

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 20TH DAY OF SEPTEMBER, NINETEEN HUNDRED NINETY-THREE, AT 5:07 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Judith N. Knudson, Chairman, Jamestown District
Stewart U. Taylor, Vice Chairman, Stonehouse District

Perry M. DePue, Powhatan District
Jack D. Edwards, Berkeley District
David L. Sisk, Roberts District (Absent)
David B. Norman, County Administrator
Frank M. Morton, III, County Attorney

B. WORK SESSIONS

1. Innovation in James City County Government

Ms. Vicki Sprigg, Chairman of the Innovation Steering Team that consists of employees from various departments, provided an overview of the County's innovation program from beginning ideas to realized results and described future plans for innovation.

2. Williamsburg Regional Library Feasibility Study

Ms. Patsy Hansel, Director, Williamsburg Regional Library, presented the Feasibility Study, prepared by The Design Collaborative, which examined the space needs of the existing building and of a new library to be constructed in the County. Also included in the study were physical, architectural and aesthetic requirements, individual space requirements and relationships, calculations of floor area and seating needs and requirements, and a proposed project budget.

Mr. Edwards requested that other options be developed for the project.

Mr. DePue stated that a Board of Supervisors/Library Board conference on the project would be helpful. He also asked for a breakdown of site costs from building construction costs.

Ms. Knudson recessed the Board for dinner at 6:21 p.m.

Ms. Knudson reconvened the Board into open session at 7:00 p.m.

Ms. Knudson read the Recognition of Innovation resolution and made a motion to approve the resolution.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

RESOLUTION**RECOGNITION OF INNOVATION**

WHEREAS, James City County and James City Service Authority employees serve the citizens of James City County by endeavoring to provide for a high quality of life through responsible cost-effective performance; and

WHEREAS, a group of employee "Innovators" independently developed ideas to improve a work method, improve the quality of service to customers, identify a cost avoidance, and/or produce an actual dollar savings to the benefit of our citizens; and

WHEREAS, these innovative ideas have identified potential first year actual savings of \$136,815 and \$88,000 - \$210,000 in cost avoidances while focusing on the quality of service provided.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, supports employee innovation and calls its significance to the attention of our citizens.

C. MINUTES - September 7, 1993

Ms. Knudson asked if there were corrections or additions to the minutes.

Mr. Edwards made a motion to approve the minutes as presented.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

D. HIGHWAY MATTERS

Mr. Quintin Elliott, Williamsburg Resident Engineer, Virginia Department of Transportation, reported that Mr. Sisk's request for change of placement of "No Right Turn on Red" sign at intersection by McDonald's Restaurant and Chevron service station on Route 60 would be completed by placing sign on traffic signal heads.

Mr. Elliott stated that Mr. DePue's request about a left-turn lane on Longhill Road at The Mews subdivision would be reviewed again from a safety standpoint.

Ms. Knudson requested that the entrance at Page Landing subdivision be checked for sharp metal objects which have reportedly punctured tires in the right turn from Captain John Smith onto Neck-O-Land Road.

Ms. Knudson requested consideration of a left-turn signal on the school side of Ironbound Road and Route 5 intersection at Five Forks.

E. CONSENT CALENDAR

Ms. Knudson asked if any Board member wished to remove an item from the Consent Calendar, and asked that Item No. 1 be removed.

Ms. Knudson made a motion to approve Item No. 2 on the Consent Calendar.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

2. Summer Breeze Concert Series - FY 94 Budget Amendment

R E S O L U T I O N

PARKS AND RECREATION BUDGET AMENDMENT

SUMMER BREEZE JAZZ CONCERT SERIES

WHEREAS, the concert series has been sponsored jointly with the Merchants Square Association; and

WHEREAS, the continued success of the concert series created demand for more performances; and

WHEREAS, the Association has contributed funds to the County which will offset the additional costs of entertainment.

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors of James City County, Virginia, hereby amends its FY 94 Budget as follows:

RECREATION SERVICES

Revenues

Merchants Square Association c/o By Design	<u>\$1,150.00</u>
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Expenditures

Operating Expenses (Entertainment)	<u>\$1,150.00</u>
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1. Historic Rivers Land Conservancy

Ms. Knudson commended the Historic Rivers Land Conservancy Board of Directors for its hard work and community conservation goals.

Ms. Knudson made a motion to approve the resolution.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

RESOLUTION**HISTORIC RIVERS LAND CONSERVANCY**

WHEREAS, the conservation of natural resources is necessary to maintain a high quality of life for the citizens of James City County; and

WHEREAS, the General Assembly has encouraged the private sector to become actively involved in the conservation of natural resources by passing the Virginia Conservation Easement Act and the Historic Rivers Land Conservancy was founded with the intent to utilize the provisions of the Act to promote conservation; and

WHEREAS, the Historic Rivers Land Conservancy, while having yet to satisfy the statutory five-year waiting period to qualify as an organization under the Act, may jointly hold title to conservation easements with organizations that do qualify.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, commends and states its support for the goals of the Historic Rivers Land Conservancy.

F. PUBLIC HEARINGS

1. Case No. CP-1-93. Second Annual Comprehensive Plan Review Amendments
2. Case No. CP-2-93. Comprehensive Plan Annual Review

Mr. Trenton L. Funkhouser, Senior Planner, stated that the proposed text amendments for Case No. CP-1-93 consisted of clarifications of certain language, inclusions of text due to an update of the Recreation Plan, adoption of a Regional Bikeways Plan, review of the Comprehensive Plan by the Chesapeake Bay Local Assistance Department, and minor Land Use Plan Map changes in response to a change in the State Code regarding the location of recycling centers.

Mr. Funkhouser also stated that the proposed amendments for Case No. CP-2-93 were a correction to the Land Use Map designation and Primary Service Area line for that area bounded by the CSXT Railroad, Richmond Road and Parcel (1-24) on James City County Real Estate Tax Map No. (24-3), and (2) a change to Land Use Plan Map designation of the southeast quadrant of Route 5/Ironbound Road intersection from Moderate Density Residential to Low Density Residential.

In concurrence with staff, the Planning Commission unanimously recommended approval of Case Nos. CP-1-93 and CP-2-93 with amendments listed in the resolutions.

Ms. Knudson opened the public hearings, and as no one wished to speak, she closed the public hearings.

Ms. Knudson made a motion to approve Case Nos. CP-1-93 and CP-2-93.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

RESOLUTION**CASE NO. CP-1-93****SECOND ANNUAL REVIEW OF THE 1991 COMPREHENSIVE PLAN**

WHEREAS, the Code of Virginia Title 15.1, Chapter 11, Section 15.1-454 mandates that at least once every five years the Comprehensive Plan be reviewed by the local Planning Commission; and

WHEREAS, the James City County Board of Supervisors and Planning Commission have determined, as part of the 1991 Comprehensive Plan Update process, that a review of the Comprehensive Plan should be conducted each year and that a major update should be conducted every fifth year; and

WHEREAS, the James City County Board of Supervisors and Planning Commission approved a methodology to conduct an annual review of the Comprehensive Plan that focused on continued citizen input; and

WHEREAS, following a public hearing on August 10, 1993, the Planning Commission recommended approval of certain amendments to the 1991 Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, adopts amendments to the 1991 Comprehensive Plan as follows:

1. Add term "attached or detached" (reference to dwelling types) to Low Density Residential description.
2. Add term "community-oriented public facilities" to the list of recommended land uses of the Moderate Density Residential and Mixed Use descriptions.
3. Replace Parks and Recreation text with a summary of the adopted Parks and Recreation Master Plan.
4. Revise Parks and Recreation standards of the Public Facilities Standards.
5. Replace text of the Transportation section regarding Bikeways with a summary of the adopted Regional Bikeways Plan.
6. Addition of text to the Technical Report including a discussion of County policies on septic systems, a discussion of water quality and soils protection as they pertain to agricultural and forestal activities with an emphasis on the Act and associated regulations, and information on possible groundwater contamination (underground storage tanks, dump sites, abandoned wells, failed septic systems and housing with no sanitary facilities).
7. Amend Land Use Plan Map to illustrate the locations of existing and proposed recycling centers.

RESOLUTIONCASE NO. CP-2-93SECOND ANNUAL REVIEW OF THE 1991 COMPREHENSIVE PLAN

WHEREAS, the Code of Virginia Title 15.1, Chapter 11, Section 15.1-454 mandates that at least once every five years the Comprehensive Plan be reviewed by the local Planning Commission; and

WHEREAS, the James City County Board of Supervisors and Planning Commission have determined, as part of the 1991 Comprehensive Plan Update process, that a review of the Comprehensive Plan should be conducted each year and that a major update should be conducted every fifth year; and

WHEREAS, the James City County Board of Supervisors and Planning Commission approved a methodology to conduct an annual review of the Comprehensive Plan that focused on continued citizen input; and

WHEREAS, following a public hearing on September 14, 1993, the Planning Commission recommended approval of certain amendments to the 1991 Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, adopts amendments to the 1991 Comprehensive Plan as follows:

1. A correction to the Land Use Plan Map designation and Primary Service Area (PSA) line for that area generally bounded by the CSXT Railroad, Richmond Road and Parcel (1-24) on James City County Real Estate Tax Map No. (24-3) by properly illustrating a portion of the PSA line along the CSXT Railroad and changing the Land Use Plan Map designation of the described area from Rural Lands to Mixed Use
2. A change to the Land Use Plan Map designation of the Southeast quadrant of the Route 5/Ironbound Road intersection from Moderate Density Residential to Low Density Residential.

3. Quitclaim Deeds - River Drive

Mr. Leo P. Rogers, Assistant County Attorney, stated that a title company had offered to exchange certain property along the eastern boundary of River Drive for the County's interest in the property along the western boundary of River Drive. He further stated that the Virginia Department of Transportation approved the 10± foot relocation of River Drive.

Staff recommended approval of the resolution.

Ms. Knudson opened the public hearing, and as no one wished to speak, she closed the public hearing.

Ms. Knudson made a motion to approve the resolution.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

RESOLUTIONQUITCLAIM PROPERTY OFF RIVER DRIVE RIGHT-OF-WAY

WHEREAS, the Board of Supervisors has requested that the Virginia Department of Transportation improve the River Drive right-of-way in the Cypress Point Subdivision in James City County; and

WHEREAS, sufficient property to improve River Drive was conveyed to the County along the eastern boundary of River Drive in order to settle a title dispute to certain property on the western boundary of River Drive; and

WHEREAS, the Virginia Department of Transportation has approved the 10± foot relocation of the River Drive right-of-way; and

WHEREAS, the Board of Supervisors of James City County, following a public hearing held on September 20, 1993, is of the opinion that it is in the public interest to convey certain real property along the western boundary of the River Drive right-of-way in the Cypress Point Subdivision in James City County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that Judith N. Knudson, Chairman of the Board of Supervisors, is authorized and directed to execute quitclaim deeds conveying the following property to the individuals listed below:

1. 0.0086± acres to Ronald E. and Margaret Rothwell;
2. 0.0624± acres to W. Walker Ware, IV; and
3. 0.0114± acres to Carl F. and Barbara C. Calfee.

4. Outdoor Gathering Permit, Junior Women's Club of Williamsburg

Mr. Sanford B. Wanner, Assistant County Administrator, stated that the Junior Women's Club of Williamsburg had applied for an outdoor gathering permit on September 24, 1993, from 6:00 p.m. to 10:00 p.m. at Governor's Land at Two Rivers, for Friday Frolics, the purpose being to raise money for the Historic Triangle Community Services Coalition.

Staff recommended approval of the resolution.

Ms. Knudson opened the public hearing, and as no one wished to speak, she closed the public hearing.

Mr. DePue expressed appreciation to staff for its prompt response to this application and made a motion to approve the resolution.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

RESOLUTIONOUTDOOR GATHERING PERMIT

WHEREAS, James City County received an application from the Junior Women's Club of Williamsburg to hold an outdoor gathering on September 24, 1993, from 6:00 p.m. to 10:00 p.m. at Governor's Land at Two Rivers, off Route 5 in James City County, Virginia; and

WHEREAS, the application was reviewed and approved with comments by the James City County Fire Chief, Police Chief, Emergency Medical Coordinator, the Health Department and the Zoning Administrator/Building Official.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, authorizes the County Administrator to issue a permit to the Junior Women's Club of Williamsburg, to hold an outdoor gathering as proposed on the Outdoor Gathering Permit Application and the written comments made thereto.

G. PUBLIC COMMENT - None

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. David B. Norman, County Administrator, recommended an executive session pursuant to Section 2.1-344(A)(3) of the Code of Virginia to consider two acquisitions of publicly held property.

I. BOARD REQUESTS AND DIRECTIVES

Mr. Taylor had received a telephone call from a constituent and asked staff to review reason sidewalks would be required when paving the parking lot at York River Baptist Church on Croaker Road.

Ms. Knudson recessed the Board for a James City Service Authority Board of Directors' meeting at 7:16 p.m.

Ms. Knudson reconvened the Board into open session at 8:00 p.m.

Ms. Knudson granted public comment time to Mr. Bill Cooksey.

Mr. Bill Cooksey, County resident, expressed his concern regarding use of landfills with inefficient liners.

Ms. Knudson made a motion to convene into an executive session as recommended by the County Administrator, at 8:07 p.m.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

Ms. Knudson reconvened the Board into open session and made a motion to approve the executive session resolution, at 9:08 p.m.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

R E S O L U T I O N

MEETING DATE: September 20, 1993

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Board of Supervisors of James City County, Virginia, (Board) has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

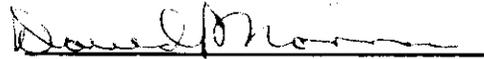
WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the Board that such executive meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby certifies that, to the best of each member's knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies; and, (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

Mr. Taylor made a motion to adjourn.

On a roll call, the vote was: AYE: Taylor, Edwards, DePue, Knudson (4). NAY: (0).

The Board adjourned at 9:08 p.m.



David B. Norman
Clerk to the Board

230

13307

BOOK 643 PAGE 216

THIS QUITCLAIM DEED made this 24th day of September, 1993, by and between the COUNTY OF JAMES CITY, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as GRANTOR, and the RONALD E. ROTHWELL and MARGARET A. ROTHWELL, husband and wife, hereinafter referred to as GRANTEE:

WITNESSETH: that for and in consideration of the sum of TEN DOLLARS (\$10.00) cash in hand paid, and for other good and valuable considerations, the receipt of which is hereby acknowledged at and before the signing, sealing and delivery of this Deed, the said GRANTOR does hereby GRANT, CONVEY, RELEASE and FOREVER QUITCLAIM unto the said GRANTEE, all of its rights, title, and interests in and to the following described property, to-wit:

All that certain lot, piece, or parcel of land lying and situate in Stonehouse District, James City County, Virginia, containing 499 S.F.± or 0.0114 Acres ±, and designated as: "Parcel C" on that certain plat entitled: PLAT SHOWING A PORTION OF THE WESTERLY RIGHT-OF-WAY LINE OF RIVER DRIVE, "CYPRESS POINT," SUBDIVISION, STONEHOUSE DISTRICT, JAMES CITY COUNTY, VIRGINIA," dated August 30, 1993, made by: AES Consulting Engineers, Williamsburg, Virginia, which said plat is attached hereto, to be recorded herewith for a more complete description of the property herein conveyed.

Being a portion of the same property as that conveyed to the Grantee by Deed dated July 16, 1982, and recorded in the Clerk's Office of the Circuit Court of James City County, Virginia, in Deed Book 225, Page 397.

WITNESS the following signatures and seals:

COUNTY OF JAMES CITY, VIRGINIA
By: Judith N. Knudson (SEAL)
JUDITH N. KNUDSON
Chairman, Board of Supervisors

COMMONWEALTH OF VIRGINIA

BOOK 643 PAGE 217

COUNTY OF JAMES CITY, to wit:

I, Mary Frances Rieger a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Judith N. Knudson, Chairman of the Board of Supervisors of James City County, Virginia, whose name is signed to the foregoing writing bearing date on the 24th day of September, 1993, has acknowledged the same before me in the jurisdiction aforesaid.

GIVEN under my hand this 24th day of September, 1993.

Mary Frances Rieger
NOTARY PUBLIC

My commission expires on: October 31, 1997

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VIRGINIA: City of Williamsburg and County of James City, to wit:
In the Clerk's office of the Circuit Court of the City of Williamsburg and County of James City the 28th day of September 1993 This Deed was presented with certificate annexed and admitted to record at 3:24 o'clock
Teste: Helene S. Ward, Clerk
by Debra S. Ward
Deputy Clerk

PLAT RECORDED IN
P.B. NO. 58 PAGE 27

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13309

RECORDATION TAX EXEMPT PER CODE OF VIRGINIA, 1950,
AS AMENDED, SECTION 58.1-811 A(3)

BOOK 643 PAGE 220

THIS QUITCLAIM DEED made this 24~~th~~ day of September, 1993, by and between the COUNTY OF JAMES CITY, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as GRANTOR, and the W. WALKER WARE, IV, homme sole, hereinafter referred to as GRANTEE:

WITNESSETH: that for and in consideration of the sum of TEN DOLLARS (\$10.00) cash in hand paid, and for other good and valuable considerations, the receipt of which is hereby acknowledged at and before the signing, sealing and delivery of this Deed, the said GRANTOR does hereby GRANT, CONVEY, RELEASE and FOREVER QUITCLAIM unto the said GRANTEE, all of its rights, title, and interests in and to the following described property, to-wit:

All that certain lot, piece, or parcel of land lying and situate in Stonehouse District, James City County, Virginia, containing 499 S.F.± or 0.0114 Acres ±, and designated as: "Parcel C" on that certain plat entitled: PLAT SHOWING A PORTION OF THE WESTERLY RIGHT-OF-WAY LINE OF RIVER DRIVE, "CYPRESS POINT," SUBDIVISION, STONEHOUSE DISTRICT, JAMES CITY COUNTY, VIRGINIA," dated August 30, 1993, made by: AES Consulting Engineers, Williamsburg, Virginia, which said plat is attached hereto, to be recorded herewith for a more complete description of the property herein conveyed.

Being a portion of the same property as that conveyed to the Grantee by Deed of Assumption dated July 3, 1985, and recorded in the Clerk's Office of the Circuit Court of James City County, Virginia, in Deed Book 275, Page 126.

WITNESS the following signatures and seals:

COUNTY OF JAMES CITY, VIRGINIA

By: Judith N. Knudson (SEAL)
JUDITH N. KNUDSON
Chairman, Board of Supervisors

COMMONWEALTH OF VIRGINIA

BOOK 643 PAGE 221

COUNTY OF JAMES CITY, to wit:

I, Mary Frances Rieger, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Judith N. Knudson, Chairman of the Board of Supervisors of James City County, Virginia, whose name is signed to the foregoing writing bearing date on the 24th day of September, 1993, has acknowledged the same before me in the jurisdiction aforesaid.

GIVEN under my hand this 24th day of September, 1993.

Mary Frances Rieger
NOTARY PUBLIC

My commission expires on: October 31, 1997

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VIRGINIA: City of Williamsburg and County of James City, to Wit:
In the Clerk's office of the Circuit Court of the City of Williamsburg and County of James City the 28th day of September 1993 This Deed was presented with certificate annexed and admitted to record at 3:27 o'clock
Teste: Helene S. Ward, Clerk
by Helene S. Ward
Deputy Clerk

PLAT RECORDED IN
P.B. NO. 58 PAGE 27

13308

BOOK 643 PAGE 218

THIS QUITCLAIM DEED made this 24th day of September, 1993, by and between the COUNTY OF JAMES CITY, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as GRANTOR, and CARL F. CALFEE and BARBARA C. CALFEE, husband and wife, hereinafter referred to as GRANTEE:

WITNESSETH: that for and in consideration of the sum of TEN DOLLARS (\$10.00) cash in hand paid, and for other good and valuable consideration, the receipt of which is hereby acknowledged at and before the signing, sealing and delivery of this Deed, the said GRANTOR does hereby GRANT, CONVEY, RELEASE and FOREVER QUITCLAIM unto the said GRANTEE, all rights, title, and interests in and to the following described property, to-wit:

All that certain lot, piece, or parcel of land lying and situate in Stonehouse District, James City County, Virginia containing 376 S.F.± or 0.0086 Acres± and designated as "Parcel A" on that certain plat entitled: "PLAT SHOWING A PORTION OF THE WESTERLY RIGHT-OF-WAY LINE OF RIVER DRIVE, "CYPRESS POINT" SUBDIVISION, STONEHOUSE DISTRICT, JAMES CITY COUNTY, VIRGINIA," dated August 30, 1993, made by AES, Consulting Engineers, Williamsburg, Virginia, which said plat is attached hereto, to be recorded herewith for a more complete description of the property herein conveyed.

Being a portion of the same property as that conveyed to the Grantee by Deed of Gift dated September 2, 1992, and recorded in the Clerk's Office of the Circuit Court of James City County, Virginia, in Deed Book 597, Page 812.

WITNESS the following signatures and seals:

COUNTY OF JAMES CITY, VIRGINIA

BY: Judith N. Knudson (SEAL)
JUDITH N. KNUDSON
Chairman, Board of Supervisors.

COMMONWEALTH OF VIRGINIA

COUNTY OF JAMES CITY, to wit:

BOOK 643 PAGE 219

I, Mary Frances Rieger, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Judith N. Knudson, Chairman of the Board of Supervisors of James City County, Virginia, whose name is signed to the foregoing writing bearing date on the 24th day of September 1993, has acknowledged the same before me in the jurisdiction aforesaid.

GIVEN under my hand this 24th day of September, 1993.

Mary Frances Rieger
NOTARY PUBLIC

My commission expires on: October 31, 1997.

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VIRGINIA: City of Williamsburg and County of James City, to Wit:
In the Clerk's office of the Circuit Court of the City of Williamsburg and County of James City the 24th day of September 19 93 This Deed was presented with certificate annexed and admitted to record at 3:26 o'clock
Teste: Helene S. Ward, Clerk
by [Signature]
Deputy Clerk

PLAT RECORDED IN
P.B. NO. 58 PAGE 27

JAMES CITY COUNTY

**Application for Permit to Hold
an Outdoor Gathering**

Chapter 12 of the James City County Code requires a permit from the Board of Supervisors to hold an outdoor gathering. An outdoor gathering is defined as follows:

...any music festival, dance festival, public dance, show or similar gathering at which music or entertainment is provided by professional or amateur performers or by prerecorded means and which is held at any place other than in a public building or permanent installation, which permanent installation has been constructed so that it can be used for the holding of such activities, to which members of the public are invited or admitted for a charge or free of charge and which is attended by more than three hundred (300) persons.

This permit application, along with the necessary supporting documents, must be submitted to the County Administrator, P.O. Box JC, Williamsburg, Virginia 23187, at least 90 days in advance of the proposed gathering.

A. General

1. Name, address, phone number of applicant (where the applicant is a partnership, a corporation or other association, this information shall be provided for all partners, officers, and directors):

<u>Name</u>	<u>Address</u>	<u>Phone</u>
Junior Woman's Club of Williamsburg, Inc. (Janet Mottinger, Chairman)	P.O. Box 1170 23187	258.4401 (Janet Mottinger)
Governor's Land Management Co., Inc.	2700 Two Rivers Rd. 23185	804-258.4600

2. Location of gathering (exact location of the premises at which the outdoor gathering is planned, including all land to be used for parking or other uses incidental to the gathering):

Governor's Land - 2700 Two Rivers Road
off Two Rivers Rd. at future site of
Two Rivers Country Club overlooking
golf course and James/Chickahominy
Rivers.

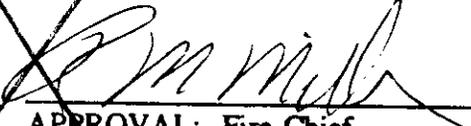
B. Site Plan

Attach a site plan showing:

1. The areas for performances or activities and grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
2. All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.
3. The location, capacity and nature of all temporary lighting, sound and public address systems. Include estimate Db(A) at perimeter of premises.
4. The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
5. Vehicle ingress, egress, and parking plan. Attach maps or plans showing means of access to the premises, including freeways and local roads and parking areas. Demonstrate the feasibility of handling the projected amount of vehicular and pedestrian traffic entering or leaving the premises. Be sure to show emergency vehicle access routes.



 APPROVAL: Chief of Police



 APPROVAL: Fire Chief

C. Service Plan

1. Security and Protection Plan. At least one off-duty County Sheriff's deputy or policeman shall be in attendance during all performances for each 500 expected attendees approved in the permit. Describe the plan for adequate security and protection.

Applicant must also hire 1 off-duty Police OFFICER.

Four ~~Three~~ security guards provided by Governor's Land will be present.

Contact: Walter Robertson,
 Head of Security at Governor's Land



 APPROVAL: Chief of Police

3. Name, address, phone number of property owner of the premises. Be sure to attach a lease, license, or contract from the owner of such property authorizing or permitting such use.

<u>Name</u>	<u>Address</u>	<u>Phone</u>
Governor's Land contact: Lisa Clark	2700 Two Rivers Rd. 23185	258-4600

See letter attached

4. Description of the type of outdoor gathering; including the names and addresses of the expected performers:

A fundraiser for the benefit of the Community Services Coalition that will feature live music provided by Skapwater. Food and beverages including alcoholic beverages (beer and wine) will be sold.

5. Date(s) and time(s) for gathering - please provide a detailed schedule of events (attach additional pages as necessary):

September 24, 1993
6 - 10 PM

6. An estimate of the minimum and maximum number of customers, spectators, participants and other persons expected to attend the outdoor gathering for each day it is conducted. Also include the total number of tickets to be offered for sale.

We estimate 500 people will attend.

The total number of tickets offered for sale is 1000.

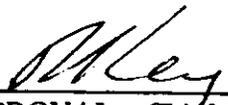
7. Financial statements. Attach financial statements of the promoter or financial backers sufficient to give assurance of the ability of such persons to meet the conditions of the permit and respond in damages which may arise out of the outdoor gathering. Liability insurance information may be substituted as an alternative.

See liability insurance attached

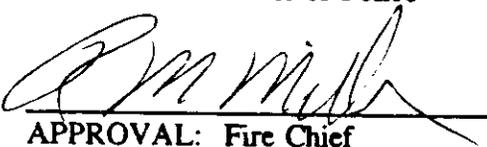
B. Site Plan

Attach a site plan showing:

1. The areas for performances or activities and grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
2. All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.
3. The location, capacity and nature of all temporary lighting, sound and public address systems. Include estimate Db(A) at perimeter of premises.
4. The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
5. Vehicle ingress, egress, and parking plan. Attach maps or plans showing means of access to the premises, including freeways and local roads and parking areas. Demonstrate the feasibility of handling the projected amount of vehicular and pedestrian traffic entering or leaving the premises. Be sure to show emergency vehicle access routes.



 APPROVAL: Chief of Police



 APPROVAL: Fire Chief

C. Service Plan

1. Security and Protection Plan. At least one off-duty County Sheriff's deputy or policeman shall be in attendance during all performances for each 500 expected attendees approved in the permit. Describe the plan for adequate security and protection. *Applicant must also hire 1 off-duty Police Officer.*
Four ~~Three~~ security guards provided by Governor's Land will be present.
 Contact: Walter Robertson,
 Head of Security at Governor's Land


 APPROVAL: Chief of Police

2. Fire Protection Plan. The applicant shall at his own expense take adequate steps as determined by the Fire Chief to ensure fire protection. Describe the plan you propose. Each ^{food} vendor will have a fire extinguisher on hand and will take necessary fire protection. A 40'x80' tent will be erected by Taylor Rental Co. which holds a building permit and will be flame resistant.

Richard M. Miller
APPROVAL: Fire Chief

3. Sanitation Facilities Plan. ~~Eight~~ port-o-potty facilities will be provided by King Rental Co. - two of which will have hand washing facilities. Also fire extinguishers will be available in the tent provided by Gov's Land.

Valerie Jordan
APPROVAL: County Health Department

4. Waste Disposal Plan. The hand washing port-o-johns will be located near the food vendors.

Food vendors will provide their own covered containers for food disposal. Cardboard receptacles will be on site for other disposal of waste. We will remove all waste from site at the close of the event.

Valerie Jordan
APPROVAL: County Health Department

5. Water Supply/Facilities Plan.

Each food vendor will supply their own water needs. Health Dept. spoke w/ Lisa Clark from Governor's Land. Lisa said that if food vendors needed water they could get it from various areas within Governor's Land. Also discussed this with Mimi Matthews.

Valerie Jordan
APPROVAL: County Health Department

6. Food Supply/Facilities Plan.

Second St. and Pappa John's will be providing food and will contact the Health Dept. as to the necessary requirements.

Valerie Jordan
APPROVAL: County Health Department

Note: Health Dept. has submitted applications for Temp. Food Permit to above. Must receive applications & reviews before giving approval.

7. Medical and first-aid facilities plan.

Station # 3 is 7 minutes away

Russell L. Lawry
APPROVAL: Emergency Medical Services
Director

8. Communications Plan.

A cellular phone provided by Contel will be on hand as well as the Governor's Land Security Communications system. i.e. (walkie talkies)

Russell L. Lawry
APPROVAL: Emergency Services
Coordinator

9. Consistency with Zoning Ordinance of radios)

Bernard Farmer
APPROVAL: Zoning Administrator

10. Consistency with Building Code and Regulations.

Tent erection & any electrical hookup requires permit.

Bernard Farmer
APPROVAL: Building Official

For Office Use:

Date Application Received: 9/13/93

Reviewed by Assistant County Administrator

B. Banner

9/15/93
Date

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