

AGENDA

DEVELOPMENT REVIEW COMMITTEE

January 7, 2004

4:00 p.m.

JAMES CITY COUNTY GOVERNMENT COMPLEX

Conference Room, Building E

1. Roll Call
2. Minutes
 - A. Meeting of December 3, 2003
3. Consent Items
 - A. S-112-02 Kensington Woods Overhead Utility Waivers
4. Cases
 - A. S-101-03 Ford's Colony, Sect. 35
 - B. SP-143-03 New Town United Methodist Church
 - C. S-106-03/SP-141-03 Colonial Heritage Phase 2, Sect. 3
 - D. SP-140-03 Pocahontas Square
4. Adjournment

AT A REGULAR MEETING OF THE DEVELOPMENT REVIEW COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD IN THE BUILDING E CONFERENCE ROOM AT 4:00 P.M. ON THE 3rd DAY OF DECEMBER, TWO THOUSAND THREE.

ROLL CALL

Mr. John Hagee
Mr. Joe McCleary
Mr. Joe Poole

ALSO PRESENT

Mr. David Anderson, Senior Planner
Mr. Matthew Arcieri, Planner
Ms. Karen Drake, Senior Planner
Mr. Christopher Johnson, Senior Planner

MINUTES

Following a motion by Mr. McCleary and a second by Mr. Hagee, the DRC approved the minutes from the October 29, 2003, meetings by a unanimous voice vote.

Case No. SP-127-03. New Town – Old Point National Bank: Request for Modification to Perimeter Setback

Mr. Anderson presented the staff report stating the project requires DRC requires for a future modification to a setback that will encroached upon by the pending realignment of Ironbound Road. Mr. Anderson stated that staff was recommending approval of the request for modification to section 24-527(b) of the Zoning Ordinance due to the fact that the realignment, a County-initiated road improvement, would place undue hardship on the applicant. Following a motion by Mr. McCleary and a second by Mr. Poole, the DRC approved the request for modification by a unanimous voice vote.

Case No. S-99-03. Wellington, Section 5

Mr. Johnson presented the staff report stating the project requires DRC review of all major subdivisions with 50 or more lots. Mr. Johnson stated that staff was recommending deferral of the application until the next regularly scheduled DRC meeting on January 7, 2004, to allow time for the applicant to resolve several key environmental issues which may result in the need to relocate or eliminate lots and re-engineer a roadway. Mr. Hagee asked if the applicant supported staff's recommendation. Mr. Marc Bennett of AES responded that he understood the request and felt that the issues could be resolved by the next DRC meeting. He added that there was not enough time for project engineers to meet with Environmental staff to address key issues in advance of this meeting. Mr. McCleary stated that he supported

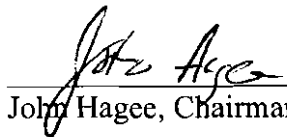
the request for deferral to allow adequate time to resolve the identified issues. Following a motion by Mr. McCleary and a second by Mr. Poole, the DRC unanimously recommended that the case be deferred until the January 7, 2004, DRC meeting.

Case No. S-100-03/SP-131-03 Colonial Heritage Phase 2, Section 1

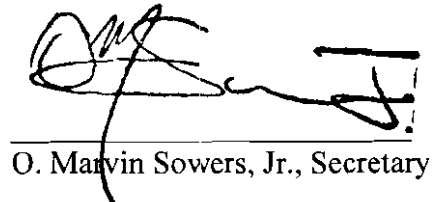
Ms. Drake presented the staff report stating this next section of Colonial Heritage was before the DRC because more than 50 residential units were proposed. Ms. Drake noted that two condominium buildings were proposed for the first time within the Colonial Heritage development in addition to the single family homes. While there were numerous outstanding comments from the various agencies, staff was confident that all the comments could be adequately addressed and staff recommended preliminary approval be issued for this case. Mr. Poole reiterated his concern about the existing magnolia trees and original house on the property be left standing. There being no further questions or discussions by the DRC and following a motion by Mr. McCleary that was seconded by Mr. Poole, the DRC voted unanimously to recommend preliminary approval be issued for this project subject to all agency comments being addressed.

Adjournment

There being no further business, the December 3, 2003, Development Review Committee meeting adjourned at 4:20 p.m.



John Hagee, Chairman



O. Marvin Sowers, Jr., Secretary



associated developers incorporated
land development, management, planning, & investment



November 21, 2003

David Anderson
James City County Planning Dept.
101 Mounts Bay Rd.
Williamsburg, VA 23185

Dear Mr. Anderson:

Please accept this letter as application for an exception/waiver to allow extension of overhead power across Lake Powell Road to serve Kensington Woods subdivision. The extension will involve setting one power pole on the northern corner of the Kensington Woods property. All on-site electric, telephone and cable television lines will be underground. All existing service along Lake Powell Road is provided via overhead lines, and there are multiple overhead crossings. The adjacent property to the proposed crossing is currently undeveloped.

If there are any questions, please call me.

Sincerely,

Henry Stephens
President

cc: Bill Raymond, Virginia Power

N/F
 RANDOLPH
 A. COLEMAN, JR.
 T.M. #(48-3) (1-22)

678 LF OF 3"
 (SCHD. 80 PVC)
 FORCE MAIN

EX. FENCE
 APPROXIMATE
 LOCATION OF
 EX. 6" JCSA
 FORCE MAIN

EX. WATER
 METER
 EX. SAN
 CLEANOUT

12" RCP
 666.887

EX. TELE
 PEDESTAL

GRINDER PUMP
 CONNECTION (TYP.)

5/8" WATER
 METER (TYP.)

STA. 10+15 "WET TAP"
 1-12" x 8" TAPPING TEE
 1-8" G.V. & V.B.
 1-8" 11-1/4" BEND

10' SEP. (TYP.)

STA. 9+89 "WET TAP"
 1-6" x 3" TAPPING TEE
 1-3" G.V. & V.B.

EX. 15" RCP
 INV=70.71

EX. 15" RCP
 INV=70.85

LAKE POWELL ROAD S.R. 6177 (VARIABLE)

BRIXTON ROAD 44' VDOT RAW

38' 10' DRAINAGE
 & UTILITY
 EASEMENT

20' JCSA
 UTILITY
 EASEMENT

EX. TIRE MARK

SEE PAVEMENT PATC
 ROADS DETAIL MATC
 PAVEMENT SECTION 1
 (SEE SHEET 13)
 EX. MAILBOX

REMOVE EX. FIRE 1
 1-6" 45° BEND AN
 MAIN (EXISTING AN
 INCLUDING 5' ON E
 MAIN IN LAKE POW
 MR. MARK HILL, FI
 (757) 220-062
 HYDRANT OUT OF
 HYDRANT ASSEMBL
 WITHIN A MAXIMUM

EX. TELE
 PEDESTAL

EX. 15" RCP
 INV=73.7

EX. POWER POLE
 EX. GRAVEL
 DRIVE

EX. 15" RCP
 INV=74.08

Subdivision-112-02
Kensington Woods Overhead Utility Waiver
Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Henry Stephens, Associated Developers Inc.
Land Owner: Henry Stephens, Associated Developers Inc.
Proposed Use: 40-lot subdivision
Location: 2705 Lake Powell Road
Tax Map/Parcel No.: (48-3)(1-16)
Primary Service Area: Inside
Parcel Size: 10.895 acres
Existing Zoning: R-2, General Residential, Cluster
Comprehensive Plan: Low Density Residential
Staff Contact: David Anderson Phone: 253-6685

OVERVIEW

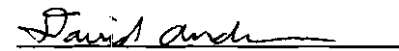
The applicant is requesting a waiver to allow the extension of overhead power across Lake Powell Road to serve the Kensington Woods subdivision. The extension will involve setting one power pole on the north corner of the Kensington Woods property and running overhead power to an existing power pole across Lake Powell Road. All on-site electric, telephone and cable television lines will be underground.

REASON FOR DRC REVIEW

Section 19-33 of the Subdivision Ordinance requires all utilities, including, but not limited to, wires, cables, pipes, conduits and appurtenant equipment for electricity, telephone, gas, cable television or similar service, to be placed underground. Exceptions to this requirement must be reviewed by the DRC.

STAFF RECOMMENDATION

Staff recommends approval of the application since existing service along Lake Powell Road is provided via overhead lines, and there are existing overhead crossings. Additionally, the property adjacent to the proposed crossing is currently undeveloped.


David Anderson

attachments:

1. Overhead Utility Waiver Request Letter
2. Map Showing Utility Crossing

Subdivision-101-03
Ford's Colony Section 35
Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Charles Records, AES Consulting Engineers

Land Owner: Drew Mulhare, Realtec Inc.

Proposed Use: 98-lot subdivision

Location: Centerville Road (across from existing Ford's Colony)

Tax Map/Parcel No.: All of (36-2)(1-1), (36-2)(1-1B), (36-2)(1-2), (36-2)(1-3), and a portion of (30-3)(1-2)

Primary Service Area: Inside / Outside

Parcel Size: 417.8 acres

Existing Zoning: A-1, General Agricultural

Comprehensive Plan: Low Density Residential / Rural Lands

Staff Contact: David Anderson Phone: 253-6685

OVERVIEW

Ford's Colony is proposing to develop a 417.8 acre tract of land across Centerville Road into 98 single-family lots. The proposed development requires DRC review for two waiver requests and for the granting of preliminary approval.

CUL-DE-SAC STREET LENGTH EXCEPTION REQUEST

Section 19-52 of the Subdivision Ordinance specifies that cul-de-sac streets should not exceed 1,000 feet in length. The applicant is requesting an exception from the DRC to permit cul-de-sac streets in excess of this length. VDOT has recommended the DRC not grant the exception due to concerns regarding the large number of residents who would be impacted in the event access was denied at the entry intersection in emergency conditions. Staff supports VDOT's concerns and recommends the DRC not grant the exception request at this time in order to allow discussions to take place between the applicant and VDOT to discuss this concern.

CONVENTIONAL SEPTIC SYSTEM WAIVER REQUEST

Section 19-60 of the Subdivision Ordinance specifies that lots where public sewer is not available shall be served by conventional septic tank systems. The applicant has requested an exception from the DRC to allow the selected use of alternative septic systems for the proposed development. The applicant has stated that the final lot-by-lot determination of drainfield locations has not yet taken place, and it is not yet known which lots or how many lots will need alternative septic systems. The septic system waiver application requires a letter from the Health Department or an AOSE stating that the soils on the property proposed for use of the

alternate septic system have been evaluated and are (1) not suitable for the use of a conventional system and are (2) suitable for use of the proposed system before a waiver can be granted. Prior to the final lot-by-lot determination being completed, this information is not known. As such, staff recommends the DRC not grant the waiver at this time in order to allow the final lot-by-lot determination of the drainfield locations to be completed. Additionally, the applicant must specify which alternative system is proposed to be used.

STAFF RECOMMENDATION - PRELIMINARY APPROVAL

Staff recommends that the DRC defer consideration of preliminary approval for this application until the next regularly scheduled DRC meeting on January 28, 2004. Deferral of this application should allow the applicant some time to address several key issues noted below. When staff has reviewed revised drawings, a recommendation will be forwarded to the DRC for consideration of preliminary approval.

The Environmental Division does not recommend granting preliminary approval due to several significant issues. Please reference the attached advanced Environmental comments from Scott Thomas for a description of these issues.

VDOT's concerns regarding the cul-de-sac lengths may require major revisions to be made to the plans. As such, staff does not recommend granting preliminary approval until this issue has been resolved.

Staff has not yet received final comments from Environmental, JCSA, or the County Engineer. Staff will provide the DRC with these comments at the meeting on January 7, 2003 if they are received by that time.

David Anderson

attachments:

1. Cul-de-sac street length exception request letter
2. Conventional septic system waiver request
3. Septic system waiver application
4. Agency comments received to date
5. Subdivision Plan

**Case No. SP-143-03
New Town United Methodist Church
Staff Report for the January 7, 2004 Development Review Committee Meeting**

Summary Facts:

Applicant: Mark Richardson, AES Consulting Engineers
Land Owner: Board of Missions of United Methodist Church

Proposed Use: House of Worship

Location: 5209 Monticello Ave, (next to the WJCC Courthouse)
Tax Map/Parcel: (38-4)(1-48)

Primary Service Area: Inside
Parcel Size: 5.56± Acres

Existing Zoning: M-1, Limited Business/Industrial
Comprehensive Plan: Mixed Use: New Town

Reason for DRC review: The Church proposes offsite parking in the existing Williamsburg/James City County Courthouse Parking Lot


Staff Contact: Karen Drake (757) 253-6685

Staff Recommendation:

AES Consulting Engineers has submitted the site plan for Phase I of the New Town United Methodist Church. The Church is proposed to be ±20,600 square feet and the minimum number of parking spaces required by the James City County Zoning Ordinance is provided on site, 81 spaces, 4 of which are handicapped spaces.

However, the New Town Methodist Church expects their congregation to grow and has designed the first phase of their new church to accommodate future expansions of the church facilities. Parking for the expanding congregation and future phases will be located on the Williamsburg/James City County Courthouse property. The New Town United Methodist Church already has a shared parking agreement with James City County for use of up to 300 Courthouse parking spaces on the weekend and up to 150 Courthouse parking spaces on week nights.

Staff finds the location of the buildings, parking spaces and the two different uses of the property, a Courthouse and House of Worship, to be complimentary in nature. Staff recommends that the Development Review Committee permit off-site parking as needed and in accordance with the shared parking agreement between the New Town United Methodist Church and the Williamsburg/James City County Courthouse.



Karen Drake
Senior Planner

Attachments:

- 1.) Site Plan (Separate)

Subdivision 106-03 / Site Plan 141-03. Colonial Heritage, Phase 2, Section 3
Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Richard Smith, AES Consulting Engineers

Landowner: U.S. Home, Inc.

Proposed Use: 66 lot subdivision (45 single-family lots, 21 attached townhouse units)

Location: Off Richmond Road via Colonial Heritage Blvd; Stonehouse District

Tax Map/Parcel No.: (24-3)(1-32)

Primary Service Area: Inside

Project Area: ± 15.09 acres

Existing Zoning: MU, Mixed Use, with Proffers

Comprehensive Plan: Low Density Residential


Reason for DRC Review: Section 19-23 of the Subdivision Ordinance requires DRC review for all major subdivisions with 50 or more lots.

Staff Contact: Christopher Johnson, Senior Planner Phone: 253-6685

STAFF RECOMMENDATION

Staff finds that the proposed residential units are consistent with the approved conceptual plan for Land Bay and the approved Colonial Heritage Master Plan. JCSA review comments will be forwarded as soon as they are made available. Based on preliminary review of the drawings, JCSA engineers indicated that they had not encountered any issues which would prevent them from recommending preliminary approval at this time.

Staff recommends that the DRC recommend preliminary approval of the subject to agency comments.


Christopher Johnson

- Attachments:
1. Agency Comments
 2. Subdivision Plan (separate attachment)

S-106-03. Colonial Heritage, Phase 2, Section 3
Additional Agency Comments

Planning:

1. Please provide an updated unit count on the cover sheet for all phases of the development which have been submitted for review to date.
2. Please revise General Notes 22 and 23 to reference the James City County *Subdivision Ordinance*, not the Zoning Ordinance.
3. Please add a note to the plans which states that the building setback requirements shown on the preliminary plat are established by Colonial Heritage, LLC or reference the Home Owner Association document which establishes the setback requirements for the development.
4. Please label all sidewalks and pedestrian pathways/bikeways shown on the overall plan of development and preliminary plat.
5. Please clarify the land use summary table on the overall plan of development by stating the number of single-family units proposed and the number of townhouse units proposed in this phase of the development.
6. The proposed street names Tarpley's Tavern Road and Wadsworth Street are acceptable to the County. An alternative street name must be submitted for Avery Green Terrace as it is similar to an existing street in the County and may cause confusion for emergency personnel.
7. Prior to final approval, please ensure that the water source cash contribution has been submitted as required by the Proffers. This contribution should be made payable to the James City Service Authority.
8. Prior to final approval, please ensure that the EMS equipment/signalization and the community impact cash proffers have been submitted. These contributions should be made payable to the James City County Treasurer.
9. Prior to final approval, per Section 19-29 (I) of the Subdivision Ordinance, please submit GIS data for the subdivision, in accordance with the "GIS Data Submittal Requirements for Major Subdivisions" policy. Please note that this provision shall apply at the time of plat approval.

JCSA

1. Comments will be forwarded as soon as they are made available.

Environmental

1. Please refer to the attached memorandum dated December 23, 2003.

Fire Department:

1. The plans are approved as submitted.

County Engineer:

1. The plans are approved as submitted.

ENVIRONMENTAL DIVISION REVIEW COMMENTS
COLONIAL HERITAGE PHASE 2, SECTION 3 (66 LOTS)
COUNTY PLAN NO. S-106-03 / SP-141-03

December 23, 2003



General Comments:

1. A Land Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. A Subdivision Agreement, with surety, shall be executed with the County prior to recordation of lots.
3. Water and sewer inspection fees must be paid prior to the issuance of a Land Disturbing Permit.
4. Wetlands. Prior to initiating grading or other on-site activities on any portion of a lot or parcel, all wetland permits required by federal, state and county laws and regulations shall be obtained and evidence of such submitted to the Environmental Division. Refer to Section 23-9(b)(8) and 23-10(7)(d) of the Chapter 23 Chesapeake Bay Preservation ordinance. *(Note: This includes securing necessary wetland permits through the U.S. Army Corps of Engineers Norfolk District and under the Virginia Department of Environmental Quality non-tidal wetlands programs, which became effective October 1st 2001.)*
5. A Standard Inspection / Maintenance agreement is required to be executed with the County due to the proposed onsite stormwater conveyance systems associated with this project.
6. Streetlights. A streetlight rental fee for nine (9) lights must be paid prior to the recordation of the subdivision plat. It is unclear if the streetlight as shown at the west entrance with the Phase 2 boulevard on Sheet 7 is a streetlight proposed for the boulevard plan or for the Phase 2, Section 3 plan of development.
7. Land-Disturbing. As this site is highly dependent on and relies on infrastructure and stormwater conveyance and management facilities associated with other plans that have yet to commence, specifically the Phase 2 Boulevard Plan (County Plan No. SP-97-03) and the Massie Farm Pond # 5 plan (County Plan No. SP-2-03), a land-disturbing permit cannot be issued for this phase of the project until these improvements are in place and functional so as increased runoff from this site can be conveyed, handled and treated properly. There will be no consideration for releasing land-disturbing for this site until the Phase 2 wetland permit is received for the Massie Pond, the pond is functioning at a minimum as a temporary sediment basin and the outfall stormwater piping system associated with the Phase 2 road is in place and functional to accept drainage from this site.
8. Overall Map. On the overall Colonial Heritage Projects map on Sheet 2, add information for the Golf Course Plan (SP-86-03) and show the County site plan number for Phase 2, Section 1 (SP-131-03).
9. Tabulation. The break down of Phase 2 projects on the bottom-left corner of the cover sheet does not have any values listed for natural open space, nor does it have any information for the Phase 2 Boulevard project. Revise as necessary.

Erosion & Sediment Control Plan:

10. Temporary Stockpile Areas. Show the location of any temporary soil stockpile, staging and equipment storage areas (with required erosion and sediment controls) on Sheet 9 or indicate on the plans that none are anticipated for the project site. Also, show any related temporary soil stockpile areas to be used for golf course construction within the limits of mapping for this plan of development.
11. Limits of Work. Show and label a distinct limit of work (clearing and grading) around the site periphery on Sheets 3, 9, 11 and 12. Be sure to include work associated with installation of erosion and sediment controls and onsite or offsite utility connections. Ensure disturbed area estimates match land-disturbance inclusive within the limits of work.
12. Phase 1 E&SC. It is unclear on the Phase 1 erosion and sediment control plan and sequence of construction if Golf Course Hole 1 and 9 grading and drainage will proceed prior to the start of this plan. Sequencing of the golf course work in advance of Phase 2, Section 3 could have a major impact on the Phase 1 erosion and sediment control plan for this site. The sequence on Sheet 9 should give indication (as Step # 1) as to whether the golf course grading/drainage is to be completed in advance of work on this plan.
13. Phase 1 E&SC. The drainage area shown for design of the sediment basin on the Phase 1 E&SC plan on Sheet 9 (14.2 acres) appears incorrect. The Phase 2, Section 3 site area itself is 15.10 acres plus additional offsite areas from Golf Course Hole 1 and 9, the Phase 1 Boulevard and the Residence Clubhouse which will contribute to the onsite sediment basin, regardless of whether Golf Course Sediment Basin 9-2 is in place or not. It would appear that actual drainage area, including these offsite sources, could well be over 25 acres. The temporary sediment basin must be sized for the maximum drainage area to be expected to the basin, whether this is prior to or following development of upslope areas, unless diversion dikes are used to divert upslope (clean) water around this site to reduce the drainage area to the basin. *(Note: Basins in series do not result in reduction of drainage area to the downstream basin - cumulative drainage area must be used for design. Also, if assumptions are made that the golf course holes are to be graded and drainage installed to reduce area to the basin, then it must be clear in the sequence of construction that work on the Phase 2, Section 3 site cannot commence until that work is complete.)*
14. Sediment Basin. The Environmental Division reserves the right to provide further review and comment on the design of the primary temporary sediment basin for the project once the maximum design drainage area is nailed down. In the interim, some preliminary design comments are being offered. In the "reservoir report" for Sediment Basin # 2-3 in the design report, information in the computer model is not consistent with information presented on construction detail Sheet 15. The size of the outlet barrel, the size of the dewatering orifice, the elevation of the riser crest and the width of the emergency spillway do not match between the computer model and the construction plan.
15. Sequence of Construction. The sequence of construction shall indicate that grading/development on Lots 1 and Lots 37 through 43 shall be delayed until it is determined that Temporary Sediment Trap # 1 and Temporary Sediment Basin # 1 can be removed from service. These sediment trapping measures shall not be prematurely removed in order to continue with site development at the expense of proper onsite erosion and sediment control. Also, Step # 5 of the sequence of

construction on Sheet 9 indicates use of temporary pipes/outfalls into the sediment basin from installed onsite storm drainage piping systems. These configurations must be shown on the erosion and sediment control plan.

16. Construction Entrance. A second rock construction entrance must be shown at the west entrance to the site.
17. Sediment Removal. Provide a note on the erosion and sediment control plan for this site, or within the sequence of construction, that all onsite and connecting offsite stormwater drainage piping systems must be cleaned and flushed of all sediment accumulated as a result of land-disturbance and construction activity from this site.
18. Safety. The sediment basin will vary from about 6 ft. to 14 ft. in excavated depth. If it is anticipated that nearby lots/units may be occupied while the basin is in service, then temporary safety fence in accordance with Minimum Standard 3.01 of the VESCH will be required. *(If it is not anticipated that any of the units/lots will be occupied prior to removal of the basin, then safety fencing will not be required unless there is a chance that the basin could be accessed by pedestrian traffic from along the Phase 2 boulevard.)*

Stormwater Management / Drainage:

19. Overall Drainage Plan. Overall drainage plan Sheet 10 shows one primary stormwater piping system outfall from the site. This outfall is at the Phase 2 boulevard. On Sheet 10, show the offsite drainage networks for Golf Course Holes 1 and 9, by effective use of graying or half-toning, and provide label references to County site plan numbers (ie. SP-86-03, SP-97-03, etc.) for which those storm systems are proposed under. Also, at offsite storm drainage system connection SS # 23-2, provide labels or notes to indicate which offsite BMP (using master plan and County site plan number designations) provides treatment for the onsite stormwater systems associated with this plan of development. It should be clear which master planned BMP(s) provides service to this site.
20. Drainage Easements. According to the *James City County Environmental Division, Stormwater Drainage Conveyance Systems, General Design and Construction Guidelines*, the minimum width for the private drainage easement along the 24-inch storm drain between Lots 20 and 21 should be 20 ft., not 15 ft. as shown. Make this correction on preliminary plat Sheet 6 and drainage plan Sheet 12. Also, based on the alignment of several of the onsite stormwater drainage pipes, it appears that portions of private drainage easements will be necessary on Lots 1, 14, 19, 31, 44, 65 and 66 as the storm drains plus a minimum of 10 ft. on each side will traverse across the lot lines. Also, the alignment of the 4 ft. wide bottom width channel across the back of Lots 32-43 (and along Common Open Space # 2) encroaches into the back of those lots, resulting in the need for a portion of a private drainage easement to be situated along the back of those lots.
21. Storm Design. In the "storm sewer computations" in the design report, runoff coefficients (C factors) of 0.40 and 0.45 was used for many of the pipe computations. Firstly, a runoff coefficient of 0.40 to 0.45 seems rather low for the road and lot development conditions presented (average lot area 7,500 square feet). Also, these values are not consistent with runoff coefficients (C factors) as presented in the "stormwater inlet computations" in the design report. The lowest C factor used for inlet design was 0.50. The inlet and storm computations must reflect consistent design information.

23. **Inlets.** Ensure the DI-7 inlet grates SS # 23-60, SS # 23-29 and SS # 23-43 are of sufficient opening size to prevent the back up of drainage within Swale # 1, Swale # 2 and Swale # 3 for the design and check storm. Ponding at these inlets could directly result in backyard or structure flooding.

24. **Stormwater Channels.** Stormwater conveyance channel computations in the design report for Swale # 1, # 2 and # 3 show adequacy for erosion resistance for the 2-year storm and adequacy for capacity for the 10-year storm. However, assumptions in the design report indicate that each of the swales are to be a minimum of 1 ft. deep. Provide a typical section or construction information on the plans to indicate a minimum construction depth of 1 ft. Also, computations in the design report for the Swale # 2 channel segment between Lots 44 to 47 shows a design slope of 1.8 percent; however, the construction plan shows 1.21 percent. Ensure a decreased construction slope will still provide required capacity (channel normal depth below 1 ft.).

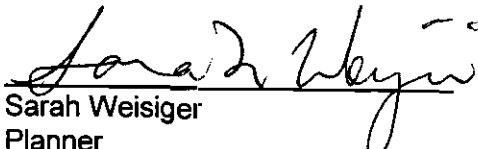
SUMMARY FACTS

Applicant: Scott Acey of MSA, PC
Landowner: RML III Corporation
Proposed Use: 96 townhomes
Location: 8844 Pocahontas Trail
Tax Map/Parcel No.: (59-2)(1-4); (59-2)(1-5A); and (59-2)(1-5)
Primary Service Area: Inside
Parcel Size: 13.7 acres
Existing Zoning: R-5, Multi-family Residential with proffers
Comprehensive Plan: Low Density Residential
Reason for DRC Review: The development proposes more than 50 lots.
Staff Contact: Sarah Weisiger, Planner Phone: 253-6685

STAFF RECOMMENDATION:

Staff cannot recommend preliminary approval at this time because of a lack of important environmental data on the project including an environmental inventory, an erosion and sediment control plan in accordance with state standards, and compliance with the County's stormwater management criteria. Due to possible changes in lot configuration that could occur as the applicant addresses agency comments, staff believes that more time is needed to prepare the plan for preliminary approval and recommends deferral of this case until the next DRC meeting. Agency comments are attached.

The environmental inventory is one of the primary assessment tools to determine adequacy of a project. The applicant has not provided information on soils, slopes and Resource Protection Areas (RPA). Without this information, staff cannot determine the suitability of a project. Also, staff recommends a sediment basin and possibly sediment traps to control the area of disturbance during construction, these have not been provided in the plan. In addition, the proposed stormwater management facility, an infiltration basin, has a high failure rate. Staff recommends another type of facility be used and be located further away from the on-site stream.


Sarah Weisiger
Planner

Attachments:

1. Agency comments
2. Site Plan (separate attachment)

AGENCY COMMENTS
FOR
CASE NO. SP-140-03. POCAHONTAS SQUARE

Planning:

1. On the cover sheet, please indicate the number of townhouse units proposed.
2. A lighting plan and details of the type of lighting to be used must be included with the site plan. Please reference Section 24-57 (c)(3) and Section 24-314(i) of the James City County Zoning Ordinance for lighting requirements. Please include a separate sheet to show illumination patterns and include location of light poles and/or building mounted lights on layout plans and landscape plans.
3. Please show community mailbox locations.
4. Please show location of recreation playground area and playground equipment. (See Sec. 24-314.)
5. On the cover sheet, please indicate the amount of open space that is required and the amount of open space that is provided.
6. On Sheet 2.1, please indicate the location of the underground storage tanks. Also, please provide me with information regarding the status of the removal of the storage tanks and soil analysis of the site.
7. On Sheets C3 and C4, the lines indicating zoning districts are not correct. The zoning for Brookside Haven to the east is R-5.
8. See additional comments from the Landscape Planner in attachment dated December 18, 2003.
9. Please number all proposed units.
10. Please include street names on all plans.
11. In Proffer # 10, Sidewalk Design must meet Planning Director approval. The proposed sidewalk width of 5 feet is not acceptable. A minimum of 6 feet is necessary to allow for the overhang of vehicles and still have space for pedestrians to pass. Further, the Master Plan calls for a 6 foot wide sidewalk. Please revise accordingly.
12. Please provide a cross-section detail of the parking lot, curb and sidewalk on the plans.
13. Please provide a cross-section detail of the pedestrian trail on the plans.

14. Please show location of non-developable area on plan. See Sec. 24-312 of the Zoning Ordinance for a definition of developable/non-developable area.
15. For specifications for handicap parking, please refer to Section 24-56 of the Zoning Ordinance. Revise plans accordingly, especially with respect to size of spaces, signage and curb cuts.
16. Please provide additional sidewalk curb cuts, CG-12 HC ramps, in areas next to handicap spaces and at corners such as the southeast corners of the development.
17. The southeast corner of development where the pedestrian trail meets the sidewalk and parking area should be revised to provide a visible area for safer pedestrian crossing, including a sidewalk curb cut. The corner across from it should also be changed to include a sidewalk curb cut.
18. On Sheets 3.1 and 4.1, please show the line for the Route 60 Landscape Buffer as described in Proffer #6, measured 50 feet from the edge of right-of-way after the proposed turn lanes are installed.
19. Please identify on the plans all of the mature and specimen trees in the setback areas that are proposed to be disturbed for the pedestrian trail. See Proffer #11.
20. The small gap between the back of the rear lot line of the first townhome at right of entrance and the lot behind it should be either eliminated or widened for pedestrian traffic.

Environmental:

1. See attached memorandum, dated December 29, 2003.

Newport News Water Works:

1. Comment will be forwarded to you as soon as they are made available.

James City Service Authority:

1. See attached memorandum, dated December 22, 2003.

Virginia Department of Transportation:

1. Transitions to accommodate addition of left turn lane on Pocahontas Trail (Route 60) are not in accordance with VDOT Standards. Transitions and lane widths must be per VDOT Road Design Standards, please refer specifically to Appendix C (C-5.11).
2. Sight distanced does not meet VDOT minimum standards. Plans currently show sight distance as 325', minimum on 40 mph two lane roadway is 400'. Actual line of sight distance must be shown on the plans. Please refer to

“VDOT’s Minimum Standards for Entrances to State Highways” for additional information.

3. Entrance must be at a 90° angle with Pocahontas Trail (Route 60).
4. Provide existing Pocahontas Trail (Route 60) pavement typical information on plans. Proposed pavement typical must match existing.
5. Mill and overlay of Pocahontas Trail (Route 60) will be required for the entire length of roadway work for site.
6. Pocahontas Trail (Route 60) must remain in a shoulder-ditch design. Current plans show piping of the ditch along both sides of the site. The only piping that will be allowed will be for the entrance, and we feel that approximately 100’ of pipe will be sufficient.
7. No manholes will be allowed within the roadway.
8. Drainage computations must be provided and must be in accordance with 2003 VDOT Drainage Manual.
9. Provide pre and post development drainage area map.
10. Drainage computations must be stamped and signed by Professional Engineer.
11. To accomplish appropriate transition and roadway shoulder-ditch design, it appears that additional right of way and relocation of some sidewalk will be required.
12. Provide typical section for relocated ditch line(s) to include side slopes.
13. Pavement width for right turn lane must be 12’, gutter pan and/or curb is not included.
14. Provide posted speed limit on the plans.
15. Fire hydrant, power poles and other fixed objects must be a minimum of 18’ beyond the edge of travel lane or behind the ditch line.
16. Adequate right of way must be dedicated for roadway maintenance purposes. Normally the right of way line will extend approximately 5’ beyond the ditch line, however engineering judgment should be used to determine desired location.
17. Right of way must be dedicated in 5’ increments.

18. Provide a stop sign in accordance with MUTCD R1-1 Standard (30" x 30") at entrance onto Pocahontas Trail (Route 60).
19. Provide note on the plans stating, "VDOT does not assume responsibility for maintenance of the detention/retention pond or its structure, and shall be saved harmless from any damages".
20. It will be necessary to saw cut the existing pavement longitudinally along Pocahontas Trail (Route 60) to ensure that the pavement typical throughout the new roadway is constant.

Fire Department:

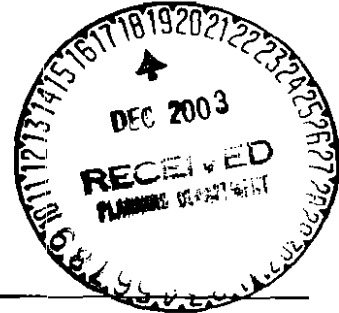
1. Add two hydrants midway down each entrance way.
2. Relocate hydrant on east entrance way to bend in road closest to Pocahontas Trail.

County Engineer:

1. The plans have been reviewed and no comments are offered.

INTEROFFICE MEMORANDUM

TO: SARAH WEISIGER
FROM: LEE SCHNAPPINGER, LANDSCAPE PLANNER *LS*
SUBJECT: SP-140-03, POCAHONTAS SQUARE
DATE: 12/18/2003



I have reviewed SP-140-03, the site plan for Pocahontas Square, and have the following comments:

1. To allow more room for the plant material, building perimeter planting can be installed to the side and rear of the buildings as well as the front.
2. The parking lot trees are required to be at least 35% evergreen, achieving a minimum of 40 feet in height at maturity.
3. Condition 11 of the rezoning proffers states that "the trail shall be located to avoid mature or specimen trees where reasonably feasible". No mature or specimen trees have been identified in the east and west yards to indicate their relation to the pedestrian trail. If none exist in these areas, please note this on the plan.
4. The east and west buffers adjacent to LB and R-5 zoning are required to be planted with the general area planting rate. Generally, if the 35' buffer is shown to be undisturbed, as on the west side of the property, additional planting is not required. The buffer to the east side is being graded into, requiring the general landscape area planting rate. Credit can be received for existing trees within the buffer.

The buffer adjacent to R-8 is to be undisturbed and 50' in width. A modification will need to be obtained to locate the pedestrian trail within this buffer and grade as proposed in this area. Locating the mature and specimen trees in this area and showing them on the plan along with the proposed trail location would be beneficial.

5. There is no planting shown on the site plan in areas shown on the Master Plan.— near stormwater mgmt facility,



MEMORANDUM

Date: December 22, 2003

To: Sarah Weisiger, Planner

From: Timothy O. Fortune, P.E. - Civil Engineer *TF*

Subject: SP-140-03, Pocahontas Square (Construction Plan Submittal)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on December 4, 2003. Quality control and back checking of the plans and calculations for discrepancies, errors, omissions, and conflicts is the sole responsibility of the professional engineer and/or surveyor who has signed, sealed, and dated the plans and calculations. It is the responsibility of the engineer or surveyor to ensure the plans and calculations comply with all governing regulations, standards, and specifications. Before the JCSA can approve these plans for general compliance with the JCSA Standards and Specifications, the following comments must be addressed. We may have additional comments when a revised plan incorporating these comments is submitted.

General Comments:

1. All sanitary sewerage facilities to be dedicated to JCSA shall be designed and constructed in accordance with the HRPDC Regional Standards, Second Edition dated June 2001, and the JCSA "Standards and Specifications Water Distribution and Sanitary Sewer Systems" dated April 2002. All details shall be in accordance with the above referenced standards. Provide call-outs for the items indicating HRPDC or JCSA applicable detail references such as "Dual Sanitary Sewer Service Connections, SS_15". Revise drawings accordingly.
2. These plans shall be submitted to Newport News Waterworks for review and approval of compliance with Waterworks "Materials and Construction Standards" manual.
3. The proposed fire hydrant locations shall be approved by the James City County Fire Department.
4. Show and label any existing septic tanks and drain fields on the plan. If these exist, plans shall be submitted to the local Virginia Department of Health (Ms. Valerie Jordan at 757-253-4813) for review and approval of septic tank removal/abandonment.
5. Provide street names on all plans.

6. Show and label parcel Lot numbering for clarity and reference among the plans.

Sheet C1.1

1. Site Data: Water and sewer calculations shown do not reflect the actual number of dwelling units shown on the plan (96 total). Verify and revise calculations accordingly.
2. Add the following note to the plan: "Any existing unused wells shall be abandoned in accordance with State Private Well Regulations and James City County Code."
3. The applicant shall provide the Water Conservation Standards (as noted under Conditions, Item #3 of the Title Sheet) for JCSA review and approval. Should the Applicant have any questions or require additional information regarding water conservation standards or guidelines for new developments, please contact Mrs. Beth Davis, Environmental Education Coordinator, at (757) 253-6859.
4. It is recommended that the sewer main be placed at the quarter point of the road.

Sheet C6.1:

1. The design engineer shall revise the design to incorporate more dual sanitary sewer service laterals (refer to HRPDC detail SS_15). It appears that dual connections can be provided for a large portion of the development.
2. Sewer laterals shall terminate at the property line for each town home.
3. Provide baseline stationing on the plan for coordination with the profiles.
4. Several sanitary sewer lateral connections are labeled as water service connections and water meters. Verify and revise accordingly.
5. Show the proposed storm sewer system on the utility plan. The sanitary sewer system shall have a minimum horizontal separation of 5 feet from storm sewer structures and pipes. Revise plan accordingly.
6. JCSA Exclusive Utility easements (refer to JCSA standards Section 2.5) shall be provided for the proposed sewer mains and laterals. Revise the plan accordingly.
7. Add a note to the plan indicating that the sanitary sewer system pipe bedding shall be in accordance with HRPDC Detail EW_01.

Sheet C6.2:

1. Refer to Sheet C6.1 comments.
2. Sta 18+25 (+/-): A minimum separation of 10 feet shall be provided between the proposed water service connection and sanitary sewer lateral.

3. Sanitary Manhole MH 5 to MH 4: Verify that a minimum vertical separation of 18" will be maintained between the proposed sanitary sewer laterals and the 36" storm sewer crossing.

Sheet C6.3:

1. Sta 14+85 (+/-): A minimum vertical separation of 18" shall be provided between the waterline and sewer main crossing. Revise profile accordingly.

Sheet C6.4:

1. Onsite Sewer Profile:
 - a. Sanitary Manhole MH 1: It appears the lateral connecting to this manhole will conflict with its crossing of the waterline (a minimum vertical separation of 18" shall be provided). Verify and revise accordingly.
 - b. The profile scale does not agree with the graphic scales shown on the plan. Verify and revise accordingly.
2. Offsite Sewer Profile:
 - a. Sanitary Manhole MH9 to Exist MH: The pipe slope and length shown contradicts Sheet C6.2. Verify and revise accordingly.
 - b. The proposed grading shown is not reflected on Sheet 5.2. Clarify why grading is to occur in this area and if it is limited to the 10' clearing limit shown on the plan sheets. Revise accordingly.

Sheet C8.1:

1. General Notes, Note 2: Delete note in its entirety.
2. Modify the JCSA "5.1 General Notes for Water Distribution and Sanitary Sewer Systems" to address only the sanitary sewer system since water is provided by Newport News Waterworks. Standard notes A thru D and F thru M (modified) shall be included on the plan.

Sheet C8.3:

1. Delete the Typical Water Meter Installation (W13.0) and Water Meter Setting (W14.0) details from the plan as these are JCSA details and not applicable to the Newport News Waterworks system. Revise plan accordingly.
2. The design engineer shall confirm that the HRPDC details shown for water distribution are acceptable to Newport News Waterworks. Revise plan accordingly.

Sheet C8.4:

1. Show only those JCSA/HRPDC details which have been modified for the sanitary sewer system design. The design engineer shall note the change(s) made on the plan, if any. Refer to General Comment, Note #1 above for plan labeling requirements. Revise drawing accordingly.
2. Refer to Sheet C8.3, Note 2 above.

Sheet L1.1 and L1.2:

1. Sign and date professional seals affixed to the plans.
2. Proposed utilities and utility easements shall be shown on the plans. Review of the plans will be provided once this information has been added.
3. Add the following note to the plan and revise landscape plan to comply: "Shrubs shall be minimum of 5 feet, and trees a minimum of 10 feet, from the center of JCSA sewer pipelines."

Sanitary Sewer Data Sheet:

1. Item 5b: Flow listed contradicts the number of town home units x 300 GPD. Verify and revise accordingly. Revise 5d accordingly.
2. Item 5e: Total peak flow shall be 400% of the average design flow per JCSA standards Section 2.10 D.3. Revise accordingly.

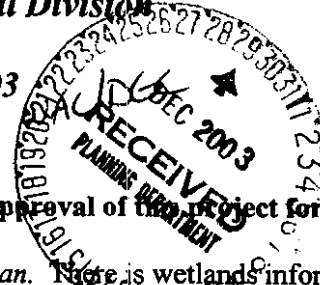
Please call me at 253-6836 if you have any questions or require any additional information.

James City County Environmental Division

Pocahontas Square

County Plan No. SP-140-03

December 29, 2003



The Environmental Division does not recommend preliminary approval of the project for the following reasons:

- *There was no environmental inventory submitted with the plan.* There is wetlands information on the existing conditions sheets C2.1 and C2.2 but nothing on soils, slopes, RPA, etc. As the Environmental Inventory is one of the primary assessment tools to determine the adequacy of a project, the lack of this information does not allow for an analysis of the suitability of the project for the site.
- *The lack of an adequate erosion and sediment control plan.* The submitted plan uses primarily silt fence to control over nine acres of disturbance, which is not in accordance with Minimum Standard # 6 of the Virginia Erosion and Sediment Control regulations, and the Minimum Standards & Specifications of the Virginia Erosion and Sediment Control Handbook (VESCH). A sediment basin and possibly sediment traps are required to control the amount of disturbance that will be generated by this project.
- *Compliance with the County's stormwater management criteria has not been properly demonstrated.* The 10-point calculation procedure was not applied correctly and the type of BMP selected has not been properly supported with the necessary documentation – specifically soils information. It is strongly recommended that a different type of stormwater management facility be utilized for this project as infiltration basins have a high failure rate potentially leaving the affordable housing community with a long-term maintenance burden that they may not be able to manage. Also, as a sediment basin will be necessary for this project, a dual use facility such as a wet pond that can be used as a sediment basin during construction will be more economical than constructing separate sediment and infiltration basins. An infiltration basin cannot be used as a sediment basin during construction.

General:

- 1) A Land-Disturbing Permit and Siltation Agreement, with surety, are required for this project.
- 2) A Subdivision Agreement, with surety, shall be executed with the County prior to recording of lots.
- 3) Water and sewer inspection fees, as applicable, must be paid in full prior to issuance of a Land-Disturbing Permit.
- 4) A Standard Inspection/Maintenance agreement is required to be executed with the County due to the proposed stormwater conveyance systems and Stormwater Management/BMP facilities associated with this project.
- 5) Streetlights: Provide a streetlight plan in accordance with established County requirements and ensure that a streetlight is provided at the intersection of the project entrance road with Pocahontas Trail.

