

AT A REGULAR MEETING OF THE DEVELOPMENT REVIEW COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD IN THE BUILDING C CONFERENCE ROOM AT 4:00 P.M. ON THE 30<sup>th</sup> DAY OF APRIL, TWO THOUSAND THREE.

1. ROLL CALL

Mr. John Hagee  
Mr. Joe McCleary  
Ms. Peggy Wildman

ALSO PRESENT

Mr. Christopher Johnson, Senior Planner  
Ms. Karen Drake, Senior Planner  
Mr. David Anderson, Planner  
Ms. Sarah Weisiger, Planner  
Mr. Matthew Arcieri, Planner  
Mr. Scott Thomas, Environmental Division  
Mr. Shawn Gordon, JCSA

2. MINUTES

Following a motion by Mr. McCleary and a second by Ms. Wildman, the DRC approved the minutes from the April 2, 2003, meetings by a unanimous voice vote.

3. Case No. C-35-03. Wexford Hills Lot 35 Alternate Septic System Waiver Request

Mr. Arcieri presented the staff report and provided an overview of the need for an alternate septic system in order to build on this lot. Mr. McCleary clarified where the residence would be located on the lot if approved by the DRC. There being no further discussion, and following a motion by Mr. McCleary and a second by Ms. Wildman, the Development Review Committee unanimously recommended that an alternate septic system be approved for Wexford Hills Lot 35.

4. Case No. SP-45-03. Longhill Grove Apartments

Mr. Johnson presented the staff report and stated that the project required DRC review as it is a multifamily unit development of more than 50 units and the applicant has requested a 20% density bonus. Staff recommended that the DRC grant a 9% bonus for the provision of enhanced recreational amenities and an additional 11% bonus for the provision of landscaping which exceeds the minimum ordinance standards. Staff also recommended that the DRC not grant preliminary site plan approval until plans are resubmitted that address the core issues raised by the Environmental Division and the JCSA in their review comments. Ms. Joyce Wolfe of Eagle Construction of Virginia stated that the owners and engineering team were very appreciative of County support for the project. Mr. Hagee stated that he was happy to see an affordable housing project moving forward in the County. There being no further discussion, and following a

motion by Mr. McCleary and a second by Ms. Wildman, the Development Review Committee unanimously recommended that a 20% density bonus (28 units) be granted for the project.

5. Case No. C-35-03. St. Bede Prayer Garden

Mr. Johnson presented the staff report stating that the SUP conditions for St. Bede require DRC review of any proposed changes to the adopted Master Plan. The applicant requested approval of a plan which relocates the columbarium garden to the east of the main worship space. Staff recommended that the DRC recommend approval as the proposed changes will not create any negative impacts on adjacent properties in the Meadows and address the need to provide a handicapped accessible route to the lower levels of the church building. Mr. McCleary noted that the area of the proposed garden currently is occupied by a stormwater basin and received assurances from staff that the basin is temporary due to construction. Mr. Johnson stated that the garden would provide additional landscaping in an area of the site that adjacent property owners in The Meadows had expressed concerns over during the public hearings for the SUP. There being no further discussion, and following a motion by Ms. Wildman and a second by Mr. McCleary, the Development Review Committee unanimously recommended approval of the proposed relocation of the prayer garden.

6. Case No. C-35-03. Cyprus Point Septic System Waiver

Mr. Anderson presented the staff report stating that Mr. Henry Branscome has applied for a septic system waiver to allow for the use of an off-site Advantex system to serve his property located at 7671 Cypress Drive. The property on Cypress drive would not accept either a standard septic system nor an alternate system, so Mr. Branscome proposes to locate the drainfields approximately 400 feet down the road at 5009 River Drive, which is currently undeveloped. Staff recommended that the DRC recommend approval as strict adherence to the ordinance will cause substantial hardship by not allowing for sewage disposal to be provided for this lot. Mr. McCleary asked the applicant whether he owned both lots, to which he replied he did. The applicant also stated that the lot on which he proposes to locate the drainfields was currently unimproved. Mr. McCleary noted that if drainfields were located on that lot it would be preserved as an unbuilt lot and would be an asset to the adjacent property owners. Mr. Terry Shiver, a property owner at 7667 Cypress Drive, felt that by granting this waiver the County would be going against its Comprehensive Plan. Mr. McCleary stated that Cypress point was platted some time ago and the 1997 Comprehensive Plan was written to guide future development, and it would be unfair to hold already platted subdivisions to the same acreage standards. He noted that were the County to do that, Mr. Shiver would also not be able to build his home. Mr. McCleary also noted that the ordinance was drafted prior to the development of the alternate septic systems that are in place today. The ordinance will be revised in the future to permit the use of many of these alternate systems; however, in the meantime the DRC must grant waivers. Mr. George Bains had some technical questions about the Advantex system. Mr. Branscome was accompanied to the meeting by a professional soil scientist who provided Mr. Bains with his card and they were going to discuss the system in more detail after the meeting. There being no further discussion, and following a

motion by Mr. McCleary and a second by Ms. Wildman, the Development Review Committee unanimously recommended approval of septic system waiver.

7. Case No. SP-19-02. Williamsburg Plantation Section 9, 10, and 11

Ms. Drake presented the case stating that approximately a year ago, the DRC granted preliminary approval for this project, which has now expired. Site Plan Preliminary Approval cannot be extended as in subdivision cases, but must be re-issued. The applicant was delayed in obtaining final site plan approval because they secured a Special Use Permit from the Board of Supervisors in January, 2003 to change two building configurations. Ms. Drake noted that in the time since the DRC reports were distributed, JCSA comments were made available, have been distributed to the applicant and do not include any major issues that would prevent preliminary approval from being issued. Mr. McCleary confirmed with the applicant, Charles Records of AES, there had not been any other changes made to the site plan other than the building configuration. There being no further discussion and following a motion by Mr. McCleary and seconded by Mrs. Wildman, the Development Review Committee unanimously voted to recommend preliminary approval be issued for this project subject to the agency comments being satisfactorily addressed.

8. Case No. SP-35-03. Prime Outlets SP Amendment Phase V A & B

Ms. Weisiger presented the staff report stating that the site plan amendment for Phases V-A and V-B was being brought before the DRC for its consideration to determine if it was generally in accordance with the master plan approved with SUP-23-99. Ms. Weisiger explained that the gaps between buildings shown in the SUP master plan were being eliminated. Staff recommended preliminary approval subject to the submission of revised plans which incorporate agency review comments. DRC members wanted to know where the driveways had been located on the original site plan. The applicant, Steve Romeo, showed the committee where they had been and how the plan would be changed. Mr. McCleary asked how pedestrians would get from the proposed parking area to the other side of the buildings. Mr. Romeo explained that there would be two indoor passageways through the buildings. Mr. Romeo said that the owner of Prime Outlets was not willing to submit a letter requiring employees to park in the new proposed lots, because they would like the flexibility to have customers park in them during busy times and bring employees to the site by bus. DRC members discussed whether it would be necessary to remove the planning comment asking for a letter from Prime Outlets and it was decided that, as written, the comment gave the applicant the flexibility not to submit a letter. There being no further discussion and following a motion by Mr. McCleary and seconded by Ms. Wildman, the Development Review Committee unanimously voted to recommend preliminary approval be issued for this project subject to the agency comments being satisfactorily addressed.

9. Other Business

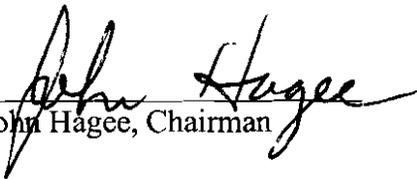
Ms. Drake noted that the next Development Review Committee Meeting is scheduled for 4pm on Wednesday, May 28<sup>th</sup> at the same time when the 2003 Comprehensive Plan

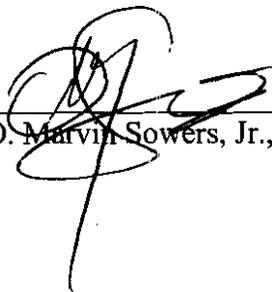
Steering Committee is also scheduled to meet. After reviewing the preliminary agenda, the Development Review Committee decided to meet at 3pm in Conference Room E on May 28, 2003.

Following a brief conversation about the numerous cases before the Development Review Committee requesting waivers for alternate septic tank systems, the DRC instructed staff to investigate the possibilities of how to streamline the review process on alternate septic tank systems until the James City County Subdivision Ordinance could be updated to reflect new technology developed and approved by the Virginia Department of Health in alternate septic tank systems.

10. Adjournment

There being no further business, the April 30, 2003, Development Review Committee meeting adjourned at 4:50pm.

  
\_\_\_\_\_  
John Hagee, Chairman

  
\_\_\_\_\_  
O. Marvin Sowers, Jr., Secretary

**Conceptual Plan 54-03**  
**9537 Barnes Road Alternate Septic System Waiver Request**  
**Staff Report for the May 28, 2003, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Aaron Small, AES Consulting Engineers  
**Land Owner:** Steve Hertzler  
**Proposed Use:** Single-family home  
**Location:** 9537 Barnes Road  
**Tax Map/Parcel No.:** (4-3)(1-12A)  
**Primary Service Area:** Outside  
**Parcel Size:** 28.61 acres  
**Existing Zoning:** A-1, General Agricultural  
**Comprehensive Plan:** Rural Lands

**Reason for DRC Review:** Section 19-60 of the Subdivision Ordinance requires lots outside the Primary Service Area to be served with a conventional septic system (i.e., a hold tank and drainfield).

The owner wishes to build a single family residence on this property but, due to changes in State regulations, a conventional septic system will not work for this location. The Health Department will allow the use of alternate system (Advantex, Ecoflo or Puraflo) provided an exception is granted by the DRC.

Section 19-18 of the Subdivision Ordinance states that the Planning Commission may grant an exception to any requirement of the chapter, but not unless first receiving a recommendation from the DRC and upon finding that:

- a.) strict adherence to the ordinance requirement will cause substantial injustice or hardship;
- b.) the granting of the exception will not be detrimental to public safety, health, or welfare, and will not adversely affect the property of others;
- c.) the facts upon which the request is based are unique to the property and are not applicable generally to other property so as not to make reasonably practicable the formulation of general regulations to be adopted as an amendment to the ordinance;
- d.) no objection to the exception has been receiving in writing from the transportation department, health department, or fire chief, and
- e.) the hardship or injustice is created by the unusual character of the property, including dimensions and

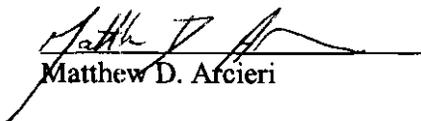
topography, or by other extraordinary situation or condition of such property. Personal, financial, or self-inflicted hardship or injustice shall not be considered proper justification for an exception.

**Staff Contact:** Matthew Arcieri Phone: 253-6685

**STAFF RECOMMENDATION**

- a.) Staff believes strict adherence to the ordinance would cause substantial injustice or hardship by preventing a conventional septic system and construction of a residence on this property;
- b.) The use of these alternative systems would not be detrimental to the public safety, health, or welfare and will not adversely affect the property of others;
- c.) The facts upon which the request is based are unique to these properties and are not applicable generally to other property;
- d.) No objection to the proposal has been submitted from the health department; and
- e.) The hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. In this case, the change in State regulations prohibit a conventional septic system and, consequently, construction of a residence on this property.

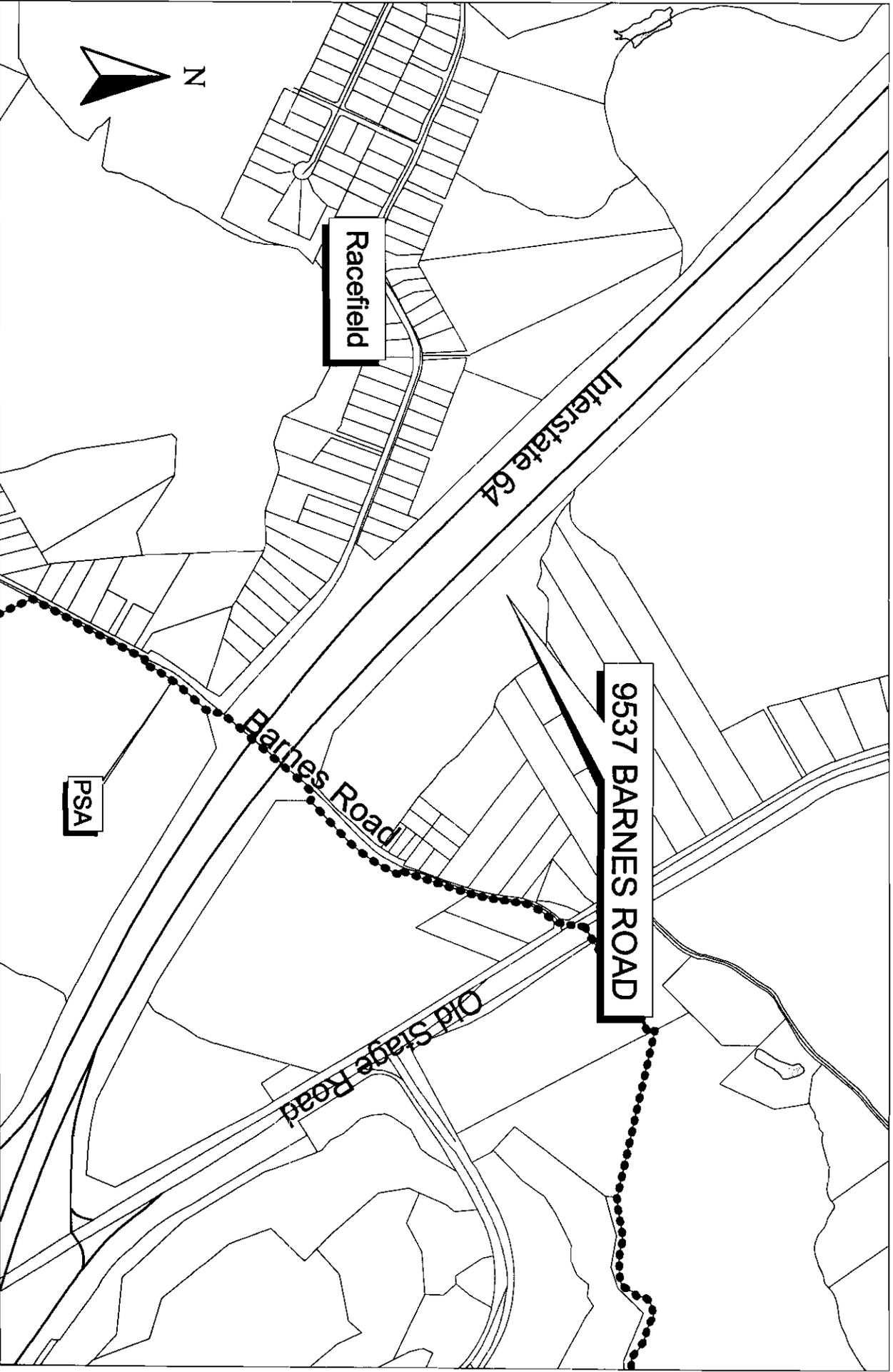
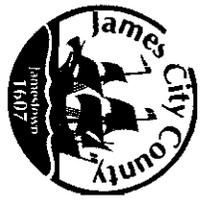
Since the request meets all of the requirements listed above, staff recommends approval of the request.

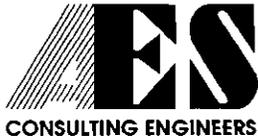
  
Matthew D. Arcieri

**Attachments:**

- 1. Location Map
- 2. Request letter from Aaron Small, dated April 17, 2003

# C-54-03; 9537 Barnes Road Alternate Septic System Waiver Request





5248 Olde Towne Road • Suite 1 • Williamsburg, Virginia 23188  
(757) 253-0040 • Fax (757) 220-8994 • E-mail aes@aesva.com

April 17, 2003



Mr. Allen Murphy  
Zoning Administrator  
James City County  
101-E Mounts Bay Road  
Williamsburg, Virginia 23185

**RE: Waiver of Subdivision Ordinance  
Hertzler Property, 9537 Barnes Road, Tax Parcel No. (4-3)(1-12A)  
James City County, Virginia  
AES Project No. 9265-1**

Dear Mr. Murphy:

On behalf of my client, Mr. Steven Hertzler, I am writing to ask for an exception to Section 19-60 of the James City County Subdivision Ordinance. As you are aware, the section in question refers to individual residential septic disposal systems. The subdivision is located outside the Primary Service Area (PSA); therefore the Subdivision Ordinance requires the lot be served by a conventional septic tank system (tank, distribution box, and drainfield).

Due to new State regulations, a conventional septic tank system will not work at this location. The Health Department will allow the use of a secondary pretreatment unit, such as Advantex, Puraflo, or Ecoflo, at this location (see attached letter). This type of septic system is not allowed under the Subdivision Ordinance, so the owner is requesting that the Development Review Committee (DRC) consider an exception to the Subdivision Ordinance to allow for such a system on this lot.

The Subdivision Ordinance states that the Planning Commission may grant an exception to any requirement of the chapter, but not unless first receiving a recommendation from the DRC and upon finding that:

- (a) Strict adherence to the ordinance requirement will cause substantial injustice or hardship;
- (b) The granting of the exception will not be detrimental to public safety, health, or welfare, and will not adversely affect the property of others;
- (c) The facts upon which the request is based are unique to the property and are not applicable generally to other property so as not to make reasonably practicable the formulation of general regulations to be adopted as an amendment to the ordinance.
- (d) No objection to the exception has been received in writing from the transportation department, health department, or fire chief; and

- (e) The hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. Personal, financial, or self-inflicted hardship or injustice shall not be considered proper justification for an exception.

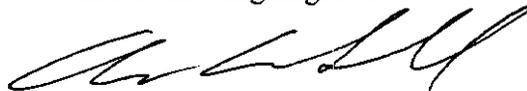
In light of the above requirements, I offer the following:

- (a) Substantial injustice or hardship would be caused because a conventional system is no longer permitted due to a change in Health Department rules since the date of subdivision
- (b) The use of a secondary pretreatment system would not be detrimental to the public safety, health, or welfare and will not adversely affect the property of others. The pretreatment system proposed would reduce the pollutant loading normally discharged to a conventional drainfield system.
- (c) While the use of this type of on-site disposal would not be unique to the property, allowing the use of the system for the intended purpose does not set precedence.
- (d) No objection has been raised by the Department of Health.
- (e) Hardship or injustice is created by the unusual combination of soil characteristics, water table levels, and topography found on the property. The request is not a personal, financial or self-inflicted hardship.

I trust that the information provided herein is adequate to apply for the exception. If you have any questions regarding this request or desire additional information, please do not hesitate to contact me at your convenience.

Sincerely,

AES Consulting Engineers



Aaron B. Small, P.E.  
Project Manager

Attachments: Plat of property  
Letters from VDH dated February 10, 2003

Cc: Mr. Steven Hertzler  
Mr. David S. Tiller

James City County  
Newport News  
Poquoson  
Williamsburg  
York County



# COMMONWEALTH of VIRGINIA

Department of Public Health  
Peninsula Health District

February 10, 2003

Mr. Steve Hertzler  
608 Musket Drive  
Williamsburg, Virginia 23185

Certified Receipt # 2919

Re: Tax Map #(4-3)(1-12A)  
James City County

Dear Mr. Hertzler,

Your application for a Sewage Disposal System Construction Permit filed on December 16, 2002 with the James City County Health Department was reviewed in accordance with the requirements contained in the *Code of Virginia*, Section 32.1-164, the *Sewage Handling and Disposal Regulations*, and current agency policy and procedures for processing applications for on-site sewage disposal systems.

Based on the information filed with you application and attempts by the Department's representatives to conduct soil and site evaluations, we are unable to process your application for a Sewage Disposal System Construction Permit due to the following:

1. Drain field area along with soil borings #4, #5, #6 & #7 must be survey located.
2. Plans and specifications for a secondary effluent treatment system must be submitted. System type may be subject to and must comply with any applicable local ordinances. Specifications to include: Flow = 750 GPD  
Estimated percolation rate = 45 min./inch  
Trenches = 10 lines 3' x 60'.  
Trench depth = 18"

A new application must be submitted. If you reapply within 90 calendar days, no additional fees are required.

If this office may be of further service to you regarding your application, please let us know.

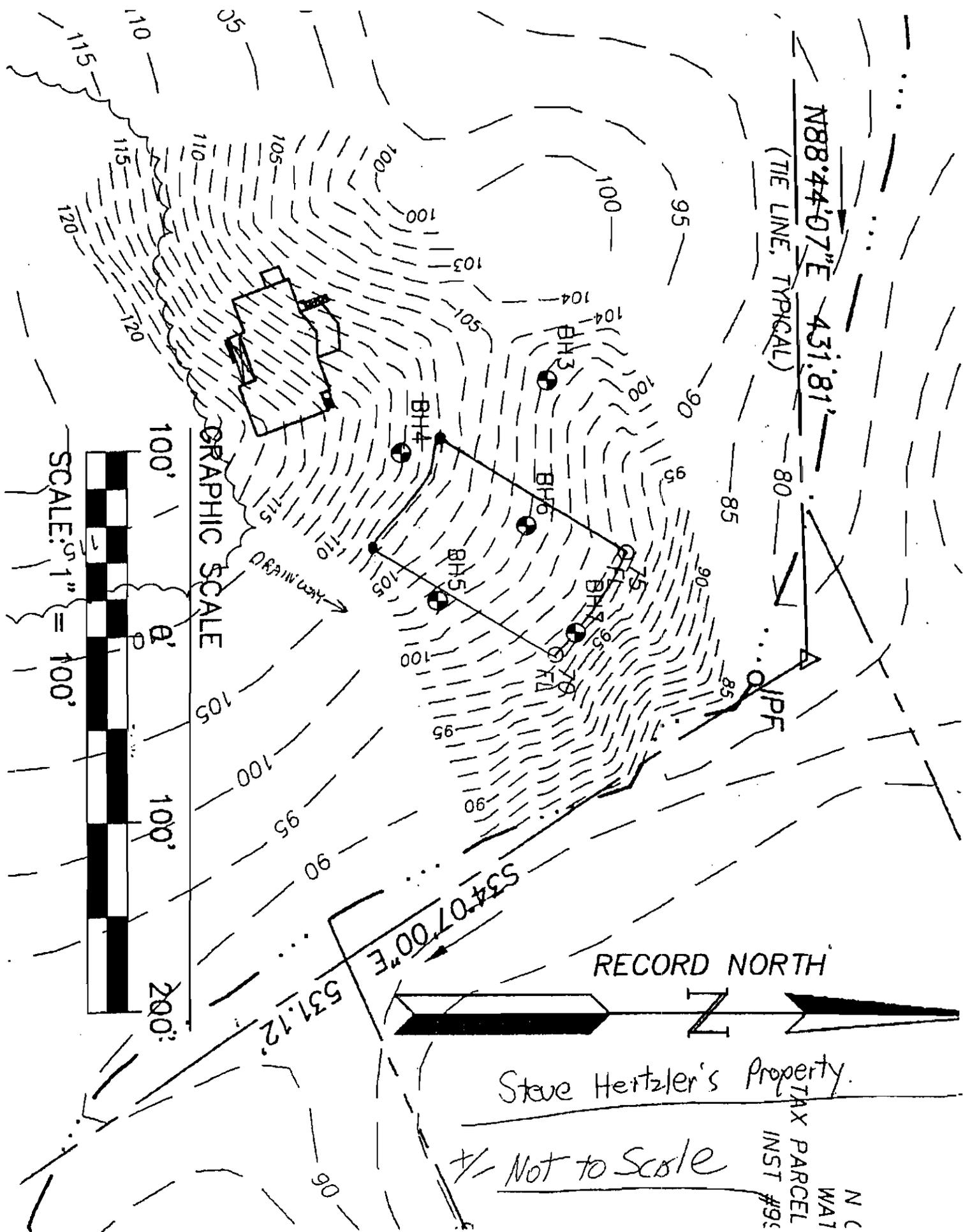
Sincerely,

A handwritten signature in black ink that reads "David S. Tiller".

David S. Tiller  
Environmental Health Specialist Senior

- 416 J. Clyde Morris Boulevard  
Newport News, Virginia 23601  
Phone (757) 594-7300
- 1033 28<sup>th</sup> Street  
Newport News, Virginia 23607  
Phone (757) 247-2170
- 710 Denbigh Boulevard, Suite 2-D  
Newport News, Virginia 23608  
Phone (757) 886-2810
- 1126 Professional Drive  
Williamsburg, Virginia 23185  
Phone (757) 253-4813





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RECORD NORTH

Steve Hertzler's Property.

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**Conceptual Plan 53-03**  
**3436 North Riverside Drive Alternate Septic System Waiver Request**  
**Staff Report for the May 28, 2003, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Aaron Small, AES Consulting Engineers  
**Land Owner:** Richard Reichelt  
**Proposed Use:** Single-family home  
**Location:** 3436 North Riverside Drive  
**Tax Map/Parcel No.:** (9-4)(1-8M)  
**Primary Service Area:** Outside  
**Parcel Size:** 21.13 acres  
**Existing Zoning:** A-1, General Agricultural  
**Comprehensive Plan:** Rural Lands

**Reason for DRC Review:** Section 19-60 of the Subdivision Ordinance requires lots outside the Primary Service Area to be served with a conventional septic system (i.e., a hold tank and drainfield).

The owner wishes to build a single family residence on this property but, due to changes in State regulations, a conventional septic system will not work for this location. The Health Department will allow the use of alternate system (Advantex, Ecoflo or Puraflo) provided an exception is granted by the DRC.

Section 19-18 of the Subdivision Ordinance states that the Planning Commission may grant an exception to any requirement of the chapter, but not unless first receiving a recommendation from the DRC and upon finding that:

- a.) strict adherence to the ordinance requirement will cause substantial injustice or hardship;
- b.) the granting of the exception will not be detrimental to public safety, health, or welfare, and will not adversely affect the property of others;
- c.) the facts upon which the request is based are unique to the property and are not applicable generally to other property so as not to make reasonably practicable the formulation of general regulations to be adopted as an amendment to the ordinance;
- d.) no objection to the exception has been receiving in writing from the transportation department, health department, or fire chief, and

e.) the hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. Personal, financial, or self-inflicted hardship or injustice shall not be considered proper justification for an exception.

**Staff Contact:** Dave Anderson Phone: 253-6685

**STAFF RECOMMENDATION**

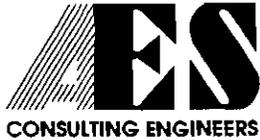
- a.) Staff believes strict adherence to the ordinance would cause substantial injustice or hardship by preventing a conventional septic system and construction of a residence on this property;
- b.) The use of these alternative systems would not be detrimental to the public safety, health, or welfare and will not adversely affect the property of others;
- c.) The facts upon which the request is based are unique to these properties and are not applicable generally to other property;
- d.) No objection to the proposal has been submitted from the health department; and
- e.) The hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. In this case, the change in State regulations prohibit a conventional septic system and, consequently, construction of a residence on this property.

Since the request meets all of the requirements listed above, staff recommends approval of the request.

  
\_\_\_\_\_  
Dave Anderson

**Attachments:**

- 1. Location Map
- 2. Request letter from Aaron Small, dated April 17, 2003



5248 Olde Towne Road • Suite 1 • Williamsburg, Virginia 23188  
(757) 253-0040 • Fax (757) 220-8994 • E-mail aes@aesva.com

April 17, 2003

Mr. Allen Murphy  
Zoning Administrator  
James City County  
101-E Mounts Bay Road  
Williamsburg, Virginia 23185



**RE: Waiver of Subdivision Ordinance**  
**Reichelt Property, 3436 North Riverside Drive, Tax Parcel No. (9-4)(1-8M)**  
**James City County, Virginia**  
**AES Project No. 9288-0**

Dear Mr. Murphy:

On behalf of my client, Mr. Richard Reichelt, I am writing to ask for an exception to Section 19-60 of the James City County Subdivision Ordinance. As you are aware, the section in question refers to individual residential septic disposal systems. The subdivision is located outside the Primary Service Area (PSA); therefore the Subdivision Ordinance requires the lot be served by a conventional septic tank system (tank, distribution box, and drainfield). The subdivision plat shows the location of primary and reserve drainfields acceptable at the time of the subdivision.

Due to new State regulations, a conventional septic tank system will not work at this location. The Health Department will allow the use of a secondary pretreatment unit, such as Advantex, PuraFlo, or EcoFlo, at this location (see attached letter). This type of septic system is not allowed under the Subdivision Ordinance, so the owner is requesting that the Development Review Committee (DRC) consider an exception to the Subdivision Ordinance to allow for such a system on this lot.

The Subdivision Ordinance states that the Planning Commission may grant an exception to any requirement of the chapter, but not unless first receiving a recommendation from the DRC and upon finding that:

- (a) Strict adherence to the ordinance requirement will cause substantial injustice or hardship;
- (b) The granting of the exception will not be detrimental to public safety, health, or welfare, and will not adversely affect the property of others;
- (c) The facts upon which the request is based are unique to the property and are not applicable generally to other property so as not to make reasonably practicable the formulation of general regulations to be adopted as an amendment to the ordinance.
- (d) No objection to the exception has been received in writing from the transportation department, health department, or fire chief; and

- (e) The hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. Personal, financial, or self-inflicted hardship or injustice shall not be considered proper justification for an exception.

In light of the above requirements, I offer the following:

- (a) Substantial injustice or hardship would be caused because a conventional system is no longer allowed due to a change in Health Department rules since the date of subdivision
- (b) *The use of a secondary pretreatment system would not be detrimental to the public safety, health, or welfare and will not adversely affect the property of others. The pretreatment system proposed would reduce the pollutant loading normally discharged to a conventional drainfield system.*
- (c) While the use of this type of on-site disposal would not be unique to the property, allowing the use of the system for the intended purpose does not set precedence.
- (d) No objection has been raised by the Department of Health.
- (e) Hardship or injustice is created by the unusual combination of soil characteristics, water table levels, and topography found on the property. The request is not a personal, financial or self-inflicted hardship.

I trust that the information provided herein is adequate to apply for the exception. If you have any questions regarding this request or desire additional information, please do not hesitate to contact me at your convenience.

Sincerely,

AES Consulting Engineers



Aaron B. Small, P.E.  
Project Manager

Attachments: Plat of property  
Letters from VDH dated May 22, 2002 and June 21, 2002

Cc: Mr. Richard H. Reichelt  
Mr. David S. Tiller

James City County  
Newport News  
Poquoson  
Williamsburg  
York County



# COMMONWEALTH of VIRGINIA

*Department of Public Health  
Peninsula Health District*

- 416 J. Clyde Morris Boulevard  
Newport News, Virginia 23601  
Phone (757) 594-7300
- 1033 28<sup>th</sup> Street  
Newport News, Virginia 23607  
Phone (757) 247-2170
- 710 Denbigh Boulevard, Suite 2-D  
Newport News, Virginia 23608  
Phone (757) 886-2810
- 1126 Professional Drive  
Williamsburg, Virginia 23185  
Phone (757) 253-4813

June 21, 2002

Mr. Richard H. Reichelt  
3316 New Castle Dr.  
Williamsburg, Virginia 23185

RE: 3436 North Riverside Drive  
Tax Map # (9-4)(1-8M)  
James City County

Dear Mr. Reichelt:

This letter is issued in lieu of a sewage disposal system construction permit in accordance with Section 32.1-164, et seq., of the Code of Virginia. The Board of Health hereby recognizes that the soil and site conditions acknowledged by this correspondence, and documented by additional records on file at the local health department, are suitable for the installation of an onsite sewage disposal system. The attached site sketch shows the approved areas for the sewage disposal system. This letter is valid until a permit for construction is issued and the system is installed, inspected and approved. This letter is void if there is any substantial physical change in the soil or site conditions where the sewage disposal system is to be located.

A permit to construct the sewage disposal system must be issued before construction of the system. If the property owner (current or future) applies for a construction permit within eighteen (18) months of the date of this letter, the application fee paid for this letter shall be applied to any state fees for a permit to construct a system. After 18 months, the applicant is responsible for paying all state fees for a permit application.

This letter, and the accompanying site sketch showing the specific location of the sewage disposal system area, may be recorded in the land records by the clerk of the circuit court in the jurisdiction where all or part of the site or proposed site is to be located. The site(s) shown on the plat are specific and must not be disturbed or encroached upon by any construction. To do so voids this letter. Upon the sale or transfer of the land that is the subject of this letter, the letter shall be transferred with the title to the property.

Page # 2  
3436 North Riverside Drive  
Tax Map # (9-4)(1-8M)  
James City County

Future owners are advised to review the site sketch for the location of the onsite sewage disposal area to make sure any building plans do not interfere with the area. If they have any questions regarding the location of the area, they should contact the local health department for assistance.

The area evaluated, and certified by this letter is suitable to accommodate a three (3) bedroom home, with a design load of 450 gallons per day. The property will be served by a private water (well) supply.

This letter is an assurance that a sewage disposal system construction permit will be issued, provided there have been no substantial physical changes in the soil or site conditions where the system will be located. However, it is not a guarantee that a permit for a specific type of system will be issued. The design of the sewage system will be determined at the time of application for a sewage system construction permit. The design will be based on the site and soil conditions certified by this letter, the regulation in effect at the time and any off-site impacts that may have occurred since the date of the issuance of this letter. In some cases, engineered plans may be required prior to issuance of the construction permit.

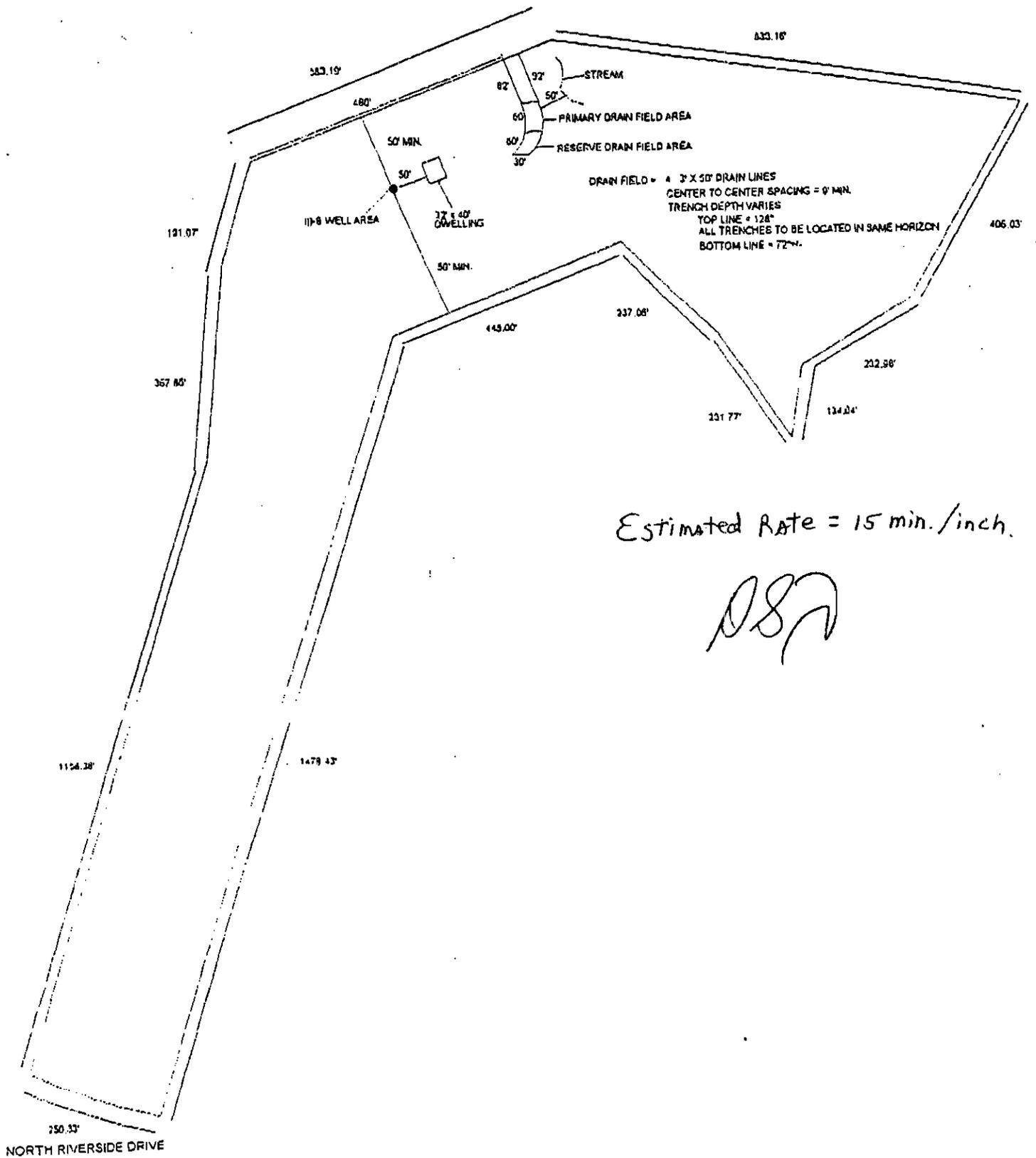
This certification letter may be subject to and must comply with any applicable local ordinances.

Sincerely,

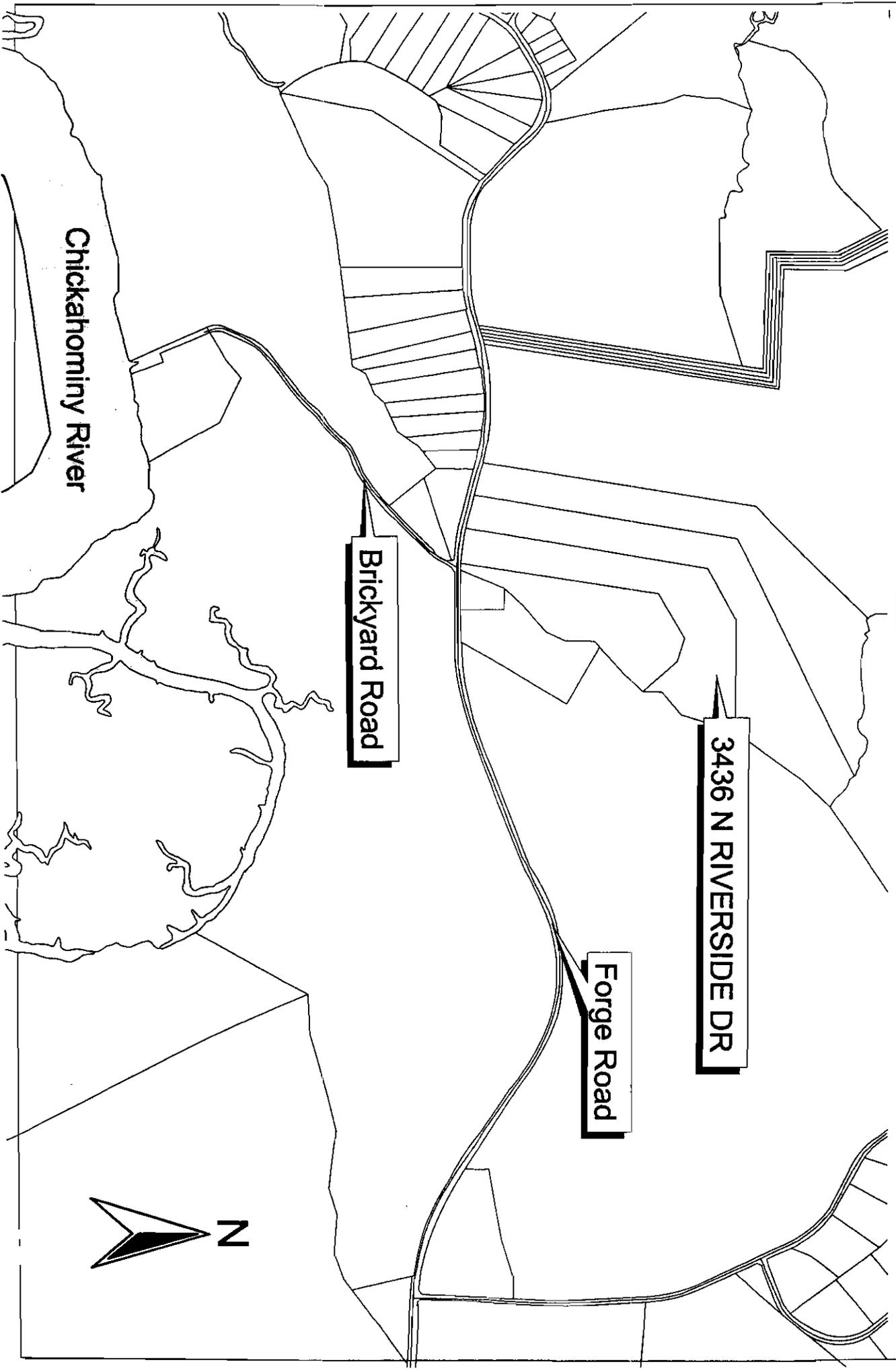


David S. Tiller  
Environmental Health Specialist Senior

attachment



Case No. C-53-03: 3436 North Riverside Drive  
Alternate Septic System Waiver



Chickahominy River

Brickyard Road

3436 N RIVERSIDE DR

Forge Road



## Site Plan 44-03. Longhill Grove Apartments

Staff Report for the May 28, 2003, Development Review Committee Meeting

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### SUMMARY FACTS

<b>Applicant:</b>	Ms. Joyce Wolfe, Eagle Construction of Virginia
<b>Landowner, Tax Map ID and Area:</b>	Parcel 1: Burton Woods Associates; (31-3)(1-14); 6.42 acres Parcel 2: Heritage Builders; (31-3)(1-13); 1.07 acres Parcel 3: UPC Limited Partnership; (31-3)(1-12); 8.33 acres
<b>Proposed Use:</b>	170-unit Apartment Complex
<b>Location:</b>	Near the intersection of Longhill Road and Centerville Road; Powhatan District
<b>Primary Service Area:</b>	Inside
<b>Existing Zoning:</b>	R-5, Multifamily Residential
<b>Comprehensive Plan:</b>	Moderate Density Residential
<b>Reason for DRC Review:</b>	Section 24-147 of the Zoning Ordinance requires DRC review of a multifamily unit development of 50 units or more. In addition, under the R-5 provisions of the Zoning Ordinance, the 15.82 acre site can only accommodate 142 apartment units by-right. The Zoning Ordinance permits density bonuses to be granted by the Planning Commission for up to an additional 20%. For this particular project, the developer seeks an additional 9% increase in density by providing enhanced recreation and an additional 12% increase in density by providing enhanced landscaping which exceeds the minimum ordinance standards.
<b>Staff Contact:</b>	Christopher Johnson, Senior Planner      Phone: 253-6685

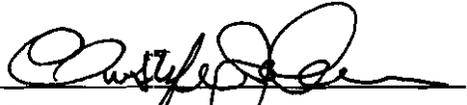
### STAFF RECOMMENDATION

Following consideration of this application at the April 30 DRC meeting, the Planning Commission granted a 20% density bonus (28 units) for landscape design and enhanced recreation facilities. At the April 30 DRC meeting, staff recommended against granting preliminary site plan approval until plans were resubmitted that addressed core issues raised by the Environmental Division and the JCSA in their initial review comments. The applicant is currently in the process of obtaining VHDA approval for inclusion of this project in the Low Income Housing Tax Credit Program and obtaining preliminary site plan approval is an important component of the application process.

The applicant submitted revised drawings on May 19<sup>th</sup>. Staff agreed to bring this application back to the DRC for consideration of granting preliminary approval at this time so that scheduling delays would not impair the applicants VHDA application. As a result, reviewing agencies have not had sufficient time to offer additional review comments; however, the JCSA and Environmental Division have both performed preliminary inspections of the resubmitted plans and calculations and believe that the revisions appear consistent with previous correspondence with the plan preparer and

appear to address the main concerns expressed during the initial review of the project. Staff will submit additional comments to the applicant when agency reviews have been completed on the revised drawings.

Staff recommends that preliminary approval be granted subject to all outstanding agency review comments.



Christopher Johnson

Attachments:

1. Site Plan (separate attachment)

AGENCY COMMENTS  
FOR  
SP-44-03. Longhill Grove Apartments

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Planning:

1. Please provide the credentials of the person who prepared the landscape plan on the drawing to verify qualifications.
2. In the parking area, 35% of the trees and 50% of the shrubs are required to be evergreen.
3. The building perimeter planting should be shown on the plan at least in the form of a typical for each building. Plant material being used to meet the requirements for other areas cannot be counted toward meeting the building material planting.
4. The square footage of the 35' wide landscape buffer should be 73,500 and the requirements should be adjusted to reflect the change. The linear footage of the 50' buffer adds up to 1,610 on the drawing. Plant material should be provided to meet this length of buffer.
5. Please provide the location of the proposed recreational trail on the landscape plan and adjust the landscaping if needed to allow the trail.

VDOT:

1. Provide sight distance at each entrance.
2. Provide standard MUTCD R1-1 stop sign at both entrances.
3. Entrance along Route 612 needs to be improved to meet VDOT's current minimum standards of entrances to state highways.
4. Show handicap accessible ramps (CG-12's) for the sidewalks on the plans.
5. Provide smooth transition between taper and radius at the entrance along Route 614.
6. Provide VDOT General Notes, revised 8-02, on the plans.
7. Power poles along Route 612 should be moved outside of the clear zone, approximately 16' from edge of travel lane.
8. Left turn lane on Route 612 will be required as per previous discussions with the Williamsburg Residency Land Development Section.

Environmental:

1. Please refer to the attached memorandum dated April 21, 2003.

JCSA:

1. Please refer to the attached memorandum dated April 25, 2003.

Fire Dept.:

1. Add one fire hydrant at the intersection of "Burton Woods Drive" and "Groveswood Way."

Police Dept.: (Please note that the following comments are merely suggestions provided to improve public safety and promote security around the community. These comments do not require a formal written response from the developer)

1. The exercise trail should be marked with a caution or stop sign at areas where it crosses a street.
2. The trees planted for the parking lots should not be planted as to obscure the overhead lighting.
3. The shrubs and trees bordering the common area and play area should not be so large as to prevent natural surveillance from the adjacent apartment units. This will also discourage concealment of unlawful activities.
4. Please consider the growth of trees when planting near lights and the play area.

ENVIRONMENTAL DIVISION REVIEW COMMENTS  
LONGHILL GROVE APARTMENTS  
COUNTY PLAN NO. SP - 44 - 03  
April 21, 2003



General Comments:

1. A Land-Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. Water and sewer inspection fees, as applicable, must be paid in full prior to issuance of a Land Disturbing Permit.
3. A Standard Inspection / Maintenance agreement is required to be executed with the County due to the proposed stormwater conveyance systems and Stormwater Management/BMP facility as proposed for this project.
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 the Virginia Department of Environmental Quality.)*
5. Responsible Land-Disturber Notification. Provide the name of an individual who will be in charge of and responsible for carrying out the land-disturbing activity. Permits or plans without this information are deemed incomplete and not approved until proper notification is received.
6. Record Drawing and Construction Certification. The stormwater management/BMP facility as proposed for this project will require submission, review and approval of a record drawing (as-built) and construction certification prior to release of the posted bond/surety. Provide notes on the plan accordingly to ensure this activity is adequately coordinated and performed before, during and following construction in accordance with current County guidelines.
7. VPDES. It appears land disturbance for the project may exceed one (1) acre. Therefore, it is the owners responsibility to register for a General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Construction Activities, in accordance with current requirements of the Virginia Department of Environmental Quality and 9 VAC 25-180-10 et seq. Contact the Tidewater Regional Office of the DEQ at (757) 518-2000 or the Central Office at (804) 698-4000 for further information.
8. Watershed. Provide a note on the cover sheet of the plans indicating which County watershed, subwatershed and/or catchment, as applicable, in which the project is situated. *(Note: It appears this project is situated in Subwatershed 204, Catchment 204-101-1 of the Powhatan Creek Watershed.)*
9. Powhatan Creek. This project is situated within the Powhatan Creek watershed. Please note the James City County Board of Supervisors, by resolution dated February 26<sup>th</sup> 2002, adopted *in concept* eight goals and 21 priorities associated with the Powhatan Creek Watershed Management Plan. This project is subject to the contents of that plan. The owner, applicant, developer and plan preparer should be advised of and completely review the goals, priorities (tools) and entire contents of this study, including subwatershed maps, as layout and design of the proposed project could be affected by and should remain consistent with these items. Refer to the draft watershed management plan and it's associated subwatershed maps for environmental sensitive areas, features and/or recommendations that may apply to the subwatershed in which the project area is situated. Specific items that may apply this subwatershed include: RPA buffer extensions; stream buffering; a

potential site for a regional stormwater facility; and a watershed education target area. (Note: During previous review of the rezoning application Z-5-02, Environmental Division staff generally found that the concept and master plan as presented was generally consistent with the provisions of the Powhatan Creek Watershed Management Plan.)

10. Site Tabulation. Provide proposed impervious cover and disturbed area estimates in the site statistic portion of the cover sheet. Section 23-9(b)(1)(b) of the Chesapeake Bay Preservation Ordinance states that impervious cover shall not exceed 60 percent of the site.
11. Plan Notes. The following comments are in reference to the "Required Site Plan Notes" as provided on the cover sheet.
  - 11a. Correct all language in the notes which refer to the "engineering department" or "County inspector" to the James City County Environmental Division or Environmental Division inspector, respectively. This comment also applies to the sequence of construction Sheet C4.
  - 11b. The County does not own any streets at this location, therefore, all traffic control must be coordinated with VDOT.
  - 11c. The County does not inspect or certify storm drain installations nor does the County own any of the storm drainage systems at this location.
  - 11d. The County does not own any public right-of-way at this location, therefore coordinate with VDOT for any inspections to public (or future public) roads.
  - 11e. Methods and materials do not require approval from the Environmental Division; however, design and construction shall be in accordance with the *James City County Environmental Division, Stormwater Drainage Conveyance Systems (Non-BMP related) General Design and Construction Guidelines*.
  - 11f. Embankment material and compaction tests are not performed by the County for BMP facilities. The owner/contractor is responsible to ensure inspections and testing are performed to adequately provide construction certifications for BMPs as required. Refer to the *James City County Environmental Division, Stormwater Management/BMP Facilities, Record Drawing and Construction Certification, Standard Forms & Instructions*.
  - 11g. Drainage Easements. Provide a note on the plan indicating that all drainage easements designated on the plan shall remain private.
  - 11h. Coordinate with the JCSA for the proper notes for their specific requirements related to public water and sewer facilities.
12. Existing Contours. It is difficult to interpret existing contour information on the plan sheets; therefore, provide labels for existing contours on all sheets.
13. Lift Station. Provide for the replatting of the JCSA lift station parcel. Coordinate with the JCSA.

**Floodplain:**

14. Provide a note referencing the correct FEMA FIRM panel and any designated special flood hazard areas or zone designations associated with this site, as applicable.

**Chesapeake Bay Preservation:**

15. Environmental Inventory. Please provide an Environmental Inventory in accordance with Section 23-10(2) of the Chesapeake Bay Preservation ordinance. Components include tidal wetlands, tidal shores, non-tidal wetlands in RPA, resource protection areas, non-tidal wetlands in RMA, hydric soils and slopes 25 percent or greater.
16. Delineate Steep Slope Areas. Section 23-10(2) of the Chesapeake Bay Preservation Ordinance requires delineation of areas with slopes 25 percent or greater. If steep slope areas are present and impacted, a request for a waiver or exception is required, in writing.

17. Wetlands. The concept plan under rezoning application Z-05-02 showed a wetland area in the northeast corner of the site. The final plan set does not show any wetland area situated within this area which coincides with the proposed natural open space east of Building Unit 3. If wetlands are present at this location, it must be shown on the Environmental Inventory for the site.

**Erosion and Sediment Control Plan:**

18. Design Checklist. Please provide a completed standard *James City County Erosion and Sediment Control and Stormwater Management Design Plan Checklist*, specific to this project. The intent of the checklist is to ensure the plan preparer has provided all items necessary for a complete and expeditious review.
19. Standard E&SC Notes. Replace the Erosion Control Notes on the cover sheet with revised James City County Erosion Control Notes dated 7/06/01. Refer to the Environmental Division portion of the County website or contact the Environmental Division at 757-253-6639 if you need a hard or electronic copy of the standard notes.
20. Temporary Stockpile Areas. Show any temporary soil stockpile, staging and equipment storage areas (with required erosion and sediment controls) or indicate on the plans that none are anticipated for the project site.
21. Offsite Land Disturbing Areas. Based on information on plan Sheet C2, there is a considerable amount of demolition activity to occur on the site. Identify any offsite land disturbing areas including borrow, waste, or disposal sites (with required erosion and sediment controls) or indicate on the plans that none are anticipated for this project.
22. E&SC Narrative. Provide a brief erosion and sediment control plan narrative in accordance with VESCH requirements. The narrative should include important site, adjacent parcel, soil and development information as well as specific control and stabilization measures as proposed.
23. Soils Data. Provide a map and brief descriptions of all soil types associated with the project based on the James City and York Counties and the City of Williamsburg Soil Survey (issued 1985). List erodibility and erosion factors for identified soil mapping units within the limits of construction.
24. Limits of Work. Show and label a distinct limit of work (clearing and grading) around the site periphery on Sheets C4, C9, C10 and C11. Be sure to include work associated with installation of perimeter erosion and sediment controls and utility connections. Ensure disturbed area estimates match the limit of work.
25. Plan. Provide additional proposed spot elevations, and drainage flow arrows as applicable, around and between each of the building units to clarify localized grading and drainage pattern.
26. Construction Entrance. The construction entrance as shown on C4 will need to be in place for the eastern side of the project for disturbances associated with demolition activities on Sheet C2.
27. Access. It is recommended that access for land-disturbing and construction be limited to Longhill Road rather than Centerville Road to limit the transportation of sediment onto public roadways. VDOT approval will be necessary for temporary construction access. If Longhill Road is the primary access location, provide for temporary barriers at the Grove Gate entrance off of Centerville Road during the land-disturbing phase of the project.
28. BMP. Step # 3 of the sequence of construction on Sheet C4 indicates that disturbed area runoff will be directed to the BMP once the onsite storm drainage piping system is in place and functional. No computations were provided for the design of the BMP as a temporary sediment basin consistent with Minimum Standard & Spec. 3.14 of the VESCH.

29. Sediment Traps. The following comments pertain to the layout and design of all onsite temporary sediment traps:
- 29a. Based on the plans and utility profiles, it appears that most of the proposed locations of all site Temporary Sediment Traps (# 1 through # 10) will directly conflict with either site grading (cut/fill) operations, storm drainage piping installations and existing or proposed water/sewer installations. This is especially true for Sediment Traps # 1, # 2, # 5, # 6, # 7, # 8, # 9 and # 10. Ensure there are no conflicts with existing utilities and explain how the traps will remain functional during grading of the site and installation of piping as proposed. For existing utilities which cross the trap locations, ensure adequate cover will be provided under interim conditions.
  - 29b. The minimum length on the stone outlet shall be 6 feet, regardless of drainage area.
  - 29c. Based on design drainage area sizes as indicated on Sheet C4, Sediment Traps # 6 and # 8 are required to be temporary sediment basins in accordance with Minimum Standard & Spec. 3.13 and 3.14 of the VESCH. The total contributing drainage area to a sediment trap must be less than 3 acres.
  - 29d. Ensure proposed grading for each of the traps can adequately tie to existing ground elevations (when first constructed) and can remain in place and functional as site work progresses to grades shown on Sheets C4 and C9, C10 and C11. Properly show where the stone outlet (discharge) is to be located for each trap.
  - 29e. Sediment traps are to be designed for the total contributing drainage area. Some of the traps for this site are placed such that they will discharge downstream to another trap in series until the site storm drainage piping system is in place and functional. Usually sediment trapping measures are not to be placed in a series configuration. Therefore, Sediment Traps # 9 and # 10 are redundant, making the drainage area for Sediment Trap # 8 at least 4.5 acres. Similarly, Sediment Traps # 1 and # 2 are redundant, making the drainage area for Sediment Trap # 4 approximately 3.5 acres or more if discharges from Sediment Traps # 6, # 7, # 8 and # 9 are intercepted by perimeter diversion dike and directed to Sediment Trap # 4. This issue must be resolved to provide for proper sediment control on the site.
  - 29f. Provide for proper slope or outlet protection at the end of all diversion dikes which enter into sediment traps consistent with Minimum Standard # 7 and # 8.
30. Sediment Traps. Given the number of sediment traps used for the E&SC plan, conflicts as previously mentioned and the need for redesign of at least three of the traps into sediment basins, it is suggested that the E&SC plan be reconfigured for proper control of land-disturbing activities. A suggestion is to utilize two larger sediment trapping basins, one on the west side of the project and one on the east side of the project. The proposed BMP may be utilized as a temporary sediment basin during construction and converted to it's function as a permanent BMP once the land-disturbing phase of construction is over.
31. Diversion Dike. If Temporary Sediment Trap # 3 is to be utilized, another temporary diversion dike is necessary along the limit of work to the west of the trap. This diversion would be a perimeter control device to intercept and direct disturbed area drainage from between Building Units 2 and 3 to the trap.
32. Sequence of Construction. The following comments refer to the sequence of construction as presented on Sheet C4:
- 32a. Installation of perimeter erosion and sediment control plan measures in the southeast corner of the site (silt fence, diversions, sediment traps, etc.) must precede demolition activities as indicated in Step # 2 of the sequence; or alternatively, interim erosion and sediment control plan measures specific to demolition activities (ie. prior to full site work operations) must be shown on Sheet C2.
  - 32b. The sequence does not address when existing storm sewers are to be removed.
  - 32c. Refer to the record drawing and construction certification requirements and adjust language in Step # 20 of the sequence accordingly or remove language completely.

33. Outlet Protections. Provide riprap outlet protection for all pipe, culvert and storm drain outfalls. This includes storm pipes leading into and out of the BMP. Specify riprap class and thickness, pad dimensions and amount of stone to be used in accordance with requirements of the VESCH, Minimum Standards 3.18 and 3.19.
34. Safety Fence. Provide orange colored safety fence in accordance with VESCH Minimum Standard 3.01 along the south border of the site common with the existing Powhatan Village apartments. This temporary fencing needs to be installed prior to the demolition phase of work. *(Note: It is recommended that this fencing be shown on both demolition plan Sheet C2 and the erosion and sediment control plan sheets.)*
35. Dust Control. Add dust control measures in accordance with Minimum Standard 3.39 of the VESCH to the erosion and sediment control plan for the site. Dust control may be warranted due to the proximity of work to Longhill and Centerville Roads.

**Stormwater Management / Drainage:**

36. Drainage Map. Based on information in the design report, the drainage area to the BMP is the same for both pre-development and postdevelopment conditions (14.09 acres). Provide a drainage map showing the pre-development drainage area to the proposed basin location.
37. Site Hydrology. Provide additional computations to support the weighted runoff curve number coefficients as used for the pre-development and postdevelopment conditions analyses for the BMP. Also, provide hydrologic computations for the 100-year design storm event under postdevelopment conditions. *(Note: Further substantiate the CN of 79 and 90 as used in the runoff analyses for pre- and postdevelopment conditions. Further breakdowns are necessary for the weighted composite.)*
38. BMP/Water Quality Points. The standard Worksheet for BMP Point System as provided in the design report shows the site stormwater management plan achieves over 10 points based on use of County type B-2 extended detention shallow marsh BMP in combination with dedicated open space. There are several major discrepancies associated with the BMP point computations.
  - 38a. Firstly, for the structural BMP computation, the total site area is 15.82 acres. Total drainage area for the BMP in the postdeveloped condition is 14.09 acres of which approximately 2.24 acres is offsite and just over 12 acres is onsite. Therefore, the fraction of site served by the BMP is not 100 percent as indicated in the worksheet, but rather  $14.09/15.82 = 89.1\%$ . Therefore, structural BMP points are 5.34 points, not 12 as indicated.
  - 38b. Natural Open Space areas as claimed in the standard BMP worksheet shall be placed in undisturbed common areas or conservation easements. Any areas located within private lots, private property and within maintained landscaping and active recreational areas are not eligible for open space credit. Therefore, the only credit allowed under the natural open space credit portion of the BMP worksheet is the proposed 12,746 sf (0.29 acre) area situated to the east of Building Unit 3. The other 1.5 acres as indicated in the worksheet is not applicable unless placed in conservation easement. Therefore, based on a site area of 15.82 acres, natural open space credit is  $0.29/15.82 = 1.83\%$ . Using 0.15 points per 1 percent of the site, this results in 0.27 points for natural open space.
  - 38c. Extra BMP point credit of 0.15 points per 1 percent site area only applies to natural open space conservation easements which accept and treat stormwater runoff per design specifications or those which directly border, buffer and are adjacent to wetland, mature forests or Resource Protection Area. In order to receive 0.15 points, rather than 0.10 points for each 1 percent of natural open space, it must be shown that the proposed natural open space next to Building Unit 3 is adjacent to a wetland, mature forest or Resource Protection Area. Refer to page 56 of the County BMP manual.

- 38d. Generally, natural open space credit is not given for open spaces which are less than 35 feet in width. The south portion of the triangular-shaped open space east of Building Unit 3 (12,746 sf) would not meet this requirement.

Therefore, by adding structural and natural open space points would result in  $5.34 + 0.27 = 5.61$  points, rather than the 13.22 points shown on the worksheet. It does not appear that the site obtains 10 BMP points per County requirements. Suggestions to achieve 10 BMP points for the site include: adding additional natural open space to the site; using a higher point value BMP for the primary onsite BMP; or treating additional offsite area. Submit a BMP calculation worksheet that demonstrates that this project meets the County's water quality criteria.

39. **BMP Points.** Assigned BMP point values indicated in Table 1 of the County BMP manual assume all features consistent with the manual are provided such as pretreatment forebays, aquatic shelves, stream channel protection volume, pond buffers, etc. As full point credit value is being taken for the BMP in the calculation worksheet, all applicable design features must be present. Many are not.
40. **Open Space Credit.** Provide a conservation easement plat for all Natural Open Space areas as claimed in the BMP worksheet and as shown on the plan of development.
41. **General.** Evaluate the potential or feasibility of directing drainage from the uncontrolled area in back (south) of proposed Building Unit 4 to the proposed BMP for this site. Also, drainage from the existing Powhatan Village Apartments site (to the south) is of an uncontrolled nature and is directed to the existing paved and riprap channel which also services a portion of this site. Evaluate the potential or feasibility of directing drainage from the paved channel into the proposed BMP. Offsite point credit can be taken for control of this area in order to achieve 10 BMP points for this plan of development.
42. **Stream Channel Protection.** There were no computations in the design report to show the BMP design complies with current stream channel protection criteria. Current stream channel protection criteria for James City County requires 24-hour extended detention of the runoff from the 1-year frequency storm (post-developed) instead of reduction of the 2-year peak rate as previously required by MS-19 of the Virginia Erosion and Sediment Control regulations. The traditional SCS Type II, 24-hour storm duration rainfall depth for the 1-year storm event in James City County is 2.8 inches.
43. **Site Drainage.** Ensure there are no existing culverts or storm drainage piping system which convey unanticipated offsite drainage to areas shown on drainage map Sheet C3. Currently, drainage divides are shown ending at Centerville and Longhill Roads. Additional drainage as such may drastically affect design of the onsite storm drainage system and the BMP. Field reconnaissance may be necessary to confirm.
44. **Drainage.** A private drainage easement of adequate width is necessary to ensure offsite drainage can be maintained through this site, specifically for the existing offsite paved channel, culvert and riprap channel situated in the southeast corner of the site in the vicinity of the JCSA pump station. Also, show and label the riprap channel which was recently installed at this location under approved County Plan No. SP-78-01 (Powhatan Village).
45. **BMP.** Provide contour labels or additional proposed spot elevations in the BMP for either the low points or high points. It is unclear if these are high marshes or micropools.
46. **Stormwater Channels.** Provide construction information (slope, lining, depth, side slope, etc.) or typical channel details and computations for all onsite stormwater conveyance channels. Channels shall be designed for erosion resistance for the 2-year storm and for capacity for the 10-year storm. Also, the onsite stormwater conveyance channels situated to the north and south of Building Unit 4 end abruptly. A designed channel section must continue on to an adequate receiving channel or be directed to the BMP.

47. Channel Adequacy. There are two areas associated with this development plan which discharge runoff into existing natural drainage channels in an uncontrolled manner (ie. without SWM/BMP control). These areas are behind Building Unit 3 and Building Unit 4. Submit adequacy analyses for all receiving natural drainage facilities (swales, channels, etc.) in accordance with VESCH, MS-19 procedure to verify that the natural channels are adequate for velocity and capacity using the 2-year design storm event and man-made channels are adequate for velocity based on the 2-year event and for capacity based on the 10-year event.
48. Pond Hydraulics. Provide computations in the design report for the 100-year water surface elevation in the BMP. Pond buffer and freeboard requirements (ie. minimum top of dam elevation) are based on the 100-year water surface elevation in the BMP.
49. Pond Buffers. A pond buffer should be provided that extends 25 feet outward (landward or upland) from the 100-year design high water surface elevation of the pond.
50. Pond WSEL's. Show the design 1-, 2-, 10- and 100-year design water surface elevations on pond plan Sheet C11 and detail Sheet C5.
51. BMP Pretreatment. Address BMP pretreatment requirements by use of a sediment forebay or other equivalent measure. Sediment forebays are generally sized to contain 0.1 inch per impervious area and can be counted toward the total water quality volume requirement. A reasonable location for a pretreatment forebay is within the northwest corner of the basin where the 36-inch storm pipe outfall is situated.
52. Pond Tailwater. Tailwater conditions directly downstream of the SWM/BMP facility were not considered in the hydraulic routing for the BMP. Please evaluate the potential for tailwater conditions at the outlet of the barrel and subsequent effects a tailwater condition may have to the outlet discharges and design water surface elevations for the BMP.
53. Emergency Spillway. No emergency spillway was provided. For detention/retention facilities, the County recommends use of a combined principal and emergency spillway to achieve a minimum of 1 foot of freeboard from the 100-year design water surface elevation to top of dam (settled). If the principal spillway mechanism (riser/barrel) is intended to pass the design 100-year event, it is common policy to require a token emergency spillway as a secondary release mechanism. The token spillway can be set at or above the design 100-year WSEL as to not impact BMP hydraulics and can be simple in nature such as minimum 8 ft. width, 2H:1V side slopes and grassed or matted lining. Use of a token spillway, as such, can reduce the freeboard requirement to 1 foot, if necessary, for design of the BMP.
54. Riser and Barrel. Specify watertight reinforced concrete pipe meeting the requirements of ASTM C361 or ASTM C76 for the reinforced concrete pipe riser and outlet barrel. Indicate class of pipe required. Provide dimensions and specifications for embedment of the riser into the concrete base. Include provisions for an access lid and steps in the riser for maintenance purposes and consider recessing the riser structure into the pond embankment if feasible.
55. Outlet Barrel. The detail on Sheet C6 show a 27-inch diameter outlet barrel; however, the "Drainage Structure Summary" on Sheet C9 shows an 8-inch pipe. Specify watertight reinforced concrete pipe meeting the requirements of ASTM C361 or ASTM C76 for the pond outlet barrel. Indicate all proper construction information including size, class, length, slope, invert elevations and joint type as required.
56. Flotation Computations. Provide flotation (buoyancy) computations for the riser and base structure. A minimum factor of safety of 1.25 is recommended.

57. Anti-Vortex/Trash Rack Device. A concrete anti-vortex top unit is preferred instead of the CMP unit as proposed. Use of materials similar to the riser and barrel material type will deter corrosion. In addition, a concrete unit will be more durable, provide for a longer service life and deter vandalism. Provide details as necessary.
58. Anti-Seep Collars. Provide anti-seep collars along the pond barrel and show appropriate details. Use of concrete collars is recommended per the VSMH.
59. Flared End Section. Provide a flared end section or endwall at the principal spillway barrel outlet.
60. Pond Construction. Provide notes or details showing specific construction requirements for the pond (fill) embankment and outlet barrel. Include requirements for sub-grade preparation, fill material type and placement, soil compaction, concrete anti-seep collars (or toe drain), pipe bedding/backfill or cradle and core trench, as applicable for an extended detention shallow marsh BMP.
61. Adequate Outflow. Outflows from SWM/BMP facilities must be discharged to an adequate and well-defined channel. Facilities discharging onto flat areas with no defined channel usually require an onsite channel to be provided which can adequately convey design flows (discharges). Refer to VSMH page 5 - 61.
62. Maintenance Plan. Provide a maintenance plan for the stormwater management/BMP facility. Section 23-10(4) of the Chesapeake Bay Preservation Ordinance requires stormwater management plans to include a long-term schedule for inspection and maintenance of stormwater management/BMP facilities. The plan should be specific for the selected BMP type.
63. Inlets. Inlet structure # 1A should be designated as a DI-7 on the "Drainage Structure Summary" on Sheet C9.
64. Storm Drains. There are several discrepancies between the storm sewer design computations and construction information shown on the "Drainage Structure Summary" on Sheet C9.
  - 64a. Computations show that a 21-inch diameter pipe is needed for pipe segment 8 (inlet 7 to 9); however, construction information on the plans shows a 15-inch size.
  - 64b. Computations show that a 36-inch diameter pipe is needed for pipe segment 10 (inlet 9 to 11); however, construction information on the plans shows a 15-inch size.
  - 64c. Computations show that a 36-inch diameter pipe is needed for pipe segment 12 (inlet 11 to 13); however, construction information on the plans shows an 18-inch size.
  - 64d. Computations show that a 36-inch diameter pipe is needed for pipe segment 14 (inlet 13 to 15); however, construction information on the plans shows a 15-inch size.
  - 64e. Computations show that a 36-inch diameter pipe is needed for pipe segment 16 (inlet 15 to 17); however, construction information on the plans shows a 15-inch size.
  - 64f. Computations show that an 18-inch diameter pipe is needed for pipe segment 21 (inlet 20 to 22); however, construction information on the plans shows a 15-inch size.
  - 64g. Computations show that a 24-inch diameter pipe is needed for pipe segment 23 (inlet 22 to 9); however, construction information on the plans shows a 15-inch size.
  - 64h. Computations show that 15-inch diameter pipe is needed for pipe segments 27, 37 and 35; however, construction information on the plans shows 18-inch size. Ensure the plans and computations match correct pipe sizes for these segments.
  - 64i. For clarity purposes for design review and construction, it is also recommended that the "Drainage Structure Summary" table as shown on Sheet C9 also be shown on Sheets C10 and C11.
65. Inlets Computations. Inlet spread computations were provided in the design report. Please provide hydraulic grade line computations for the storm system or show the hydraulic grade line for the 10-year design storm on storm sewer profile Sheet C15.

66. Onsite Channels. Provide calculations to support the design of all stormwater conveyance channels and swales. Include drainage areas, times of concentration, runoff coefficients or curve numbers, and intensities for the 2- and 10-year design events and channel design assumptions (slopes, lining, sideslopes, etc.). Provide construction information or typical sections for all onsite stormwater conveyance (open) channels as applicable.
67. IS-1 Shaping. Inlet shaping is recommended for all storm drain structures. Inlet shaping will help to minimize and prevent debris buildups due to changes in pipe alignment. Use notes or details to specify inlet shaping at all structures in accordance with VDOT Standard.
68. Shallow Marsh Design. If a County type B-2 extended detention shallow marsh design is selected for the primary onsite BMP, certain design requirements must be addressed. Provide a water balance to show the wetland can withstand a 30 day drought at summer evaporation rates without completely drawing down and a landscaping or planting plan to show the intended shallow marsh creation at the lower stage of the dry detention pond BMP along with stabilization recommendations for buffer areas. Refer to pages 42 through 44 of the County BMP manual.
69. Geotechnical. Provide information (preliminary soil evaluations, logs, test results, reports, etc.) as necessary to substantiate that existing soils beneath the extended detention shallow marsh (County type B-2) are adequate to sustain a permanent pool as intended for water quality purposes.
70. Meeting. Due to the extensive nature of these comments and incompleteness of the plans, it is suggested that further discussions or a meeting be held between Environmental Division staff and the plan preparer prior to the next submission. Contact the Environmental Division at 757-253-6639.



## MEMORANDUM



Date: April 25, 2003

To: Christopher Johnson, Senior Planner

From: Shawn A. Gordon, P.E. - Project Engineer

Subject: SP-044-03, Longhill Grove Apartments

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 March 28, 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

1. All water and 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 JCSA "Standards and Specification Water Distribution and Sanitary Sewer System" Dated April 2002. All details shall be in accordance with the above standards. Only show details on these plans, that require modifications and identify those modifications on the details, also only show special details related to specific work not covered in the standards. Provide call outs for the items indicating HRPDC or JCSA applicable detail references such as the Typical Water Meter Installation, W-13.0"
2. These plans shall be submitted to the Virginia Department of Health for review and approval.
3. Prior to site plan approval, transfer of property ownership to JCSA from the recorded site of JCSA Lift Station, L.S. 7-2 to the actual site of JCSA Lift Station, L.S. 7-2 shall be completed. Provide documentation of property transfer.
4. Provide documentation for verification JCSA has ingress/egress rights from Longhill Road through the site(s) to JCSA Lift Station, L.S. 7-2.
5. Provide a Water Data Sheet and Sanitary Sewer Data Sheet.

6. Add a note to the plans stating "Only JCSA personnel are authorized to operate valves on the existing water main and sanitary force main."
7. Applicant shall confirm the existing JCSA water system will provide the fire flow volume and duration as specified by the J.C.C. Fire Department and/or make necessary improvements to the existing water system to meet those requirements.
8. Add the following note to the plat "Any existing unused wells shall be abandoned in accordance with State Private Well Regulations and James City County Code."
9. Provide the JCSA General Notes for Water Distribution and Sanitary Sewer Systems on the plans or as a minimum provide Section 5.1 - Note A of the, General Notes for Water Distribution and Sanitary Sewer Systems, in the JCSA "Standards and Specification Water Distribution and Sanitary Sewer System" dated April 2002.
10. Water demand calculations (based on fixture units in the proposed buildings) shall be submitted to verify the proposed 3-inch domestic water meter and existing service lines are adequately sized to serve the proposed development.
11. Add the following note to the plans: "The plumbing inside the buildings must be inspected by Mr. John Wilson, JCSA Special Projects Coordinator at (757) 259-4138 for potential cross connections. Any cross connections must be protected by the appropriate backflow prevention device(s)." A backflow prevention device will be required for the clubhouse/pool area. Should you have any questions or require additional information regarding the backflow prevention device(s) contact Mr. John Wilson, JCSA Special Projects Coordinator at (757) 259-4138.
12. The following note shall be added to the plans: "The Owner shall implement an annual performance evaluation/inspection of the backflow prevention device and coordinate with Mr. John Wilson, JCSA Special Projects Coordinator at (757) 259-4138. The backflow preventer shall be tested, maintained, and operated in accordance with JCSA standards."
13. Provide joint restraint on all proposed water main appurtenances intended for dedication to JCSA.
14. The applicant shall be responsible for developing water conservation standards to be submitted to and approved by the James City Service Authority and subsequently for enforcing these standards. The standards shall address such water conservation measures as limitations on the installation and use of landscaping design and materials to promote water conservation and minimize the use of public water resources. The James City Service Authority shall approve the standards prior to final approval. Should you have any questions or require additional information regarding water conservation standards or guidelines for new developments contact Lisa Meddin, Water Conservation Coordinator at (757) 253-6859.
15. JCSA strongly recommends coordination of this project with the Jolly Pond Veterinary Clinic, JCC Case No. SP-020-03.

16. Label the existing JCSA wastewater lift station, LS 7-2, site on all sheets.
17. The limits of the proposed BMP grading over the existing sanitary sewer force main from JCSA wastewater lift station, LS 7-2, is not acceptable. Revise the limits of the proposed BMP such that the existing sanitary sewer force main is not within the limits of the BMP grading.

#### Sheet C1

1. Required Site Plan Notes - Public Improvements: Clarify the portion of Note #7 "(See Utility Notes for Utility Standards)". These notes were not included with the development plans.

#### Sheet C2

1. Show the proposed portions of existing water main to be removed. It appears the water main south of the northern most existing building was not included. Verify and revise accordingly.

#### Sheet C3

1. The proposed grading on the existing JCSA wastewater lift station, LS 7-2, site for the proposed BMP is not acceptable. Revise limits of the proposed BMP accordingly.

#### Sheet C4

1. Show and label the existing JCSA sanitary force main.
2. Show and label all existing and proposed JCSA Utility Easements.
3. The proposed sediment trap, ST-4, over the existing 8-inch JCSA water main along Burton Woods Drive is not acceptable. Revise plans accordingly.

#### Sheet C6

1. Revise all proposed 16' Public Water Easements to a width of 20 feet and call-out to "JCSA Utility Easements" in accordance with the JCSA standards.
2. Provide a wet tap call-out for the proposed 8-inch water main connection to the existing 12-inch water main along Centerville Road.
3. The proposed entrance to the development from Centerville Road shows a conflict with the existing fire hydrant. Provide a sequence of construction and/or notes for removing the existing fire hydrant and installing a new fire hydrant. Show and label the new fire hydrant on the plans. Provide notes on the plan to contact JCSA and the James City County Fire Department at (757) 220-0626, 72 hours prior to taking the existing fire hydrant out of service and replacing with the new proposed fire hydrant assembly. In addition, the fire hydrant replacement shall be completed within a maximum of 48 hours unless otherwise specified by the James

City County Fire Department. Show the piping from the main to the fire hydrant on the plan for clarification.

Sheet C7

1. Will the proposed swimming pool have a drain proposed for cleaning and maintenance? JCSA will only accept filtered backwash water from the proposed pool into the sanitary sewer system. Verify and revise plans accordingly.
2. Revise the proposed 16' Public Water Easement to a width of 20 feet and call-out to "JCSA Utility Easement" in accordance with the JCSA standards. In addition, relocated the call-out for clarity.

Sheet C8

1. Show and label the proposed JCSA Utility Easements for the existing gravity sanitary sewer and the sanitary force main. JCSA responsibility shall end at the sanitary sewer manhole east of proposed Building 4.
2. The existing sanitary sewer manhole, east of proposed Building 4 shall be core drilled and a "Kor-N-Seal" boot or approved equal provided for the proposed 8-inch sanitary sewer connection. Reconstruct the bench and invert to direct flow to the outfall pipe. The manhole shall be vacuum tested in accordance with JCSA standards. Provide notes accordingly.
3. Provide a temporary plug in the existing sanitary sewer manhole, east of proposed Building 4 for the outfall sewer main to prevent debris from entering the existing sanitary sewer system prior to demolition and construction. The temporary plug shall not be removed until completion of construction and approval from JCSA. Any debris found in the sanitary sewer system shall be removed in accordance with JCSA standards prior to removal of the temporary plug. Provide notes accordingly.
4. Revise all proposed 16' Public Water Easements to a width of 20 feet and call-out to "JCSA Utility Easements" in accordance with the JCSA standards.
5. The Longhill Grove Drive street name contradicts Sheets C2, C3, and C4, which is correct? Verify and revise plans accordingly.
6. The following note shall be added to the plans "Prior to JCSA acceptance of the water system, all pertinent information (Ex. serial numbers) for the fire meter vault with detector check and touch pad on the fire main shall be provided to JCSA Customer Services (Contact No. 253-6800) and the touch pads are verified for compatibility with the JCSA Operations AMR readers (Contact No. 259-6094)." The developer shall supply the water meter and touch pad for the proposed fire service main.
7. The proposed fire hydrant assembly and the proposed fire department connection at the detector check vault shall be located no more than 50 feet apart. Verify and revise plans accordingly.

8. JCSA will not own nor maintain the proposed double check assembly vault, however periodic inspections will be performed. Therefore, the proposed easement around the backflow preventer vault is not necessary. Revise accordingly.
9. The proposed drainage structure #30 located within the JCSA Utility Easement is not acceptable. Per JCSA standards no trees, shrubs, structures, fences or obstacles shall be placed within an easement nor in a right of way. Verify and revise plans accordingly.
10. Relocate the proposed 3-inch domestic water meter to the easement line/Burton Woods Drive right-of-way line for the existing 8-inch water main along Burton Woods Drive, adjust proposed utility easement accordingly.
11. Detail "A": The proposed 8"x3" tapping sleeve for the domestic water main is not acceptable by JCSA. The 3-inch water main sizing is not a standard stock item for JCSA Operations. Therefore, if a larger water main size is desired, a minimum 4-inch tapping sleeve and valve will be required. In addition, provide a "Wet Tap" call-out for the proposed water main connection to the existing water main.
12. Detail "A": The location of the proposed 6"x4" reducer contradicts the plan view, which is correct? Verify and revise plans accordingly.
13. Detail "A": The specified scale of the detail appears to be incorrect. In addition, enlarge the proposed water main appurtenances for clarity. Verify and revise plans accordingly.
14. Detail "A": Revise the proposed 16' Public Water Easement to a width of 20 feet and call-out to "JCSA Utility Easement" in accordance with the JCSA standards.
15. Detail "A": Provide wet tap call-outs for the proposed fire main and double check assembly vault.
16. Detail "A": Provide details of the proposed double check assembly vault with fire department connection. Provide the make and model number of the proposed backflow prevention device for verification it meets JCSA standards.

#### Sheets C9, C10 and C11

1. Show and label the existing JCSA water and sanitary sewer utilities.

#### Sheets C12 and C13

2. The details shown on these sheets are from the Third Edition of the HRPDC Regional Construction Standards. JCSA has not adopted these standards. In accordance with the Standards and Specifications Water Distribution and Sanitary Sewer Systems dated April 2002 the Regional Standards, Second Edition dated June 2001 shall be adhered to. Revise accordingly.

## Sheet C14

1. Proposed Public 8" Waterline: Show and the proposed 8-inch horizontal bends near Station 10+50± and 11+49±.
2. Proposed Public 8" Waterline: The 12"x8" tapping sleeve and valve and the proposed 8"x8" tapping sleeve and valve appear to be shown incorrectly, contradicting the plan view. Verify and revise accordingly. In addition label Burton Woods Drive and Centerville Road.
3. Proposed Public 8" Waterline: Replace the proposed 8"x8" tapping sleeve and valve for the proposed water main loop, Station 10+00, to the existing 8-inch water main along Burton Woods Drive with 8"x6" tapping sleeve and valve and an 6"x8" increaser. The 8"x6" tapping sleeve and valve will provide a better connection and lessen potential problems in the field during construction.
4. Provide the existing water main profile along Burton Woods Drive for verification of adequate cover over the utility and proposed utility crossing clearances. Show and label all proposed utility crossings and vertical separation call-outs.
5. Provide the existing sanitary sewer force main profile from JCSA wastewater lift station, L.S. 7-2, to Longhill Road for verification of adequate cover over the utility and proposed utility crossing clearances. Show and label all proposed utility crossings and vertical separation call-outs.

## Sheet L1

1. Show and label all existing and proposed JCSA Utility Easements. Per JCSA standards no trees, shrubs, structures, fences or obstacles shall be placed within an easement nor in a right of way. Provide a minimum of 5 feet distance for shrubs and 10 feet minimum distance for trees from JCSA water and sewer utilities. Revise plans accordingly and provide notes to insure distances are adequately meet.

Please call me at 253-6679 if you have any questions or require any additional information.

**C-041-03, Conceptual Parking Plan for Jamestown Island Collections Facility  
Staff Report for May 28, 2003, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Jane Jacobs

**Landowner:** Association for the Preservation of Virginia Antiquities (APVA)

**Proposed Use:** Parking spaces for APVA offices, storage and research space including the proposed Jamestown Island Collections building.

**Location:** Jamestown Island

**Tax Map/Parcel No.:** (54-2)(1-1)

**Primary Service Area:** Inside

**Parcel Size:** 22.5 acres

**Existing Zoning:** R-8, Rural Residential

**Comprehensive Plan:** Park, Public or Semi-Public Open Space

**Reason for DRC Review:** To determine whether off-site parking spaces shall be permitted.

**Staff Contact:** Sarah Weisiger, Planner **Phone:** 253-6685

***STAFF RECOMMENDATION:***

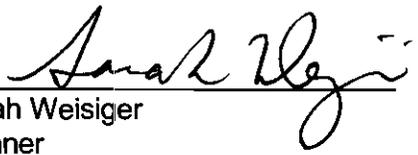
The applicant, Jane Jacobs, has submitted a conceptual parking plan for off-site parking spaces for the proposed Jamestown Island Collections Facility. The artifact collections facility was approved together with the Archaearium under Special Use Permit, SUP-21-02. The APVA property on Jamestown Island is constrained for development because of the presence of wetlands and tidal shores of the Resource Protection Area. If this off-site parking plan is approved, the applicant will incorporate the spaces into the final site plan.

Under Section 24-55 (b) of the Zoning Ordinance, off-site parking spaces shall be permitted by the Development Review Committee. Twenty off-site parking spaces are proposed to be placed on a parcel adjacent to the APVA property on Jamestown Island in the existing Visitor Center parking area owned by the National Park Service (NPS). The parking spaces will serve the employees and visitors to the new facility as well as personnel using the Yeardley House and Rediscovery Center. In addition, eight parking spaces, including a handicapped space, will be located adjacent to the facility. Based on the amount of office space at the Yeardley House, Rediscovery Center and proposed artifact collections facility, the total number of parking spaces should far exceed requirements in the parking section of the Zoning Ordinance for Moderate Demand category uses. When the new facility is completed, the applicant estimates that 12 full-time employees will work at the facility, with 1-5 volunteers on an as needed basis, and one to two visitor/researchers, occasionally. The applicant estimates between 2,500 square feet of office space for these facilities with laboratory space, work rooms, conference rooms and limited access

storage rooms making up the remainder. Alec Gould, the NPS park superintendent, has assured staff that the lot has the capacity to accommodate the 20 spaces for the APVA facilities. The NPS lot has approximately 340 spaces. In the case of any large events on Jamestown Island, bus transportation is provided.

Collections' facility personnel and researchers will utilize these spaces and walk along a pedestrian trail from the parking area to the proposed artifacts' collection facility. The trail is shown on Sheet# C-8 of the Collections Building drawings, included with this report. An agreement assuring the permanent availability of the parking spaces and access along a pedestrian walkway must be provided to and approved by the county attorney prior to site plan approval. This agreement will have to take into account the proposed changes to the Visitor Center and Visitor Center parking area proposed by the Jamestown Project.

Staff recommends that approval of the off-site parking places be granted subject to attached agency review comments.

  
\_\_\_\_\_  
Sarah Weisiger  
Planner

Attachments:

Site Plan submitted as Conceptual Plan

Memo from Jane Jacobs dated May 5, 2003

Agency Review Comments

for

C-041-03, Conceptual Parking Plan for Jamestown Island Collections Facility

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Planning Comments:

1. Provide a document, acceptable to the County attorney, outlining the rights of use of property and pedestrian walkways by ownership, easement or similar recorded covenant or agreement. This document should anticipate the change in size and location of the National Park Service Visitor Center and parking lot associated with the Jamestown Project in preparation for 2007.

Environmental Comments:

1. The pedestrian access does not present any problems; however, the alignment should be changed. It is currently proposed to be located within the RPA for about 200' of its length. It can be realigned to reduce the length inside the buffer to about 75'.

**Site Plan 57-03. New Town - William E. Wood Bldg.**  
Staff Report for the May 28, 2003, Development Review Committee Meeting

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**SUMMARY FACTS**

**Applicant:** Mr. Mark Richardson, AES Consulting Engineers  
**Landowner:** New Town Associates, LLC  
**Proposed Use:** Real Estate Office  
**Location:** 5216 Monticello Avenue; New Town - Section 2, Block 2  
**Tax Map/Parcel No.:** (38-4)(1-50)  
**Primary Service Area:** Inside  
**Parcel Size:** 0.40 acres  
**Existing Zoning:** Mixed Use, with proffers  
**Comprehensive Plan:** Mixed Use  
**Reason for DRC Review:** The applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance.  
**Staff Contact:** David Anderson, Planner Phone: 253-6685

**STAFF RECOMMENDATION**

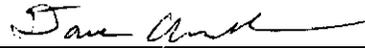
This 11, 260 square foot building (22,520 gross s.f.) will be located within Section 2, Block 2 of New Town. The preliminary building plans and the preliminary site plan have been reviewed and approved by the New Town Design Review Board (DRB) as being compatible and complimentary with the adopted Design Guidelines.

Regarding the parking space requirements, the Zoning Ordinance requires that a minimum of one parking space be provided on site for each 250 square feet of office space. For this particular building, 89 parking spaces are required.

The adopted Design Guidelines for New Town call for a minimum and a maximum parking space ratio for each type of use. The range of required parking according to the Design Guidelines is 61-67 parking spaces. The applicant has requested that a waiver be granted by the Commission. Section 24-59(g) of the Zoning Ordinance states:

“A property owner may be granted a waiver by the Planning Commission from the minimum off-street parking requirements if it can be shown that due to unique circumstances a particular activity would not reasonably be expected to generate parking demand sufficient to justify the parking requirement.”

While staff finds that the parking demand would be sufficient to justify the parking requirement, the lack of on-site parking spaces is mitigated by the provision of development-wide shared parking and additional on-street parking spaces which are provided on every street. The functionality of the on-street parking and shared parking lots is furthered by the urban block-pattern design of New Town, as well as the modified grid layout of the streets. Staff recommends the waiver from the minimum off-street parking requirements be granted.



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David Anderson

Attachments:

1. Site Plan

## **DEVELOPMENT REVIEW COMMITTEE ACTION REPORT**

### **Meeting of May 28, 2003**

**Case No. C-054-03**

**9537 Barnes Road Septic System Waiver**

Mr. Aaron Small of AES Consulting Engineers, on behalf of Mr. and Mrs. Steven Hertzler, submitted a conceptual plan requesting the approval of an alternate septic system for 9537 Barnes Road. The parcel is further identified as parcel (1-12A) on James City County Tax Map (4-3). DRC review is necessary because the Subdivision Ordinance requires lots outside the PSA to be served with a conventional septic system.

**DRC Action: The DRC recommended approval of the alternate septic system.**

**Case No. C-053-03**

**3436 N. Riverside Drive Septic System Waiver**

Mr. Aaron Small of AES Consulting Engineers, on behalf of Mr. and Mrs. Richard Reichelt, submitted a conceptual plan requesting the approval of an alternate septic system for 3436 N. Riverside Drive. The parcel is further identified as parcel (1-8M) on James City County Tax Map (9-4). DRC review is necessary because the Subdivision Ordinance requires lots outside the PSA to be served with a conventional septic system.

**DRC Action: The DRC recommended approval of the alternate septic system.**

**Case No. SP-044-03**

**Loughill Grove Apartments**

Ms. Joyce Wolfe of Eagle Construction, on behalf of Burton Woods Associates, Heritage Builders, and UPC Limited Partnership, submitted a site plan for a 170-unit apartment complex located near the intersection of Loughill Road and Centerville Road. The parcels are further identified as Tax Map # (31-3)(1-14), (31-3)(1-13) and (31-3)(1-12). DRC review is required for any multi-family development of 50 units or more. On 4/30/03 the DRC recommended that a 20% density bonus (28 units) be granted for the provision of enhanced recreational amenities and landscaping that exceeds the minimum ordinance standards. The DRC also deferred consideration of preliminary approval until plans were resubmitted which address the issues of the Environmental Division and JCSA review comments.

**DRC Action: The DRC recommended that preliminary approval be granted subject to resubmittal of plans that address all outstanding agency comments.**

**Case No. C-041-03**

**Parking Plan - Jamestown Island Collections**

Ms. Jane Jacobs of Carlton Abbot and Partners, on behalf of Elizabeth Kostelny of the Association for the Preservation of Virginia Antiquities, submitted a conceptual plan for off-site parking spaces for the proposed Jamestown Island Collections Facility. The site is located on Jamestown Island and is further identified as parcel (1-1) on James City County Tax Map # (54-2). The case requires DRC Review because under Section 24-55(b) of the Zoning Ordinance off-site parking spaces must be approved by the DRC.

**DRC Action: The DRC recommended approval of the spaces.**

**Case No. SP-057-03**

**William E. Wood Building**

Mr. Mark Richardson of AES Consulting Engineers, on behalf of New Town Associates, submitted a site plan for proposed William E. Wood building at 5216 Monticello Avenue in Section 2, Block 2 of New Town. The parcel is further identified as parcel (1-50) on James City County Tax Map (38-4). DRC review is necessary because the applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance.

**DRC Action: The DRC recommended approval of the waiver.**

**JAMES CITY COUNTY  
DEVELOPMENT REVIEW COMMITTEE REPORT**

**FROM: 4/1/2003 THROUGH: 5/1/2003**

**I. SITE PLANS**

**A. PENDING PRELIMINARY APPROVAL**

SP-144-98	Williamsburg Pottery Warehouse/Retail Building
SP-116-99	New Town, Wmbg./JCC Courthouse SP Amendment
SP-087-01	The Vineyards Phs. 3 at Jockey's Neck
SP-089-01	Ewell Station Storm Water Management Fac. Mod.
SP-100-01	Williamsburg Crossing Frontage Road
SP-109-01	Monticello Avenue Extended - SP Amendment
SP-116-01	Powhatan Secondary - Ph. 7, Sanitary Sewer Ext.
SP-009-02	Hairworks Beauty Salon Parking Space Addition
SP-019-02	Williamsburg Plantation Sec 9,10,11 Units 184-251
SP-027-02	120' Stealth Tower--3900 John Tyler Highway
SP-061-02	Powhatan Plantation Recreation Bldg Amd
SP-088-02	Colonial Heritage, Phase 1 Section 2
SP-112-02	Ford's Colony Recreation Park
SP-129-02	Storage Trailer at Landfill
SP-133-02	Busch Corporate Center - Wheat Center
SP-140-02	Jamestown Area Water System Improvement
SP-001-03	Colonial Heritage 13th Hole Irrigation Pond
SP-005-03	Hankins Farm Water and Sewer Extension
SP-009-03	Energy Services Group Metal Fabrication Shop
SP-013-03	Williamsburg Business Center, Phs. 3, SP Amendment
SP-020-03	Jolly Pond Veterinary Hospital
SP-021-03	Colonial Heritage, Cross Country Sewer Mains
SP-030-03	Old Capitol Lodge Site Plan Amendment
SP-033-03	Colonies at Williamsburg Entrance Road
SP-035-03	Prime Outlets, Ph. 5-A & 5-B - SP Amendment
SP-043-03	Ford's Colony Section 7, Sewer Upgrade
SP-044-03	Longhill Grove Apartment Complex
SP-045-03	Noah's Ark Vet Hospital SP Amendment
SP-047-03	JCSA Well Facilities Erosion Repairs
SP-049-03	James River Commerce Center Columbia Drive
SP-050-03	Wmbg-Jamestown Airport T-Hanger & Parking Exp.
SP-051-03	Ford's Colony Country Club Golf Academy
SP-052-03	Kingsmill Access Ramp for Pool Access Bldg.
SP-053-03	George Nice & Sons Fill Project
SP-056-03	Shell Building - James River Commerce Center
SP-057-03	New Town - William E. Wood Building
SP-060-03	Williamsburg Plantation Sec 9,10,11 Units 184-251

Thursday, May 01, 2003

Page 1 of 4

SP-061-03 Pottery Farmer's Market

**B. PENDING FINAL APPROVAL**

**EXPIRE DATE**

SP-044-02	Ford's Colony, Sect. 31, BMP #1 Regrading Plan	5 /8 /2003
SP-050-02	New Town Sec 2 & 4 - Road/Utility Infrastructure	8 /22/2003
SP-062-02	WindsorMeade Way Road Construction Plan	6 /4 /2003
SP-084-02	Colonial Heritage, Phase 1, Section 1	11/25/2003
SP-102-02	Powhatan Creek Access Park	9 /30/2003
SP-104-02	Colonial Heritage, Phase 1, Section 3 & 3A	12/2 /2003
SP-110-02	Ewell Station - Phase II	10/7 /2003
SP-113-02	Ready Mixed Concrete Storage Yard Expansion	10/7 /2003
SP-142-02	George Nice & Sons	2 /12/2004
SP-144-02	J.W. Crossing, Phase II	2 /20/2004
SP-002-03	Colonial Heritage Phase 2, Massie Farm Pond Rehab.	2 /21/2004
SP-010-03	Colonial Heritage Residence Clubhouse	3 /3 /2004
SP-015-03	Monticello Woods Community Center	4 /10/2004
SP-018-03	St. Bede Catholic Church SP Amendment	4 /10/2004
SP-025-03	New Town Block 2	4 /9 /2004
SP-026-03	Schmidt Landscaping	4 /10/2004
SP-029-03	SunTrust Building Amendment	4 /25/2004
SP-032-03	Greensprings Apts. & Condos. SP Amendment	4 /3 /2004
SP-034-03	Colonial Heritage Sewer Lift Station & Force Main	4 /24/2004
SP-038-03	Jamestown High School Temp. Classroom Trailers	4 /23/2004
SP-039-03	Stonehouse Elementary Temp. Classrooms Trailer	4 /23/2004
SP-040-03	Lafayette High School Temp. Classrooms Trailers	4 /23/2004
SP-041-03	Clara Byrd Baker Temp. Classroom Trailer	4 /23/2004

**C. FINAL APPROVAL**

**DATE**

SP-002-01	JCC HSC Parking Area Expansion	4 /25/2003
SP-045-02	Powhatan Plantation Maintenance Bldg SP Amend	4 /25/2003
SP-124-02	King's Way Church Water Line	4 /14/2003
SP-128-02	Come Scrap with Me Shed	4 /3 /2003
SP-132-02	Sprint Generator Placement	4 /8 /2003
SP-135-02	Little Creek Phase III Amendment	4 /22/2003
SP-014-03	McLaws Park	4 /11/2003
SP-022-03	Christmas Mouse Warehouse Amendment	4 /4 /2003
SP-028-03	Hardee's Restaurant Awning SP Amendment	4 /28/2003
SP-036-03	Colonial Heritage Blvd. Phase 1, SP Amendment	4 /21/2003
SP-042-03	Ford's Colony Entrance Landscape Plan Amendment	4 /7 /2003
SP-046-03	Busch Gardens Stroller Deck Amendment	4 /1 /2003
SP-048-03	Stonehouse Community Church SP Amendment	4 /18/2003
SP-054-03	Fairways Villas SP Amendment	4 /25/2003
SP-055-03	Busch Gardens-Ireland Freezer Relocation SP Amend.	4 /23/2003
SP-058-03	District Park Sports Complex Press Box SP Amend.	4 /24/2003
SP-059-03	Faith Fellowship Assembly of God - Picnic Canopy	4 /28/2003

## II. SUBDIVISION PLANS

### A. PENDING PRELIMINARY APPROVAL

S-062-98 Ball Metal Conservation Easement  
S-104-98 Skiffes Creek Indus. Park, VA Trusses, Lots 1,2,4  
S-013-99 JCSA Mission Bank ROW Acquisition  
S-074-99 Longhill Station, Section 2B  
S-110-99 George White & City of Newport News BLA  
S-091-00 Greensprings West, Plat of Subdv Parcel A&B  
S-032-01 Subdivision and BLE Plat of New Town Associates LLC  
S-077-01 Ford's Colony - Section 32 (Lots 72-78, 93-129)  
S-008-02 James F. & Celia Ann Cowles Subdivision  
S-031-02 Bruce's Super Body Shop, Lot 2 subdivision  
S-052-02 The Retreat--Fence Amendment  
S-068-02 Forrest Lee Hazelwood BLA  
S-084-02 Skiffes Creek BLE Lots 2 & 3  
S-086-02 The Vineyards Phase 3 BLA Lots 1, 5-9, 52  
S-099-02 Ford's Colony Section 30 - Sanitary Sewer Amend.  
S-100-02 Richardson's Mill Sec. 1  
S-113-02 Martin Farm Estates  
S-008-03 Norge-Fenton Mill BLA  
S-016-03 Governor's Land Lots 12 & 13 BLA  
S-019-03 Lake Powell Pointe Phase 4  
S-020-03 114 Howard Drive 2 Lot Subdivision  
S-021-03 Stonehouse Section 2-C Easements  
S-024-03 Ellis Property BLA  
S-026-03 P.W. Development, Inc.  
S-027-03 Stonehouse - Parcel A Plat  
S-028-03 Wexford Hills Phase 1-I, Lots 27, 28 & 32  
S-029-03 Wexford Hills Phase 3B  
S-030-03 Stonehouse, Richardson's Mill, Sect. 2, Lt. 24-27  
S-031-03 Busch Properties Inc./Wilde BLA  
S-032-03 Greensprings Apts & Condos--JCSA Easement Plat  
S-033-03 Fenwick Hills, Section 2

### B. PENDING FINAL APPROVAL

		<b>EXPIRE DATE</b>
S-034-00	The Pointe at Jamestown, Phase 2	6 /5 /2003
S-058-00	Powhatan Secondary, Phase 7-A	10/2 /2003
S-037-01	Wellington Section 2 & 3 Construction Plans	5 /7 /2003
S-101-01	Greensprings West, Phase 4A	12/17/2003
S-037-02	Village Housing at the Vineyards, Phase III	5 /10/2004
S-039-02	Powhatan Secondary, Phase 6-C	5 /8 /2004
S-045-02	The Pointe at Jamestown Section 2-A	5 /30/2004
S-057-02	Colonial Heritage - Phase 1, Section 1	11/25/2003
S-063-02	Colonial Heritage, Phase 1, Section 2	12/2 /2003

Thursday, May 01, 2003

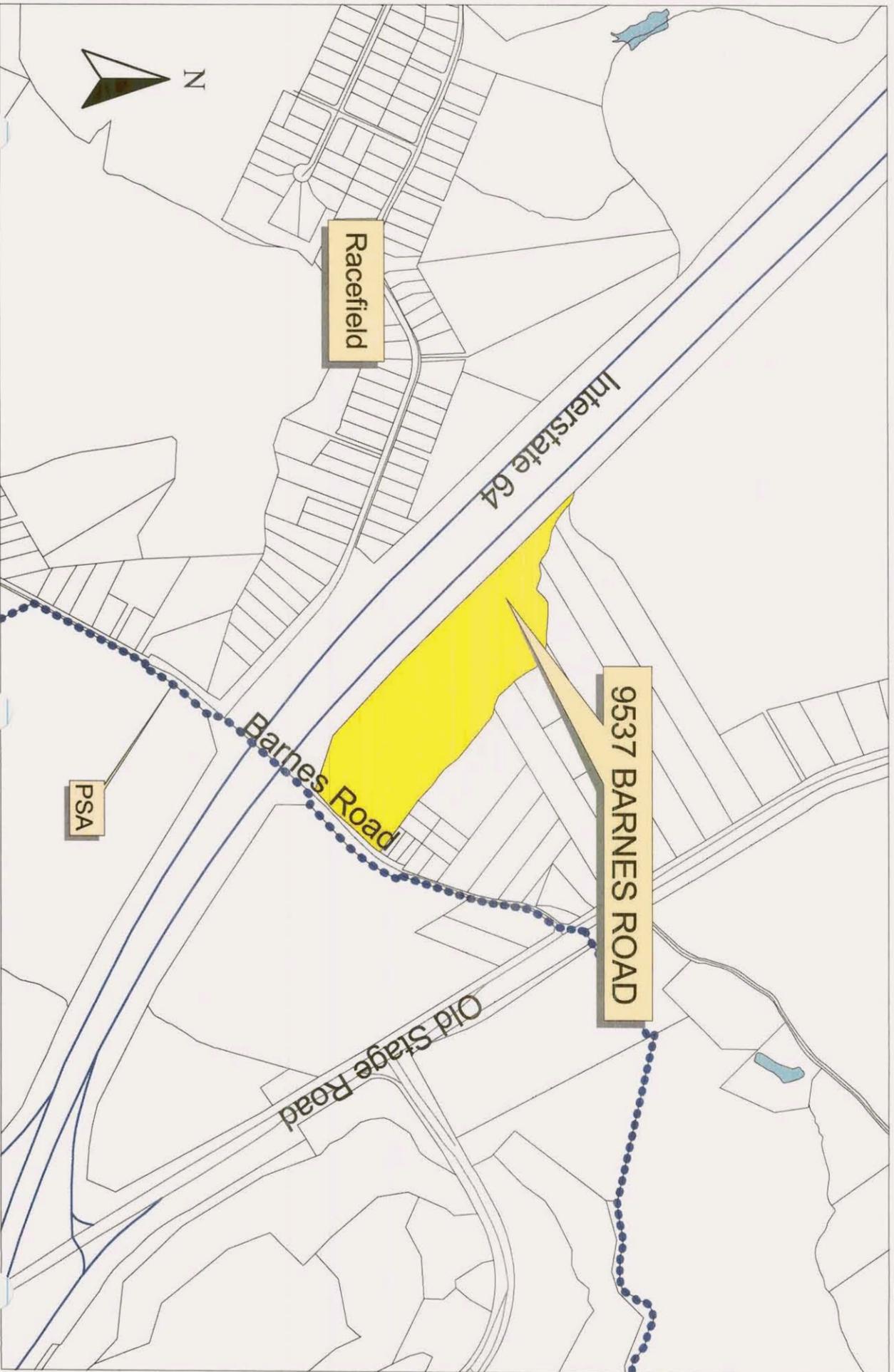
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S-073-02	Colonial Heritage, Phase 1, Sections 3 & 3A	12/2 /2003
S-076-02	Marion Taylor Subdivision	10/3 /2003
S-083-02	Toano Auto Parts BLA	10/9 /2003
S-091-02	Williamsburg Landing BLA	11/3 /2003
S-094-02	Powhatan Secondary Phase 7-C	12/30/2003
S-101-02	Sheldon Properties, L.L.C.	12/13/2003
S-103-02	Alex Harwood Subdivision BLA	12/15/2003
S-107-02	Greensprings West, Phase 3-C	1 /13/2004
S-108-02	Scott's Pond, Section 3	1 /13/2004
S-112-02	Kensington Woods	2 /6 /2004
S-001-03	Ford's Colony Sec 1 Block D Lots 2A, 2B, 2 & 3 BLE	1 /16/2004
S-003-03	Ford's Colony/Realtec Properties BLA	2 /21/2004
S-007-03	Stonehouse, Richardson's Mill Sec. 2	3 /20/2004
S-012-03	Colonial Heritage Blvd. - Private ROW	3 /20/2004
S-015-03	Season's Trace Winter Park Lots 51-74	4 /15/2004
S-017-03	Lake Powell Forest Phase 5	4 /11/2004
S-022-03	New Town - Block 2, Parcel B	4 /18/2004
S-025-03	Stonehouse - Richardson's Mill, Sect. 2 Lots 34-37	4 /30/2004

**C. FINAL APPROVAL**

		<b>DATE</b>
S-023-02	Stonehouse, Mill Pond Run ROW	4 /3 /2003
S-024-02	Stonehouse, Fieldstone Parkway ROW - BLA	4 /4 /2003
S-027-02	Stonehouse - Section 5-A, Lisburn	4 /30/2003
S-051-02	Ford's Colony, Section 12	4 /15/2003
S-071-02	Stonehouse Commerce Park- ROW extension & realign	4 /7 /2003
S-013-03	Mulberry Place Lots 25 & 26 BLA	4 /28/2003
S-014-03	New Town - Casey Office BLA	4 /9 /2003
S-023-03	Longhill Gate ROW Vacation and Abandonment	4 /2 /2003

# C-54-03; 9537 Barnes Road Alternate Septic System Waiver Request



**AGENDA**

**DEVELOPMENT REVIEW COMMITTEE**

**May 28, 2003**

3:00 p.m.

JAMES CITY COUNTY GOVERNMENT COMPLEX

Conference Room, Building C

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1. Roll Call
2. Minutes
  - A. Meeting of April 30, 2003
3. Consent Case
  - A. C-054-03 Barnes Road Septic System Waiver
  - B. C-053-03 3436 N. Riverside Drive Septic System
4. Cases
  - A. SP-044-03 Longhill Grove Apartments
  - B. C-041-03 Jamestown Island Storage Facility
  - C. SP-057-03 New Town: William E. Wood Building
5. Adjournment