

A G E N D A

JAMES CITY COUNTY BOARD OF SUPERVISORS

County Government Center Board Room

September 28, 2004

7:00 P.M.

A. ROLL CALL

B. MOMENT OF SILENCE

C. PLEDGE OF ALLEGIANCE - Lakita Gilyard, an eighth-grade student at Toano Middle School

D. HIGHWAY MATTERS

E. PRESENTATIONS

1. President of Thomas Nelson Community College - Dr. Charles Taylor
2. 2004 The Year of the Neighborhoods - Neighborhood of the Quarter - Kristiansand Homeowners Association
3. Annual Report of the Clean County Commission
4. Virginia Peninsula Regional Jail

F. PUBLIC COMMENT

G. CONSENT CALENDAR

1. Appointment of Alternate to Virginia Peninsula Regional Jail Authority Board
2. 2004 The Year of the Neighborhoods - Neighborhood of the Quarter - Kristiansand Homeowners Association
3. Department of Motor Vehicles Grant - \$14,800
4. Hazard Mitigation Grant Program (HMGP) - \$17,346
5. Budget Appropriation of U.S. Home Funds - \$38,800
6. Transfer of Funds from Non-Departmental Water Quality Account to Capital Improvement Project Water Quality Account
7. Turf Love Nutrient Management Program - Contract Approval
8. Authorization for one Temporary Police Overhire

- CONTINUED -

H. BOARD CONSIDERATIONS

1. Primary Principles for Five Forks Area of James City County
2. Request for Speed Limit Reduction – Ironbound Road at Five Forks
3. High School Bond Referendum

I. PUBLIC COMMENT

J. REPORTS OF THE COUNTY ADMINISTRATOR

K. BOARD REQUESTS AND DIRECTIVES

L. ADJOURNMENT

092804bs.age

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Sanford B. Wanner, County Administrator
SUBJECT: Appointment of Alternate to Virginia Peninsula Regional Jail Authority Board

The County Administrator is appointed as the County's representative on the Virginia Peninsula Regional Jail Authority (VPRJA) and it is permissible to have an alternate in the event the representative is unable to attend the VPRJA meetings.

I recommend the Board adopt the attached resolution appointing Suzanne R. Mellen as the alternate to the VPRJA Board.

Sanford B. Wanner

SBW/gb
VPRJAappt.mem

Attachment

RESOLUTION

APPOINTMENT OF ALTERNATE TO

VIRGINIA PENINSULA REGIONAL JAIL AUTHORITY BOARD

WHEREAS, the County Administrator is appointed at the County's representative on the Virginia Peninsula Regional Jail Authority (VPRJA); and

WHEREAS, there are occasions that the representative is unable to attend VPRJA meetings.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that Suzanne R. Mellen, Acting Assistant County Administrator, is appointed as the County's alternate to the VPRJA Board.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.


VPRJAappt.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Barbara E. Watson, Director, Neighborhood Connections
SUBJECT: 2004 The Year of the Neighborhoods - Neighborhood of the Quarter - Kristiansand Homeowners Association

At the January 13 Board meeting, 2004 was proclaimed as The Year of the Neighborhoods. In celebration of County neighborhoods and all that they do, Neighborhood Connections is recognizing a Neighborhood of the Quarter. The neighborhood receiving that recognition for the second quarter of 2004 is the Kristiansand Homeowners Association.

Staff recommends approval of the attached resolution proclaiming the Kristiansand Homeowners Association as the James City County Neighborhood of the Quarter.


Barbara E. Watson

CONCUR:

Carol M. Luckam

BEW/gs
kristiansand04.mem

Attachment

RESOLUTION

2004 THE YEAR OF THE NEIGHBORHOODS -

NEIGHBORHOOD OF THE QUARTER - KRISTIANSAND HOMEOWNERS ASSOCIATION

WHEREAS, Kristiansand Homeowners Association is a voluntary self-managed association located in the Stonehouse district. The Kristiansand Homeowners Association was organized in 1997 and consists of 200 single-family homes; and

WHEREAS, Kristiansand Homeowners Association's mission is to preserve and protect the integrity of the neighborhood, and one of its major responsibilities is to maintain a three-acre park used by all its residents; and

WHEREAS, the key to the success of Kristiansand Homeowners Association lies in its active board, residents, and partnerships with other agencies working together through these efforts:

- collection of \$5,000 from residents toward funding playground equipment;
- grants awarded through Neighborhood Connections and Parks and Recreation for park improvements;
- monthly board meetings;
- quarterly newsletter and separate flyers distributed for special events;
- Easter egg hunt and bunny paw prints put down on pavement throughout neighborhood;
- annual spring yard sale;
- annual "Picnic in the Park";
- Fall Festival & Chili Cook-Off;
- neighborhood Christmas tree lighting ceremony;
- Santa visits homes delivering gifts for each child;
- holiday house decorating contest/ribbons awarded in various categories; and
- Wonderful Wednesdays in the Park (summer).

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby proclaim Kristiansand Homeowners Association Neighborhood of the Quarter for the third quarter of 2004 in connection with the celebration of the 10th Anniversary of Neighborhood Connections.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

MEMORANDUM

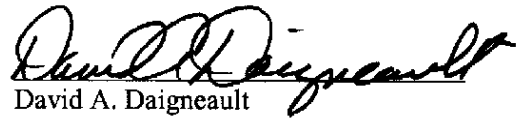
DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Emmett Harmon, Deputy Chief of Police
SUBJECT: Department of Motor Vehicles Grant - \$14,800

The Department of Motor Vehicles has approved a grant in the amount of \$14,800 to the Police Department to address traffic problems to include DUI, Speed, and Occupancy Restraint Usage. The funds will provide overtime hours for officers and the purchase of two radar devices.

Staff recommends adoption of the attached resolution to appropriate funds.

Emmett Harmon

CONCUR:


David A. Daigneault

EH/gs
DMV04grant.mem

Attachment

RESOLUTION

DEPARTMENT OF MOTOR VEHICLES GRANT - \$14,800

WHEREAS, the Department of Motor Vehicles has approved a grant in the amount of \$14,800 to the Police Department for traffic enforcement, overtime, and related equipment; and

WHEREAS, the grant only requires a soft money local match, thus eliminating any additional spending by the Police Department, excluding court overtime and equipment maintenance; and

WHEREAS, the grant is administered by the Department of Motor Vehicles according to the Federal government fiscal year, which runs from October 1 through September 30.

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

Revenue:

DMV - FY 05 Highway Safety	<u>\$14,800</u>
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Expenditure:

DMV - FY 05 Highway Safety	<u>\$14,800</u>
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Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.


DMV04grant.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Richard M. Miller, Fire Chief
SUBJECT: Hazard Mitigation Grant Program (HMGP) - \$17,346

The Federal Emergency Management Agency has approved funding in the amount of \$129,948 to the Cities of Hampton, Newport News, Williamsburg, and the Counties of James City and York to develop a Regional All-Hazards Mitigation Plan that meets the requirements of the Disaster Mitigation Act of 2000. Of the amount awarded, James City County has received \$17,346 to carry out its portion of the plan development. The grant will be administered by the Virginia Department of Emergency Management.

Staff recommends adoption of the attached resolution to appropriate funds.


Richard M. Miller

RMM/gs
HMGPgrant.mem

Attachment

RESOLUTION

HAZARD MITIGATION GRANT PROGRAM (HMGP) - \$17,346

WHEREAS, the Federal Emergency Management Agency has approved a grant in the amount of \$17,346 to the Fire Department for emergency operations planning; and

WHEREAS, the grant has no local match requirements thus eliminating any additional spending by the Fire Department; and

WHEREAS, the grant is administered by the Virginia Department of Emergency Management. The grant period will end December 2005.

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

Revenue:

VDEM - Mitigation Planning	<u>\$17,346</u>
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Expenditure:

VDEM - Mitigation Planning	<u>\$17,346</u>
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Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

HMGPgrant.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Wayland N. Bass, County Engineer
SUBJECT: Budget Appropriation of U.S. Home Funds - \$38,800

The County granted an exception, with conditions, to the Chesapeake Bay Ordinance allowing U.S. Home to construct sanitary sewers in the Resource Protection Area (RPA). One condition is that U.S. Home reimburse the County for third-party environmental inspection services during sewer construction.

The County has started paying monthly inspections bills from the Capital Improvement Program (CIP) Water Quality account. U.S. Home has been making reimbursement. Staff recommends appropriation of reimbursements to the CIP Water Quality account.

Staff recommends adoption of the attached resolution.

Wayland N. Bass

CONCUR:

John T. P. Horne

WNB/gs
UShomefund.mem

Attachment

RESOLUTION

BUDGET APPROPRIATION OF U.S. HOME FUNDS - \$38,800

WHEREAS, the Board of Supervisors of James City County has been requested to approve the appropriation of funds from U.S. Home to the Water Quality account in the FY 2005 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the General Fund Water Quality account:

Revenue:

Miscellaneous Revenue	<u>\$38,800</u>
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Expenditure:

Water Quality Account	<u>\$38,800</u>
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Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

UShomefund.res

MEMORANDUM

DATE: September 28, 2004

TO: The Board of Supervisors

FROM: John T. P. Horne, Development Manager

SUBJECT: Transfer of Funds from Non-Departmental Water Quality Account to Capital Improvement Project Water Quality Account

Development Management and Financial and Management Services staff have been discussing the use of the account balances related to Water Quality for FY 2005 and 2006. Attached is a general spending plan for these fiscal years. Staff is requesting the transfers of funds in order to allow FY 2005 projects to proceed.

Staff recommends the transfer of funds from the Non-Departmental Water Quality account to the Development Management Professional Services account and to the Cooperative Extension Operating budget in order to cover the cost of the PRIDE and Turf Love Nutrient Management Programs. The remainder of the Non-departmental funds will be transferred to the Capital Improvement Project Water Quality account to fund construction projects.

Staff recommends adoption of the attached resolution.

John T.P. Horne

JTPH/gs
waterqual.mem

Attachments

RESOLUTION

**TRANSFER OF FUNDS FROM NON-DEPARTMENTAL WATER QUALITY ACCOUNT TO
CAPITAL IMPROVEMENT PROJECT WATER QUALITY ACCOUNT**

WHEREAS, the Board of Supervisors wishes to allocate funds to the appropriate accounts to fund the necessary Water Quality projects and programs; and

WHEREAS, staff is requesting the transfer of funds in order for all FY 2005 projects to proceed.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following transfer of funds in the General Fund:

From:

Non-Departmental Water Quality Account	<u>\$293,200.00</u>
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To:

Transfer to Capital Projects	\$254,665.00
Development Management Professional Services Account	36,663.00
Cooperative Extension Operating Account	<u>1872.00</u>
Total	<u>\$293,200.00</u>

BE IT FURTHER RESOLVED, that the Board also authorizes the following appropriation to the Capital Projects Fund:

Revenue:

Transfer from General Fund	<u>\$254,665.00</u>
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Expenditure:

Water Quality Improvement Account	<u>\$254,665.00</u>
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Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of
September, 2004.

waterqual.res

WATER QUALITY SPENDING PLAN: JUNE 2004 (C=CIP; O=Operating)

<u>Funding Type</u>	<u>Projects</u>	<u>FY 05</u>	<u>FY 06</u>	<u>R/W</u>
C	Oxford Circle Outfall	60,000		
C	ESH Stream Restoration Phase I Design/Permits	\$40,000		ESH
	Construction	\$100,000		
C	Upgrade Tewning Rd BMP Design	\$74,759		
	Construction	\$175,000		JCC/JCSA
C	Lightfoot Regional Stormwater System Working Drawings/Permits	\$175,000		
O	PRIDE/Turf Love	\$38,535		
C/O	D.I.P.	<u>\$50,000</u>	\$50,000	
	SUBTOTAL	\$713,294		
C	Lightfoot Regional Stormwater Construction (Conveyance System and Dam Upgrade)		\$950,000	
C	ESH Stream Restoration Phase 2 Design/Permits		\$100,000	ESH
	Construction		\$300,000	
C	Mid County Outfall Design/Permits		\$200,000	Private
	Construction		\$600,000	
O	Watershed Studies		<u>\$40,000</u>	
	SUBTOTAL		\$2,240,000	
FUTURE PROJECTS: 5 YEAR TIME FRAME: FY07/BEYOND				
C	2 Regional Stormwater Basins @\$250,000 each		\$500,000	
O/C	Upgrade 5 Existing Basins @ \$100,000 each		\$500,000	
C	Restore 10 Stream Channel Segments or Outfalls @ \$100,000 each		\$1,000,000	
O	Watershed Studies 5 @ \$40,000		\$200,000	
C/O	D.I.P.		<u>\$250,000</u>	
	SUBTOTAL		\$2,450,000	

MEMORANDUM

DATE: September 28, 2004

TO: The Board of Supervisors

FROM: Beth Davis, Environmental Education Coordinator

SUBJECT: Turf Love Nutrient Management Program - Contract Approval

Turf Love is a partner program between Protecting Resources in Delicate Environments (PRIDE) and the Virginia Cooperative Extension (VCE). Through public workshops and home visits, VCE Master Gardener volunteers teach homeowners how to produce healthy turf while reducing the use of fertilizers, pesticides, and insecticides which contribute to the non-source pollution of our area's rivers, streams, and the Chesapeake Bay. Water conservation is also promoted through proper mowing techniques. This type of educational programming is called for in both the Yarmouth and Powhatan Creek Watershed Management Plans.

Any James City County resident can participate. For a fee of \$15, a "Lawn Ranger," or specifically trained MG volunteer, will go to a home and conduct a site visit, take a soil sample, measure the square footage of lawn (necessary for purchasing the proper amount of lawn care products), and offer educational information and recommendations on establishing or maintaining healthy turf. Participants receive a recommendation for fertilizing and liming their lawns and a personalized Nutrient Management and Best Management Practice plan for seasonal lawn care.

The Turf Love Nutrient Management Program began in 1999, funded by a Water Quality Improvement Grant, and has been funded by the County's PRIDE program since FY 2003. Funding in FY 2003 totaled \$17,935; in FY 2004, \$17,935, the James City Service Authority (JCSA) also provided \$500 for printing; and in FY 2005, \$25,063. The increased funding in FY 2005 will be used for administrative support, workshops, community outreach, educational material, and program expansion. Quarterly and annual reports are submitted to PRIDE representatives for program oversight.

Turf Love is currently managed by two part-time employees, one who works 5 hours per week and another who works 20 hours per week. The program's goal is to conduct 150 home visits per year which was exceeded last year by 30 percent. Over 650 home visits have been conducted thus far since the program's inception in 1999, with a total of 58 neighborhoods served. In FY 2004, Turf Love conducted approximately 4,200 citizen contacts. Turf Love also conducts two educational workshops per year. Super Turf Saturday, which is an annual workshop, held the third Saturday in August with turf experts from Virginia Tech, where enrollment has increased annually. Turf "U" is a fall and spring workshop.

In order to collect valuable data about how the program has affected participants and their behavior with turf management, both a pre-survey and post-survey are conducted. Survey results show that 100 percent changed at least one lawn care practice, 71 percent changed their fertilization practice, 37 percent changed their lawn-watering practices, and 35 percent changed their liming practices.

Turf Love's future programming direction includes Landscape Love, which is a complementary program to the Turf Love Program aimed at addressing *other than turf* landscape issues, targeting the Green Industry in order to more closely work with and educate local Lawn Care companies, and involving youth programs in order to work with local youth to train future Lawn Care entrepreneurs.

Turf Love Nutrient Management Program - Contract Approval

September 28, 2004

Page 2

This activity is very important to the overall water-quality educational effort in the County. Partnering with the Turf Love program is an effective technique to deliver this educational service. Staff recommends adoption of the attached resolution that authorizes the execution of a contract with Virginia Polytechnic Institute and State University for the provision of the Turf Love program in the County.

Beth Davis

CONCUR:

John T. P. Horne

JTPH/adw
turflove.mem

Attachment

RESOLUTION

TURF LOVE NUTRIENT MANAGEMENT PROGRAM - CONTRACT APPROVAL

WHEREAS, the provision of environmental education is important to the achievement of overall water-quality goals in James City County; and

WHEREAS, nutrient management by homeowners during the maintenance of their turf and landscape plants is a valuable component of controlling nutrient pollution in the County's waterways; and

WHEREAS, the Turf Love Nutrient Management Program is an existing, highly effective program to provide this environmental education.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with Virginia Polytechnic Institute and State University for the operation of the Turf Love Nutrient Management Program for FY 2005, in the amount of \$25,063.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

turflove.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Sanford B. Wanner, County Administrator
SUBJECT: Authorization for One Temporary Police Overhire

On November 7, 2003, a Police Officer was severely injured in the line of duty. The employee has been unable to return to work since then and the return to work date is uncertain at this point. Reduced staffing in the Police Department affects service delivery and places additional stress on employees already working in dangerous and stressful occupations.

Therefore, in order to improve the staffing situation, I believe that the creation of one full-time permanent Police Recruit position as an "overhire" in the Police Department within the FY 2005 Budget is necessary.

If the employee is unable to return to work, his position will be replaced by the overhire position. If the employee returns to full-time employment and the Police Department is fully staffed, the overhire position will remain in effect until a Police Officer vacancy occurs, then will be eliminated.

Funds are available due to existing staffing vacancies in the FY 2005 Budget. Turnover should allow for funds in the FY 2006 Budget.

A resolution authorizing the overhire position is attached. I recommend the Board adopt the attached resolution.

Sanford B. Wanner

SBW/gs
overhire.mem

Attachment

RESOLUTION

AUTHORIZATION FOR ONE TEMPORARY POLICE OVERHIRE

WHEREAS, the return to work status of a Police Officer severely injured in the line of duty is uncertain; and

WHEREAS, the reduced staffing in the Police Department adversely affects service delivery; and

WHEREAS, funds are available within the existing Police Department FY 2005 Budget to create an overhire position.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby establish one full-time permanent Police Recruit overhire position. If the employee is unable to return to work, the position will be permanently filled by the overhire position. If the employee returns to full-time employment and the Police Department is fully staffed, the overhire position will remain in effect until a Police Officer vacancy occurs, then will be eliminated.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

overhire.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Matthew D. Arcieri, Planner
Ellen G. Cook, Planner
SUBJECT: Primary Principles for Five Forks Area of James City County

Action 12G of the 2003 Comprehensive Plan recommends that James City County evaluate redevelopment and land use issues in the Five Forks area. On June 8, 2004, the Board of Supervisors created the Five Forks Area Study Committee to conduct a comprehensive study of the area and develop a set of guiding principles for future development. The members of the Committee were:

Henry Branscome, II
David Fuss
Hampton Jesse
Gerald Johnson, Chair
Jon Nystrom
Tom Tingle
Kay Thorington
Jay T. Harrison, Sr.
Joe McCleary, Vice Chair

The Committee held four meetings, all of which were open to the public. The entire first meeting was dedicated to gathering public input while the subsequent meetings had public comment periods held at the beginning and end of each meeting. At its final meeting on August 25, 2004, the Committee unanimously adopted the attached primary principles for Five Forks. On September 13, 2004, the Planning Commission unanimously recommended adoption of the primary principles.

Staff recommends adoption of the attached resolution.

Matthew D. Arcieri

Ellen G. Cook

CONCUR:

O. Marvin Sowers, Jr.

MAC/EGC/gs
fiveforkredev.mem

Attachment

RESOLUTION

PRIMARY PRINCIPLES FOR FIVE FORKS AREA OF JAMES CITY COUNTY

WHEREAS, Economic Development Action 12G of the 2003 Comprehensive Plan recommends that James City County evaluate redevelopment and land use issues in the Five Forks area; and

WHEREAS, on June 8, 2004, the Board of Supervisors created the Five Forks Area Study Committee to conduct a comprehensive study of the area and develop a set of guiding principles for future development; and

WHEREAS, these principles will be used by citizens, staff, Planning Commission, and the Board of Supervisors to guide recommendations and decisions in future land use cases and other development activity in the Five Forks area; and

WHEREAS, after four public meetings the Five Forks Area Study Committee unanimously adopted primary principles for the Five Forks area of James City County; and

WHEREAS, on September 13, 2004, the James City County Planning Commission recommended the adoption of the primary principles by a vote of 7-0.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby endorse the following Vision and Principles to be used alongside the 2003 Comprehensive Plan when reviewing Rezonings, Special Use Permits, and other development activities in the Five Forks area:

Primary Principles for the Five Forks Area of James City County

Five Forks is an area with a unique village character. Bounded to the east by Mill Creek and to the west by the Powhatan Creek, Five Forks is within a significant natural area. Five Forks also supports a thriving commercial center and boasts a quality elementary school at its southern edge. Five Forks is generally understood to encompass the area that lies within three quarters of a mile of the intersection of John Tyler Highway and Ironbound Road.

Five Forks has grown and changed. With new growth, however, come questions about traffic levels, housing capacity, and preservation of the village qualities that make the area unique.

The Five Forks Area Study Committee was created by the Board of Supervisors to listen to the views of County citizens, particularly those who live and work in Five Forks. The Committee's purpose was to recommend principles that preserve and build upon the many positive qualities of Five Forks. These principles seek to protect the watersheds and safeguard the village character of the area. The principles will address residential growth, commercial development, traffic concerns, and alternative transportation. The principles will be incorporated into the next regularly scheduled update of the County's Comprehensive Plan. Until that time, these principles, when approved, serve as an addendum to the 2003 Comprehensive Plan.

Vision Statement

Five Forks has a rich heritage and a community character unique to James City County. By cooperating with citizens and with local government we will preserve these qualities for future generations. Through these principles, the Committee envisions that Five Forks will be a place where future redevelopment or development:

- Improves or maintains water quality and other environmental features;
- Preserves Five Forks' unique village character;
- Does not overburden the road network beyond capacity;
- Provides adequate facilities for pedestrians and cyclists;
- Provides goods and services needed by citizens; and
- Ensures housing opportunities for all citizens.

I. Transportation Principles

1. Capitalize on and Enhance Existing Roadway Network (see the Environmental Principles for relevant information related to these recommended actions):
 - Inventory/validate existing pavement and right-of-way width.
 - Reconfigure pavement markings/lane delineations to accommodate a 150-foot full-width exclusive right-turn lane for southbound Ironbound Road (i.e., north leg).
 - Construct a 150-foot full-width right-turn lane along the northbound approach of Ironbound Road (i.e. south leg).
 - Reduce the speed limit to 35 mph approximately a half mile from the intersection of Ironbound Road and John Tyler Highway.
 - Implement AM, Noon, PM, and Off-Peak signal timing modifications to best process traffic, maximize available and enhanced capacity, and to sustain acceptable level of operations for the isolated signalized intersection of Ironbound Road and John Tyler Highway.
2. In conjunction with any development proposals using Ingram Road West for access, encourage developers to make road improvements (reopening access from Ingram Road East from John Tyler Highway was considered but was not recommended. Such reopening might prove to be unsafe and possible benefits appear to be minimal. The initiative might prove to be beneficial at some time in the future depending on future development on Ingram Road East.):
 - Developers using Ingram Road West for access should rebuild this road as a two-lane roadway in accordance with current VDOT street requirements. Improvements could include:
 - 12 - 14-foot lanes to include roadway as well as curb and gutter;
 - 4-foot buffer between curb and sidewalk on one side of roadway;
 - Street trees and other aesthetic improvements; and
 - 25 mph posted speed limit.

3. Promote pedestrian and bicycle facility interconnectivity within Five Forks area (see the Land Use and Environmental Principles for relevant information related to these recommended actions):

- Utilize available funds in the Sidewalk Capital Improvement Program budget as well as alternate sources of funding including grants or private contributions to construct sidewalks and pedestrian crosswalks in accordance with the phasing plan listed below.
- Ensure that new development either provides sidewalks along public road frontages in accordance with the recommendations of the sidewalk inventory, or contributes funds to the Sidewalk Capital Improvement Program.
- Coordinate the design and construction of roadway improvement projects with bicycle and pedestrian facilities. Bicycle and pedestrian facilities should be designed with an emphasis on safety, adequate lighting, signage, and Americans with Disabilities Act (ADA) compliant features.

Phase I

- Using the Five Forks area sidewalk inventory, and considering existing and potential development, and existing sidewalk connections as a guide, develop an implementation plan to extend sidewalks to serve pedestrian activity within the businesses at the Ironbound Road/John Tyler Highway intersection.
- Stripe crosswalks and provide crossing ramps and pedestrian signals for each approach to the Ironbound Road/John Tyler Highway intersection.
- Provide paved shoulders on John Tyler Highway west of the Ironbound Road intersection during the next VDOT repaving to decrease road maintenance and provide more travel space for bicycles and pedestrians.

Phase II

- Using the Five Forks area sidewalk inventory, existing and potential development, and existing sidewalk connections as a guide, develop an implementation plan to construct sidewalk segments that provide greater connectivity between the central business area and Clara Byrd Baker Elementary School, neighborhoods, and recreational areas.
- In accordance with the Greenway Master Plan, construct a multi-use path along John Tyler Highway that can connect to Jamestown High School and the Greensprings Trail.
- Construct shoulder bikeways along Ironbound Road using Federal grants. In accordance with the Greenway Master Plan, construct a multi-use path along Ironbound Road that can connect to Mid-County Park/Monticello Marketplace Shopping Center.
- Utilize Greenway Funds in the Capital Improvement Program budget and other sources of funding such as grants to support the construction of the above multi-use paths.

4. Promote opportunities for bus service in Five Forks:
 - Work with Williamsburg Area Transport (WAT) to investigate areas and routes with the highest ridership and potential for enhanced service (e.g., to serve activity/employment centers).
 - Work with WAT and Traffix to promote public transportation incentives and the use of alternative commuting modes (park-and-ride, ride sharing, express routes, etc.) to both employers and employees.
 - Investigate opportunities to increase ridership to/from centers of activity, businesses, residential areas and special event attractions.

5. Maintain a "C" level of service for traffic conditions in Five Forks by adhering to new trip generation thresholds established in the Five Forks Area Study Traffic Impacts Alternative Analysis prepared by Kimley Horn and Associates when approving new development through the rezoning and special use permit process (trip levels above the threshold result in the Level of Service decreasing from C to D. These new trip generation threshold numbers are on top of projected 2008 background trips.):
 - Without Geometric Improvements
 - AM peak should not exceed 350 new trips
 - PM peak should not exceed 500 new trips
 - With Geometric Improvements recommended by Principle I.1
 - AM peak should not exceed 500 new trips
 - PM peak should not exceed 650 new trips
 - New development should be phased so that new trips do not exceed the lower thresholds until the improvements listed in Principle I.1 are either constructed or fully funded in the VDOT Six-Year Road Plan.
 - New development should provide a pro-rata share of the costs associated with implementing the geometric and signal improvements.

II. Environmental Principles

1. Maintain and improve water quality and reduce flooding risk in the Mill Creek and Powhatan Creek Watersheds by minimizing the amount of additional impervious cover and treating existing and additional stormwater runoff:
 - Develop a coordinated stormwater master plan for Five Forks. The stormwater master plan should address possibilities for regional treatment or other treatment approaches for new and existing development as well as opportunities to reduce and/or treat runoff from the existing roadway into Powhatan Creek and Mill Creek.
 - Minimize drainage of new sidewalks, multiuse paths, or other transportation improvements. Encourage drainage of these improvements into a treatment facility such as a grassy swale, regional and structural Best Management Practices (BMP), or other appropriate options.

- For new or modified residential or commercial development in the Powhatan Creek and Mill Creek watershed, encourage the use of Low Impact Design (LID) and Better Site Design (BSD) techniques such as, but not limited to, those listed in the 2003 Comprehensive Plan; the Builders for the Bay James City County Local Site Planning Roundtable consensus document (expected to be completed in Fall 2004); and the booklet entitled “*Better Site Design: An Assessment of the Better Site Design Principles for Communities Implementing Virginia’s Chesapeake Bay Preservation Act.*”
 - Work with the Village Square Homeowners Association to ensure maintenance of the Village Square BMP and encourage the community to improve the existing BMP by pursuing a grant through the County PRIDE mini-grant program. Explore options for retrofitting and/or maintaining other Five Forks area BMPs.
 - Investigate options for and encourage the undertaking of stream restoration projects in the Powhatan Creek and Mill Creek Watersheds.
2. Ensure that any new development in the Powhatan Creek Watershed implements the recommendations of the Powhatan Creek Watershed Management Plan:

Watershed Management Plan Recommendations:

- Non-tidal mainstem (west of Ironbound and North of Ingram Road): Encourage the use of expanded buffers along the Powhatan Creek mainstem (not endorsed by the Board and subject to individual project discussions with applicants).
 - Tidal mainstem (West of Ironbound Road and South of Ingram Road): Encourage the use of expanded buffers along the Powhatan Creek mainstem (not endorsed by the Board and subject to individual project discussions with applicants); stormwater management with an added focus on fecal coliform removal.
 - Stormwater Recommendations: Use of Special Stormwater Criteria; specialized on-site BMP design with emphasis on removal of nutrients and bacteria; minimize stormwater outfalls on steep slopes.
3. Explore options for land conservation in Five Forks:
- Through the rezoning and special use permit process; encourage developers to set aside land as permanent open space.
 - Continue to target County Green Space Acquisition Funds to acquire properties that are environmentally sensitive or preserve the John Tyler Highway Community Character Corridor.

III. Land Use Principles

1. Promote mixed-use, pedestrian-friendly land-use patterns (see Principles III.6 for Land Use recommendations, including recommendations on moderate- and low-income housing):
- Pursue regulatory and investment strategies that promote a safe and healthy mix of uses (e.g., retail, residential, office, and public facilities).

- Continue to promote Five Forks as a center of community activity with complementary mixed uses.
 - Promote development patterns that support compact development, interconnected streets (connections to existing neighborhoods should be permitted only where practical and desired by those residents), sidewalks, etc., in an effort to encourage walkable neighborhoods within the Five Forks area.
2. Identify and re-utilize vacant buildings and properties that are no longer utilized:
- Encourage master planning of available land for redevelopment or new uses in order to promote shared parking, fewer entrances onto arterial roads, better utilization of land and increased open space.
 - Promote reuse and redevelopment of blighted and no longer utilized properties.
 - Target capital investments by James City County (e.g., infrastructure, underground utility lines, streetscape improvements, etc.) to support private reinvestment and redevelopment.
 - Through the Office of Housing and Community Development, investigate ways to renovate and rehabilitate the existing housing stock in the Five Forks area where appropriate. Work with private nonprofit groups such as Habitat for Humanity, the Community Action Agency and Housing Partnerships, Inc., to improve the condition and availability of the existing housing stock and assist residents that may be displaced by new development.
3. Reduce conflicts between incompatible land uses:
- Promote transitional uses between different land uses.
 - Through the rezoning/special use permit process and standards in the subdivision and zoning ordinance, reduce the impacts of higher intensity on lower intensity uses (requirements for landscaping, buffering, signage, screening, noise, odor, light, traffic, etc.).
4. Connect the land use pattern to a supportive, multi-modal transportation system:
- Establish compact, mixed-use development patterns that create a walkable environment and reduce the need to use the automobile by local residents.
 - Provide convenient pedestrian access from outlying residential areas to the Five Forks community activity center in accordance with Principle I.4.
5. Establish guidelines to define and maintain the historic, cultural, and aesthetic character of the Five Forks area:
- As part of the 2008 Comprehensive Plan update, designate Five Forks as a Community Character Area and incorporate the following guidelines as part of the Community Character element:
 - Building architecture, scale, materials, spacing, height, and color should respect the architectural context of existing structures such as the historic schoolhouse and veterinary

clinic and maintain the village character of Five Forks. New buildings should attempt to emulate distinguishing architectural elements of existing structures such as windows, roof lines, and cornices.

- Buildings that are traditional in character, massing, and detailing are preferred. Contemporary interpretations of traditional architecture are acceptable, if based on the scale and proportions of traditional architecture, and compatible with the context of the Five Forks village character.
 - Building facade materials and architectural treatment should be consistent on all sides of buildings, including side and rear elevations.
 - Where possible, parking should be located to the rear of buildings and should be well landscaped with shrubs and street trees. Shared access and parking should be pursued before constructing new access breaks and parking facilities.
 - Existing specimen trees and shrubs should be preserved to the extent possible. New landscaping should be of a type, size, and scale to complement and enhance the building and site design. Native plant and tree species are encouraged.
 - Signage should be of a scale, size, color, and materials to complement the village character of the area. Monument style signs, rather than pole signs, are the preferred type.
 - All mechanical equipment should be screened from view with architectural elements, fencing, or landscaping.
 - In addition to the above standards, residential buildings should have varied roof lines, wall articulations, window placements, and other features to reduce building mass and unbroken building lines. Arrangement and siting of buildings should preserve the buffers along the Community Character Corridor and complement existing structures such as the historic schoolhouse and maintain the village character of Five Forks.
- Develop and maintain defining traits that can be reflected through landscaping or streetscape design.
 - Protect and enhance the visual character of John Tyler Highway and Ironbound Road. Transportation improvements and new development should be carefully sited to minimize loss to the existing tree canopy over the roads.
6. Ensure that future residential and non residential development/redevelopment is compatible with the vision and principles for the Five Forks area:
- Ensure new trip generating developments do not exceed new trip thresholds in accordance with Principle I.5 through the rezoning/special use permit process.
 - Ensure proposed land uses are in compliance with the land use section of the 2003 Comprehensive Plan. The following descriptions provide additional guidance on acceptable land use proposals:

- Low Density Residential: Recommended gross densities are 1 to 3 dwelling units per acre. Higher densities should provide public benefits such as setting aside property for low- and moderate-cost housing developments; low- and moderate-income (Low income housing is defined as housing for persons earning less than 50 percent of area median income. Moderate income housing is defined as housing for persons earning 50 percent to 80 percent of the area median income.) housing; mixed-cost housing; or extraordinary environmental protection, including low impact design, better site design, open space preservation and implementation of the Powhatan Creek Watershed Management Plan.
 - Moderate Density Residential: Recommended gross densities are 4 to 10 dwelling units per acre. Higher densities should provide public benefits such as setting aside property for low- and moderate-cost housing developments; low-income housing (including persons earning less than 30 percent of area median income); moderate income housing; mixed cost housing; or extraordinary environmental protection, including low-impact design, better site design, open space preservation and implementation of the Powhatan Creek Watershed Management Plan. Recommended housing types include townhouses, apartments, or attached cluster housing.
 - Mixed Use: The recommended mix of uses includes offices and community commercial uses serving residents of the Five Forks area. Moderate-density housing may be a secondary use provided it is designed in accordance with these principles.
- As part of the 2008 Comprehensive Plan update, incorporate the above guidance into the Land-Use element.

IV. Economic Development Principle

1. Promote and facilitate economic growth through development/redevelopment:
 - Facilitate the location of a new anchor tenant in Governor's Green Shopping Center should Winn-Dixie close.
 - Support the development of remaining undeveloped commercial land and vacant buildings in Five Forks to provide goods and services desired by residents of the Five Forks area.
 - Advise the Economic Development Authority on the outcomes of the Five Forks Study so that they may capitalize on future economic opportunities.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

fiveforkredev.res

MEMORANDUM

DATE: September 28, 2004

TO: The Board of Supervisors

FROM: Matthew D. Arcieri, Planner
Ellen G. Cook, Planner

SUBJECT: Request for Speed Limit Reduction - Ironbound Road at Five Forks

Transportation Principle I.1 of the Primary Principles for the Five Forks Area of James City County recommends reducing the speed limit to 35 mph along John Tyler Highway and Ironbound Road in the Five Forks area. A reduction in speed limit will improve traffic flow through the intersection of Ironbound Road and John Tyler Highway, and have a secondary benefit of increasing pedestrian and bicyclist safety in the Five Forks area.

Currently, Ironbound Road has a posted speed limit of 45 mph at the intersection. John Tyler Highway already has a posted speed limit of 35 mph. The attached resolution requests the Virginia Department of Transportation (VDOT) Resident Engineer to lower the speed limit on Ironbound Road to 35 mph approximately half a mile in each direction from the intersection with John Tyler Highway. The exact location of the reductions would be determined by VDOT. No change is needed for John Tyler Highway.

Staff recommends adoption of the attached resolution.

Matthew D. Arcieri

Ellen G. Cook

CONCUR:

O. Marvin Sowers, Jr.

MDA/EGC/gb
speedreduce.mem

Attachment

RESOLUTION

REQUEST FOR SPEED LIMIT REDUCTION - IRONBOUND ROAD AT FIVE FORKS

WHEREAS, on September 28, 2004, the James City County Board of Supervisors adopted the Primary Principles for the Five Forks Area of James City County to guide recommendations and decisions in future land use cases and other development activity in the Five Forks area; and

WHEREAS, Transportation Principle I.1 recommends lowering the speed limit to 35 mph approximately half a mile in each direction from the intersection of Ironbound Road and John Tyler Highway; and

WHEREAS, in combination with other recommended improvements, a reduction in vehicle speed will improve traffic flow through the intersection of Ironbound Road and John Tyler Highway; and

WHEREAS, a reduction in vehicle speed will have a secondary benefit of increasing pedestrian and bicyclist safety in the Five Forks area.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby request that the Virginia Department of Transportation Resident Engineer reduce the speed limit on Ironbound Road to 35 mph approximately half a mile in each direction from the intersection with John Tyler Highway.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of September, 2004.

speedreduce.res

MEMORANDUM

DATE: September 28, 2004
TO: The Board of Supervisors
FROM: Sanford B. Wanner, County Administrator
SUBJECT: High School Bond Referendum

The Board of Supervisors has been an active partner in planning for a new high school. The site for the proposed school was acquired by the County from TMB Services Corp., in 1996 and 2003. Last year, the Board and the Schools identified this land as the preferred site for a third high school. Over the past five years, the Board has set aside funds to cover the increased debt service of the new school without an increase in the tax rate.

On November 2, 2004, the voters of James City County will be asked to authorize General Obligation Bonds not to exceed \$39,820,000 to finance the construction of the new high school. If passed, the Board will be able to use this least expensive and most flexible form of debt financing to invest in this needed community facility.

The attached resolution supports the construction of the new high school and endorses the use of General Obligation Bonds as the best way to finance it. Staff recommends approval of the attached resolution.

Sanford B. Wanner

SBW/gb
HSreferendum.mem

Attachment

RESOLUTION

HIGH SCHOOL BOND REFERENDUM

- WHEREAS, the Board of Supervisors of James City County has approved a referendum question on the ballot for the November 2, 2004, general election; and
- WHEREAS, that question seeks voter approval to borrow up to \$39,820,000 to fund the County's share of the costs of a new high school; and
- WHEREAS, the General Obligation Bonds the County could issue, if approved by the voters, would be the least expensive and most flexible form of financing the County could obtain; and
- WHEREAS, new taxable growth, annual reductions in current debt service, and previously dedicated funds will allow the County to issue additional debt for a new high school without an increase in the tax rate; and
- WHEREAS, the Board of Supervisors has dedicated the equivalent of two cents of the existing real property tax collections, approximately \$1.3 million annually and increasing, toward the increased operating costs of the new high school when it is expected to open in August, 2007; and
- WHEREAS, current high school enrollment exceeds the capacity of the two existing high schools by more than 500 students and growth in high school enrollment over the past two years has been 350 students; and
- WHEREAS, the Williamsburg-James City County Public Schools has previously identified County-owned property at Warhill as the site of this new high school; and
- WHEREAS, the Board of Supervisors has endorsed the co-location of the Historic Triangle Campus of Thomas Nelson Community College to more efficiently use the resources of both the high school and the community college for the benefit of the County residents; and
- WHEREAS, the City of Williamsburg has been an active partner in the planning of this new school and will pay a portion of the costs of construction, based on a formula determined by percentage of enrollment; and
- WHEREAS, the proposed high school will provide needed job training opportunities, in partnership with Sentara and Thomas Nelson Community College, in fields such as health services, electronics and information technology.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby supports the construction of a new high school, partly funded by General Obligation Bonds as the least expensive and most flexible method of financing the project, to meet the needs of the community.

Bruce C. Goodson
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of
Septebmer, 2004.

HSreferendum.res