is regularly mowed low and is dominated by traditional lawn grasses, such as fescues, Kentucky bluegrass, Bermuda grass, etc.


The pasture contains a mixture of forage grasses that are regularly maintained and those that are mowed less often (perhaps biannually). Shrubby areas are located along unmaintained fence lines and the interface of the forest and pasture. These portions of the site contain saplings of winged sumac (*Rhus copallinum*), loblolly pine (*Pinus taeda*), and persimmon (*Diospyros virginiana*) and a diversity of herbaceous species such as Virginia creeper (*Parthenocissus quinquefolia*), goldenrods (*Solidago* sp.), and purpletop (*Tridens flavus*).


3.2 RTE Species and Natural Communities


The online search revealed no NHRs are documented within the study area or within a 1-mile radius of the study area. However, results from the NHDE indicate the presence of 33 RTE species and natural communities within James City County. Table 1 summarizes the status of each of the 33 species and natural communities, their likelihood of occurring within the project area, and VHB's final biological conclusion for each.



\\VAM\DATA\projects\34370.00 LifePointeChurch_Due\GIS\Project\Figure2_Aerial.mxd exported by smanley On 1/22/2018

 Study Area (9.9 Acres)

 10' Contour

 1' Contour

LifePointe Church
Natural Resources Inventory
8851 & 8841 Richmond Road

Toano, VA
James City County, Virginia

Aerial Map

Sources: Contours generated by VHB from LiDAR (2010-2016 acquisition) from Virginia GIS Clearinghouse.

Table 1 Summary of status of rare, threatened, and endangered (RTE) species and natural communities that could potentially occur within the study area.

Common Name	Scientific Name	Global Ranking	Federal Status	State Ranking (Status)	Habitat Present?	Biological Conclusion
Animals						
Mabee's Salamander	<i>Ambystoma mabeei</i>	G4	LT	S1S2(LT)	No	No Effect
Atlantic Sturgeon	<i>Acipenser oxyrinchus</i>	G3	LE	S2(LE)	No	No Effect
Colonial Wading Bird Colony	N/A	G5	None	S2	No	No Effect
Natural Communities						
Coastal Plain Calcareous Seepage Swamp	N/A	G2	None	S2	No	No Effect
Coastal Plain Calcareous Ravine Forest	N/A	G2?	None	S2	No	No Effect
Northern Coastal Plain/ Piedmont Oak-Beech/ Heath Forest	N/A	G4	None	S3	No	No Effect
Coastal Plain Seasonal Pond (Swamp Tupelo-Overcup Oak Type)	N/A	G1G2	None	S1S2	No	No Effect
Tidal Freshwater Marsh (Arrow-Arum-Pickerelweed Type)	N/A	G3G4	None	S3S4	No	No Effect
Non-Riverine Wet Hardwood Forest	N/A	G2?	None	S2	No	No Effect
Coastal Plain Dry Calcareous Forest	N/A	G1	None	S1	No	No Effect
Riverine Salt Marsh (Saltmarsh Cordgrass – Saltmarsh Bulrush Type)	N/A	GNR	None	S3?	No	No Effect
Tidal Oligohaline Marsh (Big Cordgrass Type)	NA	G4	None	S4	No	No Effect

Tidal Freshwater Marsh	N/A	G4?	None	S4	No	No Effect
Plants						
Sensitive Joint-vetch	<i>Aeschynomene virginica</i>	G2	LT	S2(LT)	No	No Effect
Purple milkweed	<i>Asclepias purpurascens</i>	G5?	None	S2	No	No Effect
False Hop Sedge	<i>Carex lupuliformis</i>	G4	None	S1S2	No	No Effect
Ten-angled pipewort	<i>Eriocaulon decangulare</i> var. <i>decangulare</i>	G5T5?	None	S2	No	No Effect
Parker's pipewort	<i>Eriocaulon parkeri</i>	G3	None	S2	No	No Effect
Pink Thoroughwort	<i>Fleischmannia incarnata</i>	G5	None	S2	Marginal	No Effect
Short-leaf sneezeweed	<i>Helenium brevifolium</i>	G4	None	S2	No	No Effect
Mud plantain	<i>Heteranthera multiflora</i>	G4	None	S1	No	No Effect
Small whorled pogonia	<i>Isotria medeoloides</i>	G2	LT	S2(LE)	No	No Effect
New Jersey rush	<i>Juncus caesariensis</i>	G2G3	SOC	S2(LT)	No	No Effect
Common bog-buttons	<i>Lachnocaulon anceps</i>	G5	None	S1	No	No Effect
Narrow-leaved spatterdock	<i>Nuphar sagittifolia</i>	G5T2	SOC	S1(LT)	No	No Effect
Southern beard-tongue	<i>Penstemon australis</i>	G5	None	S1?	No	No Effect
Slender marsh pink	<i>Sabatia campanulata</i>	G5	None	S2	No	No Effect
Northern pitcher plant	<i>Sarracenia purpurea</i>	G5	None	S2	No	No Effect
Hoary skullcap	<i>Scutellaria incana</i>	G5	None	S2	Marginal	No Effect
Gaping panic grass	<i>Steinchisma hians</i>	G5	None	S1	No	No Effect
Mountain camellia	<i>Stewartia ovata</i>	G4	None	S2	No	No Effect
Virginia least trillium	<i>Trillium pusillum</i> var. <i>virginianum</i>	G3T2	SOC	S2	No	No Effect
Rough vervain	<i>Verbena scabra</i>	G5	None	S1	No	No Effect

3.2.1 RTE Animal Species

Two RTE animal species and one colony of colonial wading birds have been previously recorded within James City County. The sections below detail the habitat for each species and VHB's conclusion about their presence within the study area.

Mabee's Salamander

This species occurs within fish-free vernal ponds or ephemeral coastal plain sinkholes, with surrounding forests composed of mixed hardwoods that support a pine component. It can also be found in low areas near coastal rivers and pine savannas, such as bogs, ponds, wet woods, and swamps (VADGIF 2018). The study area does not support habitat for this species because it is composed entirely of non-forested uplands.

Atlantic Sturgeon

The Atlantic sturgeon lives within large rivers and near-shore environments, and migrates up rivers to spawn (VIMS 2018). The study area does not support habitat for this species because there are no rivers on site.

Colonial Wading Bird Colony

Colonial wading birds include species such as bitterns, herons, and egrets. These species primarily feed on aquatic species and thus require a nearby source of water (FWS 2002). Although there is a stream located outside of the study area to the south, it is not large enough to support a nesting colony of wading birds.

3.2.2 Natural Communities

The ten rare natural communities that have been previously documented in James City County have, as a physical feature, one of two characteristics: the presence of wetlands or the presence of forest stands. Since the study area occurs entirely within herbaceous uplands, neither characteristic is present. Therefore, there are no rare natural communities present within the study area.

3.2.3 Rare, Threatened, and Endangered (RTE) Plant Species

Twenty RTE plant species have been previously recorded within James City County. The sections below detail the habitat for each species and VHB's conclusion about their presence within the study area.

Sensitive Joint-Vetch

This species is located in freshwater to slightly oligohaline tidal marshes and adjacent wet ditches along the James, Chickahominy, Mattaponi, Pamunkey,

Rappahannock, and Potomac Rivers as well as their associated tributaries (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Purple Milkweed

Purple milkweed is found in clearings and openings in various types of non-tidal wetlands (floodplain forests, wet meadows, stream banks, etc.) (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

False Hop Sedge

This species is a wetland plant that occupies ponds and swamps (alluvial, non-riverine, and depression) (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Ten-angled Pipewort

The ten-angled pipewort is found in bogs, boggy clearings, fens, and wetlands along the Northwest River (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Parker's Pipewort

This species is located in mud, sand, silt, and gravel flats on intertidal river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Pink Thoroughwort

Pink thoroughwort is located in mesic to dry open forests, woodlands, and clearings (Weakley et al 2012). Marginal habitat may be present for this species along the edge of the study area where the wood line meets pasture, and within the study area along unmaintained fence lines. Habitat is suboptimal and it is unlikely that this species occurs within the study area. The site visit on January 22nd, 2018 confirmed that habitat is poor for this plant.

Short-leaf sneezeweed

This species is located in bogs, seeps, seepage swamps, and mafic fens (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Mud Plantain

Mud Plantain can be found in shallow water and mud on river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Small Whorled Pogonia

This species occurs in acidic mesic to dry-mesic forests, most often in mature mixed beech-oak forests (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of herbaceous uplands.

New Jersey Rush

New Jersey rush is located in bogs, sphagnum seeps in powerline rights-of-way, and peaty edges of beaver ponds (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Common Bog-Buttons

This species is located in bogs, open seeps, and boggy powerline clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Narrow-leaved Spatterdock

This species is located in freshwater tidal aquatic beds and mud flats (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Southern Beard-Tongue

This species can be found in sandhill woodlands, dry sandy clearings, and roadsides (Weakley et al. 2012). The study area is well-vegetated throughout and mostly mesic; therefore, it does not support habitat for this species.

Slender Marsh Pink

Slender marsh pink is located in bogs, seeps, fens, depression ponds, and wet power-line clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Northern Pitcher Plant

This species is located in thinly canopied acidic seepage swamps, streamhead pocosins, boggy depressions in pine flatwoods, sphagnum power-line seeps and other boggy clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Hoary Skullcap

This species can be found in rich, well-drained floodplain forests as well as mesic and dry-mesic upland forests and clearings (Weakley et al. 2012). Due to the presence of suboptimal habitat on site, it is unlikely that this species occurs within the study area. The site visit confirmed that habitats are poor for this species.

Gaping Panic Grass

Gaping panic grass is found in floodplain forests, alluvial swamps, and wet clearings and fields (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Mountain Camellia

This species is located in mesic to dry, mostly acidic forests, especially on river bluffs and ravine slopes among dense ericaceous shrubs (Weakley et al 2012). The study area does not support habitat for this species because it is non-forested.

Virginia Least Trillium

This species is located in mesic forests, wet flatwoods, bottomland forests, alluvial swamp hummocks, seeps, and seepage swamps in the Coastal Plain (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of non-forested uplands.

Rough Vervain

This species is located in oligohaline tidal marshes, impoundment edges, ditches, wet clearings, shell middens, eroding coastal river bluffs, and river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

4

Conclusion

Thirty-three RTE species and natural communities are known to occur within James City County. A review of the literature, aerial photography, and site photographs indicated that marginal habitat was available for only two species along the wood line and along unmaintained fence rows. An onsite inspection confirmed habitat quality for the two species in question was determined to be poor. Therefore, it is VHB conclusion that the project should have no effect on any of the 33 identified RTE species and natural communities because it is highly unlikely that any of these resources occur within the study area.

5

References

- U.S. Fish and Wildlife Service (USFWS). 2002. Colonial-nesting waterbirds: a glorious and gregarious group. Available online at <https://www.fws.gov/uploadedFiles/waterbird-fact-sheet.pdf>. Accessed January, 18, 2018.
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- Virginia Institute of Marine Science. 2018. Atlantic Sturgeon. Available online at http://www.vims.edu/research/facilities/fishcollection/highlights/atlantic_sturgeon.php.
- Weakley, Alan S., J. Christopher Ludwig, John F. Townsend, and Bland Crowder. 2012. Flora of Virginia. Fort Worth, Tex: Botanical Research Institute of Texas Press.

Attachment A

Site Photographs



Figure 1. View of entrance to property facing south away from Richmond Road.



Figure 2. Photo of circular pen taken while facing south from Richmond Road.



Figure 3. Photo of residence located within north-central portion of the study area.



Figure 4. Photo of existing barns located within the study area.



Figure 5. Photo of existing building on site taken while facing north toward Richmond Road. The circular pen is visible to the left.



Figure 6. Photo of existing buildings on site taken while facing north towards Richmond Road.



Figure 7. Photo of existing building on site taken while facing east from the approximate center of the study area.



Figure 8. Photo of maintained pasture land on east-central portion of the study area.



Figure 9. Photo of unmaintained fence line.



Figure 10. Photo of maintained pasture land on eastern portion of the site.



Figure 11. Photo of unmaintained yard.



Figure 12. Photo of large pasture land facing southeast from the stables.



Figure 13. Photo of pasture land facing southwest from barn.



Figure 14. Edge of pasture in far south-western corner of study area.



Figure 15. Photo showing pasture land taken while facing northeast from southern portion of study area.



Figure 16. Photo showing wood edge behind existing building.

LifePointe Christian Church

Toano, VA

PREPARED ON BEHALF OF

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02/26/2018



Landscape Narrative

The existing buildings on 8841 and 8851 Richmond Road offer a distinct rural architecture and character. Site features such as wood split rail fencing, rolling pasture land and naturalized perimeters dominate the landscape. The proposed site and landscape design will incorporate these existing characteristics.

Adjacent Properties

The site is surrounded by single-family residential dwellings and has frontage on Route 60. These residential properties will be screened from view with several different types of landscape buffers and enhanced landscape areas as described in detail in the "Proposed Landscape Buffers Summary" on the Master Plan and in this report. The 8847 Richmond Road site will be heavily screened with a 25' wide by 3' tall landscaped berm. Parking lots adjacent to the residential sites on the east and west will be buffers using a combination of evergreen and deciduous plant material and a wood split rail fence. This will provide a naturalized aesthetic to the buffer and compliment the character of the site with the split rail fencing. The existing buildings on site will be buffered with understory trees and large

shrubs. Large canopy trees are not supported in close proximity to the buildings. These buffers are designed to provide a naturalized perimeter to the site and eliminate a sense of site enclosure and exclusion from the existing landscape.

Right of Way Frontage

The site is located on Route 60 (Richmond Road). This road is a corridor identified in the James City County Comprehensive Plan as a Community Character Corridor. The "wooded" landscape treatment type is applicable to this site as existing mature canopy trees front Richmond Road. The proposed supplemental landscaping will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors. The parking lot, which is set back a considerable distance from the Right of Way, will be screened with a 3' tall evergreen hedge around the perimeter of the parking lot that faces the Right of Way. Other buffers and enhanced landscape areas required to screen residential properties will also support screening the parking areas from the Right of Way.

Proposed Landscape Buffers Summary

Community Character Corridor (CCC) Buffer

This wooded landscape treatment CCC buffer will retain existing mature trees and supplement the existing buffer with additional planting. The Community Character Corridor buffer will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors.

Enhanced Landscape Area Type 1

This landscape area type is designed to buffer adjacent residential uses from proposed parking areas. A 15' wide buffer with a wood split rail fence and planted with 1 large deciduous tree, 2 evergreen trees, 1 deciduous understory tree and 12 medium-sized shrubs every 100 linear feet will be provided in these areas. The mixed evergreen and deciduous buffer approach will provide an aesthetic that strengthens the existing landscape character while still providing a visual screen between residential and parking uses. The proposed split rail fence will reinforce the rural landscape character of the site.

Enhanced landscape Area Type 2

This landscape area is designed to buffer adjacent residential uses from existing and proposed buildings on site. The landscape areas will be planted with 4 deciduous understory trees and 12 large shrubs every 100 linear feet.

25' Landscaped Berm

This landscape treatment consists of a 25' wide by 3' tall earthen berm with planting in accordance with "Enhanced Landscape Area Type 1" as described in this landscape buffers summary. This type of buffer will provide maximum visual screening from the adjacent residential property at 8847 Richmond Road.

3' Height Evergreen Hedge

This evergreen hedge is designed to screen the proposed parking area from the Public Right of Way. Plants will be installed at a minimum height of 24" and will be maintained at a height of at least 3' to screen the parking lot.

Site Photographs



Figure 1: Existing storage building adjacent to 8847 Richmond Road. This building will be re-purposed for Church Office use. Enhanced Landscape Area Type 2 will buffer this building from the residential property



Figure 2: Existing condition along Richmond Road



Figure 3: Existing rural landscape character and architecture



Figure 4: Existing split rail fence along perimeter of property



Figure 5: Existing condition between existing indoor riding ring and adjacent property. This building will be converted to the main church building. Enhanced Landscape Area Type 2 will be applied here.

LifePointe Christian Church

Toano, VA

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02/20/2018



Rural Lands Report

The proposed plan to convert a single-family residential property with into a religious use is in alignment with James City County's desire to not increase the overall net number of residential units on these rural lands. Furthermore, the re-purpose of existing agricultural buildings for Church related uses and site features such as wood split rail fencing, rolling pasture land and naturalized landscape perimeters will be retained in accordance with the Rural Lands Comprehensive Plan Development Standards.

Compliance

The proposed plan provides for a single access point on Route 60, a four-lane divided highway with rural character, which follows the Rural Lands standard to minimize the number of intersections. The existing mature trees along Route 60 and other areas of the property will be retained to the maximum extent possible. The site's topography lends itself to naturally accommodate the parking and pedestrian facilities necessary for the church's activities with minimal grading.

The site located within the Diascund Creek Watershed will be developed in a sensitive manner to preserve as much natural areas as feasible and protect the existing Resource Protection Areas on the southern portion of the property and adjacent properties. The surrounding properties and right of way will be screened from view with landscape buffers and enhanced landscape areas as outlined in the "Landscape Narrative." In accordance with the Rural Lands standards, the proposed plan includes the preservation and reuse of several of the existing agricultural structures.



Figure 1: Existing Site Conditions



Figure 1: Existing condition along Richmond Road

January 23, 2018



To Whom It May Concern,

My name is Phillip Murdock and I am the Lead Minister at LifePointe Christian Church in Toano. I have been on staff at LifePointe since its beginning in 2006. I wanted to take this opportunity to share with you a little about our church and our plan for the property located at 8841/8851 Richmond Road in the upper James City County area.

LifePointe has been around for eleven years and is currently meeting at Williamsburg Christian Academy (101 School House Lane) where we lease space on Sunday mornings. We currently own property at 8251 Richmond Rd (30 acres) and this is where our offices are located. We have seven people on staff who work in areas such as admin, children's ministry, music, etc. Currently, LifePointe averages around 375 in Sunday morning attendance.

Our desire is to purchase 8841/8851 Richmond Road and to use it to build a campus to be used for our church. At this time, there are several pre-existing structures on the property that we would like to convert to usable space for our church operations. This would include office space, a large assembly area for worship services, children's classes for Sunday mornings and classrooms for adult small groups that could be used throughout the week. We believe that this can all be accomplished by using the existing footprint of the structures that are currently on the property. We also believe that there is adequate space for parking both now and in the future.

National statistics show that most churches who move into a new facility experience an average bump in attendance of 50% in the first 24 months. Therefore, the scope of this project is one designed to not only meet our current needs but also our needs that will arise with projected growth.

We have spent the last several months consulting with David Nice Builders, Vanasse Hangen Brustlin Inc., Greg Garrett Realty and Kaufman and Canoles Law Office to determine the viability of this project. It was during this time that we discovered the need for a SUP with James City County. That is the reason for this letter and accompanying documents.

If you have any questions for our church leadership, please feel free to reach out and contact us at any time.

Sincerely,

A handwritten signature in black ink, appearing to read "Phillip Murdock".

Phillip Murdock
Lead Minister

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ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Roberta Sulouff, Senior Planner
SUBJECT: SUP-0012-2017. Wendy's - Toano

ATTACHMENTS:

	Description	Type
☐	Staff Report	Staff Report
☐	Resolution	Resolution
☐	Location Map	Backup Material
☐	Master Plan Exhibit	Backup Material
☐	Community Impact Statement	Backup Material
☐	Traffic Study	Backup Material
☐	2035 Comprehensive Plan Mixed-Use Area Land Use Description	Backup Material
☐	Unapproved Minutes from the March 7, 2018 Planning Commission Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	3/23/2018 - 11:52 AM
Development Management	Holt, Paul	Approved	3/23/2018 - 11:53 AM
Publication Management	Daniel, Martha	Approved	3/23/2018 - 12:01 PM
Legal Review	Kinsman, Adam	Approved	3/23/2018 - 12:04 PM
Board Secretary	Fellows, Teresa	Approved	3/23/2018 - 2:40 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:28 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:49 PM

SPECIAL USE PERMIT-0012-2017. WENDY'S - TOANO

Staff Report for the April 10, 2018, Board of Supervisors Public Hearing

SUMMARY FACTS

Applicant: Mr. David Barlow, CHA Consulting, Inc.
Land Owners: American Dync Holdings Toano, LLC and Hornsby Investment Company
Proposal: To construct a ± 3,324-square-foot drive-through restaurant.
Locations: 9210 Old Stage Road, 9220 Old Stage Road and 9131 Barhamsville Road
Tax Map/Parcel Nos.: 0440100032, 0440100016 and 0530100002
Project Acreage: ± 6.33 acres
Zoning: B-1, General Business
Comprehensive Plan: Mixed Use
Primary Service Area: Inside
Staff Contact: Roberta Sulouff, Senior Planner

PUBLIC HEARING DATES

Planning Commission: March 7, 2018, 7:00 p.m.
Board of Supervisors: April 10, 2018, 5:00 p.m.

FACTORS FAVORABLE

1. With the proposed conditions, staff finds the proposal compatible with surrounding zoning and development.

2. With the proposed conditions, the proposal is consistent with the recommendations of the Comprehensive Plan adopted in 2015, "Toward 2035: Leading the Way."
3. The applicant has worked with staff to develop architectural elevations exceeding standard Wendy's site design criteria with the intent of being consistent with the rural and historical character of the area. A condition has also been included, which ensures Planning Director review and approval of elevations, materials and colors at the site plan stage.

FACTORS UNFAVORABLE

With the attached Special Use Permit (SUP) conditions, staff finds no unfavorable factors.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the proposed conditions.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission voted 6-1 to recommend approval of this application to the Board of Supervisors.

CHANGES SINCE THE PLANNING COMMISSION

None.

PROJECT DESCRIPTION

- The applicant is requesting an SUP to construct a ± 3,324-square-foot drive-through restaurant.

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.

SPECIAL USE PERMIT-0012-2017. WENDY'S - TOANO

Staff Report for the April 10, 2018, Board of Supervisors Public Hearing

- Drive-through restaurants are a permitted use in B-1. However, the traffic generation of the site exceeds 100 peak hour trips; the proposal therefore requires a commercial SUP per Section 24-11 of the Zoning Ordinance.
- The application also proposes boundary line adjustments with adjacent parcels to create a bigger parcel for the Wendy's site. The adjusted parcel size will allow the Wendy's site to meet setback and on-site water/sewer requirements.

PLANNING AND ZONING HISTORY

- This project was reviewed through the conceptual plan process in 2015 and 2017 (James City County Case Nos. C-0062-2015 and C-0026-2017).
- The adjacent property, subject to the proposed boundary line adjustment, is currently home to the Star Express convenience store. This site (9220 Old Stage Road) is subject to James City County Case No. SUP-0019-2008, which permitted the convenience store on that property.

SURROUNDING ZONING AND DEVELOPMENT

- Properties to the north, south, east and west are all Zoned B-1, General Business.
- Adjacent and nearby development includes two convenience stores with gas stations and a McDonald's fast food restaurant.

COMPREHENSIVE PLAN

- The property is designated Mixed Use on the 2035 Comprehensive Plan Land Use Map. The Comprehensive Plan

states that commercial development in this portion of the Stonehouse Mixed Use area should be limited in scale and be oriented toward support services that employees and residents in the Stonehouse area can utilize. Properties to the north, east and south are designated Mixed Use by the adopted Comprehensive Plan, while properties to the west are designated Economic Opportunity.

The Comprehensive Plan also states that development in this area should emphasize shared access and parking, consistent treatment for landscaping and architecture, and the preservation of environmental and cultural resources; staff finds that these standards are met through the Master Plan and attached conditions.

The applicant has submitted information in the Community Impact Statement showing the intended materials and colors for the development. Should the SUP be approved, staff is proposing Condition Nos. 4, 5 and 6 to ensure that further architectural detailing for the building and accessory structures be provided and reviewed at the site plan stage.

PUBLIC IMPACTS

1. Anticipated Impact on Public Facilities and Services:

- *Streets:* A traffic study was completed for this proposal. While the study indicated that the development would likely generate 109 PM peak-hour trips, it did not identify any deficiencies or recommend any improvements based on the impacts of the proposed development. Per the 2012 James City County/City of Williamsburg/York County Comprehensive Transportation Study, Barhamsville Road currently operates at a Level of Service (LOS) A-C and is expected to remain operating at a LOS A-C through 2034.

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.

SPECIAL USE PERMIT-0012-2017. WENDY'S - TOANO

Staff Report for the April 10, 2018, Board of Supervisors Public Hearing

The Virginia Department of Transportation (VDOT) has reviewed the traffic study for this project and concurs with its finding. VDOT staff noted as the access road that serves this site as well as the Star Express site is a publically maintained right-of-way, an entrance exception waiver will be required at the site plan stage.

The Master Plan includes internal pedestrian accommodations between the Star Express and proposed Wendy's sites.

- *Public Facilities:* No impacts anticipated for schools or public facilities.
 - *Utilities:* While the site is located inside of the Primary Service Area, it is located approximately 3,600 feet from the nearest James City Service Authority (JCSA) water/sewer facilities. For this reason, JCSA recommended that the site be served by private well and septic, as shown on the Master Plan.
2. Environmental: With the proposed conditions, no impacts are anticipated. There is Resource Protection Area (RPA) in a portion of the property at the rear of the site; however, no development is proposed within this area. Staff notes that while primary and reserve drain fields are located outside of RPA, a sewage force main will cross the RPA to reach the drain field location. As such, Condition No. 3 contains enhanced design criteria and locational standards for the proposed septic system and infrastructure. This condition is intended to mitigate potential impacts to the wetlands and environmentally sensitive areas in the proximity of the drain field and force main crossing.
3. Cultural/Historic: A Phase I Archaeological Study has been included as an SUP Condition and will be reviewed prior to land disturbance.

4. Anticipated Impact on Nearby and Surrounding Properties:

- As described above, the properties are surrounded by commercial zoning.
- Many potential impacts, such as screening of site features and architectural review, are addressed through proposed SUP conditions.

PROPOSED SUP CONDITIONS

- Proposed conditions are provided in the attached resolution.

STAFF RECOMMENDATION

Staff finds the proposal compatible with surrounding development and consistent with the recommendations of the Comprehensive Plan adopted in 2015, "*Toward 2035: Leading the Way*" and Zoning Ordinance. Staff recommends that the Board of Supervisors approve this application, subject to the attached conditions.

RS/nb
SUP12-17WendysTno

Attachments:

1. Resolution
2. Location Map
3. Master Plan Exhibit
4. Community Impact Statement
5. Traffic Study
6. 2035 Comprehensive Plan Stonehouse Mix-Use Area Land Use Description
7. Unapproved minutes from the March 7, 2018 Planning Commission Meeting

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.

RESOLUTION

CASE NO. SUP-0012-2017. WENDY'S-TOANO

WHEREAS, the Board of Supervisors of James City County, Virginia, (the “Board”) has adopted by Ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and

WHEREAS, American Dync Holdings Toano, LLC and Hornsby Investment Company (the “Owners”) own property located at 9210 Old Stage Road, 9220 Old Stage Road, and 9131 Barhamsville Road, further identified as James City County Real Estate Tax Map Parcel Nos. 0440100032, 0440100016 and 0530100002, respectively (together, the “Property”); and

WHEREAS, on behalf of the Owners, Mr. David Barlow of CHA Consulting Inc. has applied for an SUP to allow construction of a fast food restaurant on the Property, as shown on the exhibit titled “Wendy’s-Toano James City County, VA SUP” prepared by CHA Consulting Inc., dated December 21, 2017; and

WHEREAS, a public hearing was advertised, adjoining property owners notified and a hearing conducted on Case No. SUP-0012-2017; and

WHEREAS, the Planning Commission, following its public hearing on March 7, 2018, recommended approval of the application by a vote of 6-1.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after consideration of the factors in Section 24-9 of the James City County Code, does hereby approve the issuance of Case No. SUP-0012-2017 as described herein with the following conditions:

1. *Master Plan:* This SUP shall apply to certain portions of properties located at 9210 Old Stage Road, 9220 Old Stage Road and 9131 Barhamsville Road, which are further identified as James City County Real Estate Tax Map Nos. 0440100032, 0440100016 and 0530100002, respectively (the “Parcels”) as shown on the Master Plan entitled, “Wendy’s-Toano James City County, VA SUP” prepared by CHA Consulting Inc., dated December 21, 2017 (the “Master Plan”). The SUP shall be valid for a drive-through fast food restaurant of up to 3,324 square feet (the “Restaurant”). All final development plans shall be consistent with the Master Plan as determined by the Director of Planning with any deviations considered per Section 24-23(a)(2) of the Zoning Ordinance, as amended.
2. *Subdivision:* Prior to issuance of final site plan approval for the Restaurant, the boundary lines of the Parcels shall be adjusted by recordation of a subdivision plat to ensure that those portions of the Parcels containing the Restaurant and subject to this SUP shall be contained on one parcel of property (the “Property”).

3. *Sewer Crossing:* Prior to final site plan approval, the final design of the septic system shall be subject to the review and approval of the Director of Stormwater and Resource Protection for consistency with this condition. At a minimum, the sewer line shall be constructed of high-density polyethylene pipe material with a minimum Standard Dimension Ratio of 11. All parts of the sewer system that are within a Resource Protection Area (RPA) shall be (i) located underground, (ii) so located as to minimize disturbance to the RPA, (iii) located within an outer protective sleeve, and (iv) contain a leak detection system. Directional drilling through the RPA shall not be permitted. In no instance shall the sewer line be located inside of the seaward 50 feet of the RPA.
4. *Internal Pedestrian Connections:* Internal pedestrian connections shall be provided, including, but *not* be limited to, wherever sidewalks enter the parking area or cross any entrance to the Property or drive-through lane, and shall provide safe connections from the property located at 9220 Old Stage Road. The connections shall be clearly delineated by use of a different color of pavement, brick pavers or some other method determined to be acceptable by the Director of Planning. The connections shall be shown on the approved final site plan. Prior to the issuance of a Certificate of Occupancy for the Restaurant, internal pedestrian connections shown on the final site plan shall be installed or guaranteed with a surety to the County in an amount acceptable to the Director of Planning.
5. *Architectural Review:* Exterior building materials and colors for all structures on the Property shall be generally consistent with the drawing entitled “Wendy’s 9220 Old Stage Rd Toano, VA” prepared by Wallin & Gomez Architects, Ltd. The Director of Planning, or his designee, shall review and approve the final building elevations, architectural design and samples of building materials and colors for all structures prior to final site plan approval. In the event the Director of Planning disapproves the architectural elevations, the decision may be appealed to the Development Review Committee, which shall forward a recommendation to the Planning Commission.
6. *Screening of Site Features:* All dumpsters and ground-mounted HVAC and mechanical units shall be screened by an enclosure composed of masonry, closed cell PVC, prefinished metal, or cementitious panels in detail and colors to blend with adjacent building materials. Where present, such features shall be shown on the site plan for the adjacent building and shall be reviewed and approved by the Director of Planning prior to final site plan approval for consistency with this condition.
7. *Canopies:* Canopies and associated mounting structures on the Property shall use neutral colors and building materials similar to the Restaurant. Prior to issuance of site plan approval, the Director of Planning or his designee shall review and approve the final design and colors of any canopies for consistency with this condition.
8. *Signage:* All building face signage shall be externally illuminated or use backlit or channeled lettered lighting as defined in Section 24-67 of the Zoning Ordinance. For any backlit or channeled lettered signs, the sign shall meet the criteria listed in Section 24-72 of the Zoning Ordinance, or successor section. In addition to any building face signage as permitted by the Zoning Ordinance, the Restaurant may have one exterior freestanding sign. The freestanding sign shall be externally

illuminated, monument style, not exceed eight feet in height and have a base of brick or other materials similar in type and color to the architecture of the Restaurant.

9. *Landscaping:* A landscaping plan for the Property shall be approved by the Director of Planning or his designee prior to final site plan approval. Prior to the issuance of a Certificate of Occupancy for the Restaurant, landscaping shown on the plan shall be installed or guaranteed with a surety to the County in an amount acceptable to the Director of Planning. The 50-foot Open/Agricultural Community Character Corridor buffer along Old Stage Road shall meet the Community Character Buffer guidelines adopted by the Board of Supervisors.
10. *Archaeology:* A Phase I Archaeological Study for the Property shall be submitted to and approved by the Director of Planning prior to land disturbance approval for the Restaurant. A treatment plan shall be submitted to and approved by the Director of Planning for all sites in the Phase I study that are recommended for a Phase II evaluation and/or identified as being eligible for inclusion on the National Register of Historic Places. If a Phase II study is undertaken, such a study shall be approved by the Director of Planning and a treatment plan for said sites shall be submitted to, and approved by, the Director of Planning for sites that are determined to be eligible for inclusion on the National Register of Historic Places and/or those sites that require a Phase III study. If in the Phase III study, a site is determined eligible for nomination to the National Register of Historic Places and said site is to be preserved in place, the treatment plan shall include nomination of the site to the National Register of Historic Places. If a Phase III study is undertaken for said sites, such studies shall be approved by the Director of Planning prior to preliminary approval within the study areas. All Phase I, Phase II, and Phase III studies shall meet the Virginia Department of Historic Resources' Guidelines for Preparing Archaeological Resource Management Reports and the Secretary of the Interior's Standards and Guidelines for Archaeological Documentation, as applicable, and shall be conducted under the supervision of a qualified archaeologist who meets the qualifications set forth in the Secretary of the Interior's Professional Qualification Standards. All approved treatment plans shall be incorporated into the plan of development for the site and the clearing, grading or construction activities thereon.
11. *Commencement:* Construction on the Restaurant shall commence within 36 months from the date of approval of this SUP or this SUP shall be void. Construction shall be defined as obtaining building permits and an approved footing inspection and/or foundation inspection.
12. *Severability:* This SUP is not severable. Invalidation of any word, phrase, clause, sentence or paragraph shall invalidate the remainder.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

VOTES

AYE NAY ABSTAIN

MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Teresa J. Fellows
Deputy Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

SUP12-17WendysTno-res

JCC Case No. SUP-0012-2017, Wendy's Toano



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WENDY'S MASTER PLAN

9210 & 9220 OLD STAGE ROAD
TOANO, VIRGINIA 23168

SPECIAL USE PERMIT RESUBMISSION (SUP-0012-2017)
DECEMBER 21, 2017

PROJECT SUMMARY

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED. WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 AUTO PARKING SPACES, 1 BUS PARKING SPACE, DUMPSTER PAD, SIDEWALKS, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

OWNER

DAKSHAY J. PATEL
AMERICAN DYNAMIC HOLDINGS TOANO, LLC
4595 SANDESARA DRIVE
PRINCE GEORGE, VA 23875

ENGINEERS/ARCHITECTS

DAVE BARLOW, PE
CHA
9020 STONY POINT PARKWAY, SUITE 160
RICHMOND, VA 23235
PHONE: (804) 897-3564
FAX: (804) 897-3566
EMAIL: DBARLOW@CHACOMPANIES.COM

STATISTICAL DATA

JCC TAX MAP PIN: PARCEL "A" = 0440100016
PARCEL "C" = 0440100032
HORNSBY PARCEL = 0530100002
S.U.P. 0019-2008

0440100016 PARCEL:
ZONING: B1 GENERAL BUSINESS
ADDRESS: 9210 OLD STAGE ROAD & 9220 OLD STAGE ROAD
PROPOSED SITE AREA: 6.33 ACRES (AFTER BOUNDARY LINE ADJUSTMENT)
BUILDING SETBACKS:
50' - FRONT
20' - SIDE
20' - REAR

LANDSCAPE SETBACKS: PARCELS ARE IN COMMUNITY CHARACTER CORRIDOR
15' - SIDE, FRONT
50' - OLD STAGE RD
BUFFER IS ACHIEVED

BUILDING AREA: RESTAURANT - 3,324 SF

PARKING SPACE REQUIREMENTS

CATEGORY C = USES WITH UNIQUE REQUIREMENTS
RESTAURANTS = ONE SPACE FOR EVERY FOUR SEATS
TOTAL SEATS = 75
REQUIRED PARKING = 19 + 12 EMPLOYEES = 31
PROVIDED PARKING = 34 + 1 BUS
HANDICAP PARKING = 2 SPACES (1 VAN ACCESSIBLE)

IMPERVIOUS AREA TOTALS

BUILDING = 3,324 SF
PAVEMENT = 29,858 SF (INCLUDES ASPHALT DRIVE/PARKING, CONCRETE CURBING/SIDEWALKS, DUMPSTER AREA)
TOTAL IMPERVIOUS = 33,182 SF
TOTAL PARCEL AREA = 275,730 SF (6.33 AC)
IMPERVIOUS AREA AS A PERCENTAGE OF TOTAL SITE AREA = 12%

BUILDING COVERAGE LIMITS

TOTAL PARCEL AREA = 275,730 SF
BUILDING = 3,324 SF (1.2% OF TOTAL LOT AREA)
SINGLE FLOOR = 3,324 SF (1.2% FLOOR AREA RATIO)

VICINITY MAP



SCALE 1" = 1000'

SHEET LIST TABLE	
Sheet Number	Sheet Title
COVER	SUP - COVER SHEET
EXH-A	SUP - EXHIBIT A PROPERTY PARCELS
EXH-B1	SUP - EXHIBIT B-1 PROPOSED SITE MASTER PLAN - OVERALL
EXH-B2	SUP - EXHIBIT B-2 PROPOSED MASTER SITE PLAN - ENLARGED
EXH-C	SUP - EXHIBIT C ILLUSTRATIVE STREETSCAPE PLAN
EXH-D	SUP - EXHIBIT D WETLAND, STREAM, AND RPA LIMITS
EXH-E	SUP - EXHIBIT E ENVIRONMENTAL INVENTORY

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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - COVER SHEET

PROJECT NO.
30496

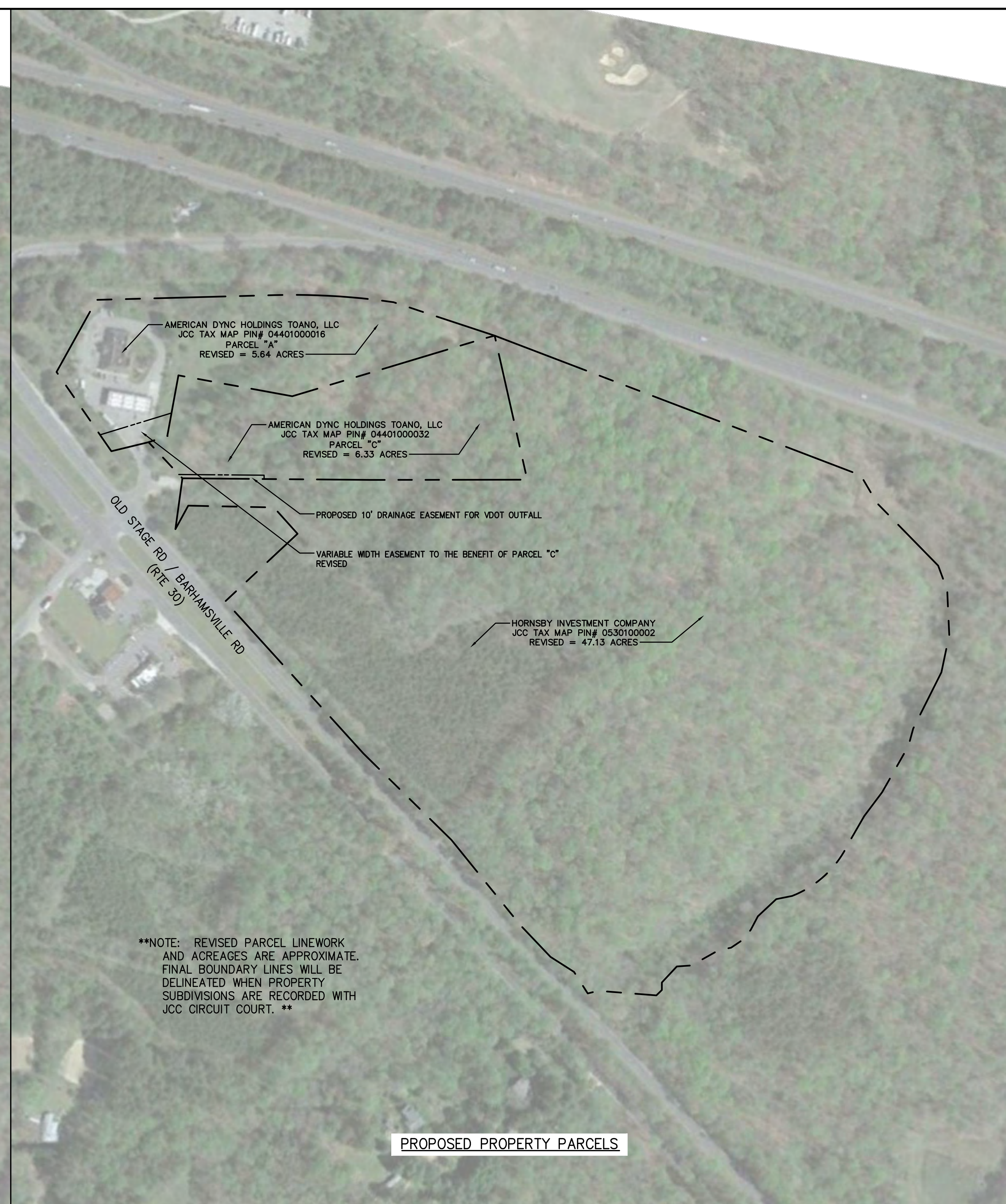
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COVER

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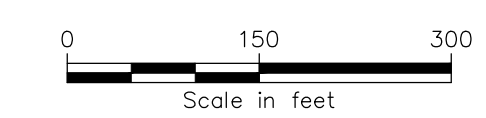


EXISTING PROPERTY PARCELS



PROPOSED PROPERTY PARCELS

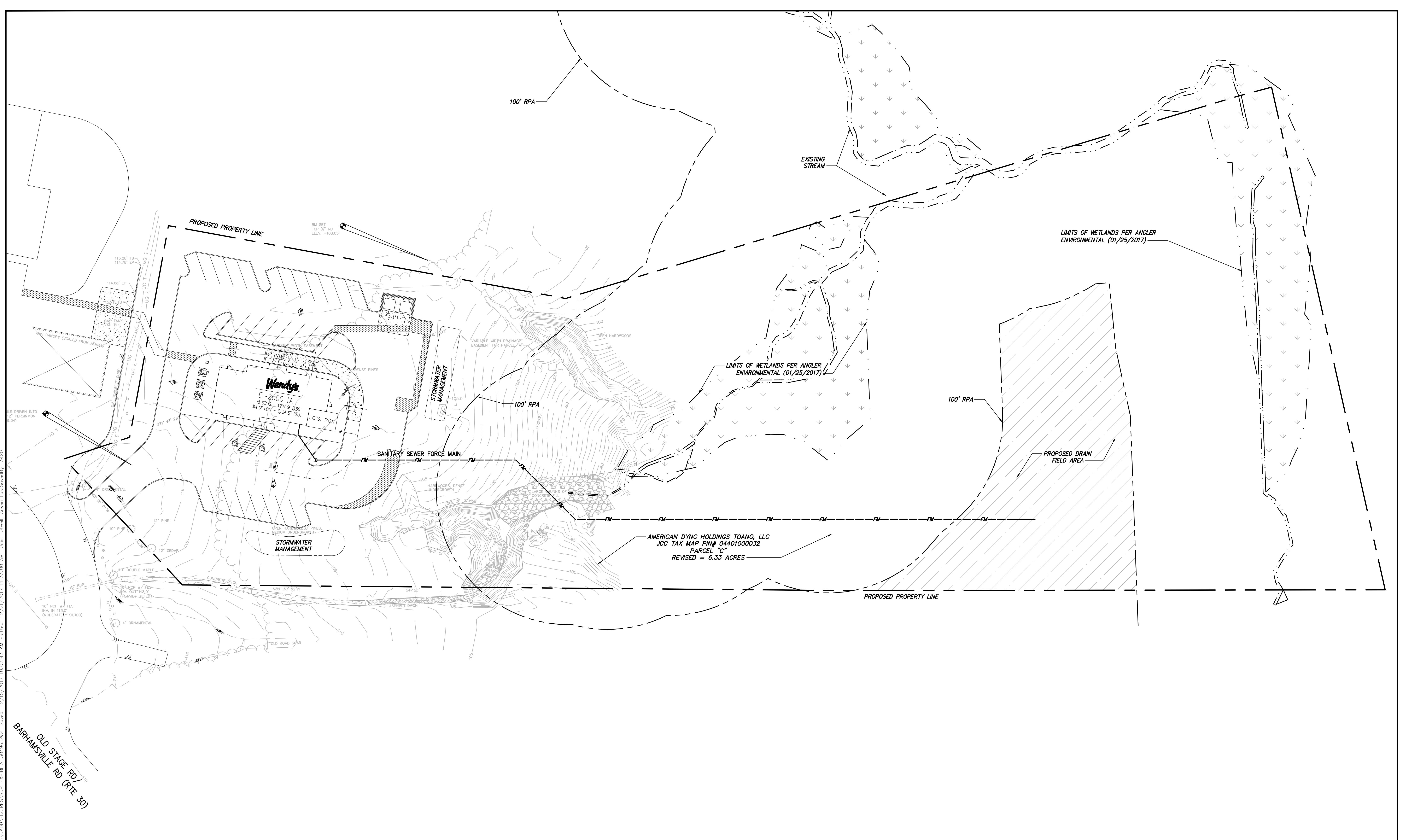
**NOTE: REVISED PARCEL LINEWORK AND ACREAGES ARE APPROXIMATE. FINAL BOUNDARY LINES WILL BE DELINEATED WHEN PROPERTY SUBDIVISIONS ARE RECORDED WITH JCC CIRCUIT COURT. **



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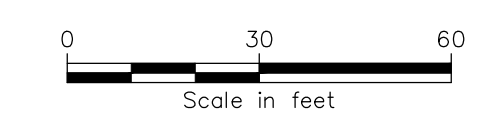
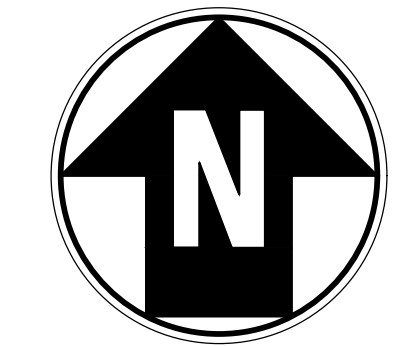
WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT A PROPERTY
PARCELS

PROJECT NO.
30496
DATE: 12/21/17
EXH-A



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OLD STAGE RD /
 BARHAMSVILLE RD (RF 30)



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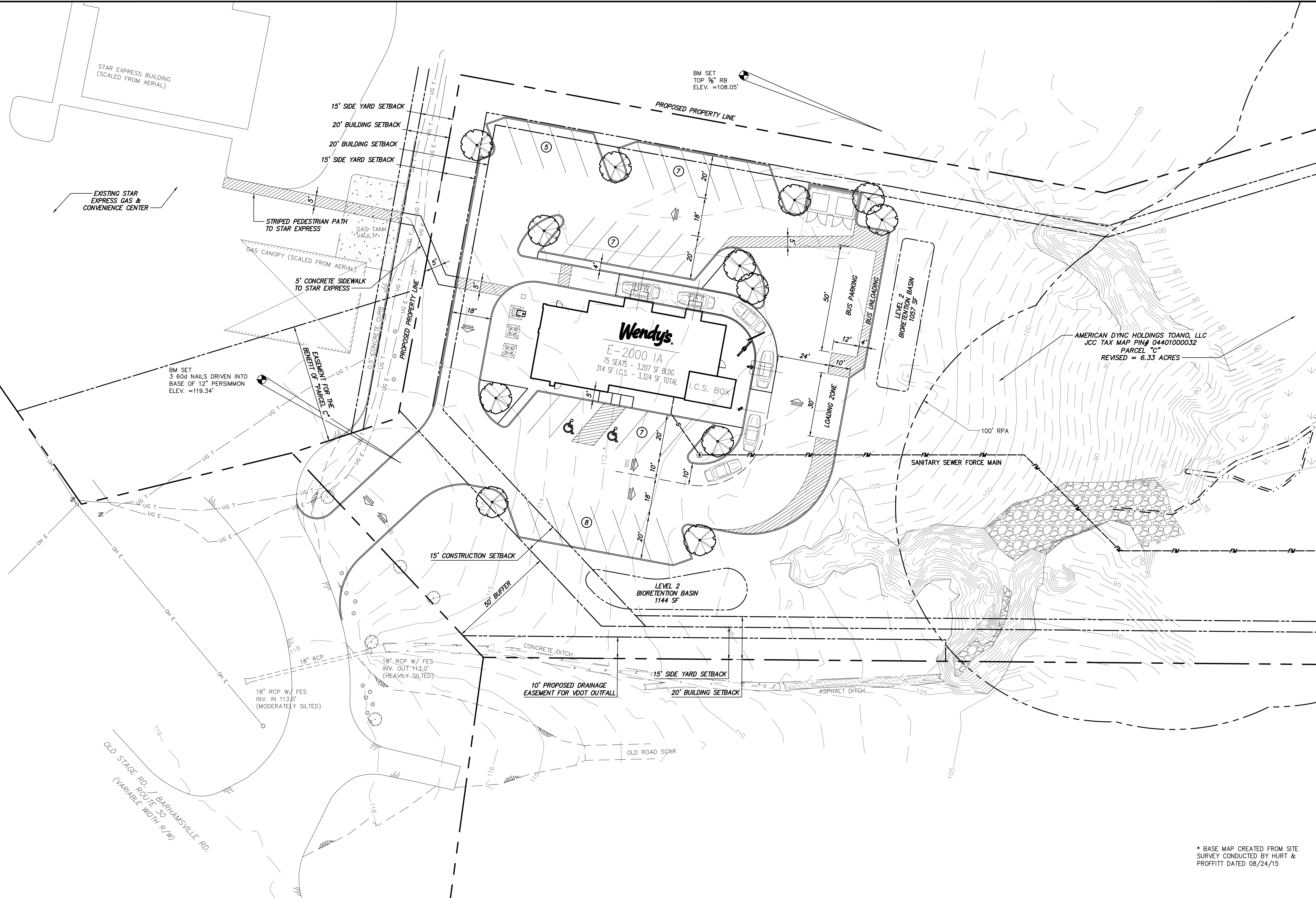
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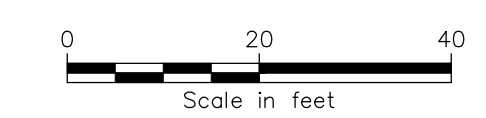
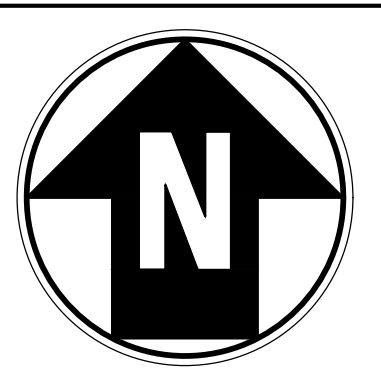
WENDY'S - TOANO
 JAMES CITY COUNTY, VA
 SUP - EXHIBIT B-1 PROPOSED SITE
 MASTER PLAN - OVERALL

PROJECT NO.
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 DATE: 12/21/17
EXH-B1

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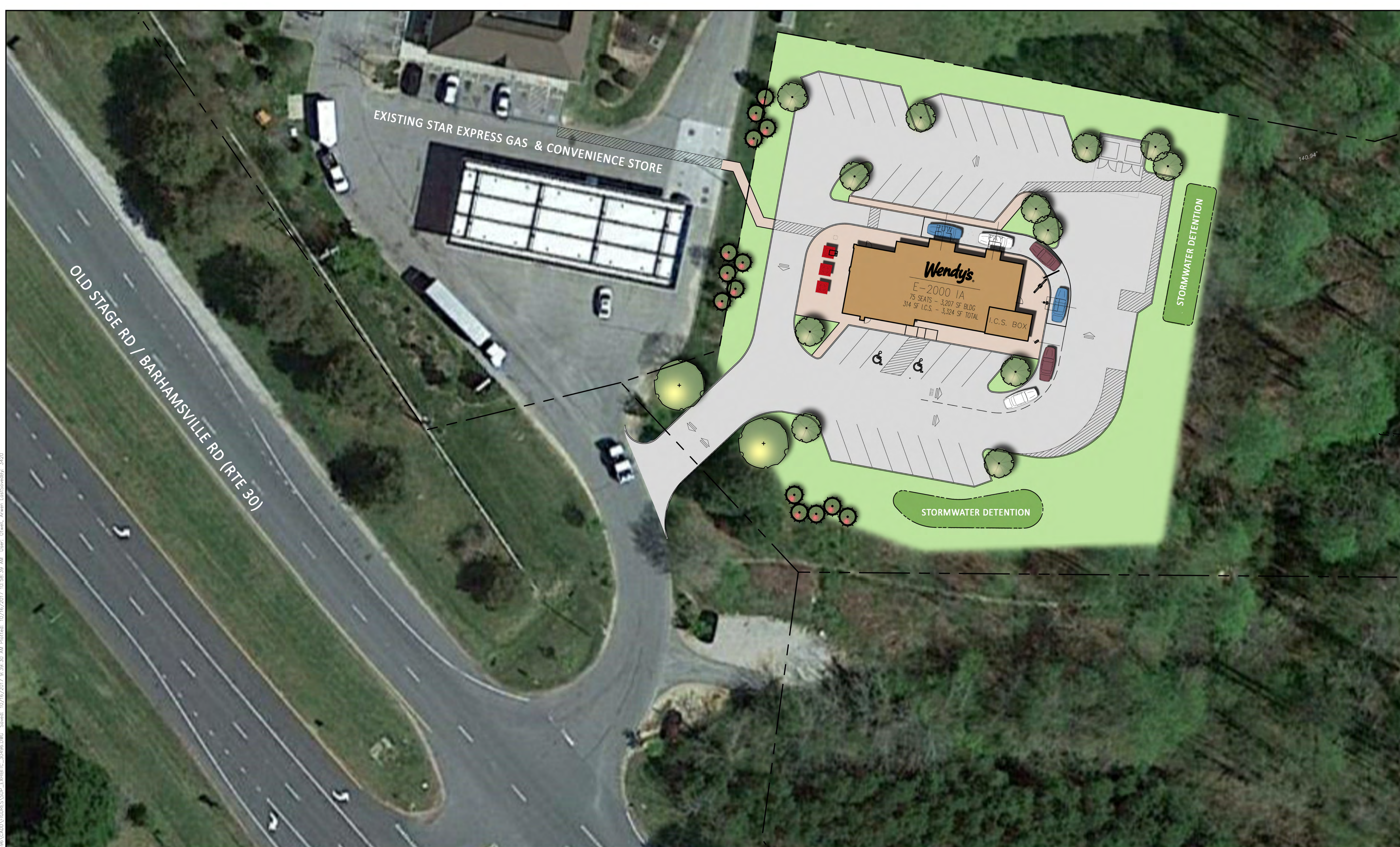
* BASE MAP CREATED FROM SITE SURVEY CONDUCTED BY HURT & PROFFITT DATED 08/24/15



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WENDY'S - TOANO
JAMES CITY COUNTY, VA
 SUP - EXHIBIT B-2 MASTER
 SITE PLAN - ENLARGED

PROJECT NO.
 30496
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EXH-B2



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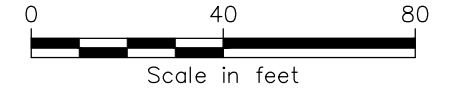
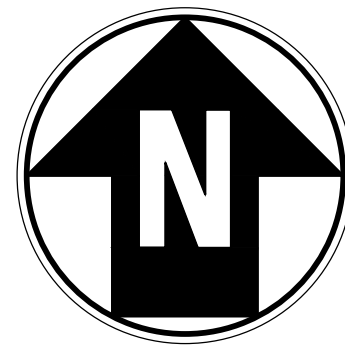
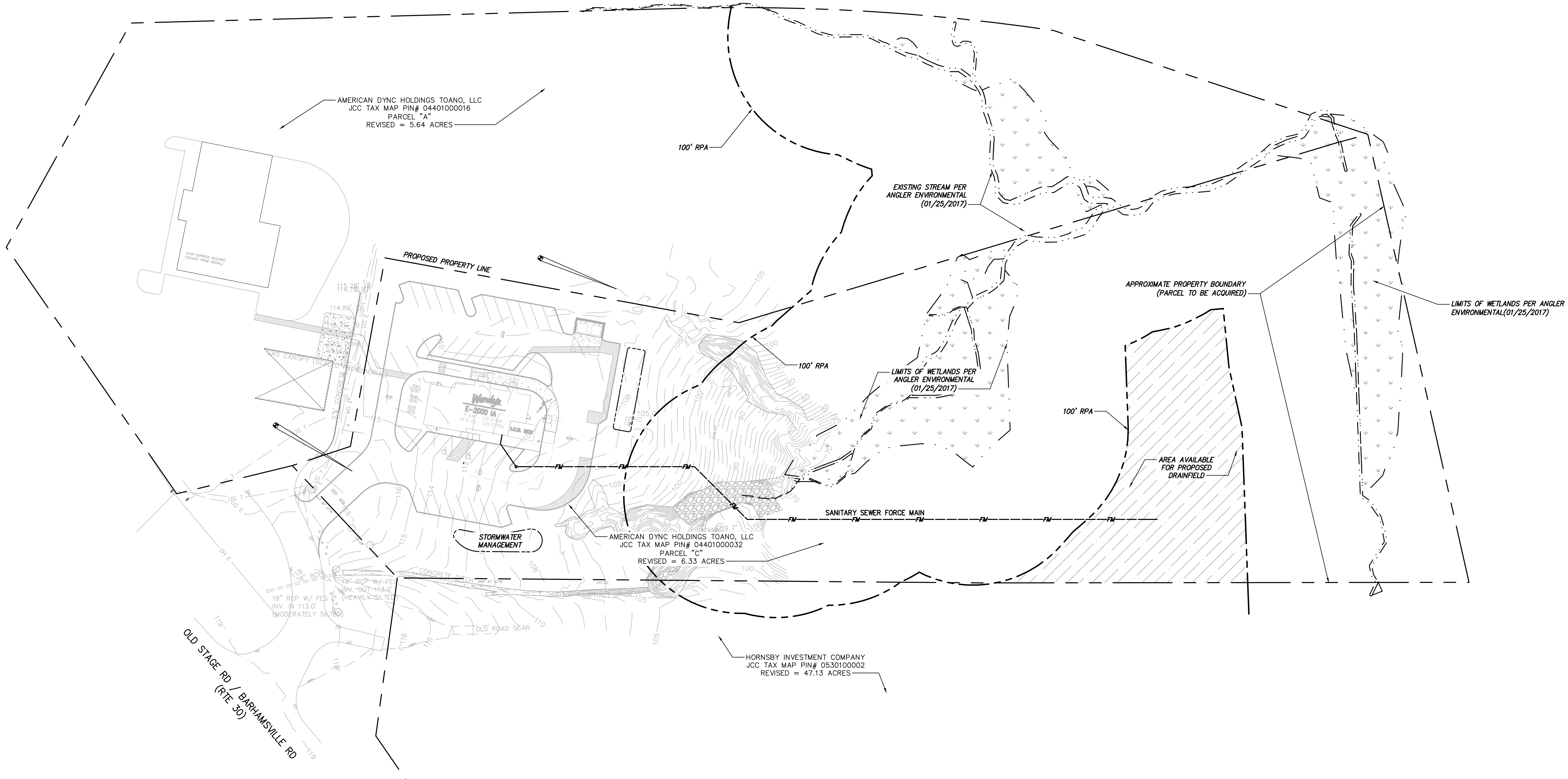


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WENDY'S - TOANO
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 SUP - EXHIBIT C ILLUSTRATIVE
 STREETScape PLAN

PROJECT NO.
 30496
 DATE: 12/14/17
EXH-C

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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT D WETLAND,
STREAM, AND RPA LIMITS

PROJECT NO.
30496
DATE: 12/21/17
EXH-D

PROJECT DESCRIPTION

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED VIA THE SUBDIVISION OF . WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 PARKING SPACES, DUMPSTER PAD, SIDEWALKS, BUS PARKING, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

EXISTING CONDITIONS

THE MAJORITY OF THIS EXISTING SITE IS FORESTED WITH THE NORTHWESTERN CORNER OF THE PROPERTY BEING LAWN AREA. THE SITE IS BORDERED TO THE WEST AND NORTH BY AN EXISTING GAS STATION WITH AN ATTACHED RESTAURANT, AS WELL AS A VDOT FRONTAGE ROAD LEADING TO THE GAS STATION. TO THE EAST AND SOUTH THE SITE IS BORDERED BY AN UNDEVELOPED, FORESTED PROPERTY. EXISTING DRAINAGE ON THE SITE SHEET FLOWS TO THE FORESTED AND LAWN AREAS, AND THEN INTO CHANNELS THAT OUTFALL INTO WARE CREEK.

STORMWATER MANAGEMENT

THIS PROPOSED SITE WILL BE IN COMPLIANCE WITH THE NEW WATER QUALITY REGULATIONS (9VAC25-870). TWO LEVEL 2 BIORETENTION BASINS HAVE BEEN PROPOSED ON THE SITE TO ACHIEVE THE REQUIRED REMOVAL RATES.

THE PROPOSED SITE WILL BE IN COMPLIANCE WITH 9VAC25-870-66'S STORMWATER QUANTITY REGULATIONS AND THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK'S MS-19 REQUIREMENTS. A COMBINATION OF THE BMP BASINS AND UNDERGROUND STORAGE WILL SATISFY CHANNEL PROTECTION AND FLOOD PROTECTION REQUIREMENTS. ALL OF THE POST-DEVELOPMENT STORMWATER RUNOFF WILL BE DISCHARGED TO THE CHANNELS TO THE EAST OF THE SITE.

SOIL DESCRIPTION

SEE THIS SHEET

CRITICAL AREAS

- EXISTING WETLANDS SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES
- EXISTING SLOPES 25% OR GREATER SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.
- EXISTING STREAMS SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.
- 100 FT RPA SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.

EROSION AND SEDIMENT CONTROL MEASURES

EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED UPSTREAM OF THE CRITICAL AREAS AND SHALL BE MAINTAINED TO INSURE PROTECTION PER THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL MANUAL. A CONSTRUCTION ENTRANCE, SILT FENCE, TEMPORARY DIVERSION DIKES AND TEMPORARY SEDIMENT TRAPS SHALL BE USED TO ENSURE SEDIMENT IS CONTAINED.

PERMANENT SEEDING

ALL DISTURBED AREAS SHALL ESTABLISH A PERENNIAL VEGETATION COVER BY PLANTING SEED TO REDUCE EROSION AND PERMANENTLY STABILIZE THE TOPSOIL FOLLOWING GRADING. SELECTION OF SEED MIXTURE DEPENDS ON THE TIME OF YEAR THAT IT IS APPLIED, AND SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK.

TEMPORARY OFFSITE AREAS

THERE ARE NO ADDITIONAL OFF-SITE LAND DISTURBANCES PROPOSED FOR THIS PROJECT

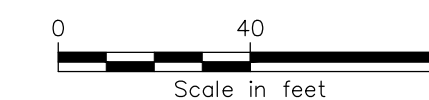
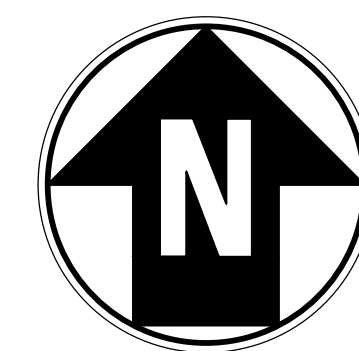
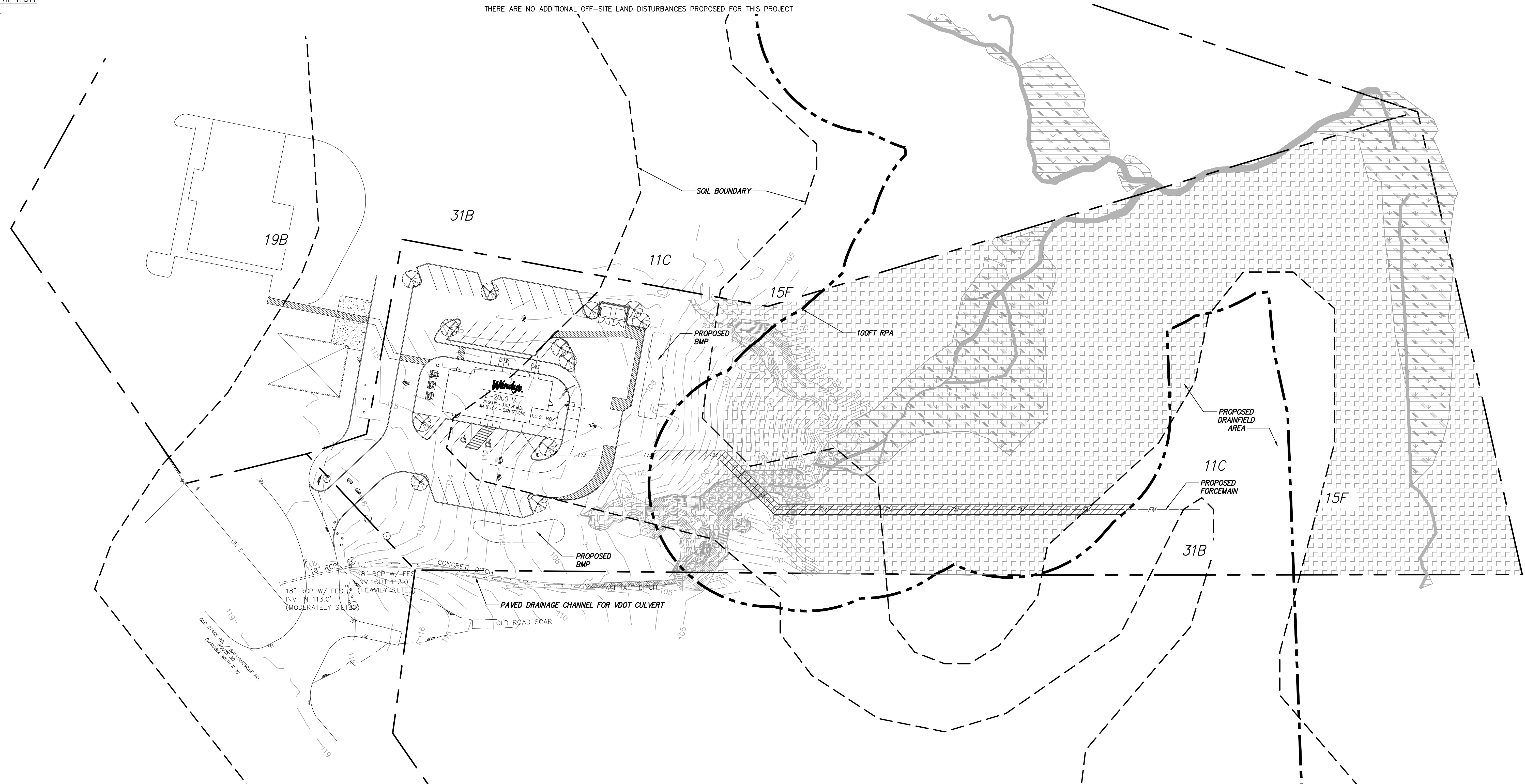
ENVIRONMENTAL INVENTORY IMPACTS

TIDAL WETLANDS: NONE ON THIS SITE
 TIDAL SHORES: NONE ON THIS SITE
 WETLANDS/HYDRIC SOILS: NONE ON THIS SITE
 25% SLOPES OR GREATER: 2528 SF OF IMPACTS
 STREAM: NONE ON THIS SITE
 100 FT RPA BUFFER: 3258 SF OF IMPACTS

ON-SITE SOILS TABULATION					
MAP UNIT SYMBOL	SOIL NAME	HYDROLOGICAL GROUP	TYPICAL SLOPES	EROSION FACTOR (K)	EROSION FACTOR (T)
11C	CRAVEN-UCHEE COMPLEX	D	6 - 10%	0.28	5
15F	EMPORIA COMPLEX	B	25 - 50%	0.28	5
19B	KEMPSVILLE-EMPORIA FINE SANDY LOAMS	A	2 - 6%	0.28	5
31B	SUFFOLK FINE SANDY LOAM	B	2 - 6%	0.24	5

LEGEND

- WETLANDS/HYDRIC SOILS
- DENOTES 25% OR GREATER SLOPES
- DENOTES STREAMS
- IMPACTS TO 100 FT RPA
- PROPERTY LINE
- SOIL TYPE BOUNDARY
- LIMITS OF 100 FT RPA



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WENDY'S - TOANO
 JAMES CITY COUNTY, VA
 SUP - EXHIBIT E
 ENVIRONMENTAL INVENTORY

PROJECT NO.
 30496
 DATE: 12/21/17
EXH-E

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Wendy's Restaurant

9220 Old Stage Road
Toano, James City County, Virginia
JCC SUP0012-2017

Community Impact Statement

December 2017

Prepared for:

American DYNC Holdings Toano, LLC

4595 Sandesara Drive
Prince George, Virginia 23875

Prepared by:

CHA Consulting, Inc.

9020 Stony Point Parkway
Suite 160
Richmond, VA 23235



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Appendix A: Elevations & Site Lighting

Appendix B: JCC GIS Property Mapping

Appendix C: Sewer Drainfield Analysis

Appendix D: Wetland and Waters of the US Delineation

Appendix E: VA Department of Conservation and Recreation's Natural Heritage Database Findings

I. Project Narrative

American DYNC Holdings Toano, LLC proposes to develop a 6.33-acre site at 9220 Old Stage Road in Toano, James City County, Virginia for a Wendy's Restaurant with drive-thru and eat-in services. They currently own two parcels, one of which has a Star Express convenience store and gas pumps (Parcel ID 0440100016). The other parcel has no development and will be the main location of the new Wendy's (Parcel ID 0440100032). American DYNC Holdings Toano, LLC has an agreement with the property owner to the south and east of the undeveloped parcel to acquire approximately 4.5 additional acres (Parcel ID 0530100002). Lot lines of all three parcels will be reconfigured, resulting in the proposed 6.33 acre Wendy's lot. Exhibit A of the Master Plan shows pre- and post-subdivision parcels.

The proposed Wendy's restaurant will be a total of 3,324 square feet, with a total seating of 75. 34 parking spaces are proposed, including two ADA spaces (one van-accessible), plus one bus parking space. Appendix A includes colored elevations of the proposed Wendy's building, including the drive-thru canopies, as well as an exhibit for the site lighting. Exhibits A, B1, and B2 of the Master Plan show pre- and post-subdivision lots lines as well as the proposed site layout.

Exhibit 1: Site Location Map

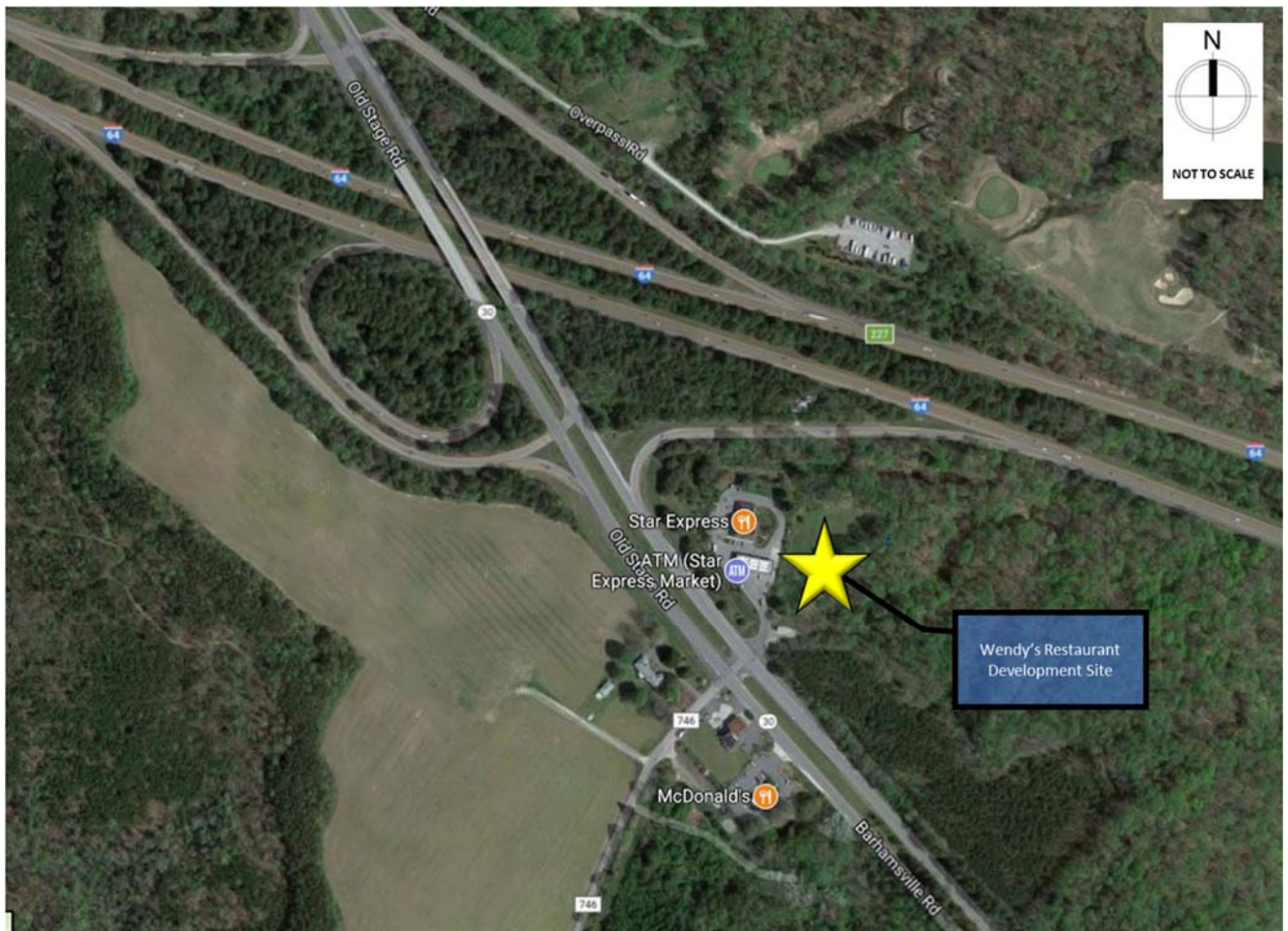


Image source: Google Maps, 2017

II. Zoning and Comprehensive Plan

All parcels are currently zoned B-1 General Business. The B-1 Designation allows fast food restaurants as a permitted use, but requires a Special Use Permit when a commercial building is expected to generate a total of 100 or more additional peak hour trips in accordance with Section 24-11.

The comprehensive plan identifies the properties as Mixed Use. Mixed Use areas are located at or near interstate interchanges and are intended to maximize the economic development of these areas by providing more intensive commercial, office, and limited industrial developments. The Wendy's parcel's size and environmental constraints preclude a mixed-use development on-site; however, if the adjacent 47-acre parcel is developed in the future, the Wendy's and Star Express parcels could be included as part of a larger mixed-use development. The location of the Wendy's at this location, which is just next to an interstate interchange, provides for the intense peak-hour traffic levels to be limited to this commercial area and limits impacts to more rural areas adjacent.

Appendix B includes mapping from James City County's Property Map GIS webpage showing both zoning and Comprehensive Plan land uses.

III. Traffic Impact Analysis

Ingress and egress is currently provided to the Star Express parcel via a low-volume, local access road that meets Barhamsville Road at the unsignalized intersection with Old Stage Road. The Wendy's parcel will include a separate entrance off of this access road. There are currently left-turn and right-turn lanes into the access road from Barhamsville Road, with limited stacking in the median area.

The Wendy's restaurant will not generate traffic during the AM peak hour because it will not be open for business until after 9 am. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

A traffic study was conducted by CHA and submitted separately.

IV. Water and Sewer Impacts

Water service is provided by a well at the existing Star Express. This well was oversized for the purpose of providing water service to the new fast-food restaurant. No public water service is available to this site, so there will be no impact to the PSA's water resources.

Sanitary sewage will be discharged into a drainfield to be installed on the eastern part of the site. An investigation of the proposed drainfield area was conducted by Environmental Soil Consultants, LLC in February 2017. The Virginia Department of Health has agreed that a demand of 100 gallons per seat was appropriate for this Wendy's location, and the soil investigation shows the drainfield can meet this capacity. Appendix C contains a copy of the letter and map

from Environmental Soil Consultants, LLC. As the sanitary sewer discharge will occur on-site, there will be no impact to the PSA's sanitary sewer system.

V. Public Facilities

It is not anticipated that this project will increase the need for public facilities.

VI. Historical and Archeological

This site is not identified as highly-sensitive on the James City County Archeological Assessment. A review of the historical aerial mapping on the James City County GIS website revealed there has been no development on this site since 1937. There are no known historical or archeological elements at this site.

VII. Fiscal Impact Analysis

Not applicable.

VIII. Parks and Recreation

Not applicable.

IX. Environmental Constraints Analysis

The project site has several environmental constraints. Approximately one-third of the site (the western portion) has a gentle, sloping topography suitable for placing the building and parking areas. This developable area is constrained to the east by steepening slopes leading down to a drainage ravine that empties into delineated wetlands and a stream. Copies of the delineation letters and maps from Angler Environmental and the USA Corps of Engineers are included in Appendix D.

The eastern two-thirds of the project parcel are limited mostly by the 100-foot Resource Protection Area around the wetlands and streams discussed above. Development within the RPA is severely limited by Chesapeake Bay Preservation Act regulations. For this project, disturbance to the RPA will be limited to installation of the force main carrying sewage to the drainfield as well as the possibility of a temporary access drive to allow construction of the drainfield. After construction of the drainfield, the RPA will be restored as much as possible to pre-disturbance condition.

Exhibit E of the Master Plan includes an environmental inventory of the project site. As discussed previously, much of the site is constrained by the existing wetlands and RPA. Additionally, there are large areas of more than 25-percent slopes surrounding the wetlands, further restricting constructability within this area. The wetland soils are hydric, which prevents construction on them.

A review of the Virginia Department of Conservation and Recreation's Natural Heritage Database revealed the potential of one fish and seven plant species that fall under the S1, S2, S3, G1, G2, or G3 classifications that could be found within James City County (Appendix E). The fish species, Atlantic Sturgeon, is a coastal fish which would not be found in the small streams on the project site. Of the six vascular plant species with potential habitats in the County, three are limited to tidal wetlands and waterways, which the wetlands on the site are not (Sensitive Joint-vetch, Parker's Pipewort, and Narrow-leaved Spatterdock). The other three vascular plants

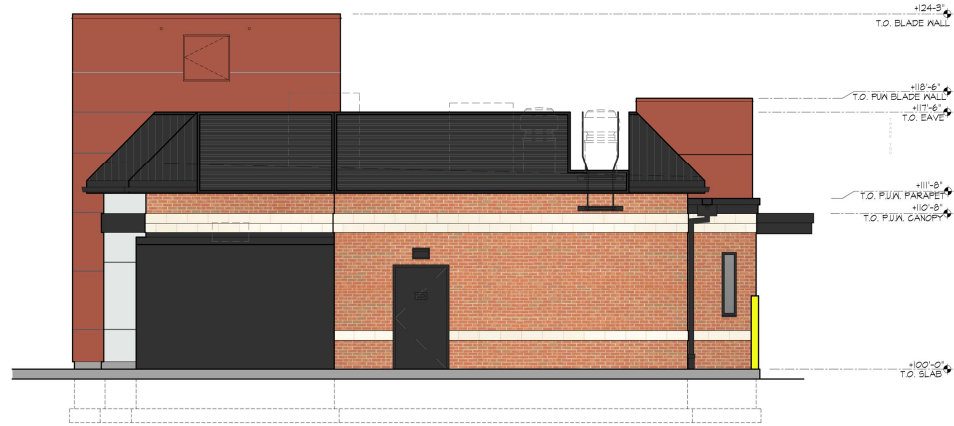
have not been identified on-site by CHA or Angler Environmental during its wetland delineation investigation (Small Whorled Pogonia, New Jersey Rush, and Virginia Least Trillium). Furthermore, noted companion species for these plants were also not identified on-site, so the probability of these species being present is very low.

Appendix A

Elevations & Site Lighting

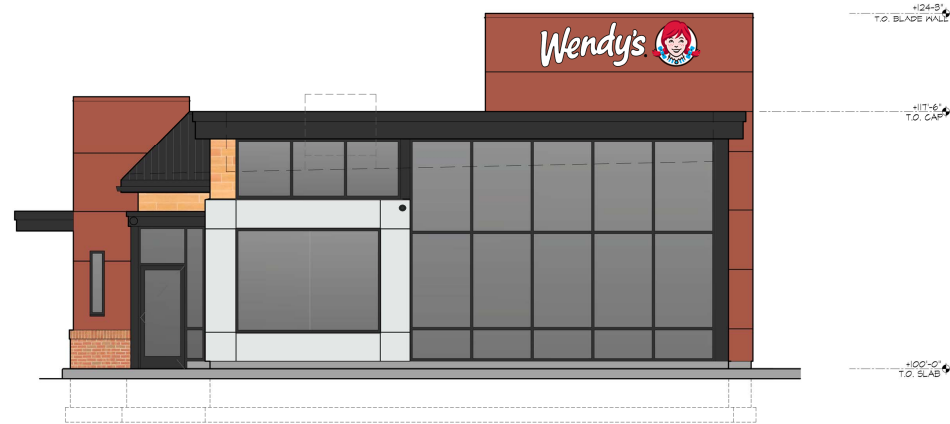


9220 Old Stage Rd
Toano, VA



REAR ELEVATION

-  Brown EIFS
-  White EIFS
-  Dark Charcoal Metal
-  Masonry
-  Tile



FRONT ELEVATION



9220 Old Stage Rd
Toano, VA



SIDE ELEVATION



Brown EIFS



White EIFS



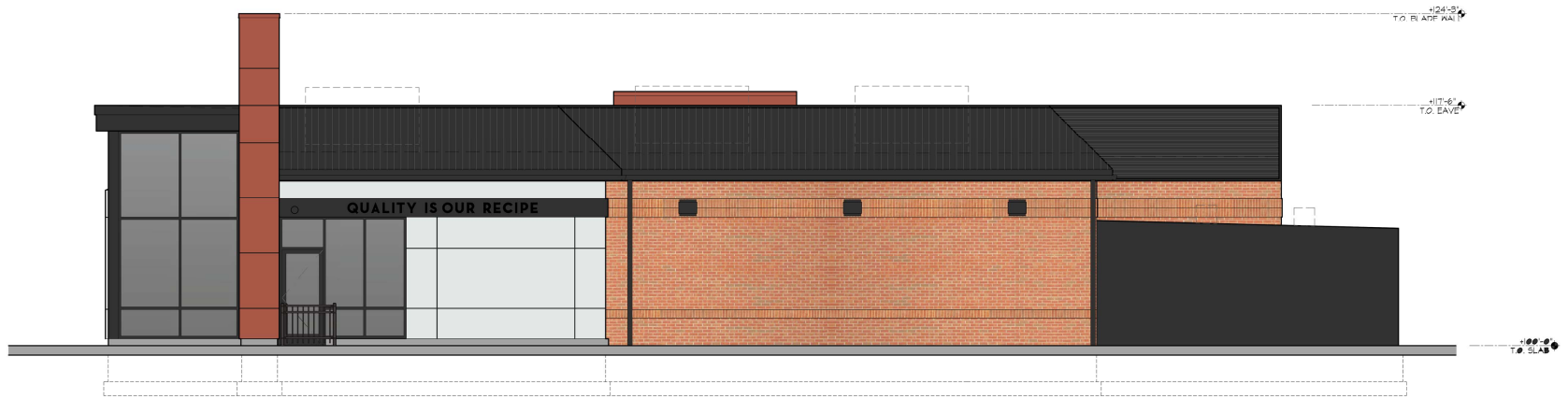
Dark Charcoal Metal



Masonry



Tile



SIDE ELEVATION

Wallin ■ Gomez
ARCHITECTS LTD

711 S. Dearborn Street, Suite 606 | Chicago, Illinois 60605 | 312.427.4702

02.16.2018

Wendy's Toano – Proposed Parking Lot Light Poles to Match Existing Star Express Lights



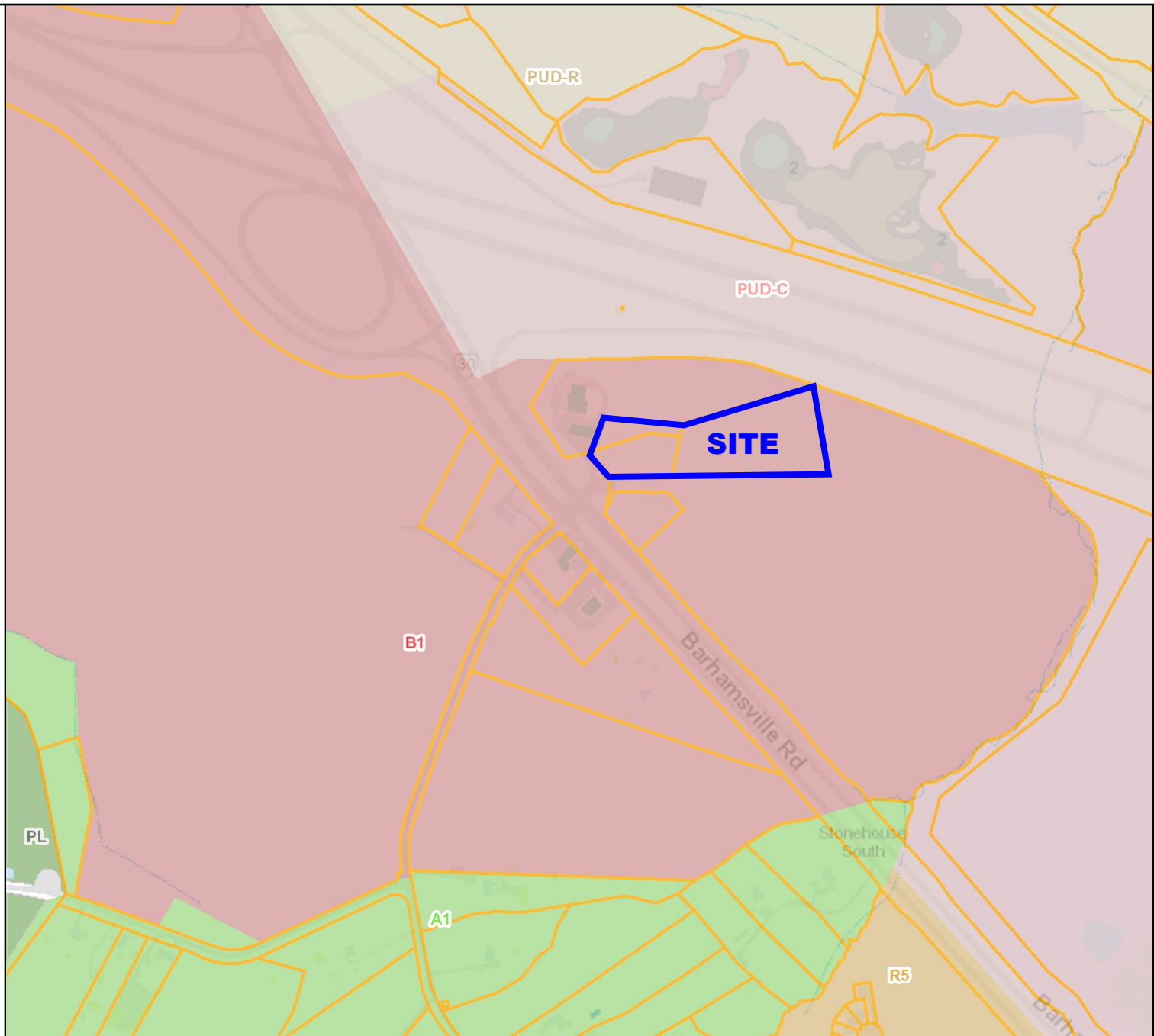
Appendix B

JCC GIS Property Mapping

James City County, Virginia

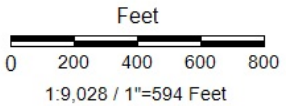
Legend

- Parcels
- Zoning**
- General Agriculture (A1)
- General Business (B1)
- General Industrial (M2)
- General Residential (R2)
- Limited Business (LB)
- Limited Business/Industrial (M1)
- Limited Residential (R1)
- Low-Density Residential (R6)
- Mixed Use (MU)
- Multi-Family Residential (R5)
- Planned Unit Development Commercial (PUD-C)
- Planned Unit Development Residential (PUD-R)
- Public Land (PL)
- Residential Planned Community (R4)
- Rural Residential (R8)



Title: Wendy's Toano - Zoning

Date: 12/11/2017

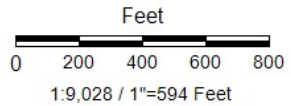
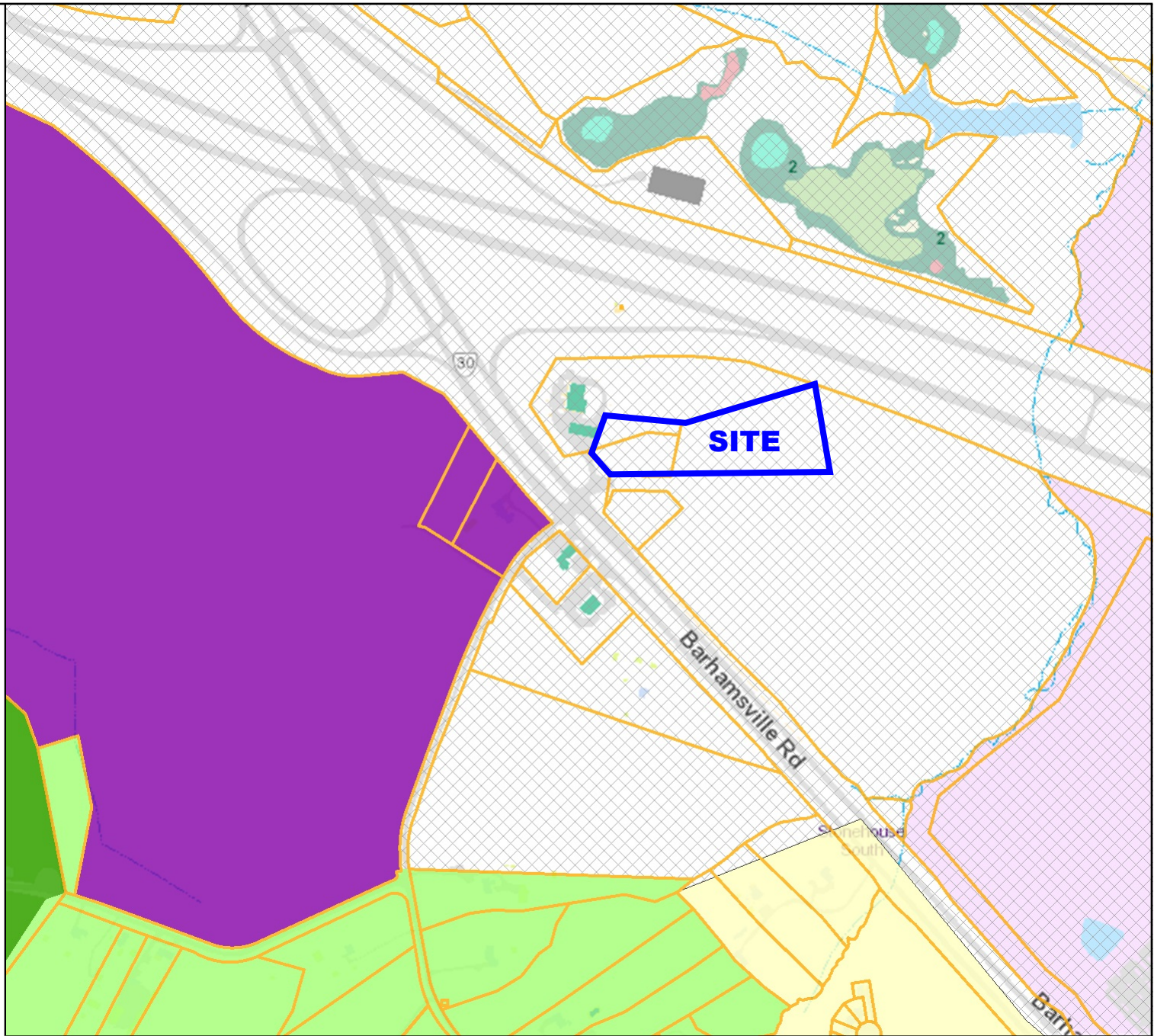


DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

James City County, Virginia

Legend

-  Parcels
- Comprehensive Plan 2035**
-  Reservoir
-  Open Space or Recreation
-  Economic Opportunity
-  Rural Lands
-  Low Density Residential
-  Moderate Density Residential
-  Neighborhood Commercial
-  Community Commercial
-  Limited Industry
-  General Industry
-  Mixed Use
-  Airport
-  Federal, State, and County Land



Title: Wendy's Toano - Comprehensive Plan

Date: 12/11/2017

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

Appendix C

Sewer Drainfield Analysis



Environmental Soil Consultants, LLC

Soil Mapping, Soil Evaluations & Drainfield Designs

February 22, 2017

Mr. Dave Barlow
CHA ~ design/construction solutions
9020 Stony Point Parkway, Suite 160
Richmond, VA 23235-4700

**Re: Drainfield Area Review - Proposed Property
Proposed Wendy's Site at 9220 Old Stage Road
James City County, Virginia**

Dear Mr. Barlow:

Environmental Soil Consultants, LLC (ESC) was asked to review the soils of a parcel (part of PIN#0530100002) east of the proposed location of Wendy's on Route 30 in James City County to determine if there was sufficient area for a mass drainfield to service the proposed restaurant.

The proposed parcel is shown on the attached site sketch and has considerable topographic relief. The area available for use as a drainfield is on the relatively flat ridge top about half way across the property. The soils of this ridge top consist of stratified sandy and loamy sediments and are rated good for drainfield use. Based on a scan of the James City County GIS with two foot topo and a plat showing the RPA by Angler Environmental, we were able to identify approximately 22,843 ft² of useable area.

Current health department regulations require 100 to 180 gallons per seat for a restaurant on an interstate highway. Once we get to the design stage of the drainfield and treatment system, we will need flow data from similar Wendy's showing an at least one year's flow. This will give us backup for reducing the volume per seat to a the minimum of 100 gallons per seat per day.

We have discussed the soils and available treatment options with our design engineer. We feel that this soil area can provide a primary and reserve drainfield for 8,000 to 10,000 gallons of water per day or between 80 and 100 seats at 100 gal/seat. Once we go above 10,000 gallons per day the treatment and operation requirements increase considerably.

Additionally, the client should secure, at a minimum, temporary access to the drainfield site for installation. The topography of the proposed parcel will not allow access by the equipment and materials needed to install the drainfield.

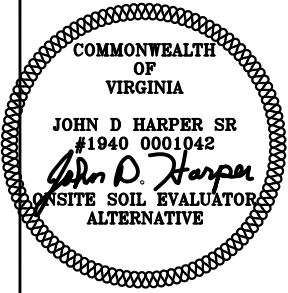
Please let us know if you have questions.

Sincerely,

Environmental Soil Consultants, LLC

John D. Harper, Senior Soil Scientist

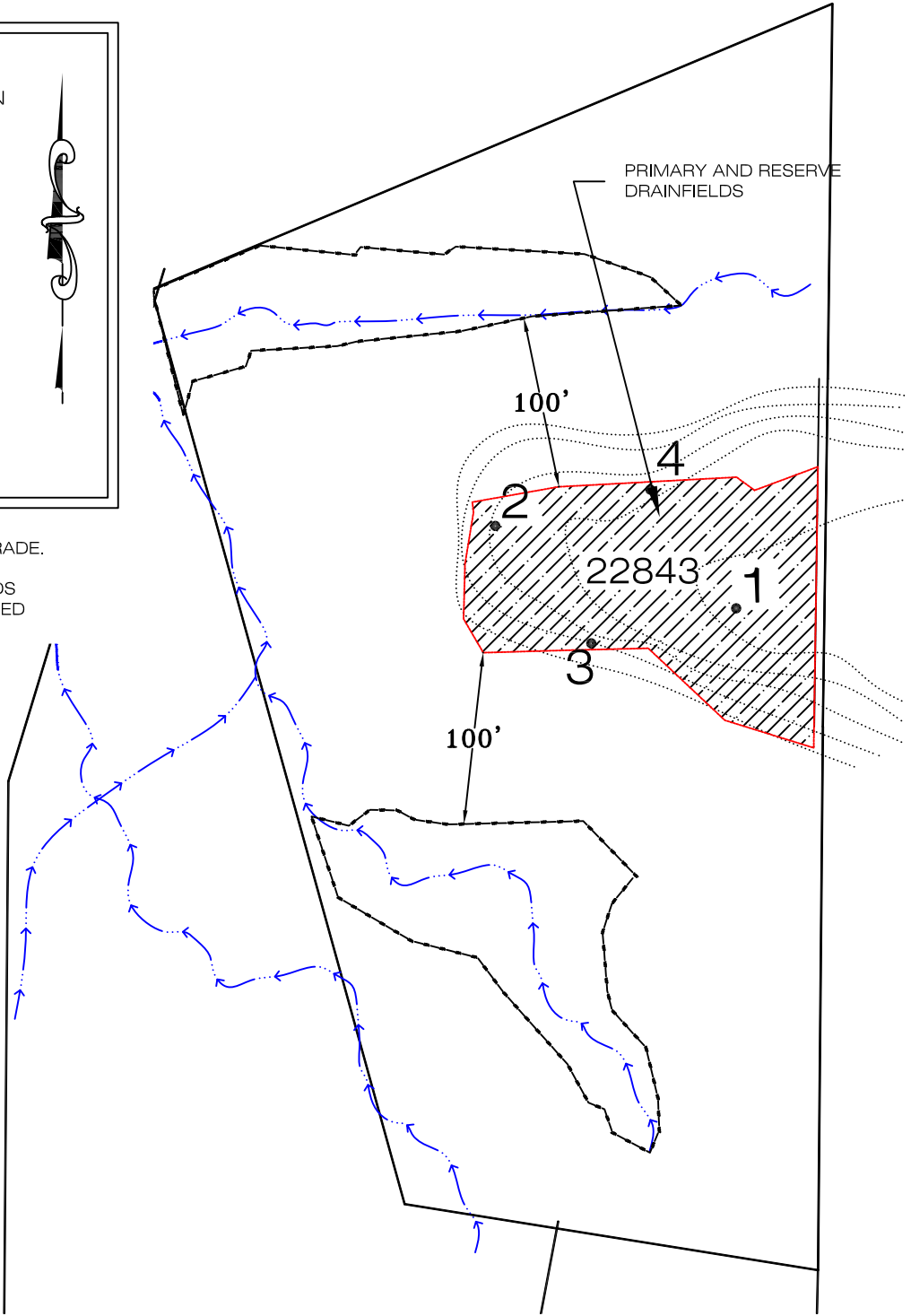
SITE SKETCH DRAINFIELD AREA REVIEW FOR WENDYS PART OF PIN#0530100002 JAMES CITY COUNTY, VIRGINIA



LEGEND:

- 4 SOIL BORE # & LOCATION
- LIMITS OF DOCUMENTED SOIL AREA
- STREAM
- GULLY
- UTILITY
- DRIVEWAY
- HOUSE
- WELL AREA

NOTES:
DRAINFIELD MUST BE INSTALLED ON GRADE.
ALL WELLS AND PLANNED SEPTIC FIELDS OBSERVED WITHIN 200' OF THE PROPOSED DRAINFIELD ARE SHOWN.



DRAWN BY: JDH
DESIGNED BY: JDH
DATE: 2/22/2017
CHECKED BY: DGH
JOB#: 0320



ENVIRONMENTAL SOIL CONSULTANTS

POST OFFICE BOX 37172
RICHMOND, VIRGINIA, 23234

PHONE: (804)239-7124
FAX: (804)477-3576

Soil Consultants

Appendix D

Wetland and Waters of the US Delineation



DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NORFOLK DISTRICT
FORT NORFOLK
803 FRONT STREET
NORFOLK VA 23510-1011

APRIL 6, 2016

PRELIMINARY JURISDICTIONAL DETERMINATION

Southern Virginia Regulatory Section
NAO-2016-00075 (Unnamed Tributary of Bird Swamp)

CHA Consulting, Inc.
Attn: David Barlow, PE
9020 Stoney Point Parkway, Suite 160
Richmond, Virginia 23235

Dear Mr. Barlow:

This letter is in reference to the pre-application request (NAO-2016-00075) Angler Environmental submitted on your behalf for a preliminary jurisdictional determination of the approximately 7.52 acre site located at the intersection of SR 746 & Old Stage Road in Toano, Virginia.

The preliminary jurisdictional determination is based upon the wetland line flagged by Michael Molnar on November 18, 2015, and depicted on the exhibit date stamped as received January 7, 2016 and entitled "Waters of the U.S. Delineation Map" which provides the location of approximately 0.12 acres of wetlands and 636 linear feet of jurisdictional waters for the 7.52 acres of property incorporated in the project area. The basis for this delineation includes application of the Corps' 1987 Wetland Delineation Manual (and *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region*) and the positive indicators of wetland hydrology, hydric soils, and hydrophytic vegetation, along with the presence of an ordinary high water mark.

Discharges of dredged or fill material, including those associated with mechanized land clearing, into waters and/or wetlands on this site may require a Department of the Army permit and authorization by state and local authorities including a Virginia Water Protection Permit from the Virginia Department of Environmental Quality (DEQ), a permit from the Virginia Marine Resources Commission (VMRC) and/or a permit from your local wetlands board. This letter is a confirmation of the Corps preliminary jurisdiction for the waters and/or wetlands on the subject property and does not authorize any work in these areas. Please obtain all required permits before starting work in the delineated waters/wetland areas.

This is a preliminary jurisdictional determination and is therefore not a legally binding determination regarding whether Corps jurisdiction applies to the waters or wetlands in question. Accordingly, you may either consent to jurisdiction as set out in this preliminary jurisdictional determination and the attachments hereto if you agree with the determination, or you may request and obtain an approved jurisdictional determination. This preliminary jurisdictional

determination and associated wetland delineation map may be submitted with a permit application.

Enclosed are two copies of the "Preliminary Jurisdictional Determination Form". Please review the document, sign both copies, return one copy to the Corps (803 Front Street, Norfolk, VA 23510) within 30 days of receipt and keep one for your records. This delineation of waters and/or wetlands is valid for a period of five years from the date of this letter unless new information warrants revision prior to the expiration date.

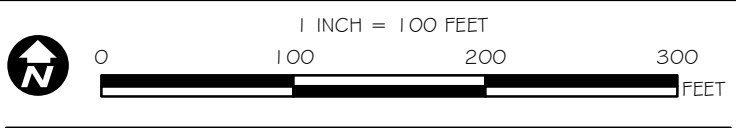
If you have any questions, please contact me at 757-201-7540 or you may email me at matt.m.wicks@usace.army.mil.

Sincerely,

A handwritten signature in black ink that reads "Matthew Wicks". The signature is written in a cursive style with a large initial "M".

Matthew Wicks
Environmental Scientist,
Southern Virginia Regulatory Section

Enclosures: *Preliminary Jurisdictional Determination Form*



- LEGEND**
- WETLAND FLAG
 - UPLAND DATA POINT
 - WETLAND DATA POINT
 - APPROXIMATE PROJECT LIMITS
 - PALUSTRINE EMERGENT (PEM) WETLAND LIMITS
 - PALUSTRINE FORESTED (PFO) WETLAND LIMITS
 - PERENNIAL STREAM (R3) LIMITS
 - INTERMITTENT STREAM (R4) LIMITS
 - STREAM REACH NUMBER
 - RESOURCE PROTECTION AREA (RPA) LIMITS

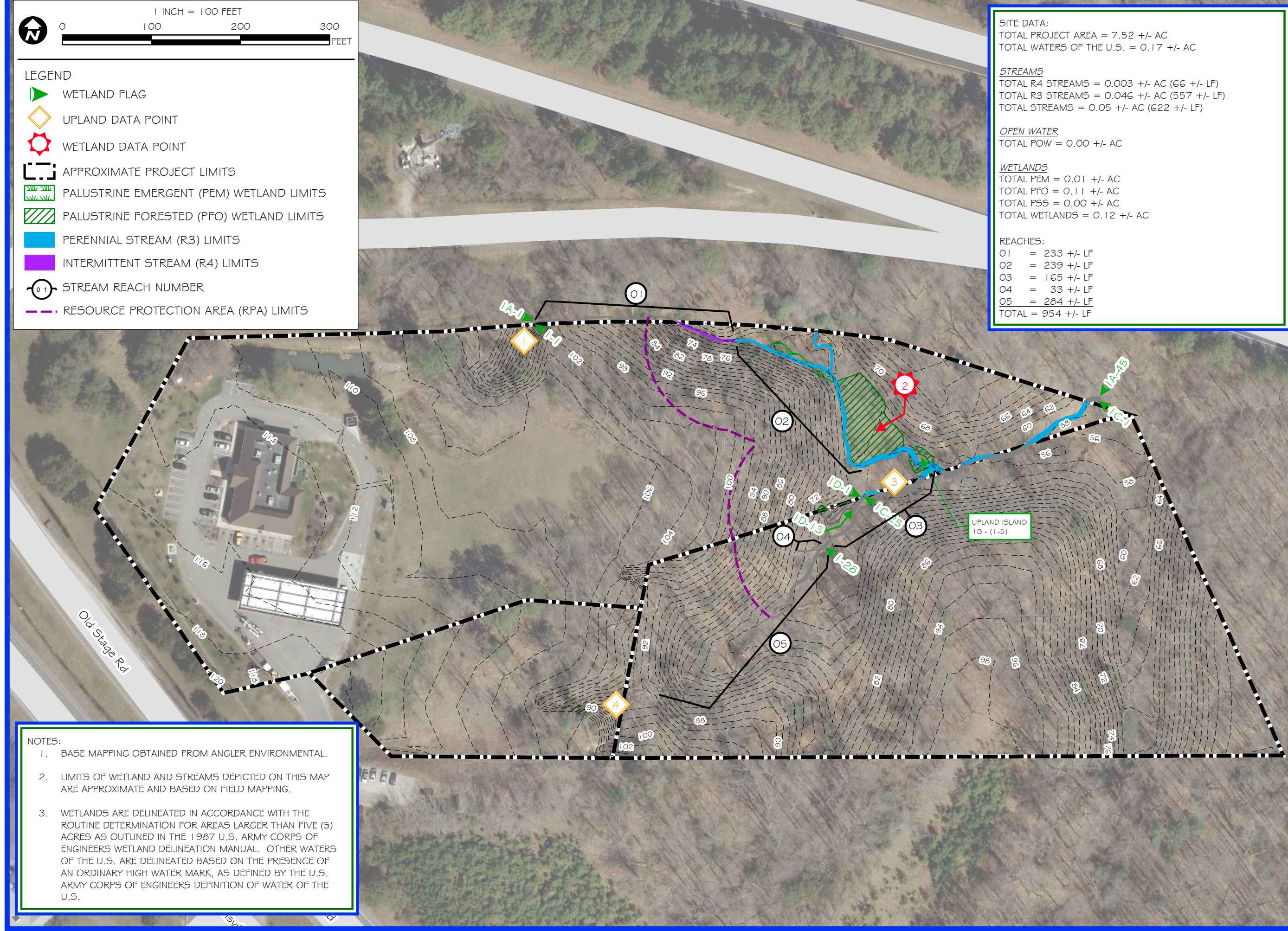
SITE DATA:
 TOTAL PROJECT AREA = 7.52 +/- AC
 TOTAL WATERS OF THE U.S. = 0.17 +/- AC

STREAMS
 TOTAL R4 STREAMS = 0.003 +/- AC (66 +/- LF)
 TOTAL R3 STREAMS = 0.046 +/- AC (557 +/- LF)
 TOTAL STREAMS = 0.05 +/- AC (622 +/- LF)

OPEN WATER
 TOTAL POW = 0.00 +/- AC

WETLANDS
 TOTAL PEM = 0.01 +/- AC
 TOTAL PFO = 0.11 +/- AC
 TOTAL PSS = 0.00 +/- AC
 TOTAL WETLANDS = 0.12 +/- AC

REACHES:
 01 = 233 +/- LF
 02 = 239 +/- LF
 03 = 165 +/- LF
 04 = 33 +/- LF
 05 = 284 +/- LF
 TOTAL = 954 +/- LF



- NOTES:**
1. BASE MAPPING OBTAINED FROM ANGLER ENVIRONMENTAL.
 2. LIMITS OF WETLAND AND STREAMS DEPICTED ON THIS MAP ARE APPROXIMATE AND BASED ON FIELD MAPPING.
 3. WETLANDS ARE DELINEATED IN ACCORDANCE WITH THE ROUTINE DETERMINATION FOR AREAS LARGER THAN FIVE (5) ACRES AS OUTLINED IN THE 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL. OTHER WATERS OF THE U.S. ARE DELINEATED BASED ON THE PRESENCE OF AN ORDINARY HIGH WATER MARK, AS DEFINED BY THE U.S. ARMY CORPS OF ENGINEERS DEFINITION OF WATER OF THE U.S.

ANGLER ENVIRONMENTAL
 CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20187
 P: 703.393.4844 | F: 703.393.2934
 RICHMOND | 3751 WESTERRE PARKWAY STE. A RICHMOND, VIRGINIA 23233
 P: 804.353.6017 | F: 804.353.6018
 MARYLAND | 1434 ODENTON ROAD, ODENTON, MARYLAND 21113
 P: 410.672.4326 | F: 410.672.4328

PROJECT: TOANO WENDY'S
 PRELIMINARY
 RESOURCE PROTECTION AREA MAP
 JAMES CITY, VIRGINIA

PROJECT MANAGER:	RA
DRAWN:	MD
JOB NUMBER:	5550
DATE:	12/04/2015
REVISIONS:	NONE



DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NORFOLK DISTRICT
FORT NORFOLK
803 FRONT STREET
NORFOLK VA 23510-1011

MAY 15, 2017

PRELIMINARY JURISDICTIONAL DETERMINATION

Southern Virginia Regulatory Section
NAO-2016-00075 (Unnamed Tributary of Bird Swamp)

CHA Consulting, Inc.
Attn: David Barlow, PE
9020 Stoney Point Parkway, Suite 160
Richmond, Virginia 23235

Dear Mr. Barlow:

This letter is in reference to the pre-application request (NAO-2016-00075) Angler Environmental submitted on your behalf for a preliminary jurisdictional determination of an additional 4.6 acre addendum to the existing 7.52 acre site known as Toano Wendys, located at the intersection of SR 746 & Old Stage Road in Toano, Virginia.

The preliminary jurisdictional determination is based upon the wetland line flagged by Michael Molnar on January 18, 2017, and depicted on the exhibit date stamped as received February 3, 2017 and entitled "Waters of the U.S. Delineation Map" which provides the location of approximately 0.66 acres of wetlands and 847 linear feet of jurisdictional waters for the 4.60 acres of property incorporated in the project area. The basis for this delineation includes application of the Corps' 1987 Wetland Delineation Manual (and *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region*) and the positive indicators of wetland hydrology, hydric soils, and hydrophytic vegetation, along with the presence of an ordinary high water mark.

The Norfolk District has relied on the information and data provided by the applicant or agent. If such information and data subsequently prove to be materially false or materially incomplete, this verification may be suspended or revoked, in whole or in part, and/or the Government may institute appropriate legal proceedings.

Discharges of dredged or fill material, including those associated with mechanized land clearing, into waters and/or wetlands on this site may require a Department of the Army permit and authorization by state and local authorities including a Virginia Water Protection Permit from the Virginia Department of Environmental Quality (DEQ), a permit from the Virginia Marine Resources Commission (VMRC) and/or a permit from your local wetlands board. This letter is a confirmation of the Corps preliminary jurisdiction for the waters and/or wetlands on the subject property and does not authorize any work in these areas. Please obtain all required permits before starting work in the delineated waters/wetland areas.

This is a preliminary jurisdictional determination and is therefore not a legally binding determination regarding whether Corps jurisdiction applies to the waters or wetlands in question. Accordingly, you may either consent to jurisdiction as set out in this preliminary jurisdictional determination and the attachments hereto if you agree with the determination, or you may request and obtain an approved jurisdictional determination. This preliminary jurisdictional determination and associated wetland delineation map may be submitted with a permit application.

Enclosed are two copies of the "Preliminary Jurisdictional Determination Form". Please review the document, sign both copies, return one copy to the Corps (803 Front Street, Norfolk, VA 23510) within 30 days of receipt and keep one for your records. This delineation of waters and/or wetlands is valid for a period of five years from the date of this letter unless new information warrants revision prior to the expiration date.

If you have any questions, please contact me at 757-201-7540 or you may email me at matt.m.wicks@usace.army.mil.

Sincerely,

Matthew Wicks
Environmental Scientist,
Southern Virginia Regulatory Section

Enclosures: *Preliminary Jurisdictional Determination Form*

1 INCH = 100 FEET

0 100 200 300 FEET

LEGEND

- WETLAND FLAG
- UPLAND DATA POINT
- WETLAND DATA POINT
- APPROXIMATE PROJECT LIMITS
- PALUSTRINE EMERGENT (PEM) WETLAND LIMITS
- PALUSTRINE FORESTED (PFO) WETLAND LIMITS
- PERENNIAL STREAM (R3) LIMITS
- INTERMITTENT STREAM (R4) LIMITS
- STREAM REACH NUMBER
- RESOURCE PROTECTION AREA (RPA) LIMITS

SITE DATA:
 TOTAL PROJECT AREA = 4.60 +/- AC
 TOTAL WATERS OF THE U.S. = 0.71 +/- AC

STREAMS
 TOTAL R4 STREAMS = 0.03 +/- AC (646 +/- LF)
 TOTAL R3 STREAMS = 0.02 +/- AC (201 +/- LF)
 TOTAL STREAMS = 0.05 +/- AC (847 +/- LF)

OPEN WATER
 TOTAL POW = 0.00 +/- AC

WETLANDS
 TOTAL PEM = 0.00 +/- AC
 TOTAL PFO = 0.66 +/- AC
 TOTAL PSS = 0.00 +/- AC
 TOTAL WETLANDS = 0.66 +/- AC

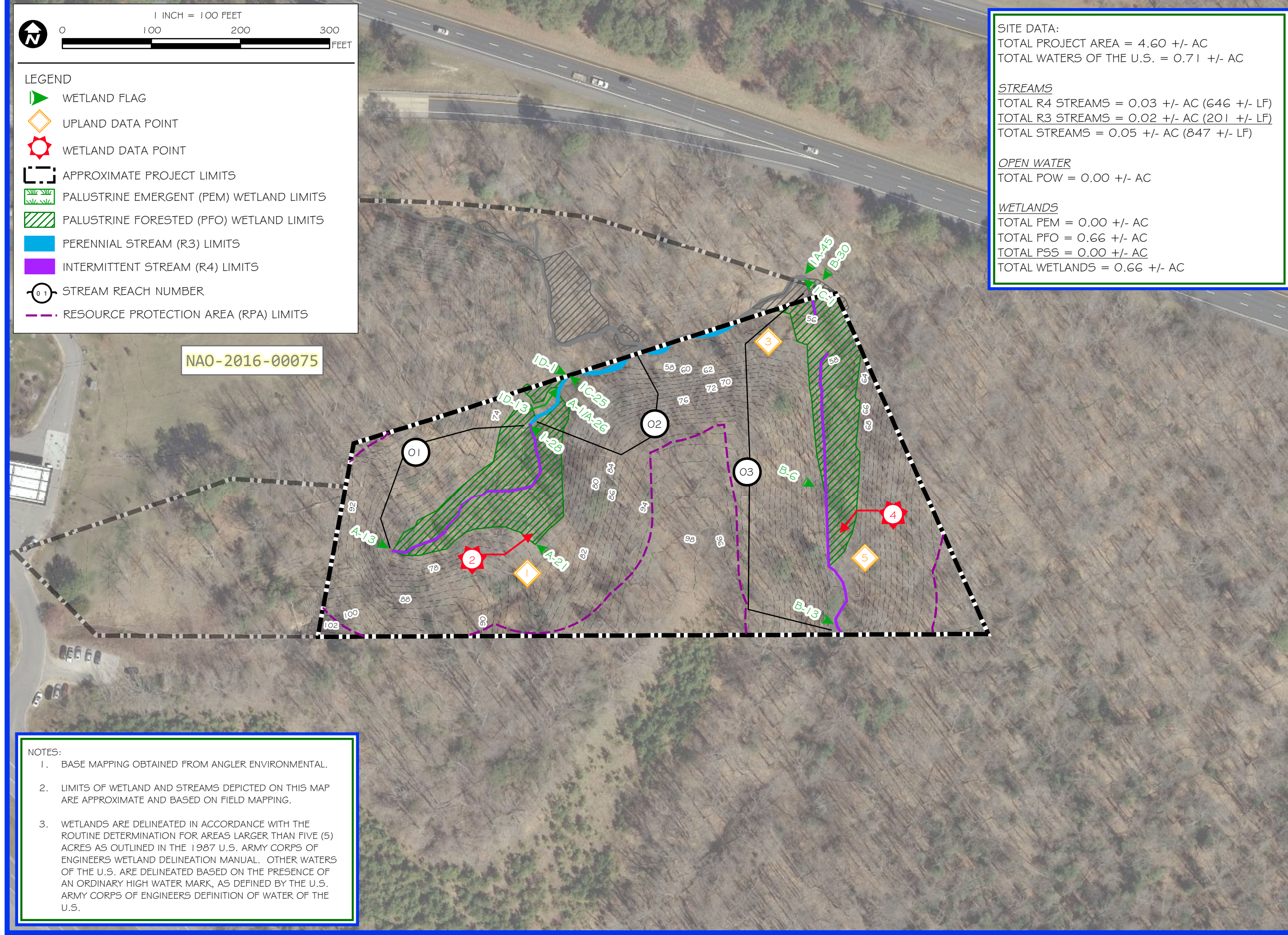
ANGLER ENVIRONMENTAL

CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20187
 P: 703.393.4844 | F: 703.393.2934

RICHMOND | 3751 WESTERRE PARKWAY STE. A, RICHMOND, VIRGINIA 23233
 P: 804.353.6017 | F: 804.353.6018

MARYLAND | 1434 ODENTON ROAD, ODENTON, MARYLAND 21113
 P: 410.672.4326 | F: 410.672.4328

NAO-2016-00075



NOTES:

1. BASE MAPPING OBTAINED FROM ANGLER ENVIRONMENTAL.
2. LIMITS OF WETLAND AND STREAMS DEPICTED ON THIS MAP ARE APPROXIMATE AND BASED ON FIELD MAPPING.
3. WETLANDS ARE DELINEATED IN ACCORDANCE WITH THE ROUTINE DETERMINATION FOR AREAS LARGER THAN FIVE (5) ACRES AS OUTLINED IN THE 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL. OTHER WATERS OF THE U.S. ARE DELINEATED BASED ON THE PRESENCE OF AN ORDINARY HIGH WATER MARK, AS DEFINED BY THE U.S. ARMY CORPS OF ENGINEERS DEFINITION OF WATER OF THE U.S.

PROJECT: TOANO WENDY'S

WATERS OF THE U.S.
 DELINEATION MAP

JAMES CITY, VIRGINIA

PROJECT MANAGER:	RA
DRAWN:	CM
JOB NUMBER:	5550
DATE:	01/25/2017
REVISIONS:	NONE

Appendix E

Virginia Department of Conservation and Recreation's Natural Heritage Database Findings

Natural Heritage Resources

Your Criteria

Taxonomic Group: VASCULAR PLANTS, NON-VASCULAR PLANTS, AMPHIBIANS, BIRDS, FISH, MAMMALS, REPTILES

Global Conservation Status Rank: G1 - Critically imperiled, G2 - Imperiled, G3 - Vulnerable

State Conservation Status Rank: S1 - Critically imperiled, S2 - Imperiled, S3 - Vulnerable

County: James City

Search Run: 12/11/2017 9:44:59 AM

Result Summary

Total Species returned: 7

Total Communities returned: 0

Click scientific names below to go to NatureServe report.

Click column headings for an explanation of species and community ranks.

Common Name/Natural Community	Scientific Name	Global Conservation Status Rank	State Conservation Status Rank	Federal Legal Status	State Legal Status	Statewide Occurrences	Virginia Coastal Zone
James City							
FISH							
Atlantic	Acipenser	G3	S2	LE	LE	2	Y

Common Name/Natural Community	Scientific Name	Global Conservation Status Rank	State Conservation Status Rank	Federal Legal Status	State Legal Status	Statewide Occurrences	Virginia Coastal Zone
Sturgeon	oxyrinchus						
VASCULAR PLANTS							
Sensitive Joint-vetch	Aeschynome ne virginica	G2	S2	LT	LT	22	Y
Parker's Pipewort	Eriocaulon parkeri	G3	S2	None	None	18	Y
Small Whorled Pogonia	Isotria medeoloides	G2?	S2	LT	LE	51	Y
New Jersey Rush	Juncus caesariensis	G2G3	S2	SOC	LT	12	Y
Narrow-leaved Spatterdock	Nuphar sagittifolia	G5T2	S1	SOC	LT	2	Y
Virginia Least Trillium	Trillium pusillum var. virginianum	G3T2	S2	SOC	None	34	Y

Note: On-line queries provide basic information from DCR's databases at the time of the request. They are NOT to be substituted for a project review or for on-site surveys required for environmental assessments of specific project areas.

For Additional Information on locations of Natural Heritage Resources please submit an [information request](#).

To Contribute information on locations of natural heritage resources, please fill out and submit a [rare species sighting form](#).

Wendy's Restaurant

9220 Old Stage Road
Toano, James City County, Virginia

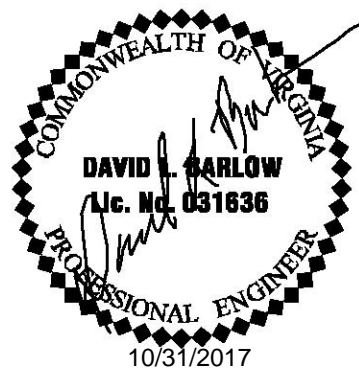
TRAFFIC IMPACT ANALYSIS

October 2017

Prepared for:

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Section 1: Introduction and Summary

1-1 Study Purpose and Objectives

American DYNC Holdings Toano, LLC proposes to develop a 6.33-acre site at 9220 Old Stage Road in Toano, James City County, Virginia for a Fast Food Restaurant with drive-thru and eat-in services. The purpose of this study is to evaluate the potential traffic impacts of this proposed development on the traffic operations and safety of the adjacent roadway network.

1-2 Executive Summary

Site Location and Study Area: The project is located at 9220 Old Stage Road in Toano, James City County, Virginia. The study area is comprised of the unsignalized intersection of SR 30 and Old Stage Road (SC 746).

Description of Proposed Development: The project includes the construction of a 3,324 square-foot fast food restaurant providing eat-in and drive-thru services. The facility will include 75 indoor seats. The site will provide 34 parking spaces (including two ADA spaces) plus 1 bus parking space. The Parking Space Requirements assessment is provided on the Site Plan (see Appendix A). Access to the site will be provided a low volume, local access road that intersects with SR 30 opposite Old Stage Road (SC 746). The site will not create any new access drives to the regional arterial network.

Principal Findings: The Wendy's Restaurant will not generate traffic during the AM peak hour because it will not be open for business during this time of day. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

Analyses of traffic operations at the study intersection of SR 30 and Old Stage Road (SC 746) show that the existing levels of service of the minor Stop-controlled approaches are LOS C or better during the weekday AM and PM peak hours. The major street left-turns operate at LOS A.

The anticipated year of opening of the project is 2018. Analysis of the future No-Build and Build traffic operations for this planning horizon show that traffic operations will continue to be LOS C or better for the Stop-controlled approaches and LOS A for the major street left-turns.

A review of traffic safety records indicates that there is not a traffic safety issue in the study area.

Conclusions: The traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds. It is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic operations or safety.

Recommendations: No improvements to the study area transportation facilities are recommended associated with the Wendy's Restaurant development.

1-3 Study Area Description

The study area for this assessment is comprised of the unsignalized intersection of SR 30 (Barhamsville Road), Old Stage Road (SC 746) and Old Stage Road (FR 827N), in Toano, James City County, Virginia. This intersection is located approximately 1,500 feet southeast of the I-64 Interchange 227 with SR 30.

Section 2: Background Information

2-1 List of all non-existent transportation improvements assumed in the analysis

There are no non-existent transportation improvements assumed in the analysis. There are no transportation improvements planned or programmed in the study area for FY 2018-2021 on the HRTPO Transportation Improvement Program (dated April 2017).

2-2 On-Site development

Site Location Map: The location of the project is shown on Exhibit 1, below.

Exhibit 1: Site Location Map

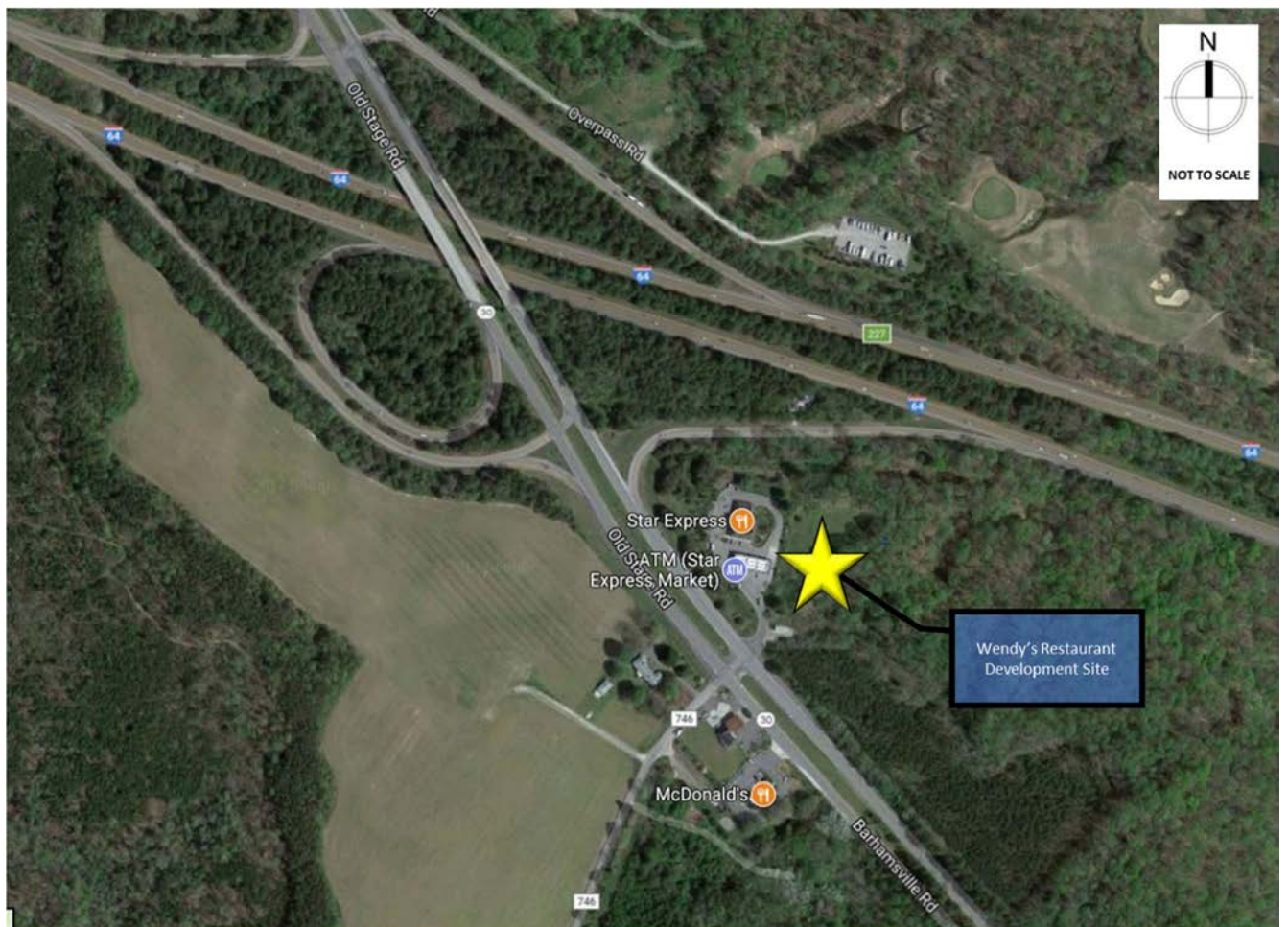


Image source: Google Maps, 2017

Parcel Description: The Tax Map Parcels numbers and statistical information pertaining to the site is provided on the Site Plan in Appendix A. The development concept assumes that one contiguous parcel will be created with a total site area of 6.33 acres upon boundary line adjustment.

General Terrain Features: The terrain of the site is generally level, although there is a ravine along the eastern boundary of the site having a change in elevation along the slope of about 35 feet. The roadway grades of the approaches to the study intersection of Old Stage Road (SC 746) and SR 30 are also basically level, with grades of 2 percent or less.

Location within the jurisdiction and region: the project site is located along SR 30 in Toano, James City County, near the northwestern boundary of the Hampton Roads Metropolitan Planning Area.

Comp Plan recommendations for the property: The project site is located within the Stonehouse Mixed Use zone designated in the *2035 Comprehensive Plan* (adopted June 23, 2015). The proposed restaurant use is consistent with the development objectives for this zone. The proposed shared-use of local access with the adjacent Star Express travel center is also consistent with the transportation objectives of this zone which are to promote shared access and to limit new direct access to the arterial network.

Current or proposed zoning of the subject property: The current zoning is B1 General Business. There is no proposed change in the zoning of the subject property.

2-3 Description of Geographic scope and limits of the study area

The study area for the traffic impact analysis consists of the intersection of Old Stage Road (SC 746) and SR 30. This is the primary intersection providing transportation access to the site. Site traffic volumes on the roadway network beyond this intersection will be below 100 vehicle trips during peak hours, indicating that the project will not have a significant impact beyond the immediate vicinity of the primary access.

2-4 Site Plan – showing existing and proposed uses

A copy of the site plan is provided in Appendix A.

2-5 Description and Map/Diagram of nearby uses including zoning

The development site is adjacent to a Star Express Market, which is a travel center-style facility featuring convenience and fast-food services, and vehicle fueling facilities. There is a McDonalds restaurant with drive-thru service and a Shell Gas Station with Convenience Food Mart which are both located on the opposite side of SR 30 from the project, in the southeast quadrant of the intersection of SR 30 and SC 746. There is a farm located in the southwest quadrant of the intersection, and the remainder of the study area is undeveloped. The proposed development is consistent with these surrounding land uses.

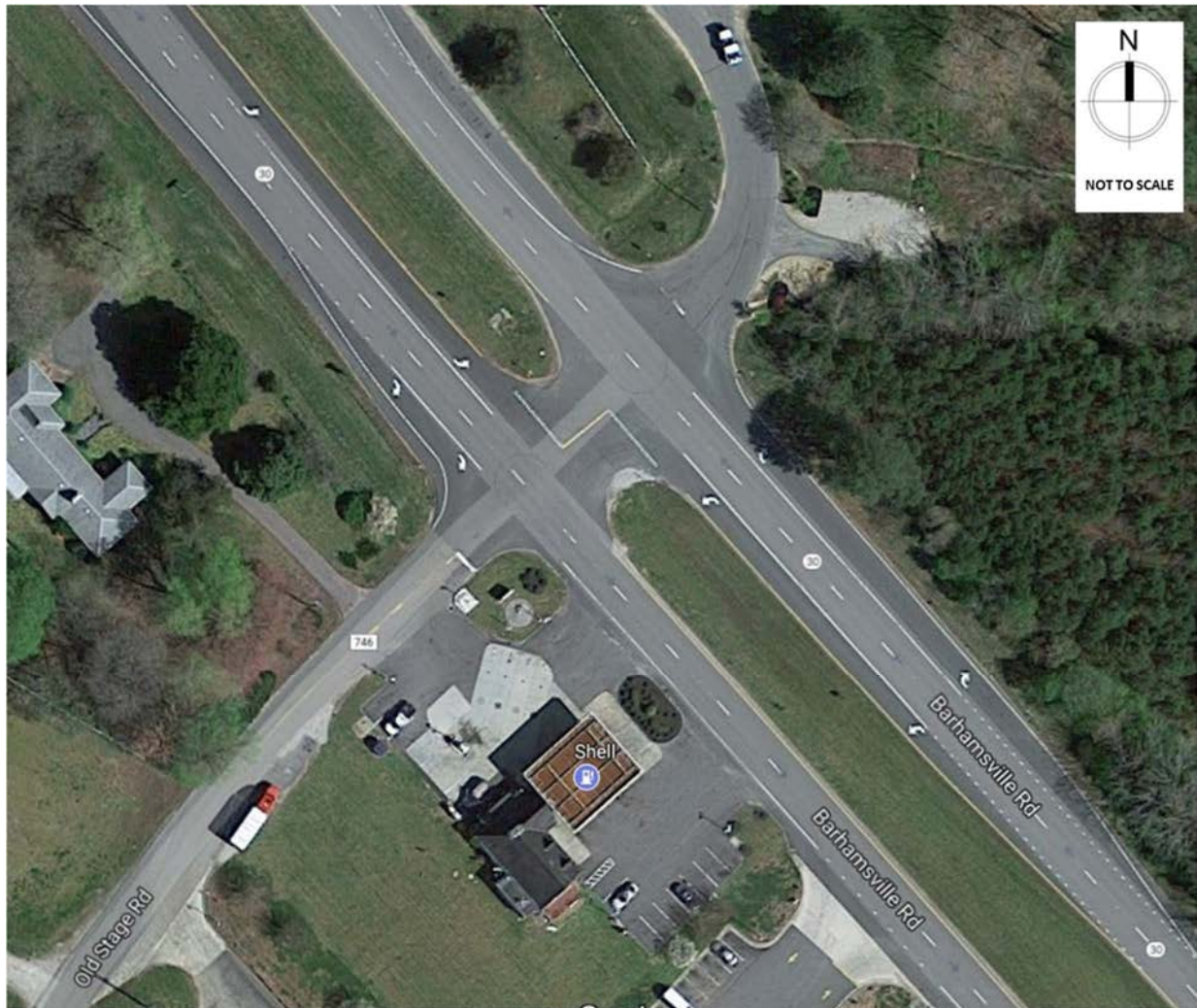
2-6 Existing transportation network

SR 30 (Barhamsville Road) is a four-lane divided highway and its functional classification is urban minor arterial. There is a grass median separating the northbound and southbound travel directions that is generally 60 feet wide. SR 30 connects with I-64 at a modified diamond (partial cloverleaf) interchange northwest of the project site (Interchange 227) and with US 60 approximately 1.4 miles southeast of the site. SR 30 from I-64 to US 60 (Richmond Road) is a Virginia Qualifying Highway on the Designated (STAA) Truck Route network. Within the study area, SR 30 has a general northwest-to-southeast alignment. For the purposes of reference in this report, SR 30 is considered to be a north-south roadway.

The intersection of SR 30 and Old Stage Road (SC 746) is an unsignalized at-grade intersection, with STOP sign control on the Old Stage Road approaches. At this intersection, SR 30 features supplemental exclusive turn lanes for right-turn and left-turn movements on both approaches. The roadway grades are generally level through the intersection. Old Stage Road (SC-746) is a two-lane road (i.e., single lane approaches to the intersection for shared turn and through movements). The intersection layout and geometry are shown in Exhibit 2 (next page).

The posted speed limits are as follows:

- 55 mph on SR 30 (Barhamsville Road)
- 35 mph on Old Stage Road (SC-746)

Exhibit 2: Study Intersection Layout

2-7 Programmed transportation system improvements

A screening of VDOT's Six-year Improvement Plan and HRTPO's Transportation Improvement Program (TIP) for FY 2018-2021 shows that there are no programmed transportation system improvements within the vicinity of the project within these 3-year and 6-year planning periods.

Section 3: Existing Conditions

3-1 Traffic Volumes

Traffic volume data was compiled for SR 30 (Barhamsville Road) for the period 2001 through 2016 (latest year available) from VDOT sources. This data shows that the estimated Annual Average Daily Traffic (AADT) in 2016 was 10,000 vehicles per day (vpd). The 2016 Annual Average Weekday Traffic (AAWDT) volume was slightly higher – 11,000 vpd. Trucks (2-axle and greater) constitute 5% of daily traffic. The current estimated AADT on Old Stage Road (SC 746) is 960 vpd and 390 vpd on the access roadway serving the site.

Intersection turning movement counts were collected at the intersections of SR 30 (Barhamsville Road) and Old Stage Road (SC 746) to identify the peak hour traffic volumes and turning patterns. This data was collected on Wednesday September 13, 2017 from 4 pm to 6 pm, and on Thursday September 14, 2017 from 7 am to 9 am. The volumes were classified by passenger vehicles, medium-duty trucks/buses and heavy-duty trucks. Pedestrian and bicyclist volumes were also recorded concurrently with these vehicle counts. This count data is provided in Appendix B.

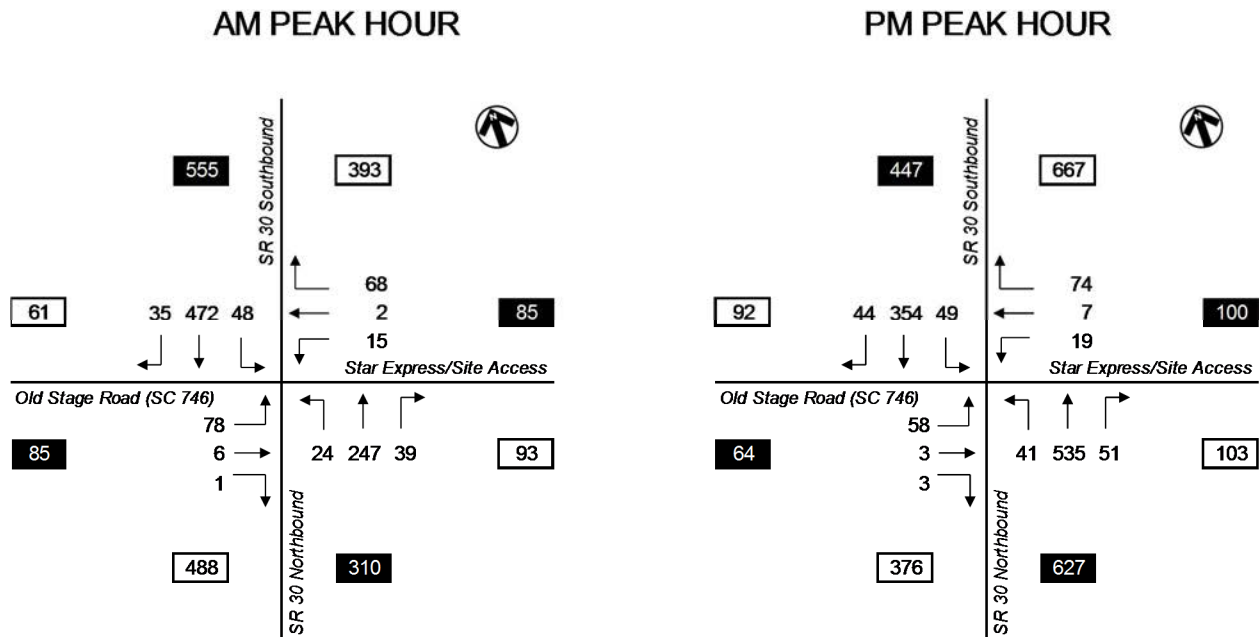
A summary of the existing traffic volume characteristics from the count data is provided in Table 1 below. There were no pedestrians or bicyclists observed at the intersection.

Table 1: Intersection Traffic Characteristics - Existing Conditions

Traffic Volumes				
Roadway	Peak Hour	Two-way Volume	Directional Distribution	%HV
SR 30	AM	865	36% NB / 64% SB	12% NB / 8% SB
	PM	1,074	58% NB / 42% SB	3% NB / 6% SB
Old Stage Rd	AM	146	58% EB / 42% WB	11% EB / 11% WB
	PM	156	41% EB / 59% WB	5% EB / 1% WB
Star Express Dwy	AM	178	52% EB / 48% WB	15% EB / 12% WB
	PM	203	51% EB / 49% WB	3% EB / 4% WB

The existing AM and PM peak hour turning movement volumes are shown on Exhibit 3.

Exhibit 3: Peak Hour Traffic Volumes - Existing (2017)



3-2 Traffic Operations

The operating conditions of transportation facilities are evaluated based on the relationship of existing or projected traffic volumes to the theoretical capacity of the transportation facility. Various factors affect roadway operations, including traffic volume and mix of vehicle types, speed, roadway geometry, grade, number and use of travel lanes, and intersection control. The current standards for evaluating capacity and operating conditions are contained in the Highway Capacity Manual (HCM), published by the Transportation Research Board (TRB). The procedures describe operating conditions in terms of Level of Service (LOS) which is a qualitative expression of mobility based on quantitative metrics that are specific to each type of facility. In general, LOS "A" represents an unconstrained, free-flowing condition and LOS "F" represents congested operations.

The analysis of traffic operations within the study area for this project was performed using SYNCHRO 10 and the TRB HCM6 methodologies.

The HCM methodology expresses the quality of flow at unsignalized intersections in terms of Levels of Service (LOS) based on the amount of delay that a driver experiences. This relationship differs somewhat from the criteria used for signalized intersections, primarily because drivers expect different levels of performance from the two different kinds of transportation facilities. Table 2 below lists the delay ranges for the various HCM LOS for unsignalized intersections. The 2035 Comprehensive Plan identifies that LOS C is the generally supported performance objective for most transportation facilities within the County, although there is not a specific LOS requirement for assessment of site development impacts and mitigation.

Table 2: HCM Intersection LOS Thresholds

LOS	Control Delay per Vehicle (seconds)
	Unsignalized Intersections
A	10 or less
B	>10-15
C	>15-25
D	>25-35
E	>35-50
F	greater than 50

The HCM methodology for unsignalized intersections generally assumes that major street traffic is not affected by minor street flows. Therefore, the expression of LOS of an unsignalized intersection only considers the delays associated with conflicting traffic movements. Left turns from the major street are assumed to be affected by opposing, or oncoming, major street flow. Minor street traffic is affected by all conflicting movements.

The analysis of existing traffic operations during the weekday AM and PM peak hours are shown in Table 3. The analysis reports are provided in Appendix C. As shown in this Table 3, the intersection currently operates at LOS C or better.

Table 3: LOS Summary - Existing Condition

Condition	Intersection	Stop- Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
Existing	SR 30 & Old Stage Rd	EB	C	17.8	1.0	C	18.5	0.8
		WB	B	10.7	0.4	B	14.0	0.9
		NB Left	A	8.9	0.1	A	8.4	0.1
		SB Left	A	8.2	0.1	A	9.3	0.2

3-3 Crash History

Crash data was compiled from the Virginia DOT Safety website to screen the study area for high crash locations. A review of the High Crash Location Maps for 2015, 2016 and 2017 (year-to-date through August 2017) show no crash clusters in the study area along SR 30 between SC 746 and the I-64 interchange (including these junctions). Crash History plots for years 2013-2017 similarly show no frequencies or clusters of crashes, which indicates that there is not a traffic safety issue in the study area. These Crash History Plots are provided in Appendix D.

Section 4: Future Conditions Without Development

4-1 No-Build Traffic Volumes

The planned Year of Opening for the Wendy's project is 2018. Growth trends of traffic volumes on SR 30 (Barhamsville Road) were identified from historic volumes for the period 2001 through 2016. This data was compiled from the following data sources:

- VDOT, James City County
- *James City County/Williamsburg/York County Comprehensive Transportation Study; Table 3* (Hampton Roads Transportation Planning Organization (HRTPO); T12-03, March 2012).

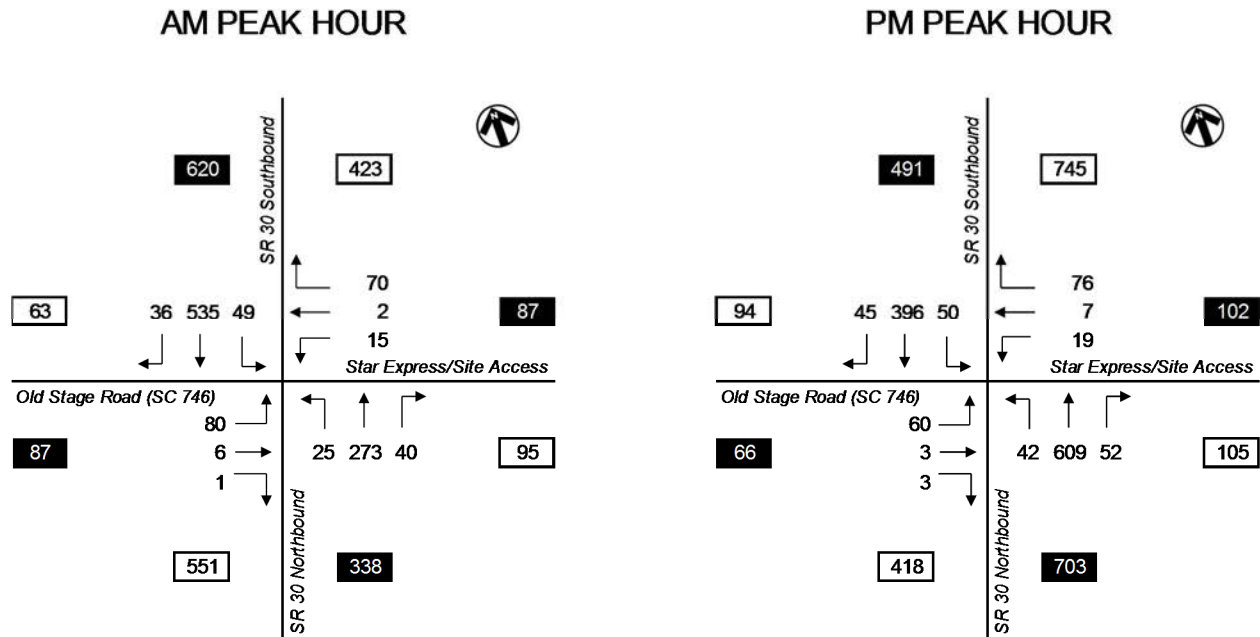
Table 4: Average Daily Traffic (ADT) Traffic Volumes - SR 30

SR 30 (Barhamsville Road): I-64 to US 60					
	YEAR				
	2001	2004	2007	2010	2016
Annual Average Weekday Traffic (AAWDT)	7,274	6,215	7,124	9,423	11,000
Annual Average Daily Traffic (AADT)	7,100	6,800	6,800	9,400	10,000

This data, presented in Table 4, shows that the current trend (2010 to 2016) on SR 30 is a 2.6% annual growth in AAWDT and 1.0% annual growth in AADT. Based on a review of this data, an annual growth rate of 2.6% was applied to the 2017 existing volumes to represent the general effects of growth for the 2018 No-Build condition. This rate is higher than the rate used in the Stonehouse Phase 1 Supplemental Study prepared in 2015 (2.5%).

The Stonehouse development is a large planned mixed-use community near the I-64 interchange. The Supplemental Traffic Study prepared in 2015 provided a traffic impact assessment for Phase 1 development and 50% of the Phase 2 development over a ten-year planning horizon. That study identified that the full buildout of Phase 1 and 50% of Phase 2 development is estimated to generate approximately 710 new AM peak hour vehicle trips and 930 new PM peak hour vehicle trips on SR 30 in the vicinity of the Old Stage Road intersection. Assuming a uniform rate of development, this would indicate that the Stonehouse development will add 71 new vehicle trips on SR 30 during the AM peak hour and 93 new vehicle trips during the PM peak hour for the one-year study period. This traffic was added to the generic background growth traffic to represent the 2018 No-Build traffic volumes. These 2018 No-Build traffic volumes are shown on Exhibit 4.

Exhibit 4: Peak Hour Traffic Volumes - 2018 No-Build



4-2 No-Build Traffic Operations

The analysis of the 2018 No-Build traffic operations during the weekday AM and PM peak hours are shown in Table 5. The analysis reports are provided in Appendix C. As shown in Table 5, the intersection operations will continue to be LOS C or better.

Table 5: LOS Summary - No-Build Condition

Condition	Intersection	Stop-Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
No-Build	SR 30 & Old Stage Rd	EB	C	19.7	1.1	C	20.6	1.0
		WB	B	10.9	0.5	C	15.1	1.0
		NB Left	A	9.1	0.1	A	8.5	0.1
		SB Left	A	8.2	0.1	A	9.7	0.2

Section 5: Future Conditions with Development

5-1 Trip Generation

Trip generation determines the quantity of traffic expected to travel to/from the project site. The Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th edition, is the industry standard for determining trip generation for various land uses. The proposed project is consistent with the land use characteristics of ITE's Land Use Code (LUC) 934: Fast Food Restaurants with Drive-Thru Window. Therefore, the site generated trips were estimated for the Daily, Weekday AM and Weekday PM peak hours based on the trip generation data for this LUC. It is noted that the Wendy's Restaurant is not proposed to be open for business during the AM peak period because this franchise does not serve breakfast. Since the ITE trip generation data for this land use code includes fast food restaurants that serve breakfast, the estimated weekday and AM peak hour trip generation presented in this analysis is considered to be an over-estimate of the amount of traffic that will be generated by the development. However, the traffic assessment will consider the impacts on traffic operations during the morning peak hour as if it was open for breakfast business, in the event that this service becomes available in the future.

ITE provides data to permit the number of trips generated by the proposed development to be estimated either based upon the number of seats or the size of the building. CHA analyzed the trip generation for both of these independent variables, and determined that the calculated estimate of trip generation for the proposed Wendy's site is higher when correlated to the size of the building than to the number of seats. There are also more studies included in the database for trips based on building size, and the proposed size of the project is consistent with the average size of the data samples. Therefore, the site generated trips for the Wendy's Restaurant were estimated based on the building size. Again, it is noted that the Wendy's Restaurant will not generate traffic during the AM peak hour because it will not be open for business during this time of day. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

The site trips generated by the proposed development will consist of several types of trips: Primary trips, Diverted-Linked trips, and Pass-By trips. Primary trips represent those trips that are made for the specific purpose of visiting the site, and then returning to the origin. Diverted-Linked trips are those that are attracted to the site from traffic on the area roadways, but involves a diversion from that roadway to access the site. These trips may be new to the roadway adjacent to the site, but not to the larger regional network (for instance, trips diverted from I-64). Pass-by trips are trips that are attracted from traffic passing the site on the adjacent street that offers direct access to the generator. For the purpose of this study, all site trips are considered to be either Primary or Pass-By due to the focus of the study on the SR 30/Old Stage Road intersection which is also the site access intersection.

The ITE *Trip Generation Handbook, 3rd Edition* shows that the average peak-hour pass-by trip rate for fast food restaurants with drive thru windows is approximately 50%. However, the Pass-By trips for the proposed Wendy's Restaurant was based on an analysis of the trip distribution characteristics of the Star Express traffic, as both of these land uses provide similar food services and share the same access to SR 30. This analysis suggests that the Pass-By trips for the Wendy's site will be 25% of the total site trips, which is about half of what is typically associated with this type of land use. This is considered to be the result of the fact that much of the customer base for the restaurant will be from traffic on I-64. Another characteristic of the local Pass-By traffic that is not typical is that the distribution of pass-by trips does not follow the proportionality of existing traffic along SR 30. Instead, 95% of the pass-by trips are associated with northbound traffic on SR 30 during both peak hours (i.e. right-turn in and right-turn out) and 5% of the pass-by trips are associated with southbound traffic (i.e., left-turn in and left-turn out). Factors that may contribute to this characteristic include the wide median separation on SR 30 and the fact that comparable competing services are available at the intersection, on the west side of SR 30.

Tables 6 and 7 below summarize the estimated daily and peak hour trip generation of the proposed Wendy's Restaurant development. Note that pass-by trip rate information is not available for overall daily trips, so only the total estimated daily trips are shown.

Table 6: Site Trip Generation - Daily Trips

Land Use				Trip Type	Weekday Daily Trips		
Description	ITE LUC	Size	Unit		Enter	Exit	Total
Fast-Food Restaurant with Drive-Thru Window	934	3,324	sq. ft. bldg area	Pass-By Trips	*	*	*
				Primary Trips	*	*	*
				Total Trips	782	783	1,565

* Trip Type not estimated for Daily Trips because no supporting information available

Table 7: Site Trip Generation - Peak Hour Trips

Land Use				Trip Type	AM Peak Hour Trips			PM Peak Hour Trips		
Description	ITE LUC	Size	Unit		Enter	Exit	Total	Enter	Exit	Total
Fast-Food Restaurant with Drive-Thru Window	934	3,324	sq. ft. bldg area	Pass-By Trips	17	17	34	15	13	28
				Primary Trips	51	49	100	42	39	81
				Total Trips	68	66	134	57	52	109

5-2 Site Traffic Distribution and Assignment

Distribution of Wendy's site traffic is comprised of three trip types: Primary, Diverted and Pass-By. Diverted trips are primarily associated with traffic to/from I-64. In the case of the limited study area for this analysis, the diverted trips are combined with the Primary trips, as they will be new trips to the study intersection and will have a common origin/destination west of the study intersection.

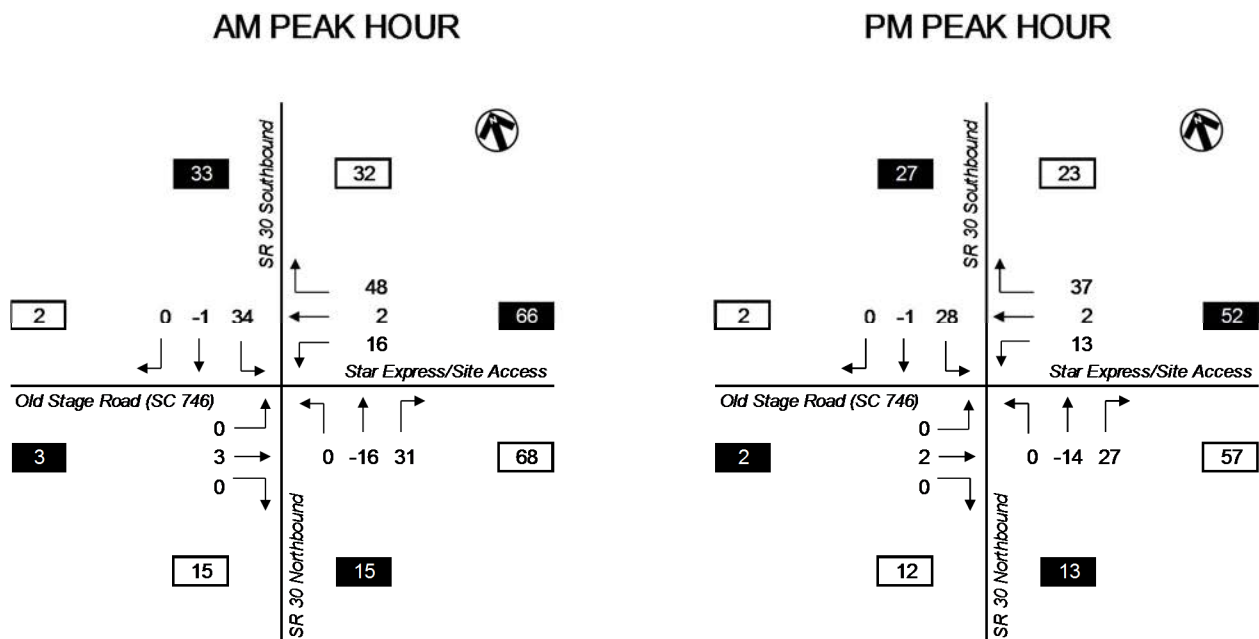
Trip distributions are estimated to be similar to the distributions of the existing Star Express traffic due to the similar food services/traveler conveniences. As noted previously, it is estimated that 25% of the Wendy's site trips will be pass-by, with 95% of the pass-by trips being to/from northbound traffic on SR 30 (i.e. right-turn in and right-turn out) and 5% to/from southbound traffic (i.e., left-turn in and left-turn out).

The Primary/Diverted trips are estimated to have the following origins/destinations in relation to the site:

- 65% to/from the north (including traffic with origin-destination on I-64)
- 30% to/from the south
- 5% to/from the west

The turning movement route assignment of the Primary/Diverted and Pass-By Trips are provided in Appendix E. The turning movement route assignment of the combined total site trips are shown for the AM and PM peak hours on Exhibit 5: Site Traffic Route Assignment.

Exhibit 5: Site Traffic Route Assignment

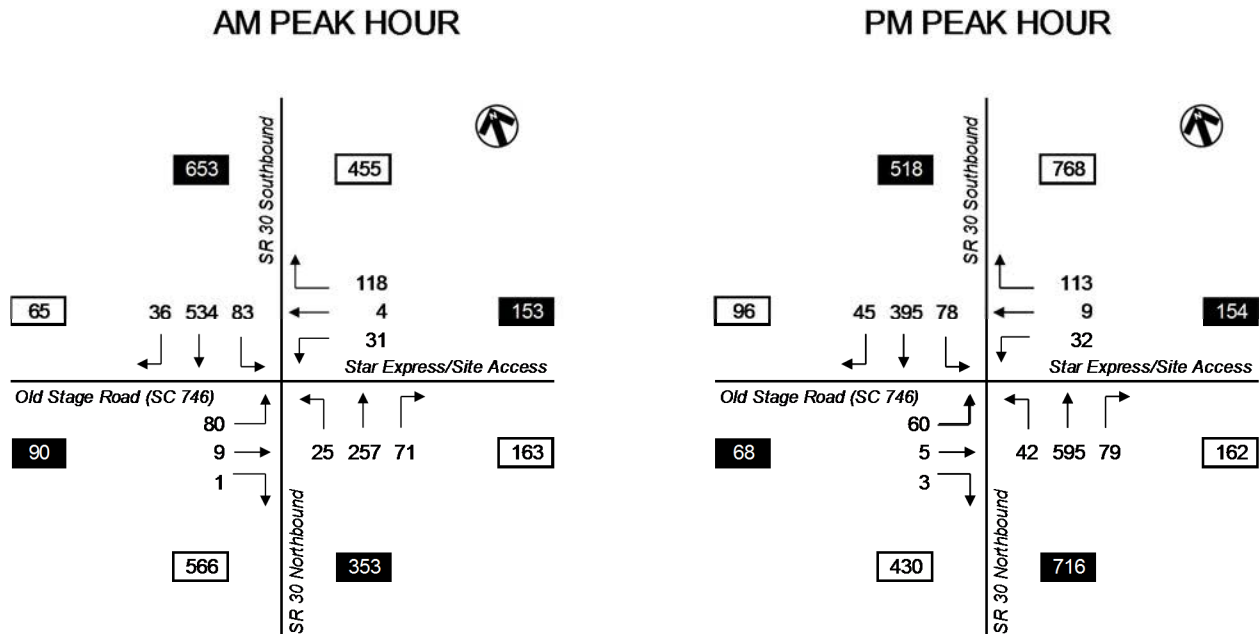


5-3 Analysis of Future Conditions with Development

5-3.1 Build Traffic Volumes

The traffic volumes generated by the Wendy's Restaurant development were combined with the 2018 No-Build volumes to represent the 2018 Build Condition volumes. These 2018 Build volumes are shown on Exhibit 6.

Exhibit 6: Peak Hour Traffic Volumes - 2018 Build Condition



5-3.2 Build Traffic Operations

The analysis of the 2018 Build traffic operations during the weekday AM and PM peak hours are shown in Table 8 (next page). The analysis reports are provided in Appendix C. As shown in Table 8, the intersection operations will continue to be LOS C or better. These operations are consistent with the regional performance objectives of the 2035 Comprehensive Plan. As such it is considered that the project will not have a significant impact on traffic operations and no improvements are recommended to the study area transportation facilities.

Table 8: LOS Summary - Build Condition

Condition	Intersection	Stop- Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
Build	SR 30 & Old Stage Rd	EB	C	22.4	1.3	C	24.7	1.2
		WB	B	12.1	1.0	C	17.6	1.8
		NB Left	A	9.1	0.1	A	8.5	0.1
		SB Left	A	8.3	0.2	A	10.0	0.4
	Wendy's Access & Star Express Dwy	Exit	B	10.4	0.3	B	10.6	0.3
		Enter (Left)	A	0.0	0.0	A	0.0	0.0

5-3.3 Traffic Safety

Since the traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds, it is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic safety.

Section 6: Recommended Improvements

No improvements are recommended.

Section 7: Conclusions

Since the traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds, it is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic operations or safety. No improvements to the study area transportation facilities are recommended associated with this project.

Appendix A
Site Plan

PROJECT SUMMARY

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED. WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 PARKING SPACES, DUMPSTER PAD, SIDEWALKS, BUS PARKING, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

OWNER

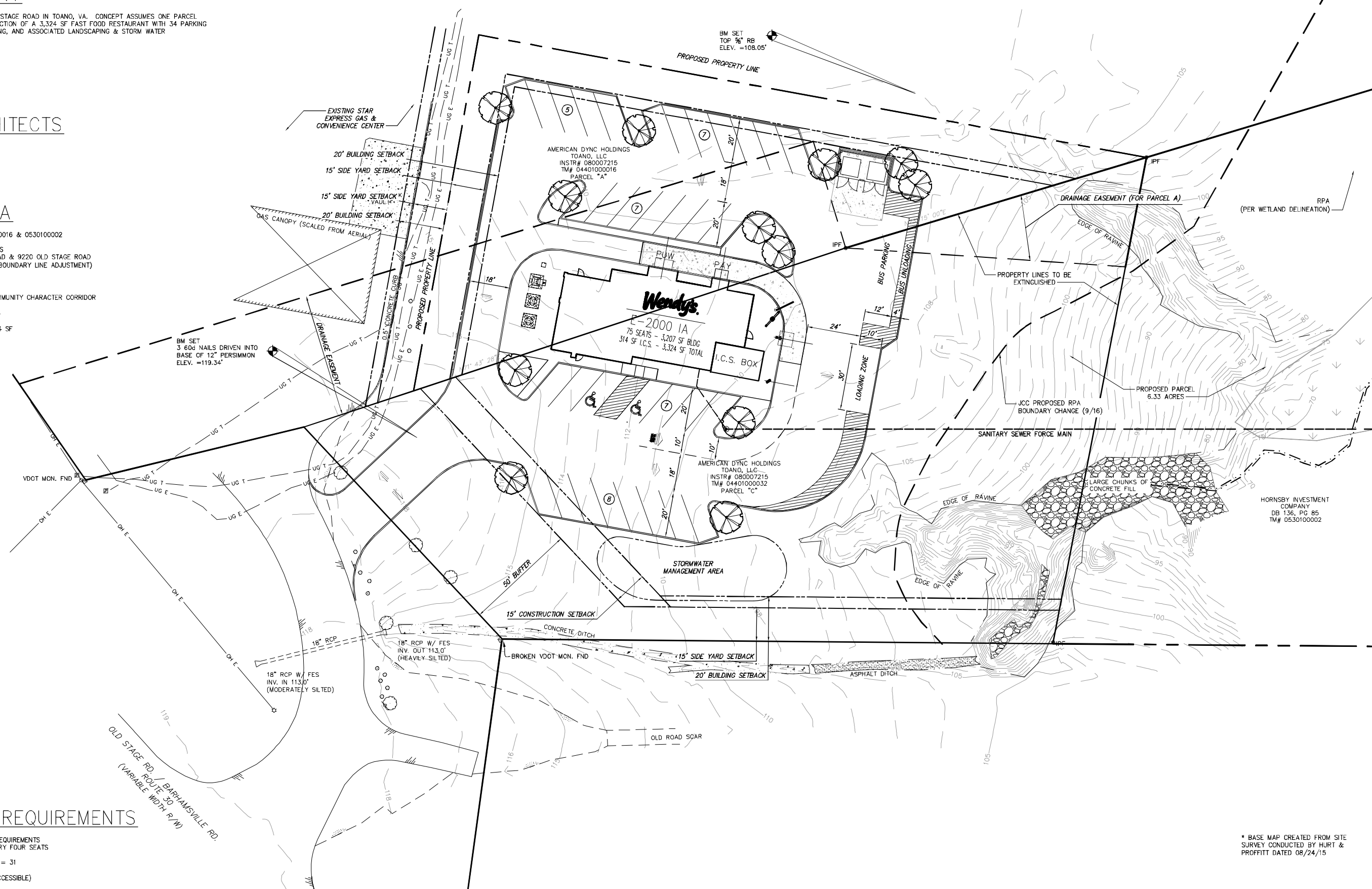
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STATISTICAL DATA

TAX MAP PARCEL NO.: 0440100032, 0440100016 & 0530100002
0440100016 PARCEL: S.U.P. 0319-2008
ZONING: B1 GENERAL BUSINESS
ADDRESS: 9210 OLD STAGE ROAD & 9220 OLD STAGE ROAD
SITE AREA: 6.33 ACRES (AFTER BOUNDARY LINE ADJUSTMENT)
BUILDING SETBACKS: 50' - FRONT
20' - SIDE
20' - REAR
LANDSCAPE SETBACKS: PARCELS ARE IN COMMUNITY CHARACTER CORRIDOR
15' - SIDE, FRONT
50' - OLD STAGE RD
BUFFER IS ACHIEVED
BUILDING AREA: RESTAURANT - 3,324 SF

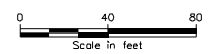


PARKING SPACE REQUIREMENTS

CATEGORY	USES WITH UNIQUE REQUIREMENTS
RESTAURANTS =	ONE SPACE FOR EVERY FOUR SEATS
TOTAL SEATS =	75
REQUIRED PARKING =	19 + 12 EMPLOYEES = 31
PROVIDED PARKING =	34 + 1 BUS
HANDICAP PARKING =	2 SPACES (1 VAN ACCESSIBLE)

* BASE MAP CREATED FROM SITE SURVEY CONDUCTED BY HURT & PROFFITT DATED 08/24/15

File: X:\PROJECTS\ANY\44\30498\CADD\FIGURES\SUP_EXHIBIT_B_30498.DWG, Sheet: 10/16/2017 9:38:56 AM, Plotter: 10/16/2017 1:44:59 PM, User: D:\well, Arwen, LastSavedBy: 3420



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Suite 160 - Richmond, VA 23235
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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT MASTER SITE PLAN

PROJECT NO. 30496
DATE: 10/17/17
EXH-B

Appendix B
Traffic Count Data



9020 Stony Point Parkway, Suite 160
 Richmond, VA 23235-4700

Responsibly Improving the World We Live In

SR30 and SC746
 Toano, James City County, VA
 Weather: Cloudy/Dry

File Name : SR30-SC746_AM
 Site Code : 30496011
 Start Date : 9/14/2017
 Page No : 1

Groups Printed- Cars - Medium Trucks - Heavy Trucks

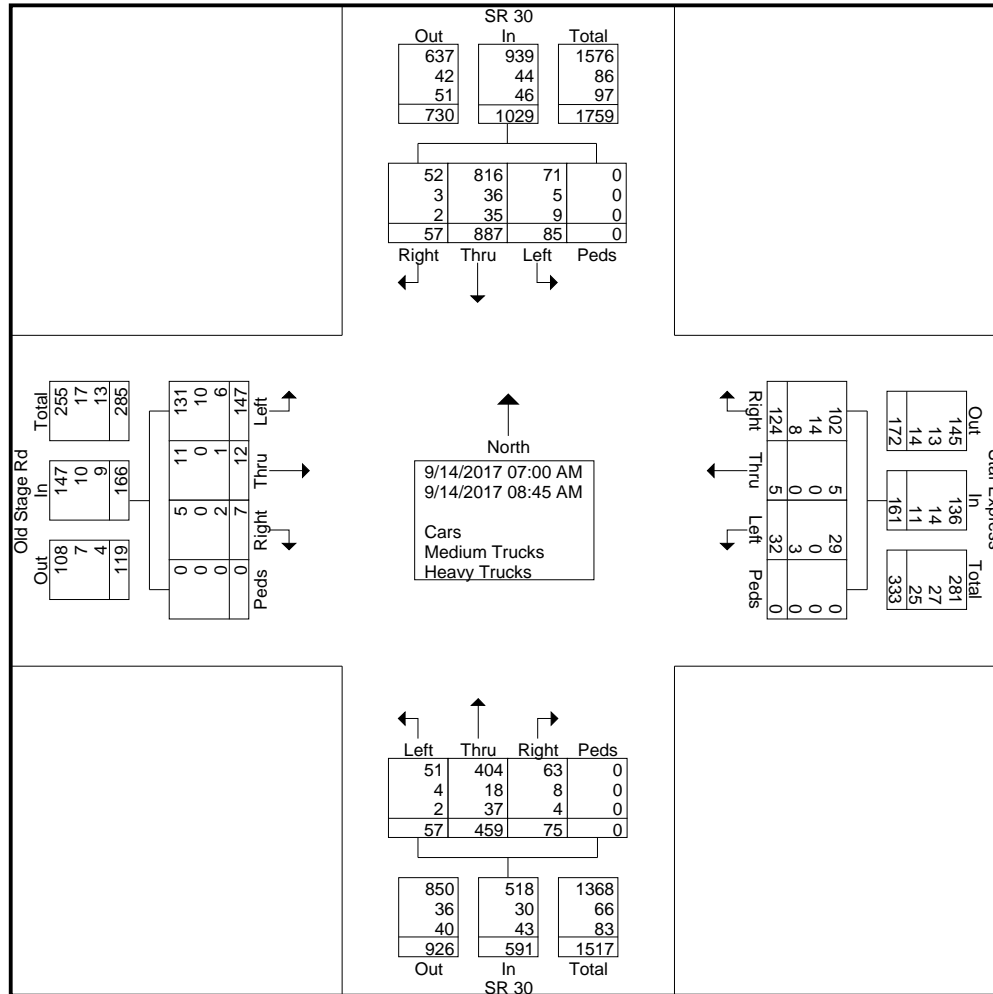
Start Time	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
07:00 AM	5	86	13	0	104	17	0	4	0	21	11	61	6	0	78	1	0	27	0	28	231
07:15 AM	4	107	16	0	127	19	0	4	0	23	12	69	4	0	85	0	1	10	0	11	246
07:30 AM	15	124	16	0	155	17	2	6	0	25	8	60	4	0	72	1	3	23	0	27	279
07:45 AM	9	127	6	0	142	14	0	1	0	15	10	64	8	0	82	0	1	20	0	21	260
Total	33	444	51	0	528	67	2	15	0	84	41	254	22	0	317	2	5	80	0	87	1016
08:00 AM	7	114	10	0	131	18	0	4	0	22	9	54	8	0	71	0	1	25	0	26	250
08:15 AM	3	124	8	0	135	12	2	4	0	18	11	52	8	0	71	2	3	16	0	21	245
08:30 AM	4	108	5	0	117	12	1	5	0	18	10	44	11	0	65	2	2	13	0	17	217
08:45 AM	10	97	11	0	118	15	0	4	0	19	4	55	8	0	67	1	1	13	0	15	219
Total	24	443	34	0	501	57	3	17	0	77	34	205	35	0	274	5	7	67	0	79	931
Grand Total	57	887	85	0	1029	124	5	32	0	161	75	459	57	0	591	7	12	147	0	166	1947
Apprch %	5.5	86.2	8.3	0		77	3.1	19.9	0		12.7	77.7	9.6	0		4.2	7.2	88.6	0		
Total %	2.9	45.6	4.4	0	52.9	6.4	0.3	1.6	0	8.3	3.9	23.6	2.9	0	30.4	0.4	0.6	7.6	0	8.5	
Cars	52	816	71	0	939	102	5	29	0	136	63	404	51	0	518	5	11	131	0	147	1740
% Cars	91.2	92	83.5	0	91.3	82.3	100	90.6	0	84.5	84	88	89.5	0	87.6	71.4	91.7	89.1	0	88.6	89.4
Medium Trucks	3	36	5	0	44	14	0	0	0	14	8	18	4	0	30	0	0	10	0	10	98
% Medium Trucks	5.3	4.1	5.9	0	4.3	11.3	0	0	0	8.7	10.7	3.9	7	0	5.1	0	0	6.8	0	6	5
Heavy Trucks	2	35	9	0	46	8	0	3	0	11	4	37	2	0	43	2	1	6	0	9	109
% Heavy Trucks	3.5	3.9	10.6	0	4.5	6.5	0	9.4	0	6.8	5.3	8.1	3.5	0	7.3	28.6	8.3	4.1	0	5.4	5.6



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 Toano, James City County, VA
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 Site Code : 30496011
 Start Date : 9/14/2017
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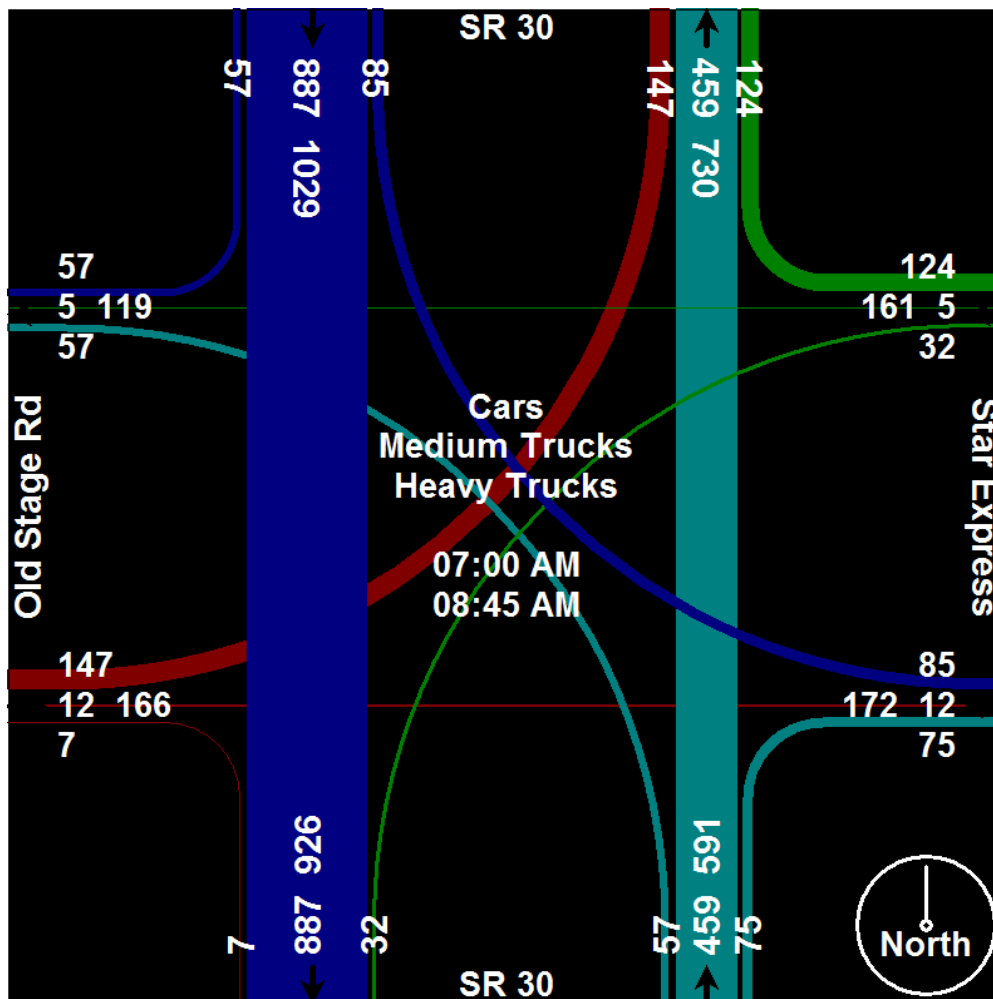


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 Page No : 4

Start Time	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
Peak Hour Analysis From 07:00 AM to 08:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15 AM																					
07:15 AM	4	107	16	0	127	19	0	4	0	23	12	69	4	0	85	0	1	10	0	11	246
07:30 AM	15	124	16	0	155	17	2	6	0	25	8	60	4	0	72	1	3	23	0	27	279
07:45 AM	9	127	6	0	142	14	0	1	0	15	10	64	8	0	82	0	1	20	0	21	260
08:00 AM	7	114	10	0	131	18	0	4	0	22	9	54	8	0	71	0	1	25	0	26	250
Total Volume	35	472	48	0	555	68	2	15	0	85	39	247	24	0	310	1	6	78	0	85	1035
% App. Total	6.3	85	8.6	0		80	2.4	17.6	0		12.6	79.7	7.7	0		1.2	7.1	91.8	0		
PHF	.583	.929	.750	.000	.895	.895	.250	.625	.000	.850	.813	.895	.750	.000	.912	.250	.500	.780	.000	.787	.927
Cars	31	436	43	0	510	58	2	15	0	75	30	223	21	0	274	1	6	69	0	76	935
% Cars	88.6	92.4	89.6	0	91.9	85.3	100	100	0	88.2	76.9	90.3	87.5	0	88.4	100	100	88.5	0	89.4	90.3
Medium Trucks	3	19	2	0	24	6	0	0	0	6	7	8	2	0	17	0	0	5	0	5	52
% Medium Trucks	8.6	4.0	4.2	0	4.3	8.8	0	0	0	7.1	17.9	3.2	8.3	0	5.5	0	0	6.4	0	5.9	5.0
Heavy Trucks	1	17	3	0	21	4	0	0	0	4	2	16	1	0	19	0	0	4	0	4	48
% Heavy Trucks	2.9	3.6	6.3	0	3.8	5.9	0	0	0	4.7	5.1	6.5	4.2	0	6.1	0	0	5.1	0	4.7	4.6

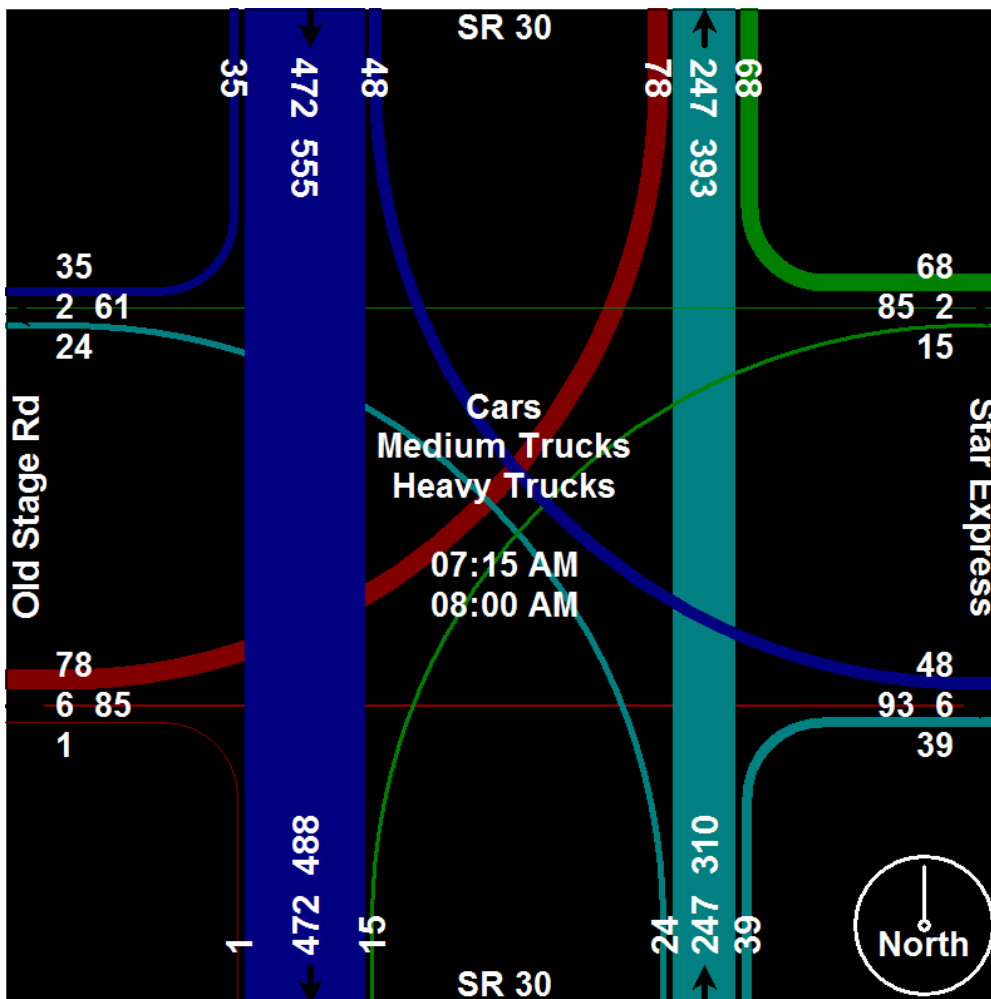


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Responsibly Improving the World We Live In

SR30 and SC746
 Toano, James City County, VA
 Weather: Clear/Dry

File Name : SR30-SC746_PM
 Site Code : 30496013
 Start Date : 9/13/2017
 Page No : 1

Groups Printed- Cars - Medium Trucks - Heavy Trucks

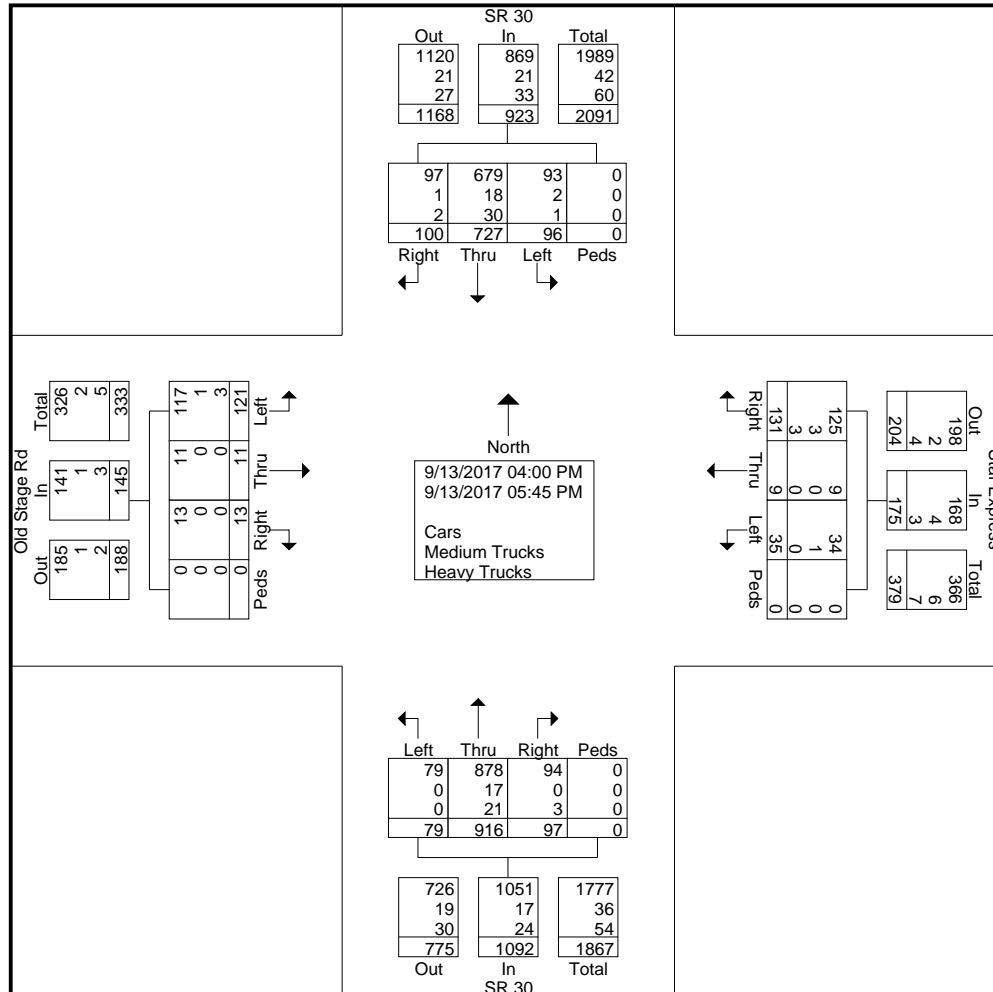
Start Time	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					Int. Total
	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
04:00 PM	17	130	21	0	168	20	0	4	0	24	11	109	9	0	129	10	6	22	0	38	359
04:15 PM	13	73	5	0	91	11	1	5	0	17	13	91	7	0	111	0	1	11	0	12	231
04:30 PM	12	93	14	0	119	12	0	5	0	17	13	107	10	0	130	0	1	17	0	18	284
04:45 PM	6	67	12	0	85	16	0	4	0	20	12	117	12	0	141	2	1	11	0	14	260
Total	48	363	52	0	463	59	1	18	0	78	49	424	38	0	511	12	9	61	0	82	1134
05:00 PM	17	94	12	0	123	15	3	4	0	22	11	176	8	0	195	0	0	20	0	20	360
05:15 PM	8	97	12	0	117	19	2	9	0	30	9	142	14	0	165	1	1	16	0	18	330
05:30 PM	13	96	13	0	122	24	2	2	0	28	19	100	7	0	126	0	1	11	0	12	288
05:45 PM	14	77	7	0	98	14	1	2	0	17	9	74	12	0	95	0	0	13	0	13	223
Total	52	364	44	0	460	72	8	17	0	97	48	492	41	0	581	1	2	60	0	63	1201
Grand Total	100	727	96	0	923	131	9	35	0	175	97	916	79	0	1092	13	11	121	0	145	2335
Apprch %	10.8	78.8	10.4	0		74.9	5.1	20	0		8.9	83.9	7.2	0		9	7.6	83.4	0		
Total %	4.3	31.1	4.1	0	39.5	5.6	0.4	1.5	0	7.5	4.2	39.2	3.4	0	46.8	0.6	0.5	5.2	0	6.2	
Cars	97	679	93	0	869	125	9	34	0	168	94	878	79	0	1051	13	11	117	0	141	2229
% Cars	97	93.4	96.9	0	94.1	95.4	100	97.1	0	96	96.9	95.9	100	0	96.2	100	100	96.7	0	97.2	95.5
Medium Trucks	1	18	2	0	21	3	0	1	0	4	0	17	0	0	17	0	0	1	0	1	43
% Medium Trucks	1	2.5	2.1	0	2.3	2.3	0	2.9	0	2.3	0	1.9	0	0	1.6	0	0	0.8	0	0.7	1.8
Heavy Trucks	2	30	1	0	33	3	0	0	0	3	3	21	0	0	24	0	0	3	0	3	63
% Heavy Trucks	2	4.1	1	0	3.6	2.3	0	0	0	1.7	3.1	2.3	0	0	2.2	0	0	2.5	0	2.1	2.7



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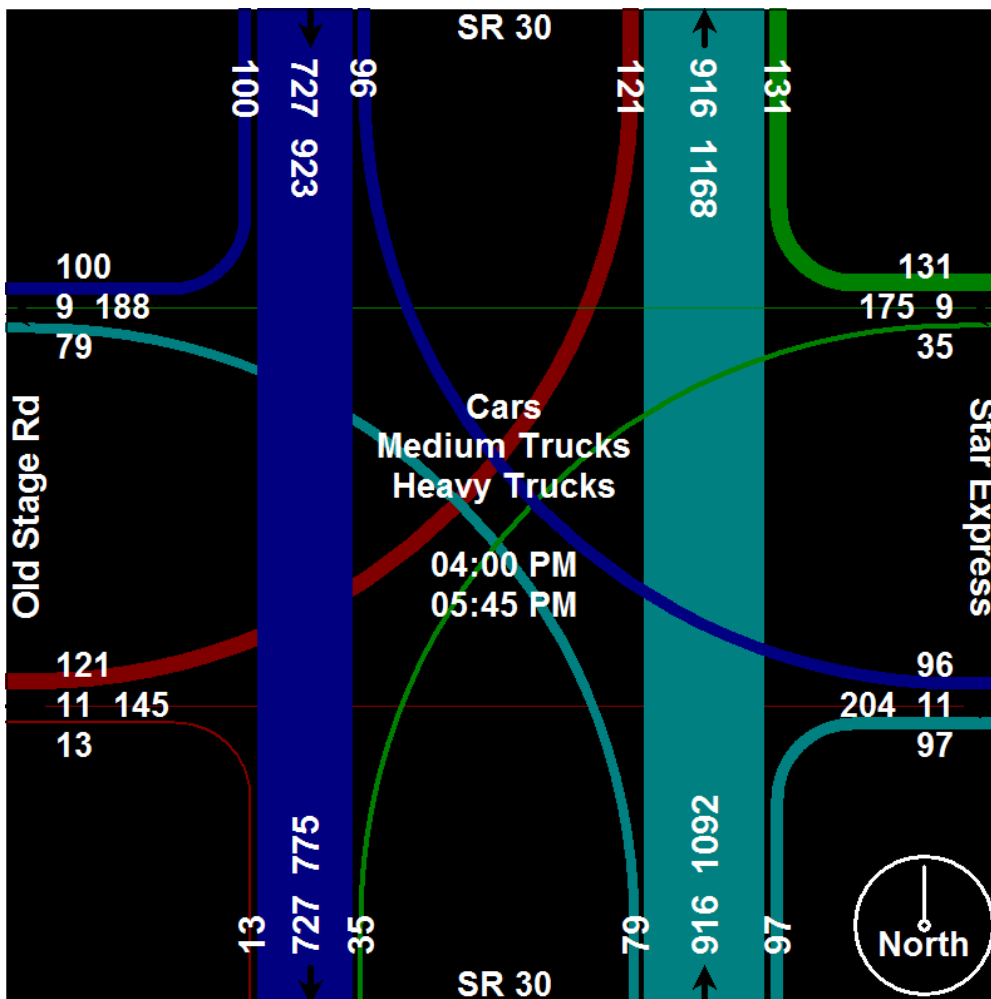


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	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	
Peak Hour Analysis From 04:00 PM to 05:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:45 PM																					
04:45 PM	6	67	12	0	85	16	0	4	0	20	12	117	12	0	141	2	1	11	0	14	260
05:00 PM	17	94	12	0	123	15	3	4	0	22	11	176	8	0	195	0	0	20	0	20	360
05:15 PM	8	97	12	0	117	19	2	9	0	30	9	142	14	0	165	1	1	16	0	18	330
05:30 PM	13	96	13	0	122	24	2	2	0	28	19	100	7	0	126	0	1	11	0	12	288
Total Volume	44	354	49	0	447	74	7	19	0	100	51	535	41	0	627	3	3	58	0	64	1238
% App. Total	9.8	79.2	11	0		74	7	19	0		8.1	85.3	6.5	0		4.7	4.7	90.6	0		
PHF	.647	.912	.942	.000	.909	.771	.583	.528	.000	.833	.671	.760	.732	.000	.804	.375	.750	.725	.000	.800	.860
Cars	43	330	47	0	420	70	7	19	0	96	50	519	41	0	610	3	3	55	0	61	1187
% Cars	97.7	93.2	95.9	0	94.0	94.6	100	100	0	96.0	98.0	97.0	100	0	97.3	100	100	94.8	0	95.3	95.9
Medium Trucks	1	8	1	0	10	1	0	0	0	1	0	9	0	0	9	0	0	1	0	1	21
% Medium Trucks	2.3	2.3	2.0	0	2.2	1.4	0	0	0	1.0	0	1.7	0	0	1.4	0	0	1.7	0	1.6	1.7
Heavy Trucks	0	16	1	0	17	3	0	0	0	3	1	7	0	0	8	0	0	2	0	2	30
% Heavy Trucks	0	4.5	2.0	0	3.8	4.1	0	0	0	3.0	2.0	1.3	0	0	1.3	0	0	3.4	0	3.1	2.4

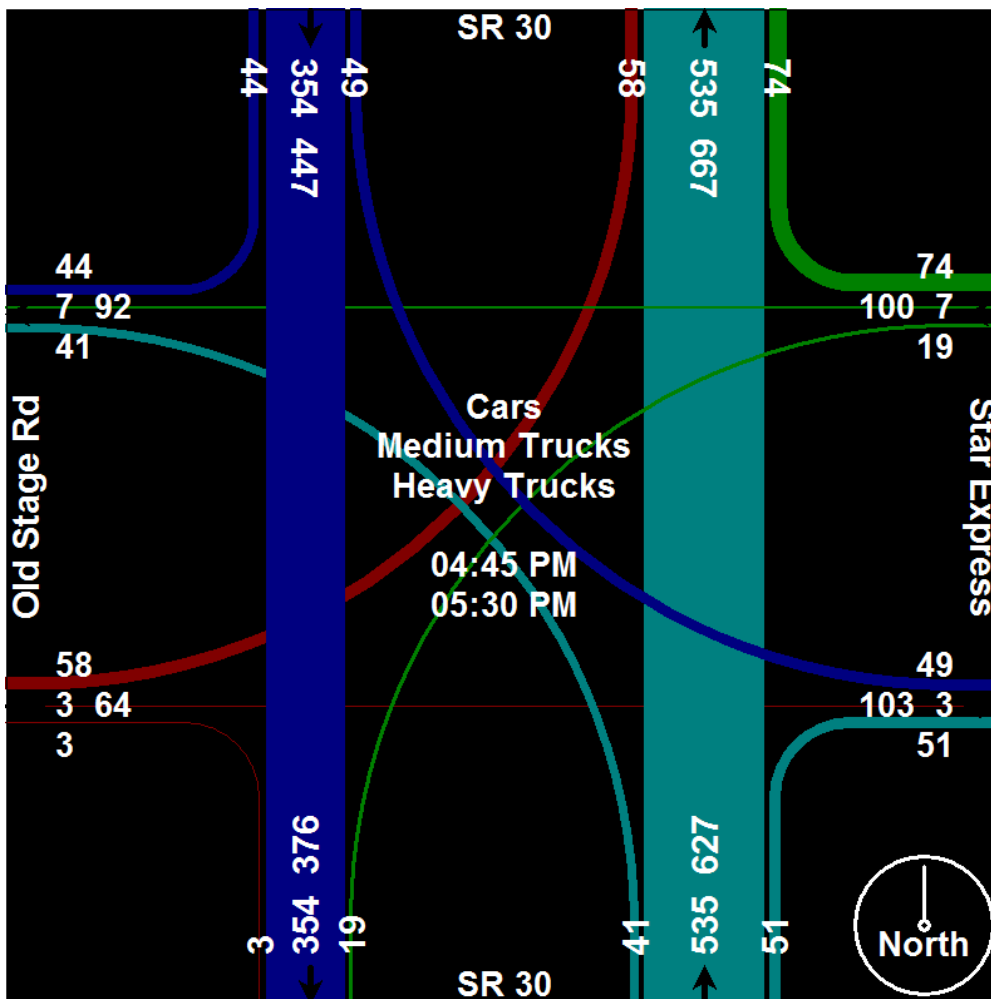


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Toano, James City County, VA
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Appendix C
Capacity Analyses Summary Reports

HCM 6th TWSC
 1: SR 30 (Barhamsville Rd) & Old Stage Rd

AM Existing

Intersection												
Int Delay, s/veh	2.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↗	↕	↗	↗	↗	↗
Traffic Vol, veh/h	78	6	1	15	2	68	24	247	39	48	472	35
Future Vol, veh/h	78	6	1	15	2	68	24	247	39	48	472	35
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	15	12	10	23	10	8	11
Mvmt Flow	84	6	1	16	2	73	26	266	42	52	508	38

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	798	972	254	679	968	133	546	0	0	308	0	0
Stage 1	612	612	-	318	318	-	-	-	-	-	-	-
Stage 2	186	360	-	361	650	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.3	4.34	-	-	4.3	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.45	2.32	-	-	2.3	-	-
Pot Cap-1 Maneuver	260	254	752	329	242	849	953	-	-	1194	-	-
Stage 1	423	487	-	662	646	-	-	-	-	-	-	-
Stage 2	770	630	-	623	452	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	224	236	752	307	225	849	953	-	-	1194	-	-
Mov Cap-2 Maneuver	368	393	-	473	364	-	-	-	-	-	-	-
Stage 1	412	466	-	644	629	-	-	-	-	-	-	-
Stage 2	682	613	-	587	432	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	17.8		10.7		0.7		0.7	
HCM LOS	C		B					

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	953	-	-	372	725	1194	-
HCM Lane V/C Ratio	0.027	-	-	0.246	0.126	0.043	-
HCM Control Delay (s)	8.9	-	-	17.8	10.7	8.2	-
HCM Lane LOS	A	-	-	C	B	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1	0.4	0.1	-

HCM 6th TWSC
1: SR 30 (Barhamsville Rd) & Old Stage Rd

PM Existing

Intersection												
Int Delay, s/veh	2.7											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↕	↑↑	↕	↕	↑↑	↕
Traffic Vol, veh/h	58	3	3	19	7	74	41	535	51	49	354	44
Future Vol, veh/h	58	3	3	19	7	74	41	535	51	49	354	44
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	2	4	7	2
Mvmt Flow	67	3	3	22	8	86	48	622	59	57	412	51

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	937	1303	206	1040	1295	311	463	0	0	681	0	0
Stage 1	526	526	-	718	718	-	-	-	-	-	-	-
Stage 2	411	777	-	322	577	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	215	162	807	177	152	670	1109	-	-	894	-	-
Stage 1	496	532	-	376	419	-	-	-	-	-	-	-
Stage 2	581	410	-	658	489	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	169	145	807	161	136	670	1109	-	-	894	-	-
Mov Cap-2 Maneuver	333	289	-	315	299	-	-	-	-	-	-	-
Stage 1	475	498	-	360	401	-	-	-	-	-	-	-
Stage 2	475	392	-	609	458	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	18.5		14		0.5		1	
HCM LOS	C		B					

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1109	-	-	340	515	894	-
HCM Lane V/C Ratio	0.043	-	-	0.219	0.226	0.064	-
HCM Control Delay (s)	8.4	-	-	18.5	14	9.3	-
HCM Lane LOS	A	-	-	C	B	A	-
HCM 95th %tile Q(veh)	0.1	-	-	0.8	0.9	0.2	-

HCM 6th TWSC
1: SR 30 (Barhamsville Rd) & Old Stage Rd

AM NoBuild

Intersection												
Int Delay, s/veh	2.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↗	↗	↗	↗	↗	↗
Traffic Vol, veh/h	80	6	1	15	2	70	25	273	40	49	535	36
Future Vol, veh/h	80	6	1	15	2	70	25	273	40	49	535	36
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	15	12	9	23	10	7	11
Mvmt Flow	86	6	1	16	2	75	27	294	43	53	575	39

Major/Minor	Minor2		Minor1			Major1			Major2			
Conflicting Flow All	883	1072	288	745	1068	147	614	0	0	337	0	0
Stage 1	681	681	-	348	348	-	-	-	-	-	-	-
Stage 2	202	391	-	397	720	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.3	4.34	-	-	4.3	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.45	2.32	-	-	2.3	-	-
Pot Cap-1 Maneuver	225	222	715	294	211	830	896	-	-	1163	-	-
Stage 1	384	453	-	634	625	-	-	-	-	-	-	-
Stage 2	753	611	-	592	418	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	192	205	715	273	195	830	896	-	-	1163	-	-
Mov Cap-2 Maneuver	333	364	-	443	334	-	-	-	-	-	-	-
Stage 1	372	432	-	615	606	-	-	-	-	-	-	-
Stage 2	662	593	-	556	399	-	-	-	-	-	-	-

Approach	EB		WB			NB			SB		
HCM Control Delay, s	19.7		10.9			0.7			0.7		
HCM LOS	C		B								

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	896	-	-	337	701	1163	-
HCM Lane V/C Ratio	0.03	-	-	0.278	0.133	0.045	-
HCM Control Delay (s)	9.1	-	-	19.7	10.9	8.2	-
HCM Lane LOS	A	-	-	C	B	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1.1	0.5	0.1	-

HCM 6th TWSC
 1: SR 30 (Barhamsville Rd) & Old Stage Rd

PM No Build

Intersection												
Int Delay, s/veh	2.7											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↗	↕	↗	↗	↕	↗
Traffic Vol, veh/h	60	3	3	19	7	76	42	609	52	50	396	45
Future Vol, veh/h	60	3	3	19	7	76	42	609	52	50	396	45
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	2	4	7	2
Mvmt Flow	70	3	3	22	8	88	49	708	60	58	460	52

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	1032	1442	230	1154	1434	354	512	0	0	768	0	0
Stage 1	576	576	-	806	806	-	-	-	-	-	-	-
Stage 2	456	866	-	348	628	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	183	134	779	145	125	628	1064	-	-	829	-	-
Stage 1	462	505	-	331	380	-	-	-	-	-	-	-
Stage 2	546	373	-	634	463	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	140	119	779	131	111	628	1064	-	-	829	-	-
Mov Cap-2 Maneuver	301	258	-	278	271	-	-	-	-	-	-	-
Stage 1	441	470	-	316	363	-	-	-	-	-	-	-
Stage 2	438	356	-	583	431	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	20.6		15.1		0.5		1	
HCM LOS	C		C					

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1064	-	-	307	474	829	-
HCM Lane V/C Ratio	0.046	-	-	0.25	0.25	0.07	-
HCM Control Delay (s)	8.5	-	-	20.6	15.1	9.7	-
HCM Lane LOS	A	-	-	C	C	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1	1	0.2	-

HCM 6th TWSC
1: SR 30 (Barhamsville Rd) & Old Stage Rd

AM Build

Intersection												
Int Delay, s/veh	3.8											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↗	↕	↗	↗	↕	↗
Traffic Vol, veh/h	80	9	1	31	4	118	25	257	71	83	534	36
Future Vol, veh/h	80	9	1	31	4	118	25	257	71	83	534	36
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	10	12	10	14	7	7	11
Mvmt Flow	86	10	1	33	4	127	27	276	76	89	574	39

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	946	1158	287	800	1121	138	613	0	0	352	0	0
Stage 1	752	752	-	330	330	-	-	-	-	-	-	-
Stage 2	194	406	-	470	791	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.2	4.34	-	-	4.24	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.4	2.32	-	-	2.27	-	-
Pot Cap-1 Maneuver	202	198	716	267	195	857	897	-	-	1168	-	-
Stage 1	347	421	-	651	638	-	-	-	-	-	-	-
Stage 2	761	601	-	534	387	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	157	177	716	240	175	857	897	-	-	1168	-	-
Mov Cap-2 Maneuver	297	327	-	397	302	-	-	-	-	-	-	-
Stage 1	337	389	-	631	619	-	-	-	-	-	-	-
Stage 2	624	583	-	480	358	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	22.4		12.1		0.6		1.1	
HCM LOS	C		B					

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	897	-	-	302	668	1168	-
HCM Lane V/C Ratio	0.03	-	-	0.32	0.246	0.076	-
HCM Control Delay (s)	9.1	-	-	22.4	12.1	8.3	-
HCM Lane LOS	A	-	-	C	B	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1.3	1	0.2	-

Intersection						
Int Delay, s/veh	2.2					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	W		T			T
Traffic Vol, veh/h	66	0	95	68	0	87
Future Vol, veh/h	66	0	95	68	0	87
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	86	86	86	86	86	86
Heavy Vehicles, %	2	2	15	2	2	12
Mvmt Flow	77	0	110	79	0	101

Major/Minor	Minor1	Major1	Major2			
Conflicting Flow All	251	150	0	0	189	0
Stage 1	150	-	-	-	-	-
Stage 2	101	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	738	896	-	-	1385	-
Stage 1	878	-	-	-	-	-
Stage 2	923	-	-	-	-	-
Platoon blocked, %			-	-		
Mov Cap-1 Maneuver	738	896	-	-	1385	-
Mov Cap-2 Maneuver	738	-	-	-	-	-
Stage 1	878	-	-	-	-	-
Stage 2	923	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	10.4	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT
Capacity (veh/h)	-	-	738	1385
HCM Lane V/C Ratio	-	-	0.104	-
HCM Control Delay (s)	-	-	10.4	0
HCM Lane LOS	-	-	B	A
HCM 95th %tile Q(veh)	-	-	0.3	0

HCM 6th TWSC
 1: SR 30 (Barhamsville Rd) & Old Stage Rd

PM Build

Intersection												
Int Delay, s/veh	3.8											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕		↗	↕	↗	↗	↕	↗
Traffic Vol, veh/h	60	5	3	32	9	113	42	595	79	78	395	45
Future Vol, veh/h	60	5	3	32	9	113	42	595	79	78	395	45
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	3	4	7	2
Mvmt Flow	70	6	3	37	10	131	49	692	92	91	459	52

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	1090	1523	230	1205	1483	346	511	0	0	784	0	0
Stage 1	641	641	-	790	790	-	-	-	-	-	-	-
Stage 2	449	882	-	415	693	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	166	119	779	133	116	635	1065	-	-	817	-	-
Stage 1	422	473	-	339	387	-	-	-	-	-	-	-
Stage 2	551	367	-	577	431	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	113	101	779	115	98	635	1065	-	-	817	-	-
Mov Cap-2 Maneuver	256	225	-	269	252	-	-	-	-	-	-	-
Stage 1	403	420	-	323	369	-	-	-	-	-	-	-
Stage 2	405	350	-	503	383	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	24.7		17.6		0.5		1.5	
HCM LOS	C		C					

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1065	-	-	261	463	817	-
HCM Lane V/C Ratio	0.046	-	-	0.303	0.387	0.111	-
HCM Control Delay (s)	8.5	-	-	24.7	17.6	10	-
HCM Lane LOS	A	-	-	C	C	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1.2	1.8	0.4	-

Intersection						
Int Delay, s/veh	1.7					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	WT		BT			BT
Traffic Vol, veh/h	52	0	105	57	0	102
Future Vol, veh/h	52	0	105	57	0	102
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	83	83	83	83	83	83
Heavy Vehicles, %	2	2	3	2	2	4
Mvmt Flow	63	0	127	69	0	123

Major/Minor	Minor1	Major1	Major2		
Conflicting Flow All	285	162	0	0	196
Stage 1	162	-	-	-	-
Stage 2	123	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12
Critical Hdwy Stg 1	5.42	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218
Pot Cap-1 Maneuver	705	883	-	-	1377
Stage 1	867	-	-	-	-
Stage 2	902	-	-	-	-
Platoon blocked, %			-	-	-
Mov Cap-1 Maneuver	705	883	-	-	1377
Mov Cap-2 Maneuver	705	-	-	-	-
Stage 1	867	-	-	-	-
Stage 2	902	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	10.6	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT
Capacity (veh/h)	-	-	705	1377
HCM Lane V/C Ratio	-	-	0.089	-
HCM Control Delay (s)	-	-	10.6	0
HCM Lane LOS	-	-	B	A
HCM 95th %tile Q(veh)	-	-	0.3	0

Appendix D
Crash History Data

High Crash Location Query Result Summary

https://www.dmv.virginia.gov/safety/#crash_data/

High Crash Location Map

08/29/2017 review of High Crash Location Maps for Years 2015, 2016 and 2017 (to date) show no crash clusters in study area. Review of Crash Location Maps by Jurisdiction also confirm that here is not the study area is not a high crash location.

Map Satellite 2013 James City County

All Crashes

OLD STAGE RD

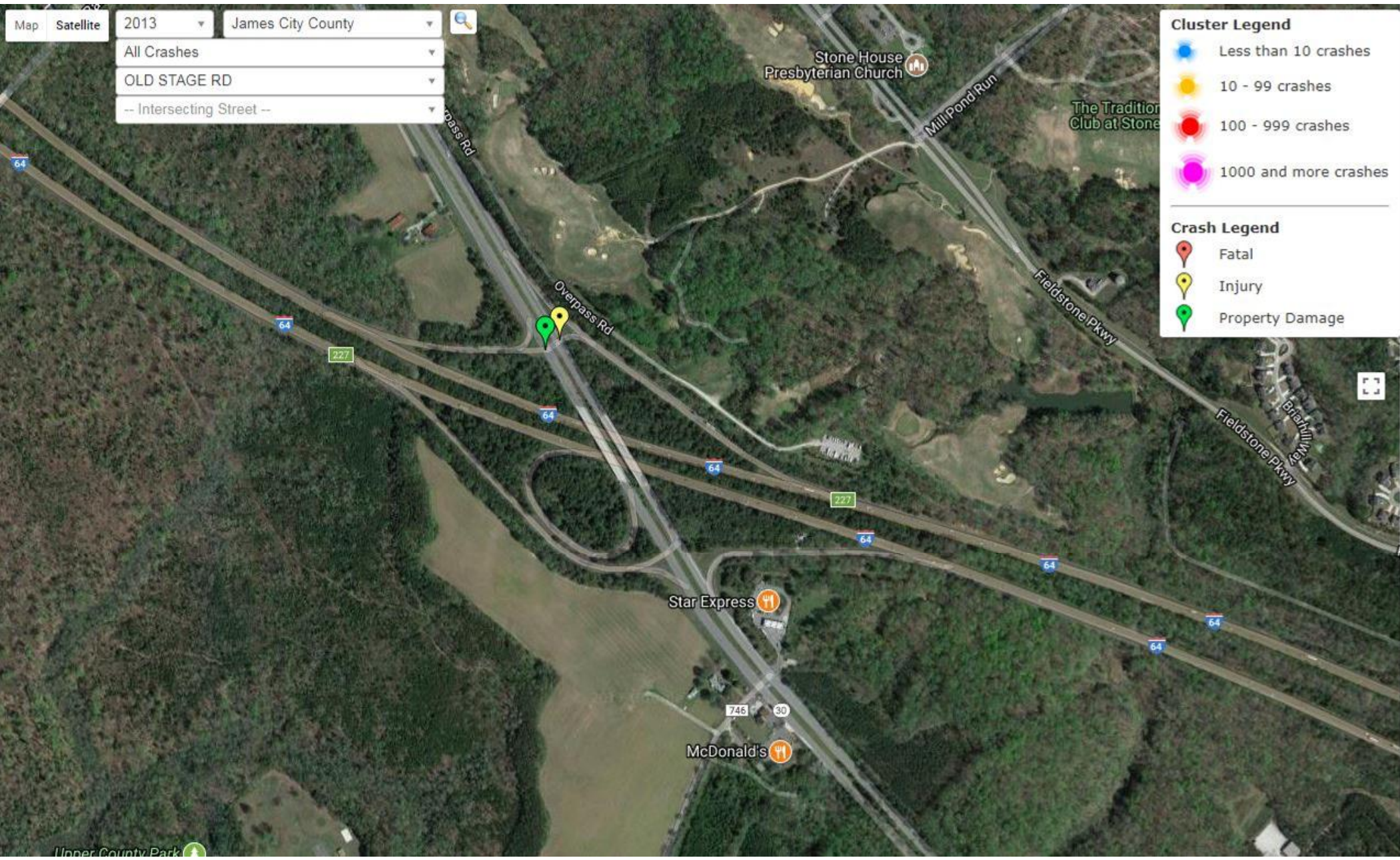
-- Intersecting Street --

Cluster Legend

- Less than 10 crashes
- 10 - 99 crashes
- 100 - 999 crashes
- 1000 and more crashes

Crash Legend

- Fatal
- Injury
- Property Damage



Map Satellite 2014 James City County

All Crashes

OLD STAGE RD

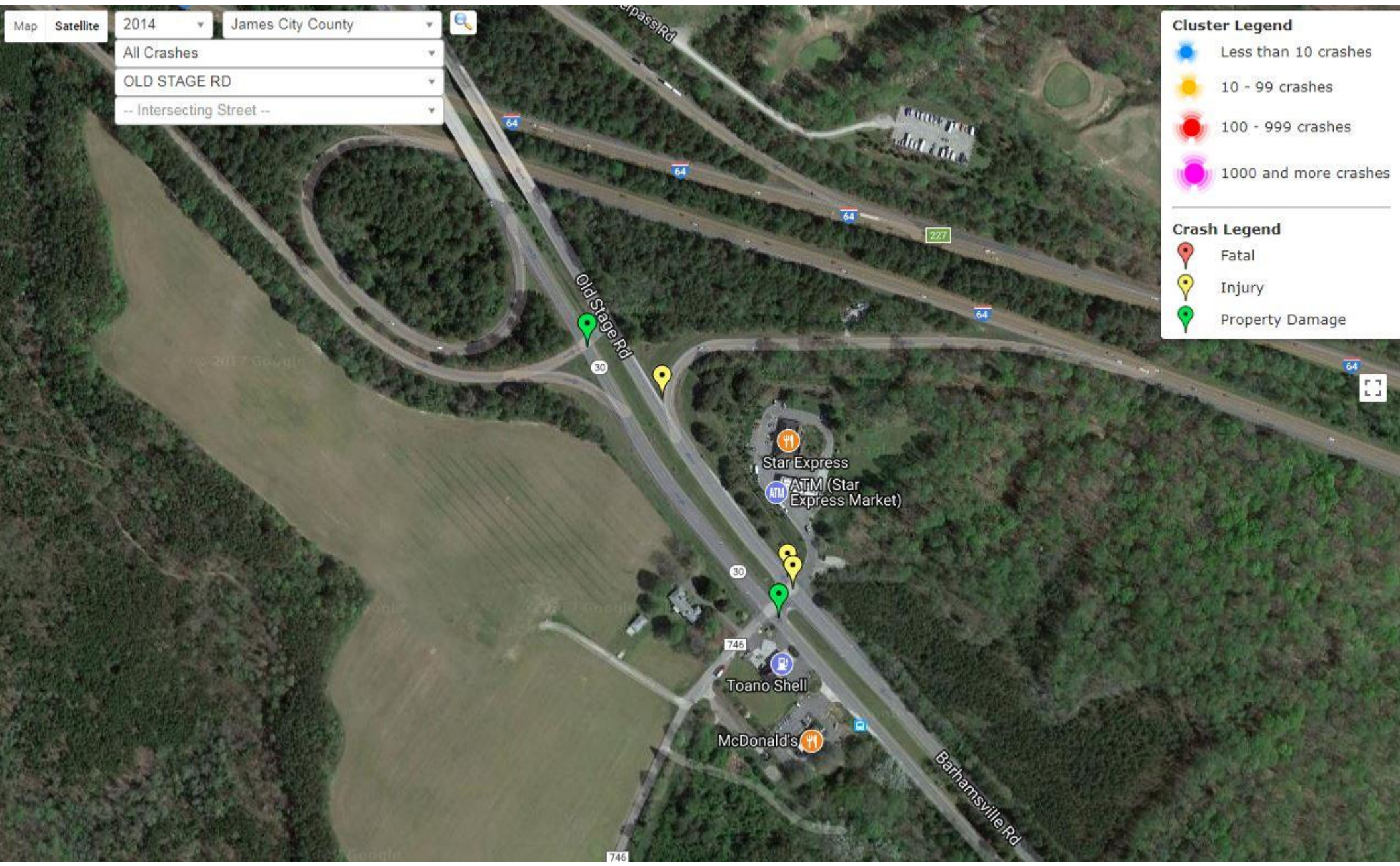
-- Intersecting Street --

Cluster Legend

- Less than 10 crashes
- 10 - 99 crashes
- 100 - 999 crashes
- 1000 and more crashes

Crash Legend

- Fatal
- Injury
- Property Damage



Map Satellite 2015 James City County

All Crashes

OLD STAGE RD

-- Intersecting Street --



Cluster Legend

- Less than 10 crashes
- 10 - 99 crashes
- 100 - 999 crashes
- 1000 and more crashes

Crash Legend

- Fatal
- Injury
- Property Damage

Upper County Park

Map Satellite 2016 James City County

Labels

All Crashes

OLD STAGE RD

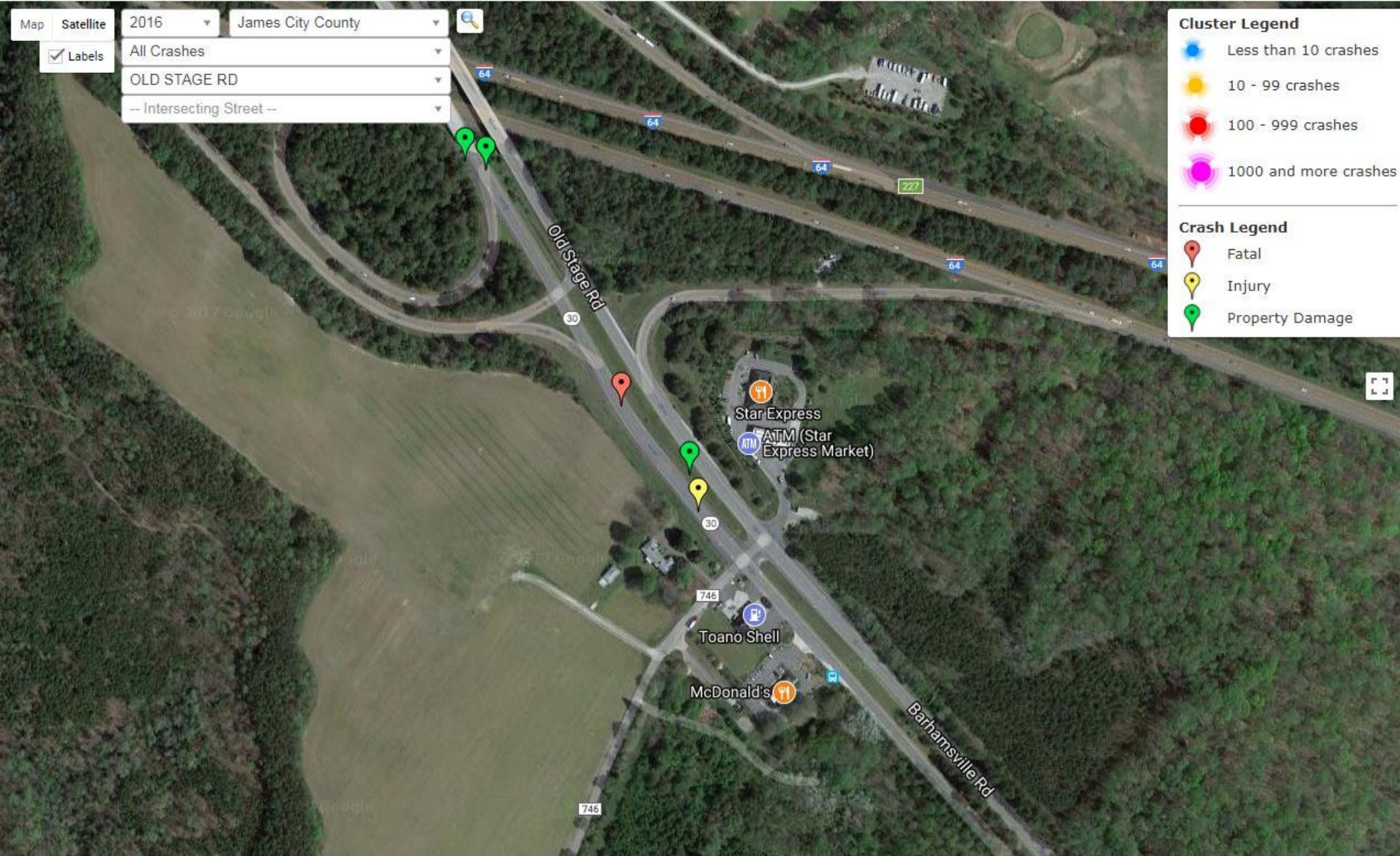
-- Intersecting Street --

Cluster Legend

- Less than 10 crashes
- 10 - 99 crashes
- 100 - 999 crashes
- 1000 and more crashes

Crash Legend

- Fatal
- Injury
- Property Damage



Map Satellite 2017 James City County

Labels

All Crashes

OLD STAGE RD

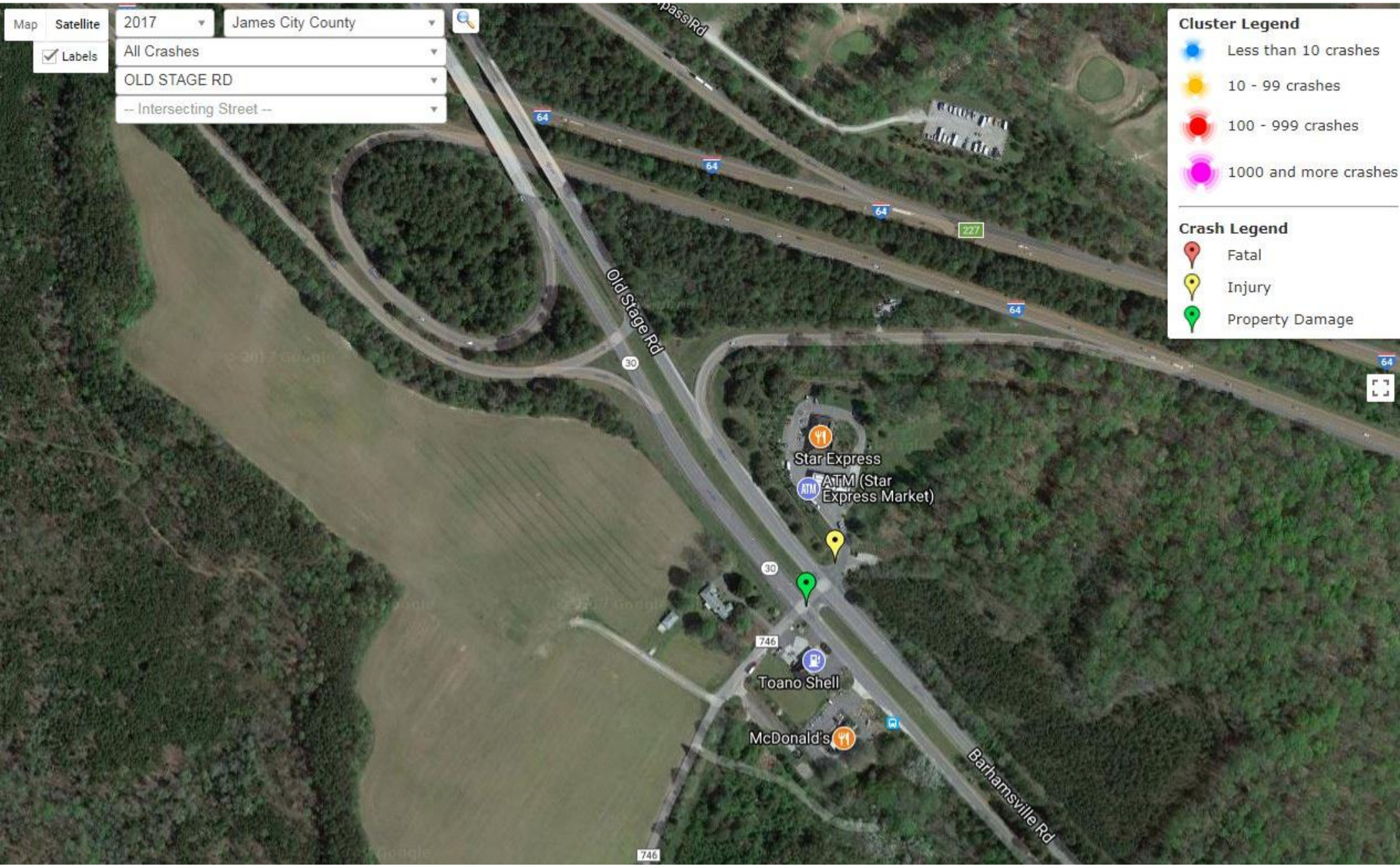
-- Intersecting Street --

Cluster Legend

- Less than 10 crashes
- 10 - 99 crashes
- 100 - 999 crashes
- 1000 and more crashes

Crash Legend

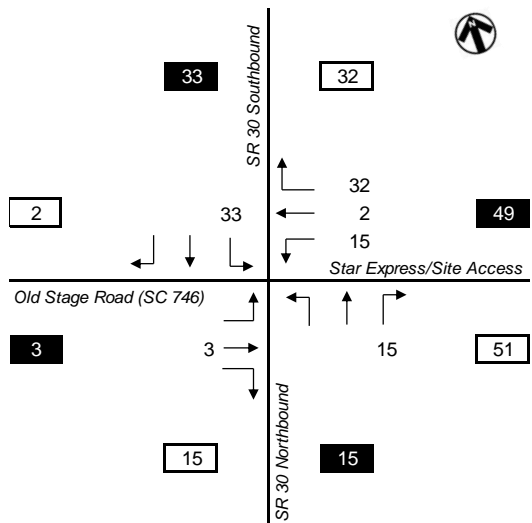
- Fatal
- Injury
- Property Damage



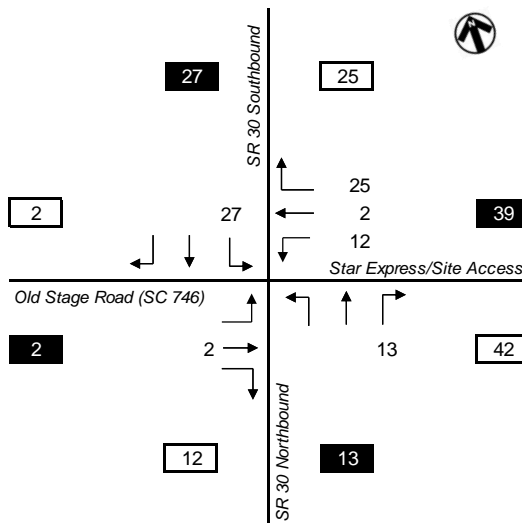
Appendix E
Site Trip Generation & Distribution

Wendy's Restaurant Site Trips: Primary

AM PEAK HOUR

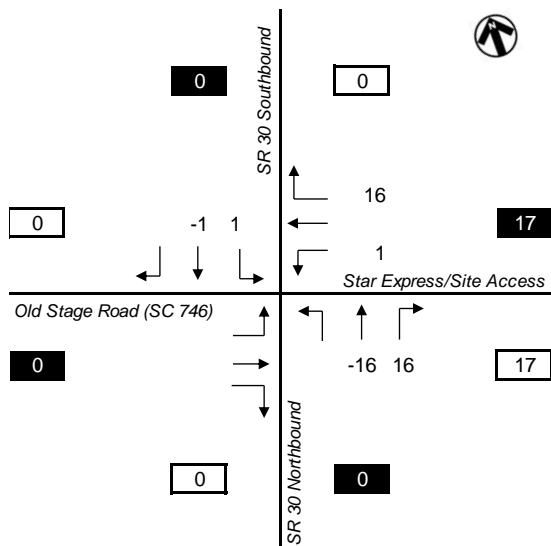


PM PEAK HOUR



Wendy's Restaurant Site Trips: Pass-By

AM PEAK HOUR



PM PEAK HOUR

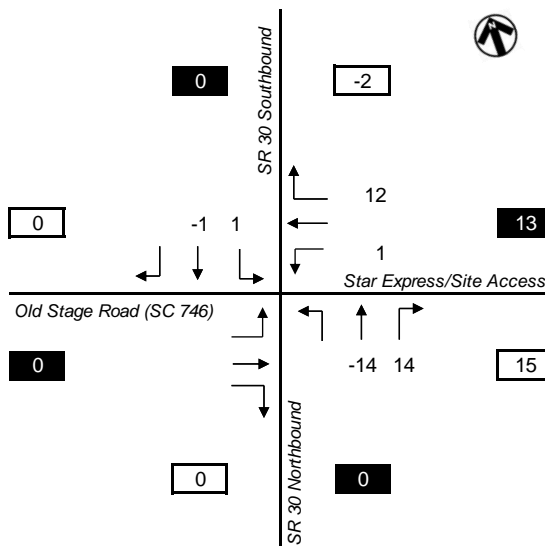


Chart 4. MIXED USE DESIGNATION DESCRIPTIONS

Mixed Use	
1. Basic Description	<ul style="list-style-type: none"> Mixed Use areas are centers within the PSA where higher density development, redevelopment and/or a broader spectrum of land uses are encouraged. Mixed Use areas located at or near interstate interchanges and the intersections of major thoroughfares are intended to maximize the economic development potential of these areas by providing areas primarily for more intensive commercial, office and limited industrial purposes. The other Mixed Use areas are intended to provide flexibility in design and land uses in order to protect and enhance the character of the area.
2. Recommended Uses and Intensity	<ul style="list-style-type: none"> While there is no preferred mix of uses for every Mixed Use development, each development should have a mix of uses that complements the area, and as written in the specific descriptions below. James City County has examples of Mixed Use areas with minimal residential development (such as McLaw's Circle), but the mix of office, limited retail and light industrial development creates an acceptable mixing of uses. Mixed Use developments that include residential components should have commercial or office uses that complement those residences. Residences should be encouraged to patronize those areas, and the entire development should be cohesive to create a greater potential for internal capture of vehicle trips. While mixed use buildings are not essential or desirable for all developments, they should be encouraged for those Mixed Use centers that seek to achieve higher densities and seek to create a more urban environment. The recommended FAR range will depend on the context of the specific Mixed Use area, but for all areas it is strongly encouraged that opportunities for on-street parking, shared parking, structured parking and other measures to cohesively plan development be considered that maximize the efficient use of land and achieve FARs close to, or greater than, 0.4.
3. Recommended Density	<ul style="list-style-type: none"> Moderate to high density residential uses with a maximum gross density of 18 dwelling units per acre could be encouraged in Mixed Use areas where such development would complement and be harmonious with existing and potential development and offer particular public benefits to the community. In order to encourage higher quality design, a residential development of this gross density is not recommended unless it offers particular public benefits to the community. Examples of such benefits include affordable housing, workforce housing, enhanced environmental protection, a high degree of access to multi-modal/transit transportation, or development that adheres to the principles of open space development design. (See Residential Development Standards for more specific guidance on meeting these criteria.)

MIXED USE DEVELOPMENT STANDARDS

4. General Language	<ol style="list-style-type: none"> All developments should refer to the Residential and Commercial/Industrial Development Standards along with the Mixed Use Development Standards. Mixed Use developments should create vibrant urban environments that bring compatible land uses, public amenities and utilities together at various scales. These developments should create pedestrian-friendly, higher-density development and a variety of uses that enable people to live, work, play and shop in one place, which can become a destination. Mixed Use developments require nearby police and fire protection, arterial road access, access to public utilities, large sites, environmental features such as soils and topography suitable for intense development, and proximity or easy access to large population centers. The timing and intensity of commercial development at a particular site are controlled by the maintenance of an acceptable level of service for roads and other public services, the availability and capacity of public utilities, and the resulting mix of uses in a particular area. Master plans are encouraged to assist in the consideration of Mixed Use development proposals. The consideration of development proposals in Mixed Use areas should focus on the development potential of a given area compared to the area's infrastructure and the relation of the proposal to the existing and proposed mix of land uses and their development impacts. Mixed Use developments should focus on place-making. Developments should be designed to create a sense of place and should be seen as community destinations. Focal open spaces, community oriented gathering places, unified architectural design, and a mix of uses and design that encourages pedestrian activity are all examples of creating a sense of place. Mixed Use developments should allow for higher development intensities that create more efficient buildings and spaces, which can be less of a burden on the environment, creating a more sustainable community. Mixed Use developments should encourage the proximity of diverse uses to make it possible to reduce vehicle trips and vehicle miles traveled, providing for a greater potential for internal capture than with typical suburban development.
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The following Mixed Use areas and their recommended priorities of land uses can be found in James City County:

1. Stonehouse	<p>The principal suggested uses for the Stonehouse Mixed Use area are light industrial and office/business park. Except for the area between I-64 and Old Stage Road, commercial uses should be clearly secondary in nature, should be limited in scale, comprise a small percentage of the land area of the overall mixed use area, and be oriented towards support services that employees and residents in the Stonehouse area can utilize. The commercial uses should not be developed in a "strip"</p>
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(Chart 4 continued on next page)

<p>1. Stonehouse <i>(continued)</i></p>	<p>commercial fashion, but rather should be internally oriented with limited and shared access to Route 30. For the area between I-64 and Old Stage Road, community-scale commercial uses (such as shopping center, hotel, restaurant and office uses) consistent with prominent interstate interchange access and in support of surrounding residential development are envisioned. For the area between I-64 and Old Stage Road, residential is not a recommended use.</p> <p>With regard to the Stonehouse Planned Use Development, future development should be developed in accordance with a binding master plan which maintains the appropriate mixture of principal and secondary uses.</p> <p>Development in the Mixed Use area should also emphasize shared access and parking, consistent treatment for landscaping and architecture and the preservation of environmental and cultural resources. New residential developments in the Mixed Use area as well as the surrounding existing residential developments should be buffered from the light industrial and office uses through landscaping and architecture treatment, but connected with pedestrian access where possible. Future development in the Stonehouse area will be conditioned on the provision of adequate transportation access.</p>
<p>2. Andersons Corner</p>	<p>Andersons Corner is one of the few remaining areas in the PSA with significant rural agricultural vistas and contains one of the few remaining rural historic structures in the County, the Whitehall Tavern. Future development should occur in a manner that maintains an appropriate historic setting for the Whitehall Tavern and preserves the rural, historic character of the area.</p> <p>Views from Richmond Road (Route 60) and Route 30 should receive high priority. To accomplish this, significant amounts of open land and farm fields should be preserved along with agricultural and rural structures in a manner that creates a village commercial node that is integrated with surrounding residential development and suitably transitions to the Rural Lands areas to the west.</p> <p>The suggested principal uses are a balance of office and commercial. Residential is recommended as a supporting but not dominant use, and where it is proposed, the preferred format is integration in mixed use buildings that should be blended into the development of the principal uses for an overall village effect. Master planning of each of the Mixed Use intersection quadrants with adjacent existing and future residential development is strongly encouraged, with the use of shared access points as a primary consideration. Due to the width and traffic volumes on Routes 60 and 30, it is recognized that creation of a unified village effect that encompasses all four quadrants may be difficult, and for this reason, careful quadrant planning as described in the previous sentence will be important, and unique pedestrian connections, if feasible and appropriate, are encouraged.</p> <p>While greater intensities are anticipated, designs and land use patterns should reflect aspects of both appropriate PSA and Rural Lands Development Standards. Buildings and other structures should be small to moderate sized in scale, and of architectural styles that respect local rural and historic traditions. Standardized architectural and site designs should be strongly discouraged. Preservation and adaptive reuse of existing buildings is strongly encouraged as is their integration into plans for new development.</p> <p>Sections of Richmond Road (Route 60) east of Croaker Road are projected to be at or above capacity in the future. The extent to which development of this area contributes to traffic congestion in those sections of Richmond Road (Route 60) should be an important consideration in the review of development proposals.</p>
<p>3. Toano</p>	<p>The developed land within the vicinity of Toano is composed of smaller retail, limited industrial and moderate density residential uses. As part of the 1997 Comprehensive Plan review, the Toano Mixed Use area was expanded to include the area fronting on the southwestern side of Richmond Road (Route 60) between Chickahominy Road and Bush Springs Road. Toano Middle School remained designated Federal, State and County Land. Bush Springs Road is the distinct boundary between the Mixed Use and Low Density Residential designations. Further commercial development south and east of Bush Springs Road is strongly discouraged.</p> <p>Future development should be consistent with the design standards of the Toano CCA. The age, architecture, scale, materials and spacing of the buildings give the community its unique character. Principal suggested uses include moderate density residential development, neighborhood scale commercial establishments, and small office developments. Limited industrial uses may be appropriate as secondary uses provided that they are set back and screened from Richmond Road (Route 60). Preservation and adaptive re-use of historic buildings are encouraged. Redevelopment of existing residential areas and commercial development are also encouraged. The following principles should guide streetscape and building designs in this area:</p> <ul style="list-style-type: none"> • Highlight and honor history; • Encourage appropriate growth that enhances unique small town character; • Preserve open space: establish communal greenspace; • Enhance pedestrian and bicycle environment while slowing vehicular traffic; and • Improve streetscape and landscape to create a sense of place. <p style="text-align: center;"><i>(Chart 4 continued on next page)</i></p>

**Unapproved Minutes of the March 7, 2018
Planning Commission Meeting**

SUP-0012-2017. Wendy's – Toano

Ms. Roberta Sulouff stated that Mr. David Barlow of CHA Companies has applied on behalf of American DYNC Holdings Toano LLC and Hornsby Investment Company for a Special Use Permit (SUP) to allow for the construction of a 3,324 square foot drive through restaurant on property located at 9210 Old Stage Road, 9220 Old Stage Road, and 9131 Barhamsville Road. Ms. Sulouff stated that the property is zoned B-1, General Business, and is designated Mixed-Use on the adopted Comprehensive Plan.

Ms. Sulouff stated that drive-thru restaurants are a permitted use in the B-1 district; however, this use is projected to generate 100 or more peak hour trips to the site which triggers the need for an SUP. Ms. Sulouff stated that the required traffic study indicated that the use would generate approximately 109 peak hour trips to the site. Ms. Sulouff stated that the study did not identify any deficiencies or recommend any road improvements based on the impacts of the proposed development and that the Virginia Department of Transportation (VDOT) concurred with the recommendations of the study.

Ms. Sulouff stated that staff is recommending conditions to minimize the development's impacts on adjacent properties and to County as a whole and address architectural review, screening, signage, landscaping and internal pedestrian connections as well as archaeology, environmental protections related to the sewer crossing, and consistency of the development with the proposed master plan.

Ms. Sulouff stated that staff finds the proposal to be compatible with the adopted Comprehensive Plan, the Zoning Ordinance and surrounding development. Ms. Sulouff further stated that staff recommends that the Planning Commission recommend approval this application to the Board of Supervisors subject to the attached conditions.

Mr. Krapf opened the floor for questions from the Commission.

Mr. Schmidt inquired if the zoning for the adjacent properties was B-1, General Business.

Ms. Sulouff stated that she was not certain but would provide that information.

Mr. Schmidt commented that the adjacent businesses must be using well and septic just as the subject property would be since the waterline does not extend to those properties. Mr. Schmidt noted that this was the reason for the previous question. Mr. Schmidt stated that it might be a good investment for the County to extend the infrastructure to these properties.

Mr. O'Conner inquired about the reference to attaching to the force main.

Ms. Sulouff clarified that the property would use well and septic but would need to use a force main to move the sewage across the Resource Protection Area (RPA) to the drain field. Ms. Sulouff further clarified that it would be a private septic system.

Mr. Holt noted that due to the topography of the property and the location of the drain field it would be necessary to put the line under pressure.

Mr. Krapf inquired about the reason for not connecting to public water and sewer even though the parcel is inside the Primary Service Area (PSA).

Ms. Sulouff stated that the property is approximately 3,000 feet from the nearest line. Ms. Sulouff further stated that the James City Service Authority's (JCSA) recommendation was for private water and sewer.

Mr. Holt stated that the surrounding properties are all interested in connecting to public water and sewer. Mr. Holt stated that there is no current Capital Improvements Program (CIP) application for extending the main water and sewer infrastructure. Mr. Holt further stated that given the capital expense it is not in the plans for the JCSA to extend the lines and because of the distance from the nearest line it would not be practical to extend just service mains to this one site. Mr. Holt stated that it really would require extensions of the mains and the larger backbone infrastructure.

Mr. Krapf inquired about the Entrance Exception Waiver.

Ms. Sulouff stated that the access driveway is VDOT right-of-way. Ms. Sulouff further stated that the Waiver is necessary because of the proximity of both driveways. Ms. Sulouff noted that normally VDOT would not allow two driveways to be located so close together. Ms. Sulouff stated that the Waiver would be reviewed by VDOT at the site plan stage.

Mr. O'Connor inquired if the property is sufficient to provide a backup drain field.

Ms. Sulouff stated that the property can accommodate both the primary and reserve drain fields.

Mr. O'Connor inquired if there would be trenching in the RPA for the lines to the drain field.

Mr. Holt stated that the Stormwater and Resource Protection division made a recommendation that the line be installed by trenching rather than drilling.

Mr. O'Connor inquired about the difference between the recommendations for the Hampton Roads Sanitation District (HRSD) line replacement project adjacent to Kingsmill and this project.

Mr. Holt stated that the recommendation for this project is not the typical recommendation; however, based on the topography and site constraints it appears that this method will actually be less impactful to the RPA. Mr. Holt stated that the SUP condition was set to be the standard but is subject to a determination by the Director of Stormwater and Resource Protection when more detail is known at the site plan stage.

Mr. O'Connor inquired if it was possible to include a requirement for connecting to public water and sewer if the infrastructure is extended in the future.

Mr. Holt stated that it is possible to include that condition; however, it becomes a tracking issue because the timing is uncertain. Mr. Holt further noted that the applicant is also making a significant investment to install the private sewer.

Ms. Sulouff stated that this issue was discussed with the JCSA and it is their standard Best Practice that should the drain fields fail and public water and sewer were available, the property owner would be required to connect to public utilities at that time.

Mr. Krapf called for disclosures from the Commission.

There were no disclosures.

Mr. Holt stated that in response to Mr. Schmidt's earlier question about the zoning of surrounding businesses, the properties on the Star Express side as well as the McDonalds side are zone B-1, General Business. Mr. Holt further stated that the properties extending from the I-64 Interchange along Leisure Road are also zoned B-1.

Mr. Krapf opened the Public Hearing.

Ms. Arwen Otwell, CHA Companies, 9020 Stony Point Parkway Richmond, addressed the Commission in support of the application and offered to answer any questions the Commission might have.

Ms. Julia Leverenz inquired whether the County routinely looked for permeable surfaces for parking lots that are installed on previously vacant land.

Mr. Krapf stated that the issue does come up; however, there is no requirement in the application for the applicant to address permeable surfaces.

Mr. Holt stated that permeable surfaces are something that the engineers usually consider at the site plan stage as part of the larger stormwater system that is being designed. Mr. Holt stated that it has been Staff's experience that it is not a universally good recommendation because the permeable concrete or asphalt requires a tremendous amount of ongoing maintenance to ensure it continues to function. Mr. Holt noted that for the smaller projects and individual owners it does not make sense to require it.

As no one further wished to speak, Mr. Krapf closed the Public Hearing.

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

Mr. Schmidt stated that extending utilities and requiring connection to public water and sewer for the few businesses currently in that area. Mr. Schmidt further stated that due to proximity to I-64 and the Stonehouse development, the area is ripe for further business development and that the

County should consider the need to extend the water and sewer infrastructure before more development takes place.

Mr. Polster noted that the County considered requests to include the Hazelwood and Taylor properties in the PSA and inquired if the request for the Hazelwood property had been approved.

Mr. Holt confirmed that the request to include the Hazelwood property had been approved.

Mr. Polster inquired about the zoning of the Hazelwood property.

Mr. O'Conner stated that the property is currently zoned A-1 and is now designated Economic Opportunity on the 2035 Comprehensive Plan Land Use Map.

Mr. Polster stated that the larger question becomes whether it is economically viable for the County to extend the necessary infrastructure to support the county's vision for development of that area.

Mr. Krapf stated that while the properties are included in the PSA, it does not mandate the extension of the infrastructure. Extension of the infrastructure depends on whether there is a Capital Improvement budget approved for that project.

Mr. Krapf stated that he does concur with Mr. Schmidt that if there is development ahead for properties currently in the PSA, it would be helpful to have a long range assessment of when requests would be made to extend utilities to that area.

Mr. Holt noted that being within the PSA means that there is the opportunity to connect to public water and sewer; however, it is not necessarily the business model of the JCSA to extend water and sewer to all areas included in the PSA. Mr. Holt stated that many times it is the responsibility of the property owner to connect up at their expense. Mr. Holt further stated that for larger projects, the developer is responsible for installing the necessary infrastructure.

Mr. Polster stated that this is why he came back to the issue of the Comprehensive Plan and the County's vision for where development should or should not occur.

Mr. Kraft stated that this discussion is necessary to have in but might be better served in another forum; however, the Commission should focus on the SUP application at hand.

Mr. Richardson made a motion to recommend approval of the SUP subject to the proposed conditions.

On a roll call vote, the Commission voted to recommend approval of SUP-0012-2017. Wendy's – Toano (6-1).

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: William C. Porter, County Administrator

SUBJECT: Transfer of James River Commerce Center Parcels to the EDA

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution
☐	Map	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	4/2/2018 - 9:21 AM
Publication Management	Daniel, Martha	Approved	4/2/2018 - 9:42 AM
Legal Review	Kinsman, Adam	Approved	4/2/2018 - 9:45 AM
Board Secretary	Fellows, Teresa	Approved	4/2/2018 - 10:16 AM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:31 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:25 PM

MEMORANDUM

DATE: April 10, 2018

TO: The Board of Supervisors

FROM: Bill Porter, Interim County Administrator

SUBJECT: Transfer of James River Commerce Center Parcels to the Economic Development Authority

On December 28, 2017, James City County (the "County") purchased two parcels of property located in the James River Commerce Center (the "Commerce Center") from Williamsburg Development, Inc. One of the two parcels is located at 8915 Columbia Drive, is approximately 28.9 acres, and is further identified as James City County Real Estate Tax Map No. 5920100061, and the other is located at 1716 Endeavor Drive, is approximately 9.86 acres, and is further identified as James City County Real Estate Tax Map No. 5920100059 (together, the "County Parcels"). These parcels are both zoned M1, Limited Business/Industrial.

The Economic Development Authority of James City County (the "EDA") also owns a parcel of property in the Commerce Center adjacent to one of the County Parcels. The James City County Office of Economic Development (the "OED") has been actively marketing the EDA's property in the Commerce Center and believes that the addition of the County Parcels would enhance its ability to attract a larger user.

It is my opinion that the County Parcels should be transferred to the EDA, at no cost to the EDA, so that the OED and EDA may market them to an end user that will ultimately benefit the County. I recommend the adoption of the attached resolution authorizing me to execute those documents necessary to transfer the County Parcels to the EDA.

WP/md
JRCommCtr2018-mem

Attachment

RESOLUTION

DISPOSITION AND TRANSFER OF REAL PROPERTY LOCATED AT

THE JAMES RIVER COMMERCE CENTER

- WHEREAS, James City County (the “County”) currently owns two parcels of real property located in the James River Commerce Center (the “Commerce Center”), one of which is located at 8915 Columbia Drive, is approximately 28.9 acres, and is further identified as James City County Real Estate Tax Map No. 5920100061, and one of which is located at 1716 Endeavor Drive, is approximately 9.86 acres, and is further identified as James City County Real Estate Tax Map No. 5920100059 (together, the “County Parcels”); and
- WHEREAS, the Economic Development Authority of James City County (the “EDA”) currently owns two parcels of property located at 8915 and 8925 Columbia Drive (together, the “EDA Parcels”) in the Commerce Center and has been actively marketing them to industrial users; and
- WHEREAS, one of the County Parcels is adjacent to the EDA Parcels and the other is within 350 feet of the EDA Parcels; and
- WHEREAS, the Board of Supervisors is of the opinion that transferring the County Parcels to the EDA will allow the EDA to add them to its existing Commerce Center marketing materials and will provide the EDA with the option of combining parcels to create a larger property capable of supporting a large industrial user that will benefit the County; and
- WHEREAS, the Board of Supervisors, following a public hearing, is of the opinion that it is in the public interest and welfare that the County transfer the County Parcels at no cost to the EDA so that they may be marketed to an appropriate end user.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize and direct the Interim County Administrator, or his successor, to execute those documents necessary for the sale and transfer of 8915 Columbia Drive, further identified as James City County Real Estate Tax Map No. 5920100061, and 1716 Endeavor Drive, further identified as James City County Real Estate Tax Map No. 5920100059, to the Economic Development Authority of James City County.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Teresa J. Fellows
Deputy Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

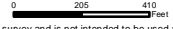
JRCommCtr2018-res



James City County James River Commerce Center



1 inch = 581 feet



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records information and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.
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WILLIAMSBURG-JAMES CITY COUNTY

Rocahontas Trl

Endeavor Dr

DLR2 LLC

JAMES RIVER COMMERCE CENTER

JR DEVELOPMENT, LLC

BALL METAL CONTAINER

ROGERS, JOHN (A, II)

DYARRCG, INC

M&A INNOVATIONS LLC

CARTERS GROVE ASSOCIATES LLC

JAMES CITY COUNTY

GILLIAM CHARLES M

COASTAL FEDERAL CREDIT UNION

Columbia Dr

1733 ENDEAVOR LLC

JAMES RIVER COMMERCE CENTER ASSOCIAT

MONTROSE, LLC



JAMES CITY COUNTY

Basf Dr

COMMONWEALTH GAS PIPE

BASEF CORPORATION

INDUSTRIAL DEVELOPMENT

 JCC owned
 EDA

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: John H. Carnifax, Jr., Director of Parks and Recreation

SUBJECT: Contract Award - James City County Marina Improvements Project - \$235,500

ATTACHMENTS:

	Description	Type
☐	CA-MarinaImpProj-mem	Cover Memo
☐	CA-MarinaImpProj	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Carnifax, John	Approved	3/29/2018 - 10:56 AM
Publication Management	Burcham, Nan	Approved	3/29/2018 - 11:11 AM
Legal Review	Kinsman, Adam	Approved	3/29/2018 - 2:04 PM
Board Secretary	Fellows, Teresa	Approved	3/29/2018 - 2:18 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:29 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:37 PM

MEMORANDUM

DATE: April 10, 2018

TO: The Board of Supervisors

FROM: John H. Carnifax, Director of Parks and Recreation

SUBJECT: Contract Award - Request for Proposal 18-12125 James City County Marina Improvement Project - \$235,500

The work under this Project includes Engineering Services to perform the required assessment, design plans and specifications, permitting, bid support and construction services for the James City County Marina.

The design improvements include the replacement of failing bulkhead with a living shoreline, floating ADA-accessible dock system with space for resident and transient slips, replacement of covered boat storage, relocation of fuel tank, relocation of boat ramp and designated pedestrian walkways.

A Request for Proposal (RFP) was publically advertised. Four proposals were received and evaluated with Vanasse Hangen Brustlin (VHB) determined to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the RFP. Other companies that submitted proposals were Moffatt & Nichol, Stantec and Kimley Horn.

Staff recommends approval of the attached resolution authorizing the contract award to VHB for completion of Engineering Services at the James City County Marina.

JHC/md
CA-MarinaImpProj-mem

Attachment

RESOLUTION

CONTRACT AWARD - REQUEST FOR PROPOSAL 18-12125

JAMES CITY COUNTY MARINA IMPROVEMENT PROJECT - \$235,500

WHEREAS, funds are available in the Capital Improvements Budget to cover Engineering Services for infrastructure improvements at the James City County Marina; and

WHEREAS, four proposals were considered for award and Vanasse Hangen Brustlin (VHB) was fully qualified and best suited; and

WHEREAS, Engineering Services are necessary to address critical infrastructure improvements to ensure customer safety and satisfaction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby, authorizes the Contract Award in the amount of \$235,500 with VHB for Engineering Services at the James City County Marina.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

	<u>VOTES</u>		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	___	___	___
ICENHOUR	___	___	___
SADLER	___	___	___
HIPPLE	___	___	___
LARSON	___	___	___

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

CA-MarinaImpProj-res

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Matthew Austin, Parks and Grounds Maintenance Superintendent

SUBJECT: Contract Award - James City County Median Maintenance - \$116,648

This contract replaces the maintenance of medians currently maintained by the Department of General Services, Grounds Maintenance Division. It encompasses traffic control, trash removal, mowing, trimming and the application of chemicals.

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution
☐	Exhibit - Map	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Boone, Grace	Approved	3/23/2018 - 3:03 PM
Publication Management	Burcham, Nan	Approved	3/23/2018 - 3:48 PM
Legal Review	Kinsman, Adam	Approved	3/29/2018 - 2:03 PM
Board Secretary	Fellows, Teresa	Approved	3/30/2018 - 8:15 AM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:29 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:37 PM

MEMORANDUM

DATE: April 10, 2018
TO: The Board of Supervisors
FROM: Matthew Austin, Parks and Grounds Maintenance Superintendent
SUBJECT: Contract Award - James City County Median Maintenance - \$116,648

This contract replaces the maintenance of medians currently maintained by the Department of General Services, Grounds Maintenance Division. It encompasses traffic control, trash removal, mowing, trimming and the application of chemicals. Although these medians are owned by the Virginia Department of Transportation they are maintained by the County as part of a beautification agreement. This contract provides a safer working environment for staff, as they will no longer be working on heavily traveled roadways, as well as a reduction in equipment repair due to the rough terrain in the medians. This contract will redirect County resources to maintain County-owned sites such as the Croaker Library, Upper County Park and Little Creek Reservoir which are currently under contract, as well as supporting the increased required maintenance of Stormwater facilities and the ability to better maintain/support event site setups.

The following two qualified firms submitted bids to be considered for contract award:

<u>Firm</u>	<u>Amount</u>
Stewart, Inc.	\$116,648
Coastal Lawn Service, Inc.	\$195,080

Stewart, Inc. has performed satisfactory work for James City County in the past and was determined to be the lowest qualified, responsive and responsible bidder.

Staff recommends approval of the contract award to Stewart, Inc.

MA/nb
CA-MedianMaint-mem

Attachment

RESOLUTION

CONTRACT AWARD - MEDIAN MAINTENANCE CONTRACT - \$116,648

WHEREAS, the James City County Department of General Services received competitive bids for median maintenance; and

WHEREAS, two bids were considered for award and Stewart, Inc., was the lowest qualified, responsive and responsible bidder; and

WHEREAS, funding is available in the current FY 18 budget for this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award in the amount of \$116,648 to Stewart, Inc., for the median maintenance.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

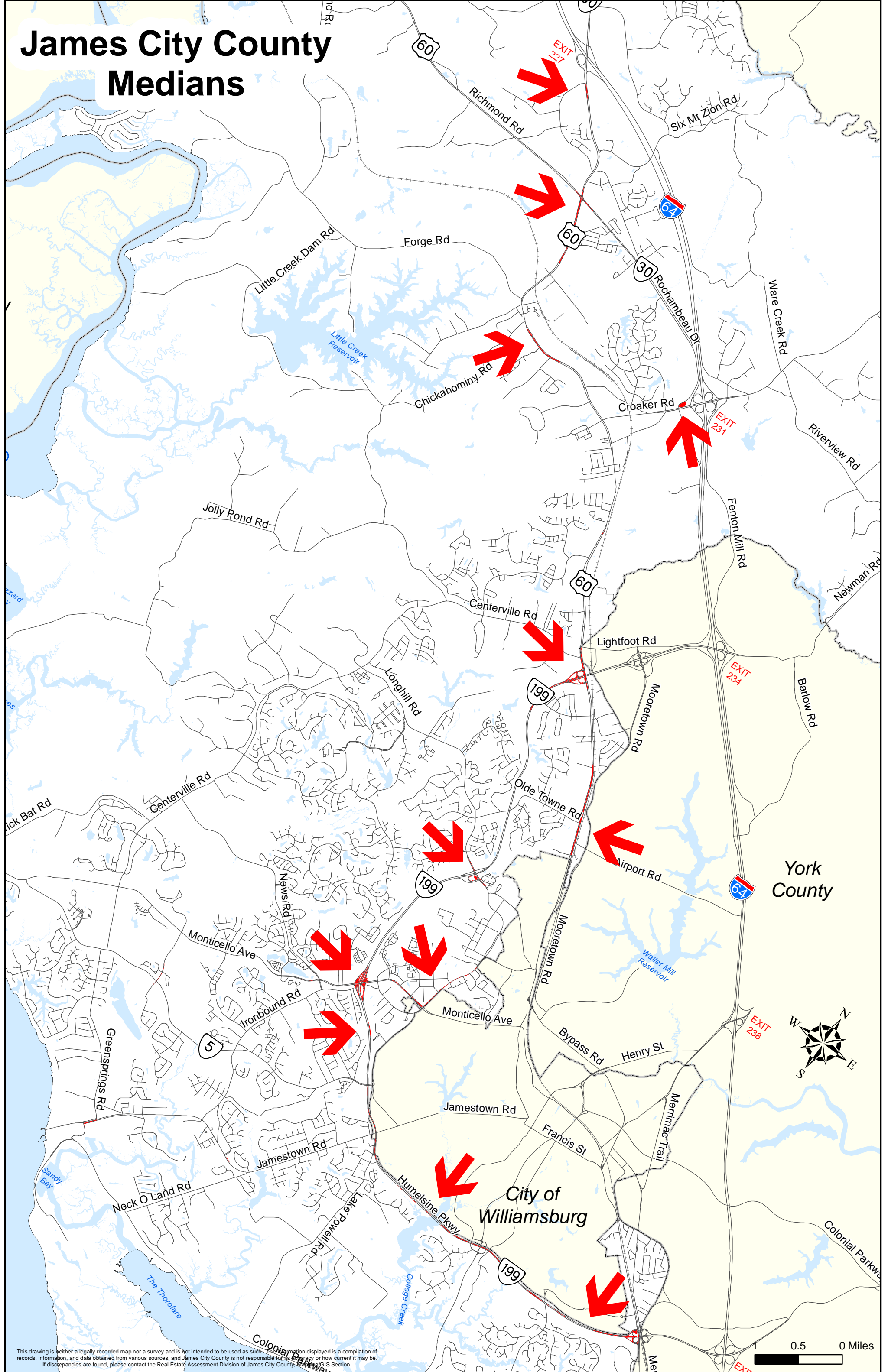
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

CA-MedianMaint-res

James City County Medians



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be. If discrepancies are found, please contact the Real Estate Assessment Division of James City County, Map Unit, 215 Section.

0.5 0 Miles

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: William Porter, Interim County Administrator

SUBJECT: Resolution requesting the Commonwealth Transportation Board name Route 60, Pocahontas Trail, from Route 199 to the Corporate Limits of the City of Williamsburg as the Judge William T. Stone Memorial Highway

ATTACHMENTS:

	Description	Type
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	3/29/2018 - 11:31 AM
Publication Management	Burcham, Nan	Approved	3/29/2018 - 11:36 AM
Legal Review	Kinsman, Adam	Approved	3/29/2018 - 2:05 PM
Board Secretary	Fellows, Teresa	Approved	3/29/2018 - 2:18 PM
Board Secretary	Purse, Jason	Approved	4/3/2018 - 2:30 PM
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:49 PM

RESOLUTION

HIGHWAY NAMING OF ROUTE 60, POCAHONTAS TRAIL, IN JAMES CITY COUNTY,

FROM ROUTE 199 TO THE CORPORATE LIMITS OF THE CITY OF WILLIAMSBURG

AS THE JUDGE WILLIAM T. STONE MEMORIAL HIGHWAY

- WHEREAS, Judge William T. Stone, believed to be the first African-American judge in Virginia, passed away on January 18, 2018; and
- WHEREAS, Judge Stone was a graduate of Bruton Heights High School and won a scholarship to Central State College; and
- WHEREAS, Judge Stone was an Army veteran who served in Korea after college and who earned a diploma and an Advanced Studies Certificate in Mortuary Science from the New England Institute of Anatomy after his return to the United States; and
- WHEREAS, Judge Stone also earned a law degree from American University's evening program and was admitted to the Bar in 1962; and
- WHEREAS, Judge Stone was a founding member of the Zeta Mu Mu Chapter of the Omega Psi Phi Fraternity in Williamsburg where he was also a Mason and an Elk; and
- WHEREAS, Judge Stone started in a solo law practice, but as it grew, he hired two Caucasian attorneys as partners, creating what some believe to be the first integrated law firm partnership in the Commonwealth; and
- WHEREAS, Judge Stone continued a general law practice and remained a substitute judge for 30 years; and
- WHEREAS, Judge Stone also owned Whiting's Funeral Home and Cremation Services, the firm his aunt's family operated; and
- WHEREAS, Section 33.2-213 of the *Code of Virginia* authorizes the Commonwealth Transportation Board (CTB) to give suitable names to state highways, bridges, interchanges, and other transportation facilities and change the names of any highways, bridges, interchanges or other transportation facilities forming a part of the systems of state highways; and
- WHEREAS, Section 33.2-213 provides that the Virginia Department of Transportation shall place and maintain appropriate signs indicating the names of highways, bridges, interchanges and other transportation facilities named by the CTB and requires that the costs of producing, placing and maintaining such signs shall be paid by the localities in which they are located.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, in accordance with Section 33.2-213 of the Code of Virginia, does hereby request that the CTB name the highway on Route 60, Pocahontas Trail, in James City County, from Route 199 to the Corporate Limits of the City of Williamsburg, as the Judge William T. Stone Memorial Highway.

BE IT FURTHER RESOLVED, that James City County agrees to pay the costs of producing, placing and maintaining the signs calling attention to this naming.

Ruth M. Larson
Chairman, Board of Supervisors

ATTEST:

William Porter
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of April, 2018.

JudgeStoneHghway-res

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: William C. Porter, Interim County Administrator
SUBJECT: Amendment to Board Calendar

Staff noticed a discrepancy on the adopted Board Calendar from the Organizational Meeting. The Budget Work Sessions were annotated incorrectly. The calendar has been fixed and attached for your reference.

Staff recommends the approval of the attached Amended Board Calendar of meeting dates and times.

ATTACHMENTS:

	Description	Type
☐	Amended 2018 Board Calendar	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 4:44 PM



2018 Board of Supervisors' Calendar

KEY

Months with change

BOS Meeting

Work Session

Dates of Interest

More Information

- 2nd Tuesday meeting 5:00 p.m.
- 4th Tuesday Work Session 4 p.m.
- January 2 BOS Organizational Meeting 4 p.m.

Location

101-F Mounts Bay Road Williamsburg, Virginia 23185

Mailing Address

P.O. Box 8784 Williamsburg, Virginia 23187-8784

www.jamescitycountyva.gov/BOS

JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

S	M	T	W	T	F	S
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MARCH

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APRIL

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29	30					

MAY

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JUNE

S	M	T	W	T	F	S
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BOS Org Mtg-2
BOS Meeting-9

Retreat-20
Pre-Budget Work Session-23
New Year's Day-1
Martin Luther King, Jr. Day-15

BOS Meeting-13
Work Session-27

VACo County Gov. Day-1
Presidents Day-19

BOS Meeting-13
Work Session-27

Joint Meeting-16 9 a.m. with City, County & Schools Legacy Hall

BOS Meeting-10

Budget Work Sessions-24 & 26 4 p.m.

BOS Meeting-8
Work Session-22

Memorial Day-28

BOS Meeting-12
Work Session-26

JULY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
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22	23	24	25	26	27	28
29	30	31				

BOS Meeting-10
Work Session-24

Independence Day-4

AUGUST

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
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BOS Meeting-14

SEPTEMBER

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30						

BOS Meeting-11
Work Session-25

Labor Day-3

OCTOBER

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
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28	29	30	31			

BOS Meeting-9
Work Session-23

NOVEMBER

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
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25	26	27	28	29	30	

BOS Meeting-13
Work Session-27

VACo- 12,13,14
Veteran's Day Observed-12
Thanksgiving-22, 23

DECEMBER

S	M	T	W	T	F	S
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23	24	25	26	27	28	29
30	31					

BOS Meeting-11
Christmas-24, 25
New Year's Day Holiday-Jan 1

BOS Organizational Meeting-1/2/19 - 4 p.m.

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: William C. Porter, Interim County Administrator
SUBJECT: County Administrator's Report

ATTACHMENTS:

	Description	Type
☐	Report	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 5:14 PM

MEMORANDUM

DATE: April 10, 2018
TO: The Board of Supervisors
FROM: William Porter, Interim County Administrator
SUBJECT: County Administrator's Report

The following is a summary of activities that took place March 7, 2018 through April 3, 2018:

March 7, 2018 (Wednesday)

- Attended Hampton Roads Planning District Commission Chief of Administrative Officers meeting
- Met with Jason Purse, Assistant County Administrator and Sue Mellen, Financial and Management Services (FMS) Director; Budget Meeting
- Met with Community Development, Adam Kinsman, County Attorney and Jason Purse, Assistant County Administrator; Settlement at Powhatan Creek

March 8, 2018 (Thursday)

- Attended Economic Development Authority meeting
- Met with Grace Boone, General Services Director
- Attended Neighborhood Forum

March 9, 2018 (Friday)

- Met with Brad Rinehimer, Police Chief
- Met with Doug Powell, James City Service Authority (JCSA) General Manager
- Met with Steve Burcham, JCSA Water Distribution Apprentice

March 12, 2017 (Monday)

- Met with Adam Kinsman, County Attorney and Sue Mellen, FMS Director
- Met with Sue Mellen, FMS Director
- Met with Ryan Ashe, Fire Chief

March 13, 2017 (Tuesday)

- Attended agenda meeting
- Met with John Carnifax, Parks & Recreation Director
- Attended Board of Supervisors meeting

March 14, 2018 (Wednesday)

- Met with Sue Mellen, FMS Director and Olde Towne Medical & Dental Center (OTMDC) Board members: Thomas Brownlie and Anne Bradstreet Smith

March 15, 2018 (Thursday)

- Met with Jason Purse, Assistant County Administrator, Sue Mellen, FMS Director and Sharon Day, Assistant FMS Director; Budget meeting
- Attended Executive Leadership Team (ELT) meeting

County Administrator's Report

April 10, 2018

Page 3

March 16, 2018 (Friday)

- Attended Joint meeting between James City County Board and Williamsburg James City County Schools

March 19, 2018 (Monday)

- Attended meeting with Betsy Fowler, Williamsburg Regional Library (WRL) Director and Marvin Collins, Williamsburg City Manager
- Attended Department of Motor Vehicle event at Jamestown High School Library "Take Action Against Distraction"
- Met with Sue Mellen, FMS Director
- Met with Patrick Teague, Human Resources Director
- Met with Paul Holt, Community Development Director

March 20, 2018 (Tuesday)

- Met with Doug Powell, JCSA General Manager, Susan Gaston and Restoration Systems
- Met with Lisa Noon, Williamsburg Area Association of Realtors Chief Executive Officer and Susan Gaston
- Met with Deputy Sheriff Hardin

March 21, 2018 (Wednesday)

- Attended Virginia Peninsula Regional Jail meeting
- Met with Rebecca Vinroot, Social Services Director

March 22, 2018 (Thursday)

- Met with Sue Sadler, Board member
- Met with Jim Icenhour, Board member

March 23, 2018 (Friday)

- Met with Brad Rinehimer, Police Chief
- Met with Doug Powell, JCSA General Manager

March 26, 2017 (Monday)

- Attended Robert Wood Johnson Foundation meeting
- Met with Paul Holt, Community Development Director
- Met with Betsy Fowler, WRL Director; library architectural assessment

March 27 2017 (Tuesday)

- Attended agenda meeting
- Attended Community Leadership Service 2018 Panel with Neil Morgan, York County Administrator and Marvin Collins, Williamsburg City Manager
- Attended BOS Work Session

March 28, 2018 (Wednesday)

- Met with Betsy Fowler, WRL Director
- Met with Patrick Page, IRM Director
- Attended Greater Williamsburg Partnership meeting
- Met with Amy Jordan, Economic Development Director

County Administrator's Report

April 10, 2018

Page 3

March 29, 2018 (Thursday)

- Attended School Liaison meeting
- Attended ELT meeting

March 30, 2018 (Friday)

- Attended Budget Press Conference

April 2, 2018 (Monday)

- Met with Sue Mellen, FMS Director
- Met with Patrick Teague, HR Director
- Met with Board members: Michael Hipple and Jim Icenhour
- Met with Paul Holt, Community Development Director

WP/md

CARreport04102018-mem

ITEM SUMMARY

DATE: 4/10/2018

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/2/2018 - 10:34 AM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: WATA Board of Directors - Staff Appointments

ATTACHMENTS:

Description	Type
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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 1:24 PM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Parks and Recreation Advisory Board Appointments

ATTACHMENTS:

Description	Type
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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:32 PM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Clean County Commission Appointment

ATTACHMENTS:

Description	Type
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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 2:33 PM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Board of Building Adjustments and Appeals

ATTACHMENTS:

Description	Type
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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/3/2018 - 3:34 PM

ITEM SUMMARY

DATE: 4/10/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Adjourn until 4 p.m. on April 24, 2018 for the Budget Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/2/2018 - 10:41 AM