

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 8, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Hailey Diggs, a 4th grade student at Matoaka Elementary and a resident of the Berkeley District

E. PUBLIC COMMENT - Until 7 p.m.

F. PRESENTATIONS

1. Comprehensive Community Health Assessment
2. Purple Heart Community

G. CONSENT CALENDAR

1. Minutes Adoption - February 9, 2016 Regular Meeting and February 23, 2016 Regular Meeting
2. Yarmouth Creek Stream Restoration - Contract Award, \$268,224.67 - Stonehouse District

H. PUBLIC HEARING(S)

1. SUP-0010-2015, Jamestown Beach SUP Amendment - Berkeley District
2. LU-0002-2014 8491 Richmond Road (Taylor Farm) Land Use Designation Change - Stonehouse District
3. SO-0001-2016. Vacation of Record Plat
4. SUP-0001-2016. Columbia Gas Equipment Upgrade - Roberts District

I. BOARD CONSIDERATION(S)

1. Resolution Approving a Plan to Finance Certain Capital Improvements for Public School Facilities through the Issuance of Lease Revenue Bonds by the Economic Development Authority of James City County, Virginia
2. Resolution to Establish Purchase Prices of Public Rights-of-Way

J. BOARD REQUESTS AND DIRECTIVES

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

L. PUBLIC COMMENT

M. CLOSED SESSION

N. ADJOURNMENT

1. Adjourn until 4 pm on March 22, 2016 for the Work Session

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Pledge Leader - Hailey Diggs, a 4th grade student at Matoaka Elementary and a resident of the Berkeley District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/18/2016 - 1:22 PM

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Comprehensive Community Health Assessment

Dr. Teule-Hekima, Peninsula Health District Director, will give a short update on the local Virginia Department of Health and a Community Health Assessment.

ATTACHMENTS:

	Description	Type
▣	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/18/2016 - 1:21 PM

Peninsula Health District

Presentation to

Board of Supervisors: James City County

March 8, 2016

Peninsula Health Department

Newport News Location: all
services, administrative
offices.



Peninsula Health Department

Greater Williamsburg Office





Peninsula Health District

- What is Public Health?
- What Does Public Health Do?
- Mission
- Programs



What Is Public Health?

Public Health is the science of preserving and improving the health of entire populations through the promotion of healthy lifestyles, the prevention of diseases and injuries, the control of infectious diseases and limits health disparities by promoting health care equity, quality and accessibility . These populations can be as small as a local neighbourhood or community, they can be moderate in size like a city or county, or they can be as large as an entire state, entire country or region of the world.



What Does Public Health Do?

- ASSURANCE: assures that anything/everything that is affecting health or has the potential to affect health has a plan for management
- COVENER: provides a safe environment in which to bring a diverse group of people or agencies (often with competing interests) together in order to resolve a health problem collaboratively
- ADVOCACY: provides public support for, backing of, promotion of, argument for and championing of all causes, policies and/or activities that promote and support health in all domains



Mission of the Peninsula Health District

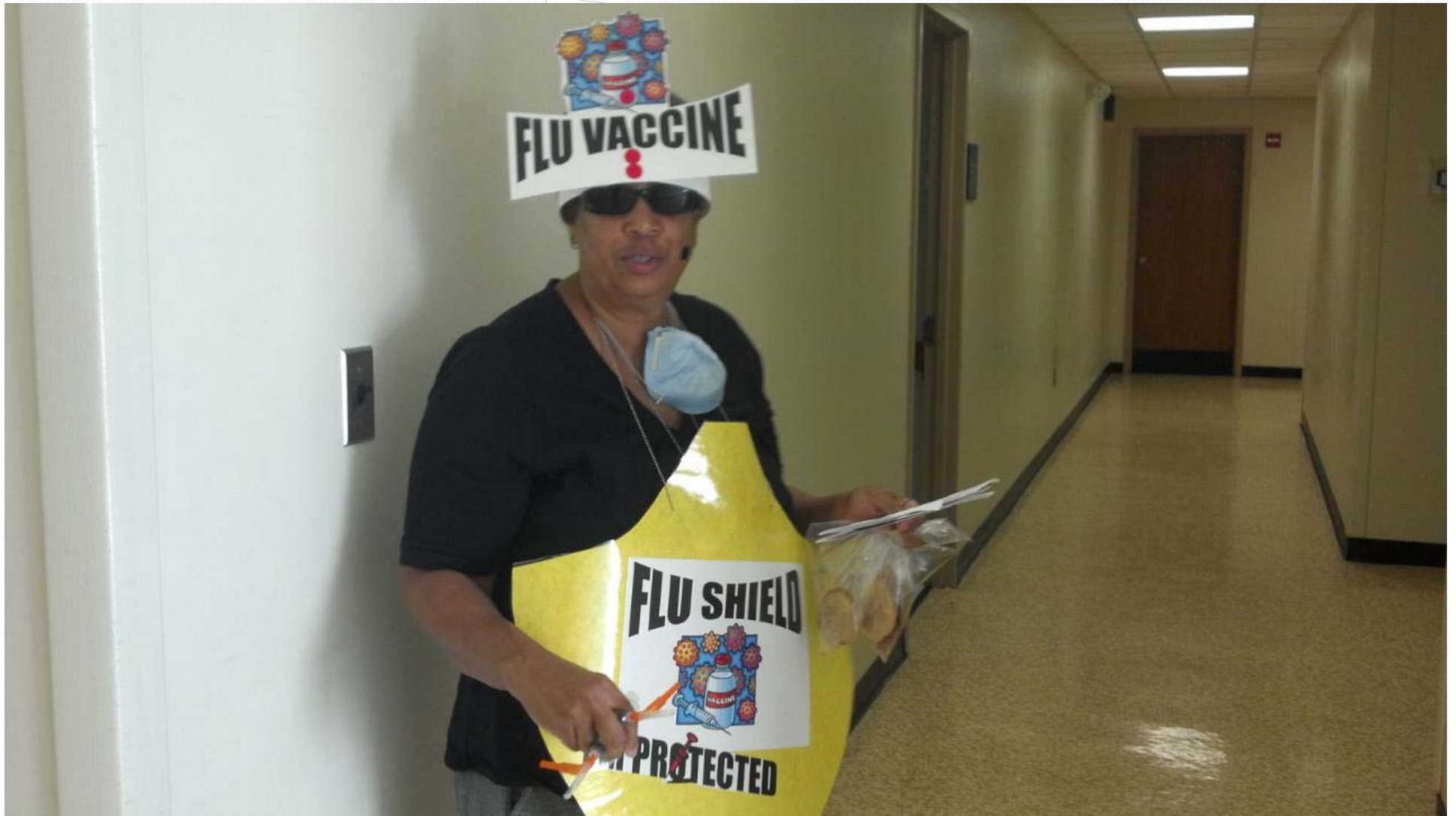
“Protecting, promoting and preserving the health of the people who live, work and play on the Peninsula. Serving the residents of Newport News, Poquoson, Williamsburg, James City County and York County”

Immunization Event

One of our many
Flu Clinics...









Peninsula Health District

Environmental Health

- Food Safety (stationary, mobile & temporary)
- Milk Plant safety
- Shellfish and Fish Safety
- Hotels and Motels
- Well & Septic Permits
- Soil Evaluations
- Building Permit Review
- Rabies prevention
- West Nile Virus prevention
- Swimming Pool Inspections
- Public Beach Monitoring
- Lead poisoning prevention
- Outbreak investigation
- Migrant labor camps
- Summer camps
- Campgrounds
- Bed bug Education
- Disaster Response Assessments
- Health Education
- Pet Vaccination Education

Breast Cancer Awareness

PHD Clinic went PINK in support of Breast Cancer.



Peninsula Health District

Health Services

- Vital Records
- Women, Infants and Children (WIC)
- Chronic Disease Screening
- Clinical Services
 - Family Planning
 - Pregnancy Tests
 - Sexually Transmitted Infections
 - AIDS Drug Assistance Program
 - Tuberculosis
 - Communicable Diseases
 - Refugee Referral Screening
 - Disease Surveillance
 - Syndromic Surveillance
 - Influenza Surveillance
 - Immunizations
 - Free childhood vaccines
 - Adult vaccines
 - College Vaccines
 - TB Assessments
 - Foreign Travel Vaccines and Consultation
- Medicaid Pre-Screening Screening
- Prevention and Education
 - Childhood Obesity Prevention
 - Child Safety & Injury Prevention
 - Child Care Health Consultant
 - Dental Health Education
 - Asthma Education
- Case Management Services
 - Diabetes Case Management
 - Chronic Disease Self Management
 - Baby Care Program
- Chronic Disease Management
 - Health Promoter Program
 - Cardiovascular Risk Reduction Program
- Community Partnerships
 - CHA
 - CHIP

Health Education

PHD had a wonderful time speaking to students and staff at Christopher Newport University's Health Fair.





Peninsula Health District

Emergency Preparedness & Response & Recovery

- Develop, maintain & exercise public health emergency plans
- Coordinate with local emergency management officials (jurisdictions and facilities)
- Provide education: how to prepare, assess and respond to emergencies
- Mass dispensing
- Build & Maintain Medical Reserve Corps and Community Response Team
- “Stand up” Health Department Operations Center to provide leadership and support to jurisdictional Emergency Operations Centers
- Shelter Support
- Support Chief Medical Examiner Functions

Preparing For Surry Drill

Briefing for responders
regarding Surry Power Plant





Community Health Assessment

- Peninsula-wide, but separated by locality
- Identify gaps that impact health and overall wellbeing
- Identify health assets that promote wellbeing
- Data collection:
 - Objective Data: ex: Infant Mortality Rate
 - Subjective Data: Community Insight Events
- Hot spotting: targeted resource allocation
- CHIP: collaborative, stakeholder-driven approach to health improvement from public policy, public health and population health perspectives

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Purple Heart Community

ATTACHMENTS:

	Description	Type
▣	Proclamation	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/29/2016 - 8:19 PM

PROCLAMATION

PURPLE HEART COMMUNITY

- WHEREAS,** *the Purple Heart is the oldest military decoration still in present use and was initially created by George Washington in 1782, as the "Badge of Military Merit;" and*
- WHEREAS,** *the Purple Heart was the first American Service Award made available to the common soldier, and is awarded to any member of the United States Armed Services wounded or killed in combat with a declared enemy of the United States; and*
- WHEREAS,** *the mission of The Military Order of the Purple Heart, chartered by an act of Congress, is to foster an environment of goodwill among the combat wounded veteran members and their families; to promote patriotism; to support related legislative initiatives; and, most importantly, to make sure we never forget the sacrifices made by those so decorated; and*
- WHEREAS,** *there have been many former James City County residents who made the ultimate sacrifice in giving their lives in the cause of freedom, and many citizens of our community have earned the Purple Heart as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; and*
- WHEREAS,** *James City County appreciates the sacrifices our Purple Heart recipients made in defending our freedoms and believe it is important that we acknowledge them for their courage and show them the honor and support they have earned.*
- NOW, THEREFORE, BE IT RESOLVED** *that I, Chairman of the Board of Supervisors of James City County, hereby proclaim the County of James City as*

A PURPLE HEART COMMUNITY

and urge all citizens of James City County to show their appreciation for the sacrifices of the Purple Heart recipients in the defense of our freedoms, to acknowledge their courage and to show our honor and support.

IN WITNESS, WHEREOF, *I hereunto set my hand and caused the seal of the County of James City, Virginia, to be affixed this 8th day of March, 2016.*

Michael J. Hipple
Chairman, Board of Supervisors

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - February 9, 2016 Regular Meeting and February 23, 2016 Regular Meeting

ATTACHMENTS:

	Description	Type
▣	020916bos-mins	Minutes
▣	022316bos-mins	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/18/2016 - 1:23 PM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 9, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Vice Chairman, Roberts District
Ruth M. Larson, Berkeley District
Kevin D. Onizuk, Jamestown District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Chairman, Powhatan District

Bryan J. Hill, County Administrator
Adam R. Kinsman, Interim County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Pledge Leader - Sannaa Atwood, a 4th-grade student at James River Elementary School and a resident of the Roberts District.

E. PUBLIC COMMENT - Until 7 p.m.

1. Mr. Herbert Schaefer, 2605 Carriage House Way, addressed the Board regarding the cost of the mini-box being required by Cox Communications.
2. Ms. Jessica Hughes, 200 Sheffield Road, addressed the Board regarding the implementation of the mini-box required by Cox Communications and the implications on senior residents.
3. Dr. Deene Weidman, 219 John Ratcliffe, addressed the Board regarding the use of the mini-boxes being required by Cox Communications.
4. Mr. John Kottas, 109 Maxwell Place, addressed the Board regarding the Cox Communications presentation.
5. Mr. Chris Henderson, 101 Keystone, addressed the Board regarding the Cox Communications presentation and the implementation of the mini-box; as well as addressing the proposed fourth middle school.
6. Ms. Dianne Kienlen, 2980 River Reach, addressed the Board regarding the Cox Communications presentation and the implementation of the mini-box.
7. Mr. David Jarmon, 3646 South Square, addressed the Board regarding the school system's budgeting and planning process which affects the County's budget and planning processes.
8. Ms. Barbara Henry, 141 Devon Road, addressed the Board regarding the implementation of an online checkbook register.

9. Ms. Rosanne Reddin, 4700 President's Court, addressed the Board in opposition to the roundabout being proposed at the intersection of News Road and Centerville Road; as well as the proposed fourth middle school construction.
10. Mr. Jack Fowler, 109 Wilderness Lane, addressed the Board regarding Little Creek Reservoir Park.

F. PRESENTATIONS

1. Cox Communications Update

Mr. Barrett Stork, Director of Government and Regulatory Affairs, Cox Communications Virginia, addressed the Board giving a presentation about the implementation of the mini-box. He stated that all televisions that receive the cable signal via the cable directly from the wall will need to add the mini-box to continue receiving the signal. Cox is currently upgrading the signal to an all-digital signal and will no longer be offering an analog signal. The shift is being implemented in three stages that will conclude in May and customers will need to have a mini-box installed by May to continue receiving the signal. He stated that the setup is designed to be as easy as possible.

Mr. Stork addressed some of the questions raised by the citizens during Public Comment.

Mr. McGlennon questioned if Cox is following the Federal Communications Commission (FCC) ruling that states that Medicaid recipients are to receive a free mini-box for five years with proof of Medicaid.

Mr. Stork stated that yes, Cox follows all FCC rulings.

Mr. McGlennon questioned the cost of manufacturing the box versus the monthly cost of the box in perpetuity.

Mr. Stork stated that he did not know the manufacturing costs specifically.

Mr. Onizuk clarified that it was mentioned that Cox Communications does not have an exclusive franchise agreement with the County. The other providers are not prevented from coming here, it is more of a cost prohibitive reason. He questioned if the idea is to free up bandwidth, then would it not make more sense to charge for bandwidth. If someone watches television everyday versus someone that watches maybe one or two evenings a week, should there not be a tiered system for bandwidth usage, if the point is to free up bandwidth. He voiced his frustration with Cox Communications and echoed the frustrations of the citizens.

Ms. Larson stated that it really is more of a customer service issue. She stated that people want cable channels that they can afford, not necessarily about wanting high definition (HD) channels. Perhaps citizens would not be as upset about adding a mini-box if it was not the typical experience to have your rates hiked when it is time to renew your contract. She questioned the installation charges.

Mr. Stork stated that if a resident wants a technician to come install the boxes then the cost is \$39.95. He stated that it should not be necessary as the box is pretty much "plug and play."

Ms. Sadler stated that she has heard from residents that they are getting conflicting information when they call in. She stated that she is also hearing that residents are not getting the same channels as before once they install the mini-box.

Mr. Stork stated that some residents who are experiencing the loss of channels actually has to do with losing channels that they were not paying for. And while that mistake was on Cox, when they add the mini-box, they will notice the loss.

General discussion ensued regarding the business model of Cox Communications and the rapid loss of cable subscribers throughout the country.

Mr. Hipple questioned the increased bandwidth and what the future plan is for that bandwidth.

Mr. Stork stated that freeing up the bandwidth will allow for more HD programming and allowing for higher internet bandwidth options.

Mr. Hipple stated that he has heard nothing but negativity from the residents about Cox Communications. If we cannot change what we have gotten, then at least we can change the level of service. He also asked Mr. Stork to meet with the residents that are here tonight. He stated that they could go out to the lobby and hopefully have some of their questions answered.

2. Hands Together Event

Interim Director of Community Services, Rebecca Vinroot, introduced Ms. Natalie Miller-Moore who is on the advisory committee that is putting together the Hands Together Event this year. Ms. Miller-Moore gave some background information on the event and explained that the event brings together needed resources under one roof to offer expanded access to people who need them, but would ordinarily have difficulty getting to all of them on their own. She stated the event is Saturday, March 5, in the Quarterpath Recreation Center.

G. CONSENT CALENDAR

Ms. Sadler requested that Item No. 3 be pulled for discussion and separate vote.

1. Minutes Adoption - January 4, 2016, Organizational Meeting

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

2. CY 16 V-STOP GRANT - \$55,834

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

3. Human Services Center Partial Renovation

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Ms. Sadler questioned the renovations that include coming into compliance with the American with Disabilities Act (ADA). She asked what that entailed.

Capital Projects Coordinator, Barry Moses, addressed the Board stating that whenever a renovation project reaches a certain dollar amount or certain square footage, then ADA upgrades are required. He stated that they are generally achieved where possible and in this instance, most of the upgrades are to the bathrooms and the public areas.

H. PUBLIC HEARING(S)

1. Case No. SUP-0007-2015. St. Olaf Catholic Church Special Use Permit

A motion to Approve was made by Mr. Onizuk and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Planner III, Jose Ribeiro, addressed the Board giving an overview of the staff report included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

As no one was registered to speak, Mr. Hipple closed the Public Hearing.

Mr. Hipple stated that Planning Commission Chairwoman, Robin Bledsoe, is in attendance as well if there are any questions.

I. BOARD CONSIDERATION(S)

1. Skiffes Creek Switching Station Request for a Delay by Applicant to August 9, 2016

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Mr. McGlennon stated that once again Dominion is requesting a delay which brings into question the timeliness of the application they have insisted on. He stated that he believes it is important to grant the delay as the other agencies involved may provide some important information that may have merit for consideration.

Mr. Onizuk stated that in hindsight it was probably premature of Dominion to bring the application to the Planning Commission and the Board prior to receiving the approvals of the other agencies.

J. BOARD REQUESTS AND DIRECTIVES

Ms. Larson stated that a citizen has made a request about allowing food trucks. She asked if the Planning Commission and Policy Committee could begin looking into this. She stated that she appreciates all of the community involvement in the issue with Cox Communications and believes that citizens should continue to stay involved in the process.

Mr. McGlennon stated that along those lines it is important for citizens to remember that the Board is limited as to what it can make Cox Communications do. The regulations on them are from the federal level, so it is important to voice their concerns to those representatives. He also mentioned that several Board members will be traveling to Richmond for VACo Government Day and while he is there will also be attending a meeting of the Coalition for High Growth Communities which he will take part in. He stated that he forwarded the agenda to the Board earlier this week. He noted that there is a piece of legislation that is being proposed that would significantly limit the voluntary proffer system. He wanted citizens to understand that if the voluntary proffer system goes away, then existing residential homeowners will have to bear the cost of expanded services for those new homes being built.

Ms. Larson asked if there would be arrangements made for the Board members to meet with our specific legislators at VACo Government Day and requested that information be passed along to the Board prior to Thursday.

Mr. Onizuk brought up the concept of food trucks as well. He stated that York County has recently revised its ordinances to allow food trucks. He would be supportive of asking our Policy Committee and Planning Commission to look into the issue.

Ms. Sadler thanked all of the citizens that came out tonight because of the Cox Communications issues. She urged citizens to continue reaching out to her and will do what she can to get them in touch with the right people. She asked Mr. Kinsman to look into the County's firearms ordinances to see how it lines up with State Code.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill thanked Police Chief Rinehimer, Fire Chief Ashe and Commonwealth Attorney Nathan Greene for joining him for a Public Safety Community Meeting recently held in Grove. He announced an upcoming CERT class beginning on March 3. He announced that most County offices will be closed on February 15 for President's Day.

L. PUBLIC COMMENT

1. Ms. Betty Walker, 101 Locust Place, addressed the Board in regard to the Federal Reserve Bank.
2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in regard to the proposed fourth middle school, the strategic planning process and Cranston Mill Pond.
3. Mr. Jay Everson, 103 Branscome Boulevard, addressed the Board in regard to the proposed fourth middle school.
4. Mr. Michael Loy, 123 Lakewood Drive, addressed the Board in regard to the proposed fourth middle school.
5. Ms. Olivia Bada, 120 Spring Branch, addressed the Board in regard to the proposed fourth middle school.

Mr. Hipple requested that staff talk to the Virginia Department of Transportation about the amount of water running across Cranston Mill Pond.

Mr. Hill stated that in response to the questions about restructuring the County debt, that his door is always open and is happy to sit down with them and go through it.

Mr. Onizuk stated that he requested a Joint Meeting with the Schools and the City of Williamsburg and would like a Public Comment period available at the meeting so that citizens can voice their concerns.

Mr. Hill stated that he has been in touch with the Schools and the City and all are actively working on a date for that joint meeting and he will pass that information along as soon as it is settled.

M. CLOSED SESSION

N. ADJOURNMENT

1. Adjourn until 8 a.m. on February 11, 2016, for VACo Government Day at the Capitol

A motion to Adjourn was made by Mr. McGlennon and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

At 8:50 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 23, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Vice Chairman, Roberts District
Ruth M. Larson, Berkeley District
Kevin D. Onizuk, Jamestown District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Chairman, Powhatan District

Bryan J. Hill, County Administrator
Adam R. Kinsman, County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Members of Cub Scouts Pack 103 Den 9, Webelos – Griffin Patrol.

E. PUBLIC COMMENT - Until 7 p.m.

1. Ms. Janet Casanave, 3404 Waterview Road, addressed the Board in regard to spending money on Purchase of Development Rights (PDR).
2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board questioning the value of PDRs and whether it is wise to be spending money on them.
3. Ms. Betty Walker, 101 Locust Place, addressed the Board in regard to the Federal Reserve Bank.
4. Mr. David Jarman, 3646 South Square, addressed the Board in regard to the School's FY 17 Budget.
5. Mr. Jay Everson, 103 Branscome Boulevard, addressed the Board in regard to the proposed fourth middle school.
6. Mr. Stephen Chantry, 118 Godspeed Lane, addressed the Board in regard to the proposed fourth middle school.
7. Ms. Petra Nadal, 106 Indian Circle, addressed the Board in regard to the proposed fourth middle school.

At 7:10 p.m., Mr. Hipple recessed the Board in order to conduct the James City Service Authority Board of Directors meeting.

At 7:16 p.m., Mr. Hipple reconvened the Board of Supervisors.

F. PRESENTATIONS

1. Virginia Department of Transportation Quarterly Update

Mr. Rossie Carroll, Williamsburg Residency Administrator for the Virginia Department of Transportation (VDOT), addressed the Board giving an overview of the Quarterly Report included in the Agenda Packet.

Ms. Sadler mentioned citizen complaints continue to be received about Rochambeau Drive in front of the school.

Mr. Carroll stated that a signalization study was done and the traffic does not meet the requirements for a traffic signal. In fact, the traffic signal would create more problems. A safety study was also done. A new study will be done in a year to reassess the traffic counts and safety concerns. That should be begin toward the end of the school year.

Mr. McGlennon clarified that none of the road paving projects will be using slurry seal.

Mr. Carroll stated correct.

Ms. Larson asked about the speed limit on Greensprings Road. She has received several comments from citizens voicing concern.

Mr. Carroll stated that he does not believe Greensprings Road has had a speed study done in five years, or maybe ever. He stated that it would have to go through a speed study process which can take up to 45 days.

Ms. Larson also discussed concerns about students and adults crossing Route 5 from Jamestown High School onto Greensprings Plantation Drive. Route 5 is a very busy road and she is concerned about pedestrian safety. She asked if a crosswalk could be put in at the intersection.

Mr. Carroll discussed some of the factors involved in installing a crosswalk and stated that he would have to look into the issue further, specifically where the VDOT right-of-way is. He stated that he would stay in touch with Mr. Hill.

Mr. Onizuk mentioned continued confusion on WindsorMeade Drive. The whole intersection has been a concern since the Wendy's was being proposed. He asked that a meeting be held with the residents of WindsorMeade and staff. He asked Mr. Carroll to attend as well.

Mr. Hipple mentioned Cranston Mill Pond that was brought up at the last Board meeting.

Mr. Carroll stated that he has looked into that issue and will provide it to Mr. Hill.

G. CONSENT CALENDAR

Ms. Sadler requested that Item No. 3 be pulled for discussion and separate vote.

1. Minutes Adoption - January 26, 2016 Regular Meeting

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

2. Department of Criminal Justice Services Grant Award - \$10,000

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

3. Grant Award - Purchase of Development Rights Program - Virginia Farmland Preservation Fund - \$307,889

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

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

Ayes: McGlennon, Larson, Onizuk, Hipple. Nays: Sadler

Ms. Sadler questioned if this grant is a specific reimbursement for the PDR purchases that were discussed last November.

PDR Administrator Edward Overton stated no they are not specific to any specific property.

Ms. Sadler asked if she read correctly that we have until 2018 to accept the grant funds.

Mr. Overton stated no, the Board needs to accept the grant prior to its next meeting. Once accepted, the Board has until December 2018 to utilize the funds.

Ms. Sadler stated that there is no specific property tied to this grant.

Mr. Overton stated correct.

Ms. Sadler questioned that of all the PDRs that have been purchased, were any of those properties under direct pressure of development.

Mr. Overton stated no. The purpose of the PDR program is to work with owners of rural property to preserve those properties prior to the growth explosion happening. Once the growth explosion happens, it is doubtful that the PDR program could afford to purchase those development rights.

Ms. Sadler asked if any of the purchased PDRs were inside the Primary Service Area.

Mr. Overton stated no.

Ms. Sadler asked how the grant amount is determined.

Mr. Overton stated that the PDR program is a statewide program and our program is recognized by the state. The County applied to the state for the grant. The funding comes from an appropriation from the state legislature and then it is divided-up amongst approved PDR programs throughout the state that applies for the grants and in accordance with the amount of local money that each program has.

Ms. Sadler asked how much money the County currently has in the PDR account.

Mr. Overton stated that the PDR account currently has an available balance of \$1,181,212. Of those funds, \$744,551 are local match dollars and \$436,661 are grant funds that were awarded in FY 14 and FY 15.

Ms. Sadler stated that there are two PDR purchases currently in negotiation for settlement. If we do not accept this grant, is there the possibility that monies from our own account will have to be utilized to complete these purchases.

Mr. Overton stated correct.

Ms. Sadler asked Mr. Overton to clarify the timeline with these purchases currently in negotiation.

Mr. Overton stated that currently we still have access to the funds from the FY 14 grant award which is \$149,678. That grant is on an extension at this time, meaning that if we can close by mid-May, on the larger of the two easements authorized by the Board in November, then the funds from the FY 14 grant can be utilized toward that purchase. If we are not close to closing by mid-May, then the Department of Agriculture will take the FY 14 grant funds back and allocate them to another PDR program elsewhere. If we lost that grant then that is \$149,678 of our own money that we would have to make up to complete the sale.

Ms. Sadler asked if there was a public hearing for the purchase of these PDRs when it comes to expending the funds.

Mr. Kinsman stated that there is no public hearing for these purchases. The Board approved them in November, so we are now working to get them to closing.

Mr. Onizuk asked Mr. Kinsman to give a brief synopsis of the various scenarios that he emailed to the Board previously for the benefit of everyone listening.

Mr. Kinsman outlined the following scenarios:

A – The two purchases are completed before May 2016 and the Board does not accept the FY 16 grant, then there will be \$372,051 of County funds and \$64,161 in matching grant funds in the PDR account.

B – The two purchases are completed before May 2016 and the Board does accept the FY 16 grant, then there will be \$372,051 of County funds and \$372,060 in matching grant funds in the PDR account.

C – The two purchases close after May 2016 (when the 2014 grant expires and must be returned) and the Board does not accept the 2016 grant, then there will be \$222,373 of County funds and \$0 matching grant funds in the PDR account.

D – The two purchases close after May 2016 and the Board accepts the 2016 grant, then there will be \$372,051 in County funds and \$222,382 in matching grant funds in the PDR account.

Mr. Kinsman stated that the FY 16 grant could be looked upon as insurance in case these two purchases do not close prior to May and the County loses the FY 14 grant. Acceptance of the grant does not obligate the County to purchase any new easements. If the PDR program is ended without any additional purchases being authorized, any remaining grant funds will be returned to the state.

Mr. Onizuk asked for clarification on where the funds came from that are currently in the account. Are they coming from the current budget or have they been set aside from years past.

The Director of Financial and Management Services, Suzanne Mellen, stated that the County funds in the PDR account are from past Board policy to allocate one penny of the tax rate to that account. Once the recession hit no more money was put into the account. It is just the remaining funds from that previous policy.

Ms. Sadler stated that she will be opposing this grant this evening. She opposes the easements being held into perpetuity and believes future generations' property rights are being ignored. She stated that the County has an Agricultural and Forestal District program that is voluntary and is there to help farmers.

Mr. McGlennon clarified that the property owner is voluntarily selling the development rights of their land to help preserve the land and the rural nature of our community.

Mr. Hipple stated that if the current property owners want to sell the development rights to their property then that is their right. He also believes that the program has worked fairly well in the County for a number of years, but instead of the Board deciding the future of the PDR program, perhaps it should be out to a referendum. Let the citizen's vote on whether or not to continue the program and whether or not to contribute a penny to the program. That would allow for a good census of the community for the continuation of the program.

H. PUBLIC HEARING(S)

I. BOARD CONSIDERATION(S)

J. BOARD REQUESTS AND DIRECTIVES

Mr. Hipple asked Ms. Bledsoe to come forward and give an update on the Capital Improvements Projects (CIP).

Ms. Bledsoe stated that the Policy Committee of the Planning Commission has begun the 2017-2021 CIP Review process. She stated that the first meeting was held on February 11 and at that time had 15 completed applications. The projects that have been received to date include ten school plan projects, one transportation match, three parks and recreation proposals and one stormwater abatement request. For FY 17 that is roughly \$7 million and through 2021 it is roughly \$31 million. The next meeting is in March and the committee expects to have the full list and recommendations to the Planning Commission in March before being sent on to the Board.

Mr. McGlennon announced that at the conclusion of the Work Session, the Board went into to Closed Session to discuss several appointments. He was pleased to announce that Mr. Daniel Schmidt was appointed to the Roberts District seat on the Planning Commission. He also announced the reappointment of Mr. Larry Waltrip to the Chesapeake Bay and Wetlands Board, Mr. Thomas Belden to the PDR Committee and Mr. Randall Davis to the PDR Committee. He asked that the Board consider signing a letter of support for the Virginia Senate version of the Stormwater Local Assistance Fund.

The rest of the Board voiced its agreement to signing a letter of support.

Mr. McGlennon recounted his recent experience with Cox Communications and the installation of the mini-box at his home.

Ms. Larson addressed a recent article in the paper concerning an aquatic center. She stated that she is hopeful that an aquatic center is something that we continue to look into and consider. She clarified that she has a swimmer; however, this is something that will never happen for her child because she graduates in two years. She urged everyone to be careful about using the word profitable when talking about a pool or aquatic center. No one ever uses the word profitable when talking about baseball fields or football fields. All three high schools have a competitive swim program and those teams need an indoor, dive-worthy and practice-worthy pool for the kids in our community.

Ms. Larson asked to address the issue of the proposed fourth middle school. She stated that the City of Williamsburg is already moving ahead with its portion of the agreement. So, if there is a consensus on this Board to revisit the plan that was voted on November 2014, then she believes that would be a discussion for the Board and School Board and not to be done at the Joint Meeting.

Mr. Onizuk questioned what the status is of scheduling a Joint Meeting.

Mr. Hill stated that it is looking like the beginning of April. A definitive date should be forthcoming in the next few days.

Mr. Onizuk asked about the meeting that was attended by Mr. Hill, Mr. Hipple, Mr. Kelly, Dr. Constantino, Mr. Collins and Mr. Haulman.

Mr. Hill stated that there were some funding issues to be discussed, enrollment numbers were discussed and we discussed the next steps moving forward. He stated that he did not know what the next steps moving forward are because he had emails still out trying to get questions and comments from the Board. He stated that he is basing his premise on the fact that it was approved by the Board last year. If there is something to re-open, then he needs that specific direction.

Mr. Onizuk stated that he is not opposed to re-opening this discussion. When that plan was approved in November 2014 we had not been through a grueling budget process and tax increase. He stated that he is not necessarily convinced that this fourth middle school is a necessity.

Mr. Hill stated that the County can afford the cost of the middle school, the debt portfolio plan is in place to finance our portion of the cost and that was part of the budget that was voted on last May.

Mr. Hipple stated that at some point the Board needs to make a decision and move on.

Ms. Sadler stated that she could see revisiting the issue because if we do not spend \$21 million on a school, that money could go toward a viable water solution for the County. If money can be saved by having a few more discussions about the issue, then she is all for that.

Mr. McGlennon stated that we have heard different numbers attached to the fourth middle school. Some of those numbers and projections could be answered simply. He agrees that every member of the Board has the right to have all of the knowledge and understanding of the issue. He ascertained that all of the questions that the Board has need to be written down and presented to the School Board for answers. It may be that once the questions are answered there is not a need for a meeting.

General discussion ensued about school sites and the James Blair site and whether or not the Board wants to go in a different direction.

Mr. Hipple stated that Board questions need to be sent to Mr. Hill. From that, the Board can decide whether or not we need to meet.

The Board generally discussed its activities in the community since the previous meeting.

Mr. Hipple announced the appointment of Mr. Kinsman as the fourth County Attorney for James City County.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill announced that the next Neighborhood Forum will be held on March 9 at 6:30 p.m. at the Recreation Center on Longhill Road. There will be a brief update from the Police Department, a networking break and a Q&A with County staff. He also announced that the annual Destination Recreation Expo will be held on Saturday, February 27 from 9 a.m. to noon at the Recreation Center on Longhill Road.

L. PUBLIC COMMENT

M. CLOSED SESSION

N. ADJOURNMENT

1. Adjourn until 6:30 p.m. on March 8, 2016, for the Regular Meeting

A motion to Adjourn was made by Mr. McGlennon and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

At 8:57 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

ITEM SUMMARY

DATE: 3/8/2016

TO: Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Yarmouth Creek Stream Restoration - Contract Award

ATTACHMENTS:

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution	Resolution
▣	Exhibit	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Capital Projects	Moses, Barry	Approved	2/19/2016 - 4:29 PM
General Services	Horne, John	Approved	2/22/2016 - 7:49 AM
Publication Management	Boles, Amy	Approved	2/22/2016 - 11:09 AM
Legal Review	Kinsman, Adam	Approved	2/26/2016 - 11:06 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:19 AM
Board Secretary	Kinsman, Adam	Approved	2/29/2016 - 5:20 PM
Board Secretary	Fellows, Teresa	Approved	2/29/2016 - 8:45 PM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Contract Award – Yarmouth Creek Stream Restoration – \$268,224.67

The work under this project consists of the Yarmouth Creek Headwaters Stream Restoration Project located in Toano, Virginia. The project flows east to west along the west side of Route 60, originating at a stormwater culvert north of Baylands Federal Credit Union. Access to the project is from the Baylands parking lot, where a cut trail will allow equipment to be transported to the downstream extent of the project reach. The Yarmouth Creek Tributary Project will restore approximately 541 linear feet of stream located on Yarmouth Creek, a Tributary to the Chickahominy River within the James River Watershed. The goal of the design is to create a channel with a stable pattern, profile and dimension, stabilize actively eroding banks and protect existing adjacent and crossing sewer and utility lines. Natural channel design principles were utilized to develop the limits for the design. Streambank stabilization structures will be employed in the stream restoration. Invasive plants will be removed and replaced with native trees, shrubs and herbaceous vegetation.

This project will reduce the discharge of phosphorus from the site by slowing runoff, reducing erosion and reconnecting the stream with vegetated banks. By taking easements and restoring the stream with natural stream restoration techniques, the County can take full credit for the installation under the County's Chesapeake Bay Total Maximum Daily Load Action Plan. The drainage area includes a portion of land along Route 60, but the largest portion are parcels developed pre-stormwater regulation and undeveloped portions of Colonial Heritage along the Route 60 frontage. No flood plain or Resource Protection Areas are affected by this project. The stream, as jurisdictional waters of the United States, requires a Corps of Engineers Nationwide 27 permit. This permit was acquired September 22, 2015. All easements have been obtained and recorded.

A two-step Invitation for Bids was publicly advertised. Step one required the submittal of a Technical Bid Form primarily to demonstrate the bidder has completed a minimum of two projects of similar size and type in the past seven years. The second step was to open the Bid Form if the technical bid requirements were met.

Three Technical Bid Forms were received and one was determined to be non-qualified after evaluation. The following two firms submitted qualified bids and were considered for contract award.

<u>Firm</u>	<u>Amount</u>
HGS, LLC/DAB Angler Environmental	\$279,923.00
Henry S. Branscome, LLC	\$275,955.84

Henry S. Branscome, LLC has done satisfactory work for James City County in the past and was determined to be the lowest qualified, responsive and responsible bidder. During the bid process the bidders were requested to provide an alternate price for the use of Class A1 riprap in lieu of cobble over a portion of the project. The total deduction by accepting the riprap alternate was \$7,731.17 resulting in a total contract price of \$268,224.67. Previously authorized Capital Improvements Program budget funds and Stormwater Local Assistance Funds are available to fund this project.

Contract Award – Yarmouth Creek Stream Restoration - \$268,224.67

March 8, 2016

Page 2

Staff recommends adoption of the attached resolution authorizing the contract award to Henry S. Branscome, LLC.

BEM/ab

CA-YarmouthCreek-mem

Attachment

RESOLUTION

CONTRACT AWARD – YARMOUTH CREEK STREAM RESTORATION – \$268,224.67

WHEREAS, this project supports the County’s Chesapeake Bay Total Maximum Daily Load action plan; and

WHEREAS, two bids were considered for award and Henry S. Branscome, LLC was the lowest qualified, responsive and responsible bidder; and

WHEREAS, previously authorized Capital Improvements Program budget funds and Stormwater Local Assistance Funds are available to fund this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award in the amount of \$268,224.67 with Henry S. Branscome, LLC for the Yarmouth Creek Stream Restoration project.

Michael J. Hipple
Chairman, Board of Supervisors

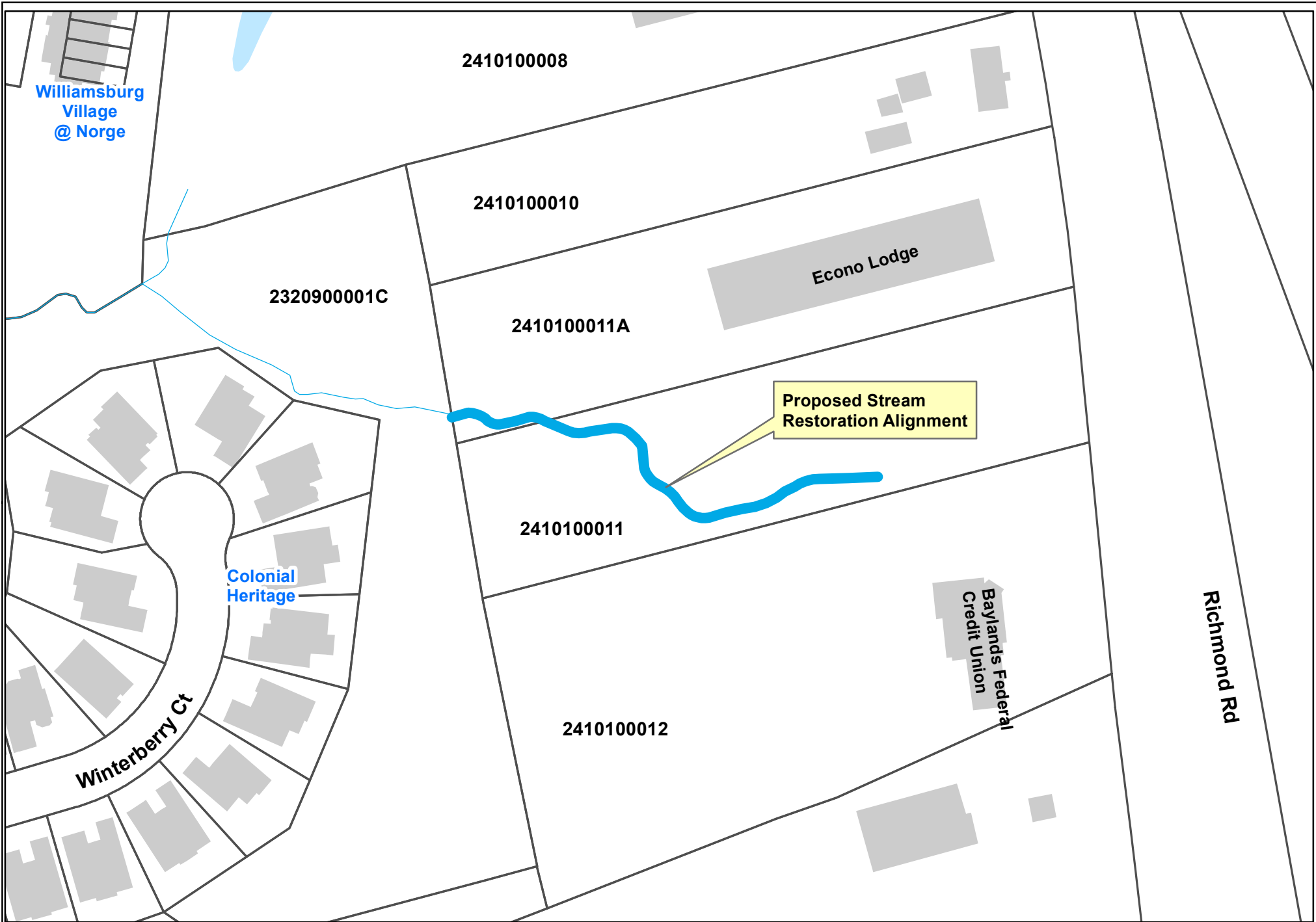
ATTEST:

Bryan J. Hill
Clerk to the Board

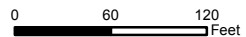
	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

CA-YarmouthCreek-res



1 inch = 120 feet



Yarmouth Creek Stream Restoration



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

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ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Leanne Pollock, Senior Planner II

SUBJECT: SUP-0010-2015, Jamestown Beach SUP Amendment

ATTACHMENTS:

	Description	Type
▣	Staff Report	Cover Memo
▣	Resolution	Resolution
▣	Location Map	Exhibit
▣	Unapproved Minutes of the February 3, 2016, Planning Commission Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	2/19/2016 - 9:41 AM
Development Management	Purse, Jason	Approved	2/19/2016 - 9:52 AM
Publication Management	Burcham, Nan	Approved	2/22/2016 - 7:31 AM
Legal Review	Kinsman, Adam	Approved	2/22/2016 - 9:44 AM
Board Secretary	Fellows, Teresa	Approved	2/22/2016 - 1:16 PM
Board Secretary	Kinsman, Adam	Approved	2/26/2016 - 11:03 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:19 AM

SPECIAL USE PERMIT-0010-2015. Jamestown Beach SUP Amendment
Staff Report for the March 8, 2016, Board of Supervisors Public Hearing

SUMMARY FACTS

Applicant: Ms. Nancy Ellis, James City County Parks and Recreation

Land Owner: James City County

Proposal: To amend an existing Special Use Permit (SUP) condition regarding the provision of public water and sewer.

Location: 2205 Jamestown Road

Tax Map/Parcel No.: 4630100005

Project Acreage: +/- 94.75

Zoning: PL, Public Lands

Comprehensive Plan: Open Space or Recreation

Primary Service Area: Inside

Staff Contact: Leanne Pollock, Senior Planner II

PUBLIC HEARING DATES

Planning Commission: February 3, 2016, 7:00 p.m.
Board of Supervisors: March 8, 2016, 6:30 p.m.

FACTORS FAVORABLE

1. With the proposed conditions, the proposal continues to be compatible with surrounding zoning and development.
2. The proposal is consistent with the recommendations of the 2035 Comprehensive Plan.
3. The proposal is consistent with the Shaping Our Shores (SOS) Master Plan.
4. The proposal would allow the continued use of the property for special events until such time that a permanent restroom facility can be funded and installed.

FACTORS UNFAVORABLE

1. Users will have to continue to rent and use portable restroom facilities to serve private or County-sponsored special events on this property.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the amended and re-stated conditions.

PLANNING COMMISSION RECOMMENDATION

At its February 3, 2016 meeting, the Planning Commission recommended approval of this SUP subject to the provided conditions by a vote of 6-0.

CHANGES SINCE PLANNING COMMISSION

No changes.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-0010-2015. Jamestown Beach SUP Amendment
Staff Report for the March 8, 2016, Board of Supervisors Public Hearing

PROJECT DESCRIPTION

Proposal to amend Condition No. 7 of existing SUP-0017-2012 to permit certain smaller infrastructure improvements and hold special events and a summer concert series on the property without requiring permanent restroom facilities and connection to public water and sewer until permanent structures or facilities for the special events (such as a stage) are installed. Currently, the park hosts less than 10 events annually, with no event lasting longer than one day with attendance of less than 1,500 people per event.

PLANNING AND ZONING HISTORY

1. The Board of Supervisors endorsed the SOS Master Plan for the property by resolution dated June 9, 2009.
2. The Board of Supervisors approved Z-0008-2012/SUP-0017-2012 for Jamestown Beach on March 12, 2013. This changed zoning to PL, Public Lands with an SUP for community recreation facilities developed in accordance with SOS.

SURROUNDING ZONING AND DEVELOPMENT

1. Located on Jamestown Road near the Jamestown-Surry Ferry.
2. Surrounding zoning designations include:
 - a. R-8, Rural Residential to the north and east (4-H Club property and vacant lands)
 - b. B-1, General Business to the southeast (Jamestown Marina)
 - c. PL, Public Land to the southwest (Jamestown Settlement)

COMPREHENSIVE PLAN

1. Surrounding Comprehensive Plan designations include:
 - a. Low Density Residential to the north and east
 - b. Mixed Use to the southeast
 - c. Open Space or Recreation to the southwest
2. Designated Open Space or Recreation on the 2035 Comprehensive Plan.
3. Applies to large areas that are used for recreation, historical or cultural resources or open space.
4. Proposal supports implementation of goals, strategies and actions in the Parks and Recreation section and SOS Master Plan.

PUBLIC IMPACTS

1. Anticipated impact on public facilities and services:
 - a. Streets: No impacts anticipated. Park will continue to operate in accordance with the adopted master plan which anticipated use as a special event area. Special events only marginally increase the overall park attendance figures for the beach.
 - b. Schools/Fire/Utilities: No impacts anticipated. The Virginia Department of Health (VDH) notes that special events/mass gatherings can be served by portable bathroom facilities provided there is one facility for every 100 people at the event. Consultation with VDH is required as part of the special event permitting process outlined by County Code.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-0010-2015. Jamestown Beach SUP Amendment

Staff Report for the March 8, 2016, Board of Supervisors Public Hearing

2. Anticipated impact on environmental, cultural and historic resources: No impacts anticipated.
3. Anticipated impact on nearby and surrounding properties: No impacts anticipated. Park will continue to operate in accordance with the adopted master plan.

PROPOSED AMENDED SUP CONDITION (Note: all other conditions will remain as originally proposed and are re-stated in the attached resolution.)

Public Utilities

The applicant shall install connections to public water and sewer infrastructure for restrooms and other amenities on the Property prior to the development of any permanent structures or facilities related to uses not currently developed as shown on the Master Plan that would be expected to generate higher park visitation rates, including but not limited to, the campground area, rental cabins, restoration of the Vermillion House and performance venue. Infrastructure improvements such as electrical connections, parking lots, facilities to allow for the collection of beach access parking fees and other facilities as approved by the planning director shall not be considered to be permanent structures for the purposes of this condition and shall not trigger the requirement to connect to public water and sewer. Special events subject to permitting under the County Code shall also not be considered to trigger the requirement to connect to public water and sewer.

OTHER DISCUSSION

Originally, SUP Condition No. 7 was requested by the Health Department since the park was operating with portable toilets to serve an increasing number of beach visitors and that was not seen as a sustainable solution. The Condition triggered the requirement for

Parks and Recreation to build a permanent restroom that is connected to public water and sewer to serve regular attendance at the beach and this was completed in 2015. Parks and Recreation and Communications/Tourism are interested in hosting additional special events at the property, such as Bountiful Brews and Bites and a summer concert series, but is not currently planning to build permanent stages or other buildings until it can be determined whether such events will be successful. Portable toilets are consistent with Health Department policies for special events and can adequately serve these proposed uses.

RECOMMENDATION

At its February 3, 2016 meeting, the Planning Commission recommended approval of this SUP subject to the amended and re-stated conditions by a vote of 6-0.

Staff finds the proposal to be compatible with surrounding development and consistent with the 2035 Comprehensive Plan and Zoning ordinance. Staff recommends the Board of Supervisors approve this SUP subject to the conditions included in the attached resolution.

LP/nb
SUP10-2015JtownBeach

Attachments:

1. Resolution
2. Location Map
3. Unapproved Minutes of the February 3, 2016, Planning Commission Meeting

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

RESOLUTION

CASE NO. SUP-0010-2015. JAMESTOWN BEACH SPECIAL USE PERMIT AMENDMENT

- WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and
- WHEREAS, the Board of Supervisors approved SUP-0017-2012, Jamestown Beach, which permitted community recreation facilities in a PL, Public Lands District on property located at 2205 Jamestown Road, which can be further identified as James City County Real Estate Tax Map Parcel No. 4630100005 (the "Property"); and
- WHEREAS, Ms. Nancy Ellis of James City County Parks and Recreation has applied to amend SUP-0017-2012 and restate the conditions; and
- WHEREAS, the Board of Supervisors endorsed the Shaping Our Shores Master Plan by resolution on June 9, 2009, as a high-level planning document for the Property; and
- WHEREAS, the Planning Commission of James City County, following its public hearing on February 3, 2016, recommended approval of this application by a vote of 6-0; and
- WHEREAS, the Board of Supervisors of James City County, Virginia, finds this use to be consistent with the 2035 Comprehensive Plan Land Use Map designation for the Property and the considerations in Section 24-9 of the James City County Code.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after a public hearing does hereby approve the issuance of SUP 0010-2015 as described herein with the following amended and restated conditions:

1. **Master Plan.** This SUP shall permit a public community recreation facility and accessory uses thereto, including but not limited to restoration of the Vermillion House, event tents, interpretive areas, beach access and parking, special event areas, maintenance areas, concession stands, cabins, tent camping, a ropes course and performance venue on property located at 2205 Jamestown Road, and further identified as James City County Real Estate Tax Map Parcel No. 4630100005 (the "Property"). Uses and layout of the Property shall generally be located as shown on the document entitled "Figure 2-2: Master Plan - Jamestown Beach Campground," prepared by Vanasse, Hangen, and Brustlin, Inc. (VHB) (the "Master Plan") and as described in the *Shaping Our Shores* Master Plan report adopted by the Board of Supervisors on June 9, 2009 (the "SOS Report"), with only changes thereto that the director of planning determines are generally consistent with the Master Plan and the SOS Report.
2. **Archaeology.** Additional archaeological studies shall be submitted to the Director of Planning or his designee for review and approval prior to the commencement of any land disturbing activity on the Property in any area that is identified as "potentially eligible" or "eligible" for inclusion on the National Register of Historic Places and/or "unknown (further work needed)" in the reports titled "Phase I Cultural Resource Survey of the James City County Campground and Yacht Basin Marina, James City County, Virginia" by Archaeological and Cultural Solutions, Inc. dated February 2009,

and “Phase II Investigations of Archaeological Sites 44JC0101 and 44JC1212, James City County Campground and Yacht Basin Marina, James City County, Virginia” by Archaeological and Cultural Solutions, Inc. dated July 2009. If an additional Phase II study is necessary for any site, such study shall be approved by the director of planning or his designee and a treatment plan for said sites shall be submitted to and approved by the director of planning or his designee for sites that are determined to be eligible for inclusion on the National Register of Historic Places and/or those sites that require a Phase III study. If in the Phase III study a site is determined eligible for nomination to the National Register of Historic Places and said site is to be preserved in place, the treatment plan shall include nomination of the site to the National Register of Historic Places. If a Phase III study is undertaken for said sites, such studies shall be approved by the director of planning or his designee prior to land disturbance within the study areas. All Phase I, Phase II and Phase III studies shall meet the Virginia Department of Historic Resources’ *Guidelines for Preparing Archaeological Resource Management Reports* and the Secretary of the Interior’s *Standards and Guidelines for Archaeological Documentation*, as applicable, and shall be conducted under the supervision of a qualified archaeologist who meets the qualifications set forth in the Secretary of the Interior’s *Professional Qualification Standards*. All approved treatment plans shall be incorporated into the plan of development for the site and the clearing, grading or construction activities thereon.

3. **Tree Clearing.** Tree clearing on the Property shall be limited to the minimum necessary to accommodate the proposed infrastructure improvements; recreational uses shown on the Master Plan; and related driveways, entrance improvements and facilities as determined by the Director of Planning or his designee.
4. **Master Stormwater Management Plan.** The applicant shall complete a Master Stormwater Management Plan for the Property prior to final development plan approval for the next significant development phase of the Property for which a conceptual plan has not been received by the adoption date of this resolution. The Master Stormwater Management Plan shall be in accordance with the SOS Report and James City County’s Sustainable Building Policy as adopted by a Board of Supervisors resolution on March 23, 2010.
5. **Vermillion House.** The Vermillion House and associated dependencies identified within the SOS Report shall remain on the Property and shall not be demolished. No changes shall be permitted to these structures with the exception of alterations, maintenance and/or modernizations that will not jeopardize their eligibility for future nomination to the National Register of Historic Places.
6. **Water Conservation Guidelines.** The applicant shall be responsible for developing water conservation standards to be submitted to and approved by the James City Service Authority prior to final site plan approval and subsequently for enforcing these standards. Water conservation measures addressed by the guidelines shall include, but not be limited to, limitations on the installation and use of approved landscaping design and materials to promote water conservation and minimize use of public water resources.
7. **Public Utilities.** The applicant shall install connections to public water and sewer infrastructure for restrooms and other amenities on the Property prior to the development of any permanent structures or facilities related to uses not currently developed as shown on the Master Plan that would be expected to generate higher park visitation rates, including but not limited to, the campground area, rental cabins,

restoration of the Vermillion House and performance venue. Infrastructure improvements such as electrical connections, parking lots, facilities to allow for the collection of beach access parking fees and other facilities as approved by the director of planning shall not be considered to be permanent structures for the purposes of this condition and shall not trigger the requirement to connect to public water and sewer. Special events subject to permitting under the County Code shall also not be considered to trigger the requirement to connect to public water and sewer.

8. **Severance Clause.** This SUP is not severable. Invalidation of any word, phrase, clause, sentence or paragraph shall invalidate the remainder.

BE IT FURTHER RESOLVED by the Board of Supervisors of James City County, Virginia, that the issuance of SUP 0010-2015 as described above supersedes and replaces SUP-0017-2012 in its entirety.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

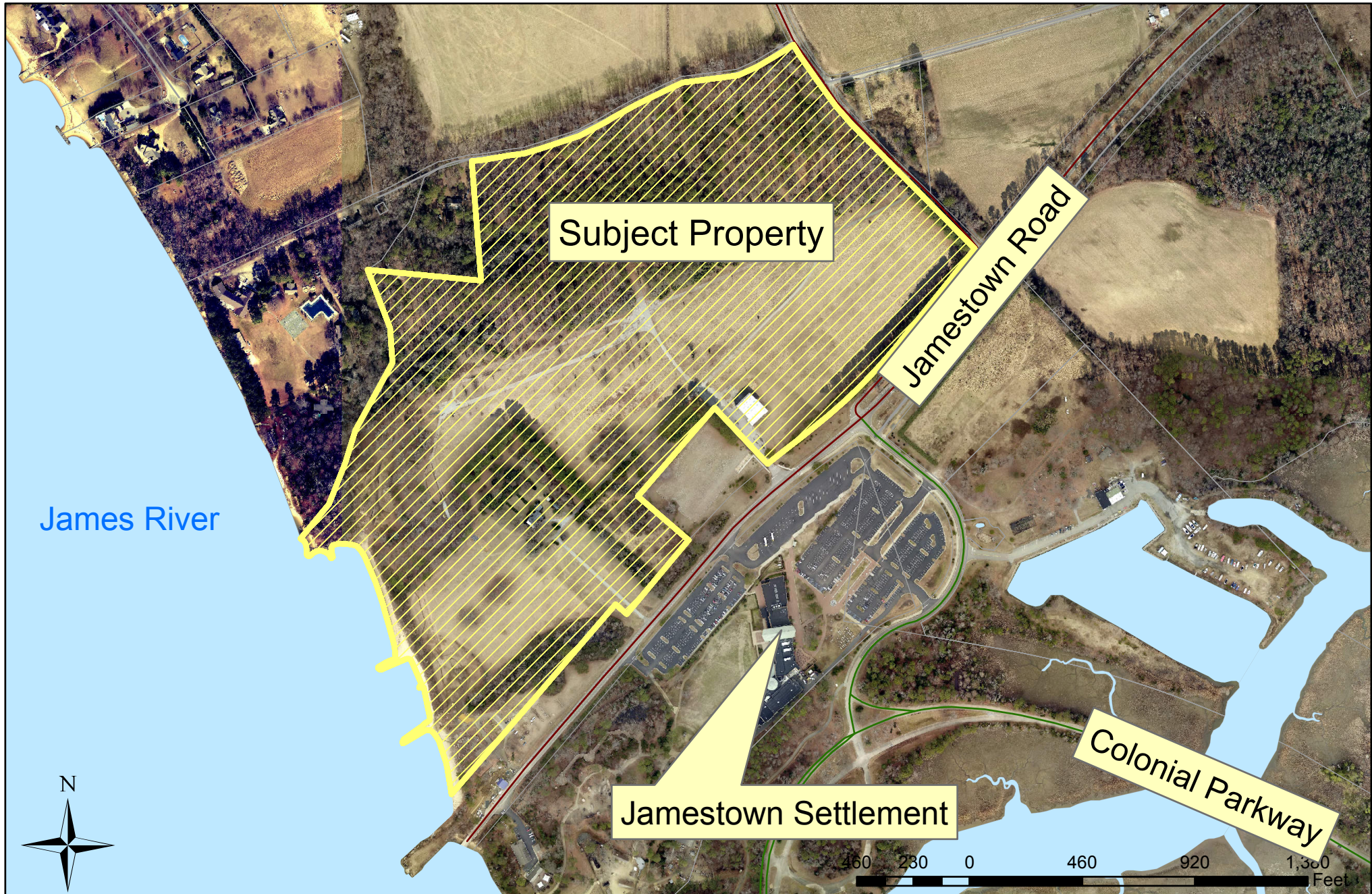
	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MC GLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

SUP10-2015JtownBeach-res

JCC-SUP-0010-2015

Jamestown Beach SUP Amendment



Unapproved Minutes of the February 3, 2016 Planning Commission Meeting

SUP-0010-2015, Jamestown Beach Special Use Permit Amendment

Ms. Leanne Pollock, Senior Planner II stated that Nancy Ellis of James City County Parks & Recreation has requested an amendment to the Special Use Permit for the Jamestown Beach Event Park. Ms. Pollock stated the property is located at 2205 Jamestown Road and is designated as Open Space or Recreation in the Comprehensive Plan. Ms. Pollock further stated that the SUP was originally required for the site because community recreation facilities are a specially permitted use in the Public Lands zoning district. Ms. Pollock stated that condition no. 7 requires connection to public water and sewer prior to any development on the site that would generate higher park visitation. Ms. Pollock stated that the proposed amendment would permit certain smaller infrastructure improvements to support special events and a summer concert series with a temporary stage without requiring installation of restrooms or connection to public water and sewer until such time that permanent facilities for such events are installed. Ms. Pollock stated that special events held at the site will still need to meet Health Department requirements including renting sufficient portable toilets.

Ms. Pollock stated that staff finds the request to be compatible with the Zoning Ordinance, the 2035 Comprehensive Plan and the Shaping Our Shores Master Plan. Ms. Pollock further stated that staff recommends that the Planning Commission recommend approval of the request to the Board of Supervisors subject to the amended and restated conditions.

Ms. Bledsoe opened the floor for questions from the Commission.

Mr. Wright inquired whether the SUP amendment would cover commercial events as well as those sponsored by the County.

Ms. Pollock stated that there would be both County sponsored events as well as commercial events such as several upcoming triathlons. Ms. Pollock noted that the SUP amendments would apply for both types of events.

Mr. Tim O'Connor inquired about the length of time the amended condition would be valid.

Ms. Pollock stated that there was no term limit on the amended condition.

Mr. Wright inquired whether the commercial events would be required to apply for a Special Use Permit.

Ms. Pollock stated that events would be required to obtain a Special Event Permit under Chapter 14 of County Code. Ms. Pollock noted that Special Event Permit applications are submitted to Development Management and are reviewed by Zoning, Building Safety & Permits, the Health Department, the Fire Department, the Police Department, Parks & Recreation and VDOT among others to ensure that the event meets the criteria outlined under that ordinance.

Ms. Bledsoe opened the public hearing.

As no one wished to speak, Ms. Bledsoe closed the public hearing.

Ms. Bledsoe called for disclosures from the Commissioners.

There were no disclosures.

Ms. Bledsoe opened the floor for discussion.

Mr. Rich Krapf moved to recommend approval of the application with the amended condition.

On a roll call vote the Commission voted to recommend approval of SUP-0010-2015, Jamestown Beach Special Use Permit Amendment (6-0).

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Ellen Cook, Senior Planner II

SUBJECT: LU-0002-2014 8491 Richmond Road (Taylor Farm) Land Use Designation Change

ATTACHMENTS:

	Description	Type
▣	Staff Report	Staff Report
▣	Land Use Designation Evaluation Table	Backup Material
▣	Draft Economic Opportunity Language	Backup Material
▣	Applicant Mixed Use Justification	Backup Material
▣	Staff Report November 20 2014	Backup Material
▣	Applicant Economic Opportunity Justification	Backup Material
▣	Staff Memo to the Planning Commission Working Group December 12, 2014	Backup Material
▣	Anderson's Corner Mixed Use Designation Description	Backup Material
▣	Case Related Public Comments	Backup Material
▣	Resolution to deny	Resolution
▣	Resolution to remand	Resolution
▣	Resolution to approve	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	2/19/2016 - 9:10 AM
Development Management	Purse, Jason	Approved	2/19/2016 - 9:51 AM
Publication Management	Burcham, Nan	Approved	2/22/2016 - 7:37 AM
Legal Review	Kinsman, Adam	Approved	2/22/2016 - 9:41 AM
Board Secretary	Fellows, Teresa	Approved	2/22/2016 - 1:16 PM
Board Secretary	Kinsman, Adam	Approved	2/26/2016 - 11:06 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:18 AM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

FROM: Ellen Cook, Senior Planner II, and Tammy Mayer Rosario, Principal Planner

SUBJECT: LU-0002-2014 8491 Richmond Road (Taylor Farm) Land Use Designation Change

At the Board meeting on June 23, 2015, the Board adopted the 2035 Comprehensive Plan. As part of its consideration of the Plan, the Board postponed the Taylor Farm application to the December 8, 2015 meeting. During the discussion the Board members noted the outstanding Department of Environmental Quality (DEQ) groundwater withdrawal permit, a future discussion of the Primary Service Area (PSA) generally and the opportunity to further examine the possible land use designations for this parcel. At its December 8, 2015 meeting, the Board postponed the application to the March 8, 2016, meeting at the request of the applicant.

Updates on the DEQ permit status and the land use designation possibilities are noted below.

DEQ Permit Status

As the Board is aware the DEQ has indicated that it may restrict the County's permitted groundwater withdrawal to amounts below what the County currently uses, citing concerns about aquifer water levels, land subsidence and saltwater intrusion. During the 2015 Virginia General Assembly session, legislation established an Eastern Virginia Groundwater Management Advisory Committee (EVGMAC) to assist the DEQ in developing, revising and implementing a management strategy for groundwater in the Eastern Virginia Groundwater Management Area. This legislation also prohibits the State Water Control Board and the DEQ from issuing draft permits that would require reductions in the volume of permitted groundwater withdrawals before December 31, 2015. The EVGMAC, including representation from James City County, has already met several times. It is likely to be the end of 2016, at the soonest, before any permit is issued to the County. At this time, while there is progress on several fronts, the County's future water supply quantity, source and associated costs are unknown and the timeline for reaching a final answer remains uncertain.

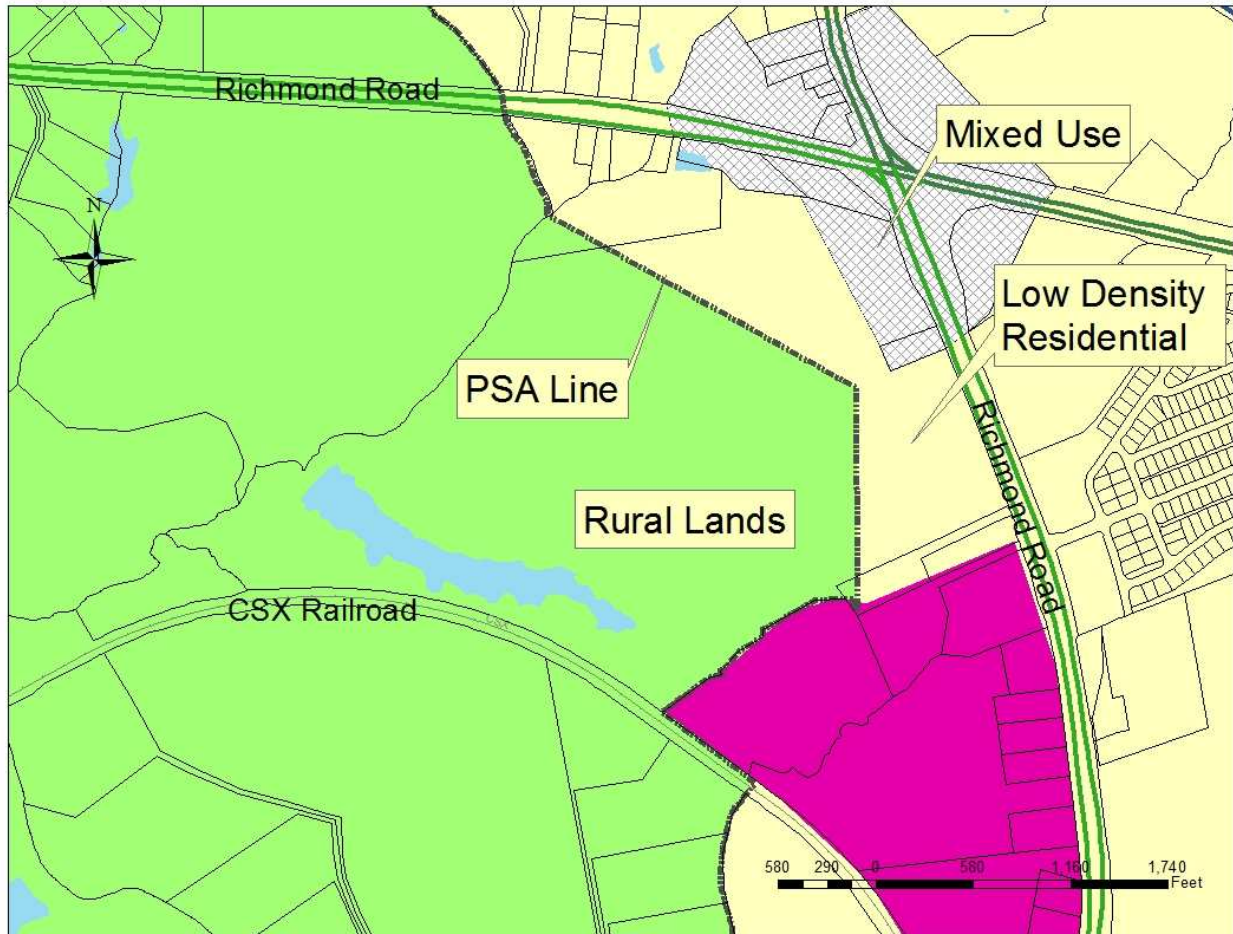
Land Use Designation Possibilities

A. Current Land Use Designations

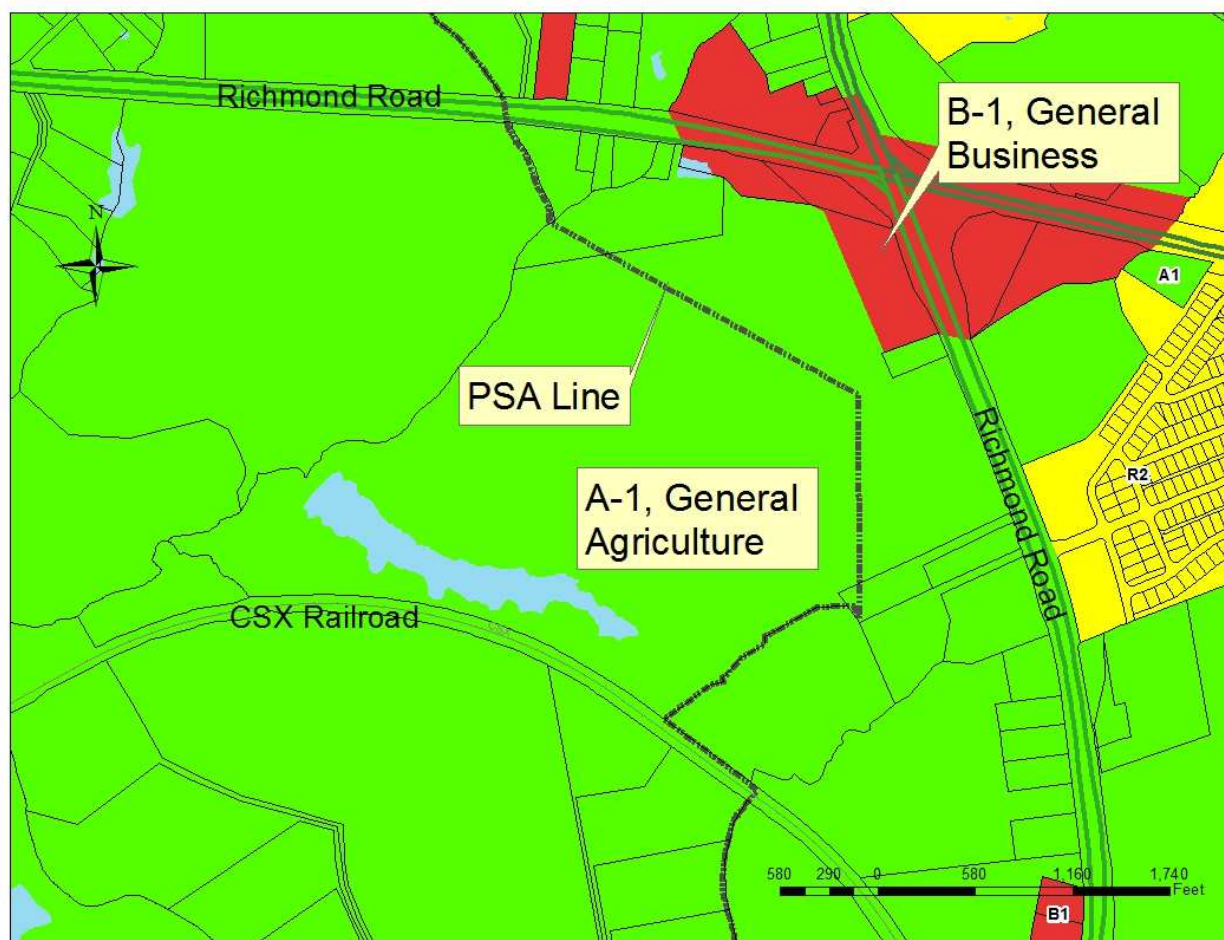
As noted on the first map below, the current Comprehensive Plan land use designations for this property are Rural Lands (approximately 141 acres), Low Density Residential (approximately 38 acres), and Mixed Use (approximately 7.5 acres). The Mixed Use designated portion is a component of the Anderson's Corner Mixed Use area, which has specific designation description language as noted in Attachment No. 7. The PSA corresponds to the divide between the Rural Lands and Low Density Residential Designations; thus, approximately 141 acres are outside the PSA, and approximately 45.5 acres are inside the PSA.

In terms of the current zoning (which governs *current* permitted/specially permitted uses, lot sizes, setbacks, etc.), approximately 180 acres are zoned A-1, General Agricultural and approximately 6.2 acres are zoned B-1, General Business – see second map below

Comprehensive Plan Designations



Zoning Districts



B. Property Owner's Initial and Subsequent Proposed Land Use Designations

The property owner initially submitted an application to change the entire property from the existing designations to Mixed Use. In addition, the application sought to bring the approximately 141-acre portion of the property inside the PSA. The information submitted by the applicant in support of the Mixed Use/PSA change request is included as Attachment No. 3. Staff had not recommended approval of this proposed change for the reasons previously discussed in the staff report for the case (Attachment No. 4) and noted in the land use evaluation table (Attachment No. 1). The most significant of the reasons continue to be the potential loss of prime agricultural land and the significant uncertainty with which an adequate source of water would be available to James City County to serve this property considering the amount of developable land already inside the PSA as it exists today.

The applicant subsequently submitted a letter requesting that the property be re-designated to Economic Opportunity (EO), also fully within the PSA, and listing seven reasons in support of this approach as noted in Attachment No. 5. Staff's evaluation of the request for a change to EO was provided in a memorandum to the Planning Commission Working Group dated December 12, 2014 (Attachment No. 6) and is summarized in the land use evaluation table (Attachment No. 1).

In November 2015, staff and the applicant met to further discuss this application. At the meeting, the applicant shared their continued desire to change to EO, and to have all of the property included in the PSA. The applicant did not have any additional information to be included with the application.

C. Previously Considered Designation – Rural Economy Support (RES)

After evaluating the property's physical attributes such as the prime farmland soil toward the front of the property, its location along an improved roadway but still in close proximity to the County's rural lands, and after considering the County's recently completed Strategy for Rural Economic Development, staff had recommended consideration of a new Comprehensive Plan Land Use Designation for this property, Rural Economy Support (RES). RES would allow for commercial or light industrial uses in addition to uses associated with traditional or innovative agriculture and forestry. Staff had prepared a description for this possible new designation as noted in the staff report, Attachment No. 4. From discussion at its June 23, 2015 meeting staff understands that the Board may not wish to consider this designation due to the property owner's discomfort, so it is not included in the land use designation evaluation table (Attachment No. 1).

Recommendation:

Staff recommends deferral of this application. As noted above, little more about the County's future water supply is known at this time than was known when the Board postponed the discussion of this application in June. Expanding the PSA enlarges the public water service area, thereby increasing the total amount of water which the County would need to attempt to secure. In addition, a strategic plan for the County is currently on-going and will address the larger issues of water and growth.

However, should the Board wish to re-designate the property, staff has prepared a land use designation evaluation table providing information about the current designations, a change to Mixed Use and a change to EO (see Attachment No. 1). In the event that the Board wishes to consider the application at this time, staff recommends the Board consider a change to EO over a change to Mixed Use. Should the Board wish to pursue this designation, staff has prepared draft EO designation description language (see Attachment No. 2). This language description is written to cover the entire the property changing to EO; however, should the Board wish to consider an EO re-designation for just the area that is within the existing PSA boundary, the language could be revised accordingly. The applicant has had an opportunity to review the draft language and has not had any comments to date.

Finally, should the Board wish to consider re-designating this property, it may also wish to consider remanding this case to the Planning Commission for review of the application and the draft designation description language.

EC/ab

LU-RichmondRd-mem

Attachments:

1. Land Use Designation Evaluation Table
2. Draft Economic Opportunity language
3. Applicant's Mixed Use justification
4. Staff Report (November 20, 2014)
5. Applicant's Economic Opportunity justification
6. Staff memorandum to the Planning Commission Working Group, December 12, 2014
7. Anderson's Corner Mixed Use area designation description language
8. Case-related public comments received during the Comprehensive Plan update (Public Comment Sheet, James City County Citizens Coalition and Friends of Forge Road and Toano statements)
9. Resolutions

Land Use Designation Evaluation Table

	Possible Development Scenario	Pro	Con
<p>Current Designations: Rural Lands, LDR, MU (See acreages for each on page 1.)</p>	<p>Rural Lands: Continue with agricultural/forestal uses, part of the rural economy. Alternatively, could potentially be developed into approx. 40 lots.</p> <p>LDR: Could potentially be rezoned to allow max. of approx. 164 lots (80-120 lot range also possible)</p> <p>MU: Potentially office or commercial building(s)</p>	<p>Activities on the rural lands portion and development on the mixed use portion have the potential to increase the non-residential tax base and to create jobs.</p>	<p>From a fiscal standpoint, an increase in the non-residential tax base might be off-set by costs associated with serving the residential development, depending on the ultimate balance of uses and a variety of other factors.</p>
<p>Proposed: Mixed Use for whole property</p>	<p>One possible scenario that would be permitted by the general Mixed Use development standards could be a shopping center (423,000+/- square feet) and approximately 1,100 dwelling units (mix of single family, townhouses and low-rise apartments).</p> <p>Note that the specific designation description for each Mixed Use area can influence the ultimate balance of uses reflected on a master plan through the rezoning process.</p>	<p>A commercial use has the potential to increase the non-residential tax base.</p> <p>A commercial use has the potential to create jobs.</p>	<p>Holding off on designating substantial new mixed use areas until already-planned development and redevelopment occurs would prioritize the County's infrastructure and service capacity for these existing areas.</p> <ul style="list-style-type: none"> - Considerable vacant properties designated mixed use are located nearby in the Stonehouse Mixed Use Area, and considerable amounts of land are currently zoned for commercial uses along Barhamsville Road and in Toano. With regard to the Stonehouse Mixed Use Designation area, the Stonehouse development has a Master Plan approved for about 4,000 dwelling units and 3.8 million square feet of non-residential overall, of which about 600,000 square feet has been constructed in Stonehouse Commerce Park. There are also a substantial number of acres in the Stonehouse Mixed Use area (aside from the Stonehouse itself) that are vacant. - Also in the Upper County is the village of Toano, where the County has been encouraging redevelopment, as referenced in the Toano Community Character Area Design Guidelines. - The Upper County already has a significantly higher proportion of Mixed Use designation than the County overall (8.3% versus 4.8%), as well as the only areas of the County currently designated Economic Opportunity. <p>Analysis done as part of the 2035 Comprehensive Plan estimated that the County had enough room within the PSA to accommodate future residential growth needs until at least 2033. Specifically, the analysis estimates that there are approximately 11,200 master planned or other vacant platted lots inside the PSA, with another approximately 4,000 undeveloped parcels inside the PSA which have residential Comprehensive Plan designations.</p> <p>From a fiscal standpoint, an increase in the non-residential tax base might be off-set by costs associated with serving the residential development, depending on the ultimate balance of uses and a variety of other factors.</p> <p>In terms of water use, a mixed use development would almost certainly have a substantially larger water demand than the existing designations.</p>

<p>Proposed: Economic Opportunity for whole property</p>	<p>One possible scenario that would be permitted by the general Economic Opportunity development standards could be industrial park (900,000+/- square feet), specialty retail (70,000 +/- square feet) and approximately 113 dwelling units (townhouses).</p> <p>As noted above, the specific designation description for each EO area can influence the ultimate balance of uses reflected on a master plan through the rezoning process. Please also see the separate draft EO designation description language, which as written would not include retail or residential as recommended uses.</p>	<p>A commercial use has the potential to increase the non-residential tax base. A commercial use has the potential to create jobs.</p> <p>As compared with Mixed Use, an Economic Opportunity designation would be more likely to complement and support redevelopment efforts in Toano.</p>	<p>See points made in the Mixed Use box above regarding the amount of already-planned development and redevelopment in the Upper County and prioritization of the County's infrastructure and service capacity for this existing planned development; much of this would apply in the case of an Economic Opportunity designation as well. In addition, while this parcel has good road access, it does not have the element of a strategic location adjacent to an interstate interchange.</p> <p>From a fiscal standpoint, an increase in the non-residential tax base might be off-set by costs associated with serving any residential development, depending on the ultimate balance of uses and a variety of other factors.</p> <p>In terms of water use, an economic opportunity development would likely have a substantially larger water demand than the existing designations.</p>
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Draft Economic Opportunity Designation Description Language

Economic Opportunity (This is the Existing General EO Language)

Lands designated as Economic Opportunity are intended primarily for economic development, increased non-residential tax base, and the creation of jobs. The lands should be at strategic locations in the County relative to transportation, utilities infrastructure, and adjacent uses, and the lands should only be developed consistent with comprehensive area/corridor master plans.

The principal uses and development form should maximize the economic development potential of the area and encourage development types that have certain attributes, principally that they have a positive fiscal contribution, provide quality jobs, enhance community values, are environmentally friendly and support local economic stability. Master planning is at the core of this designation, and no development should occur unless incorporated into area/corridor master planning efforts which should address environmentally sensitive areas, available infrastructure (roads, water, sewer, transit, etc.), community character and context, public facilities and adjacent land uses to include lands in adjacent jurisdictions. The intent of this designation is to include parcels with this designation in the PSA (where not already included) pending the outcome of the master planning efforts.

The master planning efforts may take the form of public-private or private-private partnerships; if public-private, the landowner(s) would need to make the majority of the investment. These area/corridor master planning efforts should phase development to be in step with, and provide for, adequate amounts or capacities of roads, water, sewer, transit, bicycle and pedestrian facilities, fire stations, police and general government services, parks and recreation facilities, schools, and other facilities and service needs generated by the development. The master plan for the area should also demonstrate appropriate variation in uses, densities/intensities, pattern, and design such that new development is compatible with the existing character of surrounding areas. If an individual landowner in lands designated Economic Opportunity does not wish to participate in the master planning effort, such land shall be recognized and adequate buffers provided in the master plan to protect the current use of that land.

Development should be designed to encourage trips by alternative transportation modes and should be concentrated on portions of the site to avoid sensitive environmental features and respect viewsheds from historic and Community Character areas and corridors.

Economic Opportunity – Toano/Anderson's Corner Area (This is the Possible Area Specific Description)

For the Toano/Anderson's Corner Area, the recommended uses are industrial, light industrial and office uses. Businesses that take advantage of the unique assets of the property or use agricultural or timber industry inputs are highly encouraged. In order to support Toano as the commercial center of this part of the County, retail commercial is not a recommended use unless accessory to the recommended uses. As expressed in the general Economic Opportunity language, the master plan for this area should demonstrate appropriate variation in uses, densities/intensities, pattern and design such that new development is compatible with the character of surrounding areas. In particular for this site, buffers, open space, or other similar mechanisms should be used along the south-west and western property lines in order to provide a transition to areas designated Rural Lands, and the site design and architecture

should respect the local rural character and nearby historic structures. Maintaining mobility on Route 60 is also a significant consideration, so development should utilize best practices for access management.

Applicant's Mixed Use Justification

The current land use designation is Mixed Use along a small portion of the frontage along Richmond Road; Low Density Residential for the remainder of the property inside the PSA and the rear two thirds of the property is Rural Land.

A small portion (6 acres) of the frontage is zoned B-1, General Business; the remaining 210 acres of the parcel is zoned A-1, General Agricultural. Public water and sewer are available, not served at this time. If you look at the current PSA map from Williamsburg to Toano the PSA is in a straight line until you get to this property.

If you take a look at the property you will see it is INCONSISTENT with all the surrounding properties! All the properties on each side Anderson's Corner Vet, Judy Taylor, Alan Owens, James Hall, Toano Contractors, Whitehall, and Wara's all are in the PSA and zoned business or mixed used. I would call this spot zoning and INCONSISTENT.

The rationale in the past of Planning Commission used is that Anderson's Corner is one of the few remaining areas in the PSA with significant rural agricultural vistas. To accomplish this, significant amounts of open land and farm fields should be preserved along with agricultural and rural structures in a manner that creates a traditional rural village surrounded by PERMANENTLY protected farm fields, I believe it too late!!!! Just look around you have from Toano west Graystone, Hankins Industrial Park, Toano Business Center, Nick's Lawn & Garden, Anderson's Corner Vet, Whitehall, Toano BP, Stonehouse Commerce Park and Michelle Pointe. The word PERMANENTLY means forever, to remain the same, without change, always, endures throughout so that means all my family can do is pay taxes. I have asked this many times, but who is going to farm this property in the next ten years? They are no large farms in JCC! At the present time we are leasing the farming rights to a farmer in New Kent who is in his sixties.

Please make this property at 8491 Richmond Road, Toano, CONSISTENT with the surround properties!!!!

On behalf of the Taylor family we would greatly appreciate you putting all of this property into the PSA.

Thanks and if you need any other info or would like to discuss please give me a call

Beverly Taylor Hall

757-566-0829

LU-0002-2014
8491 Richmond Road

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission Working Group, Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

MEETING INFORMATION

Group: Planning Commission Working Group

Date: November 20, 2014

SUMMARY FACTS

Applicant:

Beverly T. Hall

Property Owner:

Barbara T. McKown et als. (Taylor Estate)

Property Address(es):

8491 Richmond Road

Tax Map #:

1210100032

Size:

217.9 acres

Current Land Use Designation(s):

Mixed Use along a portion of the frontage along Richmond Road, Low Density Residential for the remainder of the property inside the Primary Service Area, and the rear two-thirds of the property is Rural Lands

Current Property Use (per applicant):

Agricultural production, private recreation

Owner Proposed Land Use Designation:

Mixed Use

Owner Proposed Property Use:

No specific proposal by the applicant at this time.

Owner Justification:

See attached

Zoning:

A small portion of the frontage is zoned B-1, General Business; a larger majority of the parcel is zoned A-1, General Agricultural

Inside PSA:

Partially inside (one-third of the property, along Richmond Road); Remaining two-thirds at rear of property is outside

Requesting Extension of PSA:

Yes – bring entire property into the PSA

Water or Sewer Availability:

Yes, but do not serve the property at this time

Watershed:

Diascund Creek

Staff Contact: Ellen Cook

Phone: (757) 253-6685

BACKGROUND:

The Taylor family has owned this property since 1951, and the property has been in continuous farm use during this time. Over the years, some lots were subdivided from this property for family members. The property includes wooded area, as well as area that is farmland under active cultivation (corn, soybeans, etc.).

The property is bordered on the west by rural land in agricultural and forestal use that is zoned A-1 and designated Rural Lands. To the south, a portion of the property borders the railroad line and agricultural and rural residential uses on properties that front Forge Road, while the other portion of the property borders on property inside the Primary Service Area that is designated Low Density Residential and General Industry. To the east is property that is designated Low Density Residential (Villages at Whitehall and an adjacent undeveloped property). To the north-east is the Anderson's Corner intersection which is zoned B-1 and designated Mixed Use (see designation language below). One quadrant of this intersection has an existing commercial use (gas station), a second has undeveloped land adjacent to the historic Whitehall Tavern property, and the third is currently undeveloped.

Considerable vacant properties designated mixed use are located nearby in the Stonehouse Mixed Use Area, and considerable amounts of land are currently zoned for commercial uses along Barhamsville Road and in Toano. With regard to the Stonehouse Mixed Use Designation area, the Stonehouse development has a Master Plan approved for about 4,000 dwelling units and 3.8 million square feet of non-residential overall, of which about 600,000 square feet has been constructed in Stonehouse Commerce Park. There are also a substantial number of acres in the Stonehouse Mixed Use area (aside from the Stonehouse itself) that are vacant. Also in the Upper County is the village of Toano, where the County has been encouraging redevelopment, as referenced in the Toano Community Character Area Design Guidelines. The Upper County has a significantly higher proportion of Mixed Use designation than the County overall (8.3% versus 4.8%), as well as the only area of the County currently designated Economic Opportunity.

In terms of past Comprehensive Plan activity, the Taylor farm parcel was submitted as an application in 2009 for the same Mixed Use designation/Inside the proposal as is described above. During this time, consideration was also given to changing this property to the new Economic Opportunity (EO) designation. The change in designation and PSA expansion were not approved in 2009.

AGENCY COMMENTS:*JCSA*

There is an existing 20" HRSD force main at the intersection of Rochambeau Drive and Richmond Road which could provide sewer service. There is an existing 16" JCSA water main on the east side of Richmond Road (south of Rochambeau Road).

ERP

The County's general Chesapeake Bay Plan Act map shows that RPA exists along the water bodies at the northwest and southwest portions of the property. The majority of the PSA property is Prime Farmland and hydrologic unit code A/B soils. Prime farmland soils, as defined by the USDA, are those best suited for farming – to provide food, feed, forage, fiber and oilseed crops. These soils produce the highest yields with minimal input of effort and farming of these soils results in the least amount of damage to the environment.

TRANSPORTATION IMPACTS:

While other portions of Richmond Road experience or are expected to experience capacity constraints in the future, the portions closest to the Taylor property currently operate with acceptable levels of service. Staff and Kimely Horn completed trip generation scenarios for the following four scenarios: existing designations, a change to Mixed Use for the area currently inside the PSA, a change to Mixed Use for the entire property, and a change to Economic Opportunity for the entire property. The trip generation was projected to be highest for a change to Mixed Use for the entire property (25,273 daily trips). (A trip generation scenario was not created for the new proposed Rural Economy Support ("RES") designation, but staff believes the trip generation would be less than the Mixed Use scenario.) As the highest generator, the trip generation for the change to Mixed Use was translated into the modeling software and used to calculate projected conditions for surrounding roadways. The modeling effort projects that future levels of service for the nearby portions of Richmond Road and Rochambeau Drive would operate at adequate levels of service. Kimely Horn has offered a list of

other transportation considerations, including considerations of future signalization and access management (driveway location and full versus partial movement).

STAFF RECOMMENDATION:

Staff recommends denial of a change in land use designation to Mixed Use. However, staff would recommend approval of a designation change to a newly created “Rural Economy Support” (RES) designation. As part of a change in designation to RES, staff recommends expanding the PSA to include the entire parcel.

Staff recommends the following language as a new designation description for RES:

Lands designated as Rural Economy Support are intended to provide a connection between the Rural Lands areas and centers of development in the PSA, serving as an approximate mid-point in the expected intensity of development between the two. Areas with this designation should be at an appropriate location to serve rural economic development or traditional agricultural/forestry uses, and should have access to appropriate infrastructure (collector or arterial road access, water/sewer). The primary recommended uses for this designation include agricultural and forestry uses (innovative or traditional), and commercial or light industrial uses that relate to the agricultural/forestry/rural use that is on the site (or in adjacent rural lands). Examples in this latter category could include wineries, restaurants, limited-scale food and beverage processing, limited scale agricultural product storage/distribution, outdoor or nature-based activities, and equestrian uses. Such uses should be more limited in scale or impact than uses that should more appropriately be located in an industrial/light industrial park. Residential uses are only recommended as clearly secondary uses, where they serve to support the larger goals of the designation, such as family subdivisions and caretaker residences. For all commercial, light industrial, or limited residential uses, any structures should be located on the property in a manner that complements, but limits the impacts on, the primary agricultural, forestry, or other rural use. Examples include avoiding or limiting impacts on prime soils, timber stands, or wildlife management areas. Structures should also be located in a manner that minimizes impacts to adjacent rural and residential uses.

RATIONALE:

Staff does not recommend a change to the Mixed Use Designation for the entire property for the following reasons:

1. As described in detail above, considerable vacant properties designated mixed use are located nearby, and redevelopment of the Toano area is encouraged as referenced in the Toano Community Character Area Design Guidelines. Staff recommends holding off on designating substantial new mixed use areas until development and redevelopment occurs, thereby prioritizing the County’s infrastructure and service capacity for these areas.
2. Analysis done as part of the 2035 Comprehensive Plan estimated that the County had enough room within the PSA to accommodate future residential growth needs until at least 2033.

Staff recommends approval of a change to a new RES Designation and inclusion of the property in the PSA for the following reasons:

1. Based on a recently-completed analysis of the County’s agricultural and forestry assets, much of the area previously identified as prime soil has been developed. About 30 parcels are still identified as viable for large-scale agriculture (greater than 50 acres of prime soil) with another 270 parcels viable for smaller-scale agriculture (between 10 and 49 acres of prime soil). The Taylor farm is one of the thirty parcels identified for viable for large-scale agriculture.
2. The new RES designation and a change of this property to the new designation support the Strategy for Rural Economic Development recently completed in conjunction with the Rural Economic Development Committee (REDC) of the Economic Development Authority (EDA).
3. For this particular parcel, the prime farmland soils are located closer to Richmond Road (including the area currently designated Low Density Residential), while areas further back on the site could be suitable for the commercial or light industrial uses discussed in the RES designation description.

ATTACHMENTS:

1. Location Map
2. Applicant Justification Letter
3. Public comment
4. Transportation Evaluation Sheet

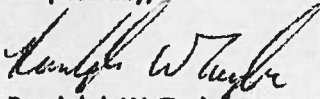
Applicant's Economic Opportunity Justification

Property Address: 8491 Richmond Road

The property owners of 8491 Richmond Road request that the current PSA line be moved to encompass the entire property. We also request the current land use designation be changed to Economic Opportunity (EO). The EO designation fits this property for the following reasons:

1. It would remove the Low Density Residential land use currently on a portion of the property. We believe there is enough housing in the area and more would be a drain on the school system and county utilities.
2. It would have the potential to increase the non-residential tax base and create jobs.
3. The property is at a strategic location. It is located at the major intersection of Rte. 60 and Rte. 30, both four lane highways and approximately a mile from I64 Interchange 227.
4. A designation of EO would allow the landowner and JCC to work together to create a master plan for the property.
5. The property provides natural buffers by the way of swamp land and RPA between the bordering rural lands.
6. Allow a transition from General Industry to the south and Low Density Residential to the north.
7. Provide services and jobs needed by current and proposed surrounding residential areas.

Respectfully,



Randolph W. Taylor

MEMORANDUM

DATE: December 12, 2014

TO: Members of Planning Commission Working Group

Rich Krapf	George Drummond
Tim O'Connor	John Wright, III
Chris Basic	Heath Richardson
Robin Bledsoe	Elizabeth Friel

FROM: Tammy Mayer Rosario, Principal Planner

SUBJECT: 2035 Comprehensive Plan Planning Commission Working Group

The next meeting will be ***Thursday, December 18, 2014 at 4:00 p.m.*** in the Building F Board Room at the James City County Government Complex. This meeting will continue the focus on reviewing the Land Use Designation change applications.

Land Use Designation Change Applications

A. General Information

At the meeting on the 8th, a question was asked regarding the capacity analysis information in the Land Use Section. The capacity analysis attempts to look at the question of whether the existing PSA area is likely to have capacity (strictly from a density perspective) to absorb the amount of residential and non-residential growth that is estimated to occur over the next twenty years (the horizon year of the Comprehensive Plan). To recap the residential calculations, staff estimates that an additional 15,270 units could be built inside the current PSA limits, and that using the 5 and 15 year averages of the number of units that have been certified for occupancy annually, these 15,270 units could be built out somewhere in the range of 19-38 years. This calculation is meant to give a general sense of whether the PSA is approximately of the right dimensions from a pure residential construction historical trend standpoint. (More information about the residential and non-residential capacity analysis is available at the link [here](#) on pages LU-3 through LU-5.)

Historically, the County has tried to plan and put in place the services and resources needed to support the amount of growth that is shown on the adopted Plan's Land Use Map, such as when submitting permitting requests to DEQ for water resources. In addition, the County has used the Land Use Application process during Comprehensive Plan updates as the time period to holistically examine service and resource implications before changes are made to the amount or location of growth that is shown on the Map. In relation to the water issues discussed by Mr. Powell, please note that the potential changes in resource availability are in the early stages of discussions and negotiations with DEQ.

B. Cases – Follow-up Information

B.1. LU-0001-2014, 7809 Croaker Road. Mr. Massie's parcel (Parcel ID 1340100016D at 7809 Croaker Road) is 2.54 acres and the two additional properties under consideration (Parcel ID 1340100015 at 7819 Croaker Road and Parcel ID 1340100013 at 7901 Croaker Road) total approximately 12.12 acres. In total, the area being considered for redesignation would be 14.66 acres. Please note that Parcel ID

1340100013 adjacent to Point O Woods Road is part of a larger 67-acre property that is bisected by the road. The 9.5 acre piece under consideration is Low Density Residential, whereas the rest of the property (on the opposite side of Point O Woods) is currently designated Mixed Use.

B.2. LU-0002-2014, 8491 Richmond Road. The applicant for this case has submitted a letter requesting that their request be formally changed from Mixed Use to Economic Opportunity (see attachment 2). Staff has met with the Taylor family, and understands that they wish to have a designation that would allow a greater degree of flexibility and range of commercial uses than the proposed RES district, while noting that they do not have an immediate plan for developing the property.

Staff has previously recommended against a change of the entire property to Mixed Use, which would be a much more expansive designation than those in place currently. Staff notes that considerable vacant mixed use and commercial properties are located nearby, and redevelopment of Toano is a priority, rather than a continuous strip of commercial uses along Route 60. In the staff report, staff recommended holding off on designating substantial new mixed use areas until development and redevelopment occurs, thereby prioritizing the County's infrastructure and service capacity for these areas. Staff has similar concerns about a change to Economic Opportunity, also noting that this parcel, while it has good road access, does not have the element of a strategic location adjacent to an interstate interchange. Staff recommended the new RES designation as a more appropriate fit for this parcel as it maintains the ability to realize commercial uses at a level consistent with or perhaps greater amount than what could be associated with the 7.5 acres of Mixed Use designation currently existing on the parcel. The new designation also adds light industrial uses as a possible use, which would not have been a recommended use for the Mixed Use area (see the Anderson's Corner Mixed Use Area description for more information). The expansion of the Primary Service Area adds the ability for the commercial and light industrial uses to connect to public water and sewer, and adds 141 acres where those uses could be located on the site, which gives greater locational flexibility. In summary, the proposed RES district was intended to give the owner economic development options while at the same time acknowledging and building upon the other resources of the site.

B3. LU-0009-2014, 8961 Pocahontas Trail. In response to questions from the Planning Commission Working Group, staff consulted with the Office of Economic Development regarding the timeline for the renewal of the Enterprise Zone. OED noted that application results were scheduled to be released in October, but that no information has been announced for James City County or for any of the other localities seeking renewals. The County's Enterprise Zone expires at the end of 2015 so there is another application period beginning next year that the County will participate in if the pending application is not successful.

Please call me at 757-253-6688 if you have any questions or concerns. I look forward to seeing you on Thursday.



Tammy Mayer Rosario

Attachments:

1. Draft December 8, 2014 minutes
2. Letter regarding 8491 Richmond Road Designation Request

Chart 4. Mixed Use Designation Descriptions

	Mixed Use
1. Basic Description	<ul style="list-style-type: none"> Mixed Use areas are centers within the PSA where higher density development, redevelopment, and/or a broader spectrum of land uses are encouraged. Mixed Use areas located at or near interstate interchanges and the intersections of major thoroughfares are intended to maximize the economic development potential of these areas by providing areas primarily for more intensive commercial, office, and limited industrial purposes. The other Mixed Use areas are intended to provide flexibility in design and land uses in order to protect and enhance the character of the area.
2. Recommended Uses and Intensity	<ul style="list-style-type: none"> While there is no preferred mix of uses for every Mixed Use development, each development should have a mix of uses that complements the area, and as written in the specific descriptions below. James City County has examples of Mixed Use areas with minimal residential development (such as McLaw's Circle), but the mix of office, limited retail, and light industrial development creates an acceptable mixing of uses. Mixed Use developments that include residential components should have commercial or office uses that complement those residences. Residences should be encouraged to patronize those areas, and the entire development should be cohesive to create a greater potential for internal capture of vehicle trips. While mixed use buildings are not essential or desirable for all developments, they should be encouraged for those Mixed Use centers that seek to achieve higher densities and seek to create a more urban environment. The recommended FAR range will depend on the context of the specific Mixed Use area, but for all areas it is strongly encouraged that opportunities for on-street parking, shared parking, structured parking and other measures to cohesively plan development be considered that maximize the efficient use of land and achieve FARs close to, or greater than, 0.4.
3. Recommended Density	<ul style="list-style-type: none"> Moderate to high density residential uses with a maximum gross density of 18 dwelling units per acre could be encouraged in Mixed Use areas where such development would complement and be harmonious with existing and potential development and offer particular public benefits to the community. In order to encourage higher quality design, a residential development of this gross density is not recommended unless it offers particular public benefits to the community. Examples of such benefits include affordable housing, workforce housing, enhanced environmental protection, a high degree of access to multi-modal/transit transportation, or development that adheres to the principles of open space development design. (See Residential Development Standards for more specific guidance on meeting these criteria.)

Mixed Use Development Standards

4. General Language	<ol style="list-style-type: none"> All developments should refer to the Residential and Commercial/Industrial Development Standards along with the Mixed Use Development Standards. Mixed Use developments should create vibrant urban environments that bring compatible land uses, public amenities, and utilities together at various scales. These developments should create pedestrian-friendly, higher-density development, and a variety of uses that enable people to live, work, play, and shop in one place, which can become a destination. Mixed Use developments require nearby police and fire protection, arterial road access, access to public utilities, large sites, environmental features such as soils and topography suitable for intense development, and proximity or easy access to large population centers. The timing and intensity of commercial development at a particular site are controlled by the maintenance of an acceptable level of service for roads and other public services, the availability and capacity of public utilities, and the resulting mix of uses in a particular area. Master plans are encouraged to assist in the consideration of Mixed Use development proposals. The consideration of development proposals in Mixed Use areas should focus on the development potential of a given area compared to the area's infrastructure and the relation of the proposal to the existing and proposed mix of land uses and their development impacts. Mixed Use developments should focus on place-making. Developments should be designed to create a sense of place and should be seen as community destinations. Focal open spaces, community oriented gathering places, unified architectural design, and a mix of uses and design that encourages pedestrian activity are all examples of creating a sense of place. Mixed Use developments should allow for higher development intensities that create more efficient buildings and spaces, which can be less of a burden on the environment, creating a more sustainable community. Mixed Use developments should encourage the proximity of diverse uses to make it possible to reduce vehicle trips and vehicle miles traveled, providing for a greater potential for internal capture than with typical suburban development.
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The following Mixed Use areas and their recommended priorities of land uses can be found in James City County:

1. Stonehouse	<p>The principal suggested uses for the Stonehouse Mixed Use area are light industrial and office/business park. Except for the area between I-64 and Old Stage Road, commercial uses should be clearly secondary in nature, should be limited in scale, comprise a small percentage of the land area of the overall mixed use area, and be oriented towards support services that employees and residents in the Stonehouse area can utilize. The commercial uses should not be developed in a "strip" commercial fashion, but rather should be internally oriented with limited and shared access to Route 30. For the area between I-64 and Old Stage Road, community-scale commercial uses (such as shopping center, hotel, restaurant, and office uses) consistent with prominent interstate interchange access and in support of surrounding residential development are envisioned. For the area between I-64 and Old Stage Road, residential is not a recommended use.</p> <p>With regard to the Stonehouse Planned Use Development, future development should be developed in accordance with a binding master plan which maintains the appropriate mixture of principal and secondary uses.</p> <p>Development in the Mixed Use area should also emphasize shared access and parking, consistent treatment for landscaping and architecture, and the preservation of environmental and cultural resources. New residential developments in the Mixed Use area as well as the surrounding existing residential developments should be buffered from the light industrial and office uses through landscaping and architecture treatment, but connected with pedestrian access where possible. Future development in the Stonehouse area will be conditioned on the provision of adequate transportation access.</p>
2. Andersons Corner	<p>Andersons Corner is one of the few remaining areas in the PSA with significant rural agricultural vistas and contains one of the few remaining rural historic structures in the County, the Whitehall Tavern. Future development should occur in a manner that maintains an appropriate historic setting for the Whitehall Tavern and preserves the rural, historic character of the area. Views from Richmond Road (Route 60) and Route 30 should receive high priority. To accomplish this, significant amounts of open land and farm fields should be preserved along with agricultural and rural structures in a manner that creates a village commercial node that is integrated with surrounding residential development and suitably transitions to the Rural Lands areas to the west.</p>

(No. 2 continued on back page)

<p>2. Andersons Corner (continued)</p>	<p>The suggested principal uses are a balance of office and commercial. Residential is recommended as a supporting but not dominant use, and where it is proposed, the preferred format is integration in mixed use buildings that should be blended into the development of the principal uses for an overall village effect. Master planning of each of the Mixed Use intersection quadrants with adjacent existing and future residential development is strongly encouraged, with the use of shared access points as a primary consideration. Due to the width and traffic volumes on Routes 60 and 30, it is recognized that creation of a unified village effect that encompasses all four quadrants may be difficult, and for this reason, careful quadrant planning as described in the previous sentence will be important, and unique pedestrian connections, if feasible and appropriate, are encouraged.</p> <p>While greater intensities are anticipated, designs and land use patterns should reflect aspects of both appropriate PSA and Rural Lands Development Standards. Buildings and other structures should be small to moderate sized in scale, and of architectural styles that respect local rural and historic traditions. Standardized architectural and site designs should be strongly discouraged. Preservation and adaptive reuse of existing buildings is strongly encouraged as is their integration into plans for new development.</p> <p>Sections of Richmond Road (Route 60) east of Croaker Road are projected to be at or above capacity in the future. The extent to which development of this area contributes to traffic congestion in those sections of Richmond Road (Route 60) should be an important consideration in the review of development proposals.</p>
<p>3.Toano</p>	<p>The developed land within the vicinity of Toano is composed of smaller retail, limited industrial and moderate density residential uses. As part of the 1997 Comprehensive Plan review, the Toano Mixed Use area was expanded to include the area fronting on the southwestern side of Richmond Road (Route 60) between Chickahominy Road and Bush Springs Road. The Toano Middle School remained designated Federal, State, and County Land. Bush Springs Road is the distinct boundary between the Mixed Use and Low Density Residential designations. Further commercial development south and east of Bush Springs Road is strongly discouraged.</p> <p>Future development should be consistent with the design standards of the Toano CCA. The age, architecture, scale, materials, and spacing of the buildings give the community its unique character. Principal suggested uses include moderate density residential development, neighborhood scale commercial establishments, and small office developments. Limited industrial uses may be appropriate as secondary uses provided that they are set back and screened from Richmond Road (Route 60). Preservation and adaptive re-use of historic buildings are encouraged. Redevelopment of existing residential areas and commercial development are also encouraged. The following principles should guide streetscape and building designs in this area:</p> <ul style="list-style-type: none"> • Highlight and honor history • Encourage appropriate growth that enhances unique small town character; • Preserve open space: establish communal greenspace; • Enhance pedestrian and bicycle environment while slowing vehicular traffic; and • Improve streetscape and landscape to create a sense of place. <p>The land in the vicinity of the southernmost portion of Toano (north of Richmond Road and east of Bryant Contracting complex almost to the intersection of Cokes Lane and Richmond Road) consists of several residences and one general industrial use operating with a special use permit. In order to protect and promote the character of this area, future development should be of a similar scale and intensity. Principal suggested uses include offices, moderate density residential, general industry and limited industry. Secondary uses could include a limited amount of commercial development.</p> <p>The 2006 Toano Community Character Area Design Guidelines and Streetscape Plan recognized the special character of Historic Toano and the Transition Areas that included Forge Road, Chickahominy Road and Toano Drive. Architectural guide-lines were established for these areas and should be incorporated in any future development or redevelopment of this area. The ultimate goal is to preserve the village character of this historic community.</p> <p>For the area west of Richmond Road and north of Forge Road, development should follow the streetscape plan and associated recommendations of the Toano CCA Design Guidelines for creating and maintaining a sense of place in Toano. This area of Toano is located in the “Entrance Corridor From Anderson’s Corner” as described in the guidelines and should follow the design elements recommended in the study. Primary uses along Richmond Road should be commercial in nature with larger buildings closer to the road. Development of multi-use buildings, with retail on the first floor and residences above are also encouraged. Desired elements include two- and three-story buildings, windows on all floors, and first or second floor balcony. It is important to keep the scale of the building relatively small with density being reduced farther away from Richmond Road. Larger buildings should be broken down into smaller masses to give the appearance of shops or residential units. Buildings removed from Richmond Road should be limited to one and one-half and two stories. Development to the west of Richmond Road should focus more on residential development, with commercial as a clearly secondary use. Densities for this area should be to the lower end of the Moderate Density Residential scale, with building scale and massing decreasing. Vehicle parking and sidewalks should be internal rather than along the perimeter of this residential area, providing a more pleasing transitional view when traveling from Rural Lands into Toano. Buildings should have architectural treatments on the outward facing sides as well as on the front. Increased buffer sizes should be employed to help transition this area into the more rural areas outside the mixed use proposal. Enhanced buffers should be provided to preserve existing farm or agricultural uses on adjoining properties. The creation of a street network adjacent and parallel to Richmond Road allows a finer grain of density to develop and contributes to the village-like feel. Additionally, this network should begin to draw development and interest into side streets and neighborhoods. If appropriate, public open space or a village green should also be incorporated into this area.</p> <p>The boundaries of the Toano Mixed Use area are intended to encourage infill residential and commercial development and discourage “strip” shopping centers along Richmond Road (Route 60), thereby preserving the identity and character of Toano.</p>
<p>4. Norge</p>	<p>For the Mixed Use area in the northeast corner of the Richmond Road (Route 60) and Croaker Road intersection, a balance of office uses and moderate density residential is recommended. The office buildings should complement the adjacent future residential development in terms of size, scale, and architecture. Preferably, the Mixed Use area should be designed and developed under a unified development plan which emphasizes shared access and parking, consistent treatment for landscaping and architecture, and the preservation of environmental and cultural resources. Uses should be internally oriented with adequate buffers along Richmond Road (Route 60) and Croaker Road which preserve the visual separation between Norge and Toano. Designation of this area is not intended to promote or accommodate an extension of commercial development beyond these boundaries.</p> <p>For the Mixed Use area on the north side of Cokes Lane east of the Massie, Inc. property and adjacent to the CSX railroad and Mirror Lakes subdivision, a balance of small offices and warehouses and moderate density residential is recommended.</p>

Public Comment Summary
LU-0002-2014
8491 Richmond Road

This attachment provides verbatim public comments for the specified land use designation change application collected through Community Workshops, postcards, emails, the Comprehensive Plan hotline and online input surveys.

1. Increase PSA on all 3 L.U. applications. (Community Workshop)
2. To James City County Planning Dept. :

We are responding to a notice we received from you dated May 16, 2014. It has come to our attention that an adjacent parcel of land located at 8491 Richmond Road is being considered for a zoning change and also for a realignment of the PSA area. This, no doubt will help James City County to reach its goals for the 2035 James City County Comprehensive Plan. In light of these developments we would like to have the same consideration given to our property which is located at 8399 Richmond Road, Williamsburg, Va. We own approximately 16 acres of wooded land and we share a common property boundary line. The shared boundary line is located on the south west corner of the property located at 8491 Richmond Road. We have owned this parcel of land for over 4 months and are at a lost as to why we are just receiving any notification of possible zoning and PSA changes. As we both know this would have an obvious impact on our property. I would hope that you will strongly consider changing our property's zoning and making PSA changes to reflect the changes made at 8491 Richmond Road. We would also like to express our support for the changes that the county, the property owners who are requesting the change, and those who want to see the Williamsburg area move forward into the future. If we can be of further support please don't hesitate to contact us. Your truly, *Anthony Jones – President of AAA Plumbing Co., Inc. P. O. Box 438 Lightfoot, Va., 23090 757-244-7664*
(Staff note: this property is currently inside the PSA and designated General Industry.)

3. These are my thoughts on the GSAs for the 2014 comprehensive plan update. My comments will be on the area from Toano west to the Anderson corner area. This area is currently developing and most likely will continue to do so. My vision would be to tie the subdivisions into Toano via sidewalks and bike paths. On the East side of Toano this has already been done to great effect. This could help Toano become more economically robust. There are two historic properties in this area, Hickory Neck Church 1743 and White Hall Tavern 1805. There are two large tracks of land Hankins Farm and the Taylor Farm. Both most likely will develop over the next decade. Two smaller tracks the Ware and Branscome properties will do the same. I am not opposed to the rezoning request of the Taylor Farm to mixed use. I do think as this area continues to develop sensitivity to the historic sites and the rural heritage of this area should be reflected in the development standards. I think the Anderson corner area should also include Fenwick hills, and Michael point in the concepts of tying together the area via walking and biking. The speed limit should be reduced to 45 mph from the current 55 mph. *Bert Geddy, Toano. (Email)*

From: Randy Taylor [randy@toanocontractors.com]

Sent: Monday, December 08, 2014 12:54 PM

To: George Drummond; Richard Krapf; Robin Bledsoe; Chris Basic; Tim OConnor; John Wright; Heath Richardson

Cc: chris@toanocontractors.com

Subject: 8491 Richmond Rd - Land Use Designation

Planning Commission Members,

My name is Randy Taylor. I reside at 3920 Bournemouth Bend, in the Wellington subdivision, Stonehouse District. I am one of the family members that own the property at 8491 Richmond Rd. Toano.

First I would like to give you a brief history of the property and my family. The land was purchased by my grandparents, Stewart and Lonell Taylor in 1951. Stewart and Lonell had 5 children, Cliff, Barbara, Ray, Bill, and Beverly. All of the children made their homes in James City County. Barbara and Cliff lived within a couple miles of the property while, Ray, Bill, and Beverly built houses on the edges of the property. My grandfather, Stewart, raised livestock and crops on the property along with his son Ray until he passed away in 1997. Stewart also served on the Board of Supervisors in James City County for 26 years. Ray continued to raise crops on the property until his passing in 2001. After Ray's passing, Cliff who had since retired from BASF, continued the farming of the property. Cliff passed away in March of 2007, followed by my father, Bill, in November of 2007. Cliff was the last of the family members to pursue farming as a career. Since the passing of Cliff the farmland has been leased to other farmers from New Kent County.

While my brother, Chris Taylor, and I own and operate Toano Contractors, we have also decided in the last 6 months to try our hand at raising a few head of cattle. At this time we have 8 head of cattle on a small portion of the property. The bulk of the farmland is still leased to another farmer. While one day the cattle operation could grow into something more, right now it is just a hobby. It should also be known that while the entire property is 217 acres only 130 acres of the property is farmland. The rest of the property is either wooded, pond, or swamp. The land covered in trees is that way because it is either steep sloped or swamp/RPA. That being the case this property is not large enough to sustain a farmer on its own. A farmer must lease upwards of a 1000 acres to make a living solely on farming.

We have asked JCC to expand the PSA line to encompass the entire property. As you know the current PSA line cuts through the property including 45 acres of the road frontage of the property in the PSA while leaving the remainder in Rural Lands. We feel that the property should never have been cut by the PSA line. The PSA line should follow the property line as it does for the properties surrounding 8491 Richmond Rd. JCC Staff has recommended approval of the PSA expansion, yet recommended the entire property be designated as Rural Economic Support(RES). While we agree with the PSA expansion to encompass the entire property, we do not feel that the Rural Economic Support designation is the right choice for this property. We feel that the entire property should be designated Economic Opportunity(EO) or retain the current Mixed Use(MU) portion as is and designate the rest of the property Community Commercial(CC).

The EO designation fits this property for the following reasons:

1. It would remove the Low Density Residential land use currently on a portion of the property. We believe there is enough housing in the area and more would be a drain on the school system and county utilities.
2. It would have the potential to increase the non-residential tax base and create jobs.
3. The property is at a strategic location. It is located at the major intersection of Rte. 60 and Rte. 30, both four lane highways and approximately a mile from I64 interchange 227.

4. A designation of EO would allow the landowner and JCC to work together to create a master plan for the property.

Another choice we would like the commission and staff to consider is leaving the portion of the property currently designated MU and changing the remainder of the property to Community Commercial(CC). The following is the rational behind this request:

Leave the current portion MU

1. The property currently designated MU corresponds to the surrounding property. If you look at the current land use map in coincides with the properties across Rte. 60 and the property to the North.
2. The property is at a strategic location. It is located at the major intersection of Rte. 60 and Rte. 30, both four lane highways and approximately a mile from I64 interchange 227.
3. Staff has stated that there is an abundance of vacant MU property nearby and that this property is not needed as MU. However I did not see where staff recommended changing the land use designation on the two parcels adjacent to this property which are owned by JCC and currently designated MU.

Change the remainder of the property to CC

1. Allow general business but have a low impact on the nearby developments.
2. Potential for increased non-residential tax base.
3. Allow a transition from General Industry(GI) to the south to low density residential to the north.
4. Provide services and jobs needed by current and proposed surrounding residential areas.
5. The north and west boundaries of the property have natural buffer to protect the adjacent Rural Lands(RL). There is a swamp that runs along the entire property line between the property and all adjacent RL as well as the railroad to the southwest which creates an added buffer for the property along Forge Road.

We appreciate your consideration on this matter. Please let it be known that we do not have any plans for development of this property at this time. However, we would like to have a land use designation in place that would best serve our family and James City County in the years to come.

If any Commission or Staff members would like to further discuss this matter, I would be glad to. Please contact me at 757-342-7602.

Respectfully,

Randolph W. Taylor, V.P.

Toano Contractors, Inc.

8589 Richmond Rd.

Toano, Va. 23168

randy@toanocontractors.com

(O) 757-566-0097

(F) 757-566-8874

STATEMENT BY LINDA RICE
FEBRUARY 19, 2015
PLANNING COMMISSION WORKING GROUP
LAND USE APPLICATION – LU-0002-2014, 8491 RICHMOND ROAD and LU-0006-2014

Members of the Planning Commission Working Group:

As a follow up to my comments on November 15, 2015, I am submitting the following comments as an individual homeowner. I understand that you have deferred action on the Land Use applications of Taylor and Hazelwood which involve an expansion of the PSA. I understand that you are awaiting a report from the DEQ with regard to the groundwater (GW) permit which they will issue specifying the amount of GW which will be allowed for withdrawal.

Here are several reasons for requesting that you **oppose** further PSA expansion until the county and its citizens determine if we can make the long term financial and environmental commitment required for access, purchase, and infrastructure costs related to expanding water needs. Aquifers are finite and the county cannot ignore the demands that other localities and industrial users will place on these same GW sources.

- **DEQ Permit Restrictions:** Virginia's Department of Environmental Quality issued James City a permit to withdraw up to 8.8 million gallons a day from one of two underground aquifers. The county uses an average of 5.4 million gallons daily. James City's next permit is likely to permit no more than 4 million gallons a day. That estimate of water usage of course does not account for the water needs required by expanding the PSA in the upper county by over 340 acres or the construction of at least 15,000 homes already approved throughout the county.
- **Reliance on City of Newport News:** James City must rely on other sources of water, since all of the surface freshwater sources in the county – Little Creek and Diascund reservoir – are owned by Newport News Waterworks. The Board of Supervisors signed an agreement in 2008 that would allow the county to buy water from Newport News. With it came a second payment of \$25 million, but with inflation, the cost will now be about \$33 million. James City County relies on GW for its water more than any other Virginia county.
- **Cost of Access and Purchase:** With the additional payment, the county would access up to 5 million gallons per day. James City would still buy the water at a daily rate of \$1.22 per 1,000 gallons. Accessing the entire 5 million gallons would cost \$6,100 a day, or more than \$2.2 million a year.
- **Cost of Infrastructure Construction and Maintenance:** Buying additional water requires millions of dollars worth of infrastructure improvements. It will require \$4.5

million if James City buys just 2 million gallons a day, and between \$16 million and \$18 million if the county buys the full 5 million gallons.

LU-0002-2014 and LU-0006-2014 will have major implications if it they are approved. I ask that you, as members of the Planning Commission Working Group join me and other members of the Community in recommending denial to the full Planning Commission and Board of Supervisors of these land use applications.

Respectfully Submitted:

Linda Rice

2394 Forge Road

Toano

NOTE: Some of my comments are extracted from the VA Gazette Editorial on Feb 3, 2015.

RESOLUTION

CASE NO. LU-0002-2014. 8491 RICHMOND ROAD (TAYLOR FARM)

LAND USE DESIGNATION CHANGE

- WHEREAS, at its June 23, 2015, meeting the Board of Supervisors of James City County adopted the James City County Comprehensive Plan *Toward 2035: Leading the Way*; and
- WHEREAS, at the June 23, 2015, meeting the Board of Supervisors postponed one component of the Comprehensive Plan, which was a land use designation change request submitted as Case No. LU-0002-2014, 8491 Richmond Road (James City County Real Estate Tax Map Parcel No. 1210100032); and
- WHEREAS, the request was to change the property Rural Lands, Low Density Residential and Mixed Use to Economic Opportunity, and to expand the Primary Service Area (PSA) to encompass the entire property; and
- WHEREAS, at its January 15, 2015, meeting the Planning Commission Working Group voted 7-1 to defer this case pending further discussions between the County and the Virginia Department of Environmental Quality on the County's groundwater withdrawal permit; and
- WHEREAS, at its April 1, 2015, meeting the Planning Commission voted 7-0 to adopt the Comprehensive Plan, including accepting the recommendation of deferral of the Planning Commission Working Group for this case; and
- WHEREAS, the groundwater withdrawal permit remains unresolved and the Board of Supervisors remains concerned about the adequacy of the future water supply to serve the existing PSA; and
- WHEREAS, the Board of Supervisors finds changing the land use designations to accommodate a higher intensity of development and to expand the area served by public water and sewer to be inconsistent with prudent planning at this time.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby denies Case No. LU-0002-2014.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March,
2016.

LU-RichmondRd-res1

RESOLUTION

CASE NO. LU-0002-2014. 8491 RICHMOND ROAD (TAYLOR FARM)

LAND USE DESIGNATION CHANGE

- WHEREAS, at its June 23 2015, meeting the Board of Supervisors of James City County adopted the James City County Comprehensive Plan *Toward 2035: Leading the Way*; and
- WHEREAS, at its June 23, 2015, meeting the Board of Supervisors postponed one component of the Comprehensive Plan, which was a land use designation change request submitted as Case No. LU-0002-2014 8491 Richmond (James City County Real Estate Tax Map Parcel No. 1210100032); and
- WHEREAS, the request was to change the property from Rural Lands, Low Density Residential and Mixed Use to Economic Opportunity (EO), and to expand the Primary Service Area to encompass the entire property; and
- WHEREAS, at its January 15, 2015, meeting the Planning Commission Working Group voted 7-1 to defer this case pending further discussions between the County and the Virginia Department of Environmental Quality on the County's groundwater withdrawal permit; and
- WHEREAS, at its April 1, 2015, meeting the Planning Commission voted 7-0 to adopt the Comprehensive Plan, including accepting the recommendation of the Planning Commission Working Group for this case; and
- WHEREAS, the Board of Supervisors finds that the change to EO may provide the opportunity for beneficial job growth and non-residential tax revenue and may be consistent with prudent planning; and
- WHEREAS, the Board of Supervisors wishes the Planning Commission to review the EO designation description language and specifically provide a recommendation on a change to EO.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby remands Case No. LU-0002-2014 to the Planning Commission.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March,
2016.

LU-RichmondRd-res3

RESOLUTION

CASE NO. LU-0002-2014. 8491 RICHMOND ROAD (TAYLOR FARM)

LAND USE DESIGNATION CHANGE

- WHEREAS, at its June 23, 2015, meeting the Board of Supervisors of James City County adopted the James City County Comprehensive Plan *Toward 2035: Leading the Way*; and
- WHEREAS, at its June 23, 2015, meeting the Board of Supervisors postponed one component of the Comprehensive Plan, which was a land use designation change request submitted as Case No. LU-0002-2014 8491 Richmond (James City County Real Estate Tax Map Parcel No. 1210100032); and
- WHEREAS, the request was to change the property from Rural Lands, Low Density Residential and Mixed Use to Economic Opportunity (EO), and to expand the Primary Service Area to encompass the entire property; and
- WHEREAS, at its January 15, 2015, meeting the Planning Commission Working Group voted 7-1 to defer this case pending further discussions between the County and the Virginia Department of Environmental Quality on the County's groundwater withdrawal permit; and
- WHEREAS, at its April 1, 2015, meeting the Planning Commission voted 7-0 to adopt the Comprehensive Plan, including accepting the recommendation of the Planning Commission Working Group for this case; and
- WHEREAS, the Board of Supervisors finds that the change to EO will provide the opportunity for beneficial job growth and non-residential tax revenue; and
- WHEREAS, the Board of Supervisors finds changing the land use designations to accommodate a higher intensity of development and to expand the area served by public water and sewer to be consistent with prudent planning.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby approves Case No. LU-0002-2014 and associated EO description language and directs that the James City County Comprehensive Plan Land Use Map and description be updated accordingly.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March,
2016.

LU-RichmondRd-res2

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Liz Young, Legal Technician and Jose Ribeiro, Senior Planner II

SUBJECT: SO-0001-2016. Vacation of Record Plat

ATTACHMENTS:

	Description	Type
▣	Staff Report	Staff Report
▣	Clean version of the amended ordinance	Exhibit
▣	Strike trough version of the amended ordinance	Ordinance
▣	Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	2/19/2016 - 9:07 AM
Development Management	Purse, Jason	Approved	2/19/2016 - 9:51 AM
Publication Management	Burcham, Nan	Approved	2/22/2016 - 7:34 AM
Legal Review	Kinsman, Adam	Approved	2/26/2016 - 11:02 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:18 AM
Board Secretary	Kinsman, Adam	Approved	2/29/2016 - 5:20 PM
Board Secretary	Fellows, Teresa	Approved	2/29/2016 - 8:45 PM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

FROM: Liz Young, Legal Technician
Jose Ribeiro, Senior Planner II

SUBJECT: Case No. SO-0001-2016. Vacation of Recorded Plat

At the Board of Supervisors' August 2015 work session, discussion was held about updating and revising certain sections and chapters of the County Code. The attached ordinance continues the process by amending County Code section 19-12, Vacation of recorded plat.

Currently, the James City County Code allows a recorded plat to be vacated pursuant to Code of Va. §§ 15.2-2271-15.2-2276, as amended. This code section was originally adopted in 1989 and has only been updated once for grammatical consistency.

The ordinance amendment is being proposed because there are different plat vacation situations that require different processes under Virginia Code. The plat vacation process described in Code of Va. §§ 15.2-2271-15.2-2276, is typically utilized in cases when a boundary line is adjusted and lot lines are to be extinguished, or if a property is sold with a designation that is no longer applicable, such as a disused recreation lot or well lot. The plat vacation process described in the proposed amendment, Code of Va. §§ 15.2-2006-15.2-2008, is useful for vacating right-of-way on a plat which has been designated but not utilized, such as alleys or "paper streets."

The proposed amendment would allow flexibility in applying the two processes as they are applicable. Staff has practiced using both of these processes as necessary, so the proposed amendment aligns the County Code with the current procedure.

On February 3, 2016, the Planning Commission recommended approval of the proposed amendment by a vote of 6-0. Staff recommends that the James City County Board of Supervisors approve this amendment to County Code section 19-12.

LY/JR/nb
SO-01-16VacRecPlat-mem

Attachments:

1. Ordinance (clean version)
2. Ordinance (striketrough format)
3. Unapproved Minutes from the February 3, 2016, Planning Commission Meeting

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 19, SUBDIVISIONS, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE I, GENERAL PROVISIONS, BY AMENDING SECTION 19-12, VACATION OF RECORDED PLAT.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 19, Subdivisions, is hereby amended and reordained by amending Article I, General Provisions, by amending Section 19-12, Vacation of recorded plat.

Section 19-12. Vacation of recorded plat.

Any recorded plat, or part thereof, may be vacated by the governing body pursuant to Code of Va., § 15.2-2271 through § 15.2-2276, as amended or Code of Va., §15.2-2006 through § 15.2-2008, as amended, as applicable.

SO-01-16VacRecPlat-ord-final

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 19, SUBDIVISIONS, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE I, GENERAL PROVISIONS, BY AMENDING SECTION 19-12, VACATION OF RECORDED PLAT.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 19, Subdivisions, is hereby amended and reordained by amending Article I, General Provisions, by amending Section 19-12, Vacation of recorded plat.

Section 19-12. Vacation of recorded plat.

Any recorded plat, or part thereof, may be vacated by the governing body pursuant to Code of Va., § 15.2-2271 through § 15.2-2276, as amended *or Code of Va., § 15.2-2006 through § 15.2-2008, as amended, as applicable.*

~~Any such vacation shall operate to destroy the force and effect of the recording of the plat so vacated and to divest all public rights in, and to reinvest to the owners, proprietors and trustee, if any, the title to the streets, alleys, easements for public passage and other public areas laid out or described in such plat.~~

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

SO-01-16VacRecPlat-ord

Unapproved Minutes of the February 3, 2016 Planning Commission Meeting

SO-0001-2016, Article I, General Provisions, Section 19-12, Vacation of Recorded Plat

Mr. José Ribeiro, Senior Planner II, stated that currently County Code allows a recorded plat to be vacated pursuant to Code of Va. §§ 15.2-2271-15.2-2276, as amended. Mr. Ribeiro further stated that the ordinance amendment is being proposed because there are different plat vacation situations that require different processes under Virginia Code.

Mr. Ribeiro stated that the process described in Code of Va. §§ 15.2-2271-15.2-2276 is typically utilized in cases when a boundary line is adjusted and lot lines are to be extinguished, or if a property is sold with a designation that is no longer applicable, such as disused recreation lot or well lot. Mr. Ribeiro stated that the proposed amendment adds reference to Code of Va. §§ 15.2-2006-15.2-2008, is typically used for vacating right-of-way on a plat which has been designated but not utilized, such as alleys or “paper streets.” Mr. Ribeiro further stated that the proposed amendment would allow flexibility in applying the two processes as they are applicable. Mr. Ribeiro stated that currently staff uses both of these processes as necessary and the proposed amendment would align County Code with the current procedure.

Mr. Ribeiro stated that staff recommends that the Planning Commission recommend adoption of the ordinance amendments to the Board of Supervisors.

Ms. Bledsoe opened the public hearing.

As no one wished to speak, Ms. Bledsoe closed the public hearing.

Ms. Bledsoe opened the floor for discussion.

Mr. Wright moved to recommend adoption of the ordinance amendments.

On a roll call vote the Commission voted to recommend adoptions of the ordinance amendments outlined in SO-0001-2016, Article I, General Provisions, Section 19-12, Vacation of Record Plat (6-0).

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Jose-Ricardo L. Ribeiro, Planner III

SUBJECT: SUP-0001-2016. Columbia Gas Equipment Upgrade

This case will be heard by the Planning Commission on Wednesday, March 2nd.
Case materials will be modified to reflect the vote of the Commission and uploaded the next business day and then pushed out to the Board and the website accordingly.

ATTACHMENTS:

	Description	Type
▣	Staff Report	Cover Memo
▣	Resolution	Resolution
▣	Master Plan	Exhibit
▣	Location map	Backup Material
▣	Pictures	Exhibit
▣	Letter from the Office of Economic Development	Backup Material
▣	Un-approved PC Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	2/19/2016 - 4:52 PM
Development Management	Purse, Jason	Approved	2/22/2016 - 7:59 AM
Publication Management	Boles, Amy	Approved	2/22/2016 - 9:04 AM
Legal Review	Kinsman, Adam	Approved	2/22/2016 - 9:42 AM
Board Secretary	Fellows, Teresa	Approved	2/22/2016 - 1:16 PM
Board Secretary	Kinsman, Adam	Approved	2/26/2016 - 11:04 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:18 AM

SPECIAL USE PERMIT-0001-2016. Columbia Gas Equipment Upgrade
Staff Report for the March 8, 2016, Board of Supervisors Public Hearing

SUMMARY FACTS

Applicant: Mr. Clarence Clark, Columbia Gas

Land Owner: Columbia Gas

Proposal: To replace and upgrade existing equipment necessary for the operation of the station

Location: 8955 Pocahontas Trail

Tax Map/Parcel No.: 5940100001

Project Acreage: +/- 0.6 acres

Zoning: M-2, General Industrial

Comprehensive Plan: General Industry

Primary Service Area: Inside

Staff Contact: Jose Ribeiro, Senior Planner II

PUBLIC HEARING DATES

Planning Commission: March 2, 2016, 7:00 p.m.
Board of Supervisors: March 8, 2016, 6:30 p.m.

FACTORS FAVORABLE

1. The proposal is compatible with surrounding zoning and development.
2. The proposal is consistent with the recommendations of the 2035 Comprehensive Plan.
3. The Special Use Permit (SUP) request will bring the existing use into compliance with the zoning regulations.

FACTORS UNFAVORABLE

1. With the attached SUP conditions, staff finds that there are no unfavorable factors.

STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and consistent with the 2035 Comprehensive Plan. Staff recommends the Board of Supervisors to approve this application subject to the conditions listed in the attached resolution.

PLANNING COMMISSION RECOMMENDATION

At its March 2, 2016 meeting, the Planning Commission recommended approval of this application by a vote of 7-0

Proposed Changes Made Since the Planning Commission Meeting

None.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

PROJECT DESCRIPTION

The existing facility, originally built in 1960, is a measurement and regulation station; it measures gas flow and regulates gas pressure. The station supplies natural gas to the local distribution company, Virginia Natural Gas. The applicant proposes to upgrade the technology of the station by replacing and upgrading equipment required for the operation of the station. A temporary staging area of \pm 11,000 square feet to support the construction will be located on adjacent property. Approximately 6,295 square feet of clearing is proposed to accommodate the new equipment.

The station is accessed via a private road (approximately 0.7 miles in length) off the intersection of Pocahontas Trail and BASF Drive. This is an unmanned station and the only vehicles accessing the station are Columbia Gas employees performing maintenance as needed. An SUP is required for this proposal as transmission pipelines, including pumping stations and accessory storage for natural gas require issuance of an SUP. If approved, this request will bring the use into compliance with the zoning ordinance.

SURROUNDING ZONING AND DEVELOPMENT

- Located south and west of James River Commerce Center.
- Surrounding zoning designations include:
 - a. M-1, Limited Business to the north and east, (James River Commerce Center);
 - b. M-2, General Industrial to the south and west (BASF property).

COMPREHENSIVE PLAN

The property is designated General Industry, as are all of the surrounding parcels except for parcels to the north designated as Mixed Use.

- Appropriate primary uses include uses that support the industrial opportunities in an area.
- The development standards state that commercial and industrial developments should be located adjacent to compatible uses. Staff finds the use to be consistent given that the existing station is located within an industrial area (i.e., James River Commerce Center, BASF property, Greenmount Industrial Park.)

PUBLIC IMPACTS

Anticipated impact on public facilities and services:

- Streets. No impacts anticipated. The existing gravel entrance will continue to be used and the Virginia Department of Transportation anticipated no impacts to Pocahontas Trail (Route 60).
- Schools/Fire/Utilities. No impacts anticipated. The site is not connected to public water and sewer.
- Environmental/Cultural/Historic. No impacts anticipated. The site is located within a resource protection area. During site plan review the applicant must demonstrate compliance with the Chesapeake Bay Preservation Ordinance. The Department of Historic Resources has determined that this project will result in no historic properties affected.
- Nearby and surrounding properties: No impacts anticipated. The existing site is located within an industrial area with no residential developments in the vicinity. The station is

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-0001-2016. Columbia Gas Equipment Upgrade

Staff Report for the March 8, 2016, Board of Supervisors Public Hearing

surrounded by a forested buffer. At a visit to the site, staff did not notice any noise or odor coming from the station.

PROPOSED SUP CONDITIONS

- The full text of the proposed conditions are provided in the attached resolution.

STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and consistent with the 2035 Comprehensive Plan. Staff recommends the Board of Supervisors to approve this application subject to the conditions listed in the attached resolution.

JR/nb

SUP01-16ColumbGasEq

Attachments:

1. Resolution
2. Master Plan
3. Location Map
4. Pictures of the Site and Equipment
5. Email from the Office of Economic Development
6. Unapproved Minutes of the March 2, 2016, Planning Commission Meeting

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

RESOLUTION

CASE NO. SUP-0001-2016. COLUMBIA GAS EQUIPMENT UPGRADE

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

WHEREAS, the Commonwealth Gas Pipeline Corporation (the "Owner"), owns property located at 8955 Pocahontas Trail on land zoned M2, General Industrial, and further identified as James City County Real Estate Tax Map Parcel No. 5940100001 (the "Property"), as shown on a plan titled "Newport News #2 M&R Station Rebuild Special Use Plan Per Zoning Ordinance Chapter 24, Section 24-23, James City County" dated January 15, 2016, prepared by Angler Environment; and

WHEREAS, Mr. Clarence Clark, on behalf of the Owner, has applied for an SUP to allow the replacement and relocation of existing equipment on the Property for the operation of the gas measurement and regulation station; and

WHEREAS, a public hearing was advertised, adjoining property owners notified and hearing conducted on Case No. SUP-0001-2016; and

WHEREAS, the Planning Commission, following its public meeting on March 2, 2016, recommended approval of this application by a vote of 7-0.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after consideration of the factors in Section 24-9 of the James City County Code, does hereby approve the issuance of SUP-0001-2016 as described herein with the following conditions:

1. **Master Plan and Use.** This SUP shall be valid for the replacement and upgrading of existing equipment for the operation of the existing measurement and regulation station on property located at 8955 Pocahontas Trail, and further identified as James City County Real Estate Tax Map Parcel No. 5940100001 (the "Project"). Development of the Project shall be generally in accordance with the Master Plan entitled: "SUP-0001-2016, Newport News #2 M&R Station Rebuild Special Use Plan per Zoning Ordinance Chapter 24, Section 24-23 James City County, Virginia" drawn by Angler Environmental, and date stamped January 15, 2016 (the "Master Plan") with such minor changes as the Director of Planning, or his designee, determines do not change the basic concept or character of the development. In the event that Director of Planning finds that the proposed change alters the basic concept or character of the development the applicant may appeal the Director of Planning's determination to the Development Review Committee.
2. **Compliance.** Construction, operation and maintenance of the Project shall comply with all applicable local, state and federal requirements.

3. **Security Fence.** Owner shall submit a detail for the measurement and regulation station security fence (the “Security Fence”). The Security Fence shall be black, brown or other neutral color. The Security Fence shall not contain barbed wire and shall not exceed a height of 20 feet above finished grade unless otherwise required by regulation. The detail and the final color shall be submitted to and approved by the Director of Planning prior to final site plan approval.
4. **Lighting.** A lighting plan shall be reviewed and approved by the Director of Planning or his designee prior to final approval of the site plan for the measurement and regulation station. Any exterior site or building lighting shall be shielded and directed downward. No glare defined as 0.1 foot-candle or higher shall extend outside the property lines. Lights shall be operated by a motion detector or be able to be turned on as needed by the Owner and shall not be routinely illuminated at night. No lighting shall be installed on structures at a height greater than 30 feet above finished grade. This condition shall not apply to any lighting required by federal or state regulations.
5. **Emergency Management Plan.** The Owner shall prepare and maintain an emergency management plan to address situations that may require response from James City County public safety personnel, including, without limitation, fire safety and emergency response personnel. The Emergency Management Plan shall:
 - a. Be developed in conjunction with and approved by the County Fire Chief and County Police Chief or their designees prior to final site plan approval.
 - b. Provide a mutually agreed upon schedule for the Owner to provide information sessions and training for James City County public safety personnel relative to possible emergency response situations at the Station.
 - c. Provide pertinent contact numbers for the Owner’s emergency personnel.
 - d. Provide that all emergency contact information will be posted on access gates.
6. **Spill Response Plan.** Prior to any site plan approval for the measuring and regulation station the following information shall be provided:
 - a. A stormwater management plan shall be submitted to the County Director of Engineering Resource Protection (ERP) or his designee for review and approval. The stormwater management plan shall demonstrate that adequate measures have been taken for the post-development to achieve the same degree of pre-development water quality. The development of the site shall utilize the applicable best management practices as outlines in the Virginia Department of Environmental Quality Stormwater BMP Clearinghouse.
 - b. A Pollution Prevention, Control and Countermeasure Plan for the measuring and regulation station shall be submitted to the County Director of ERP or his designee for review and approval. Updates and amendments to the Plan shall be forwarded to the County Director of ERP as they are developed.
7. **Landscape Plan.** A landscape plan shall be required to be submitted for review and approval along with the site plan for the Project. The landscape plan shall provide evergreen screening around the perimeter of the measurement and regulation station/fence line.

8. **Construction.** Start of construction shall commence within 24 months from the date of issuance of the SUP, or the SUP shall become void. Construction shall be defined as clearing, grading, relocating and replacing existing equipment for the measurement and regulation station.

9. **Severance Clause.** This SUP is not severable. Invalidation of any word, phrase, clause, sentence or paragraph shall invalidate the remainder.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, upon the issuance of SUP 0001-2016 also approves the existing use of the property, thereby bringing the use into conformance with the County's Zoning Ordinance.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

VOTES

AYE NAY ABSTAIN

MCLENNON

LARSON

ONIZUK

SADLER

HIPPLE

Bryan J. Hill
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

SUP01-16ColumbGasEq-res

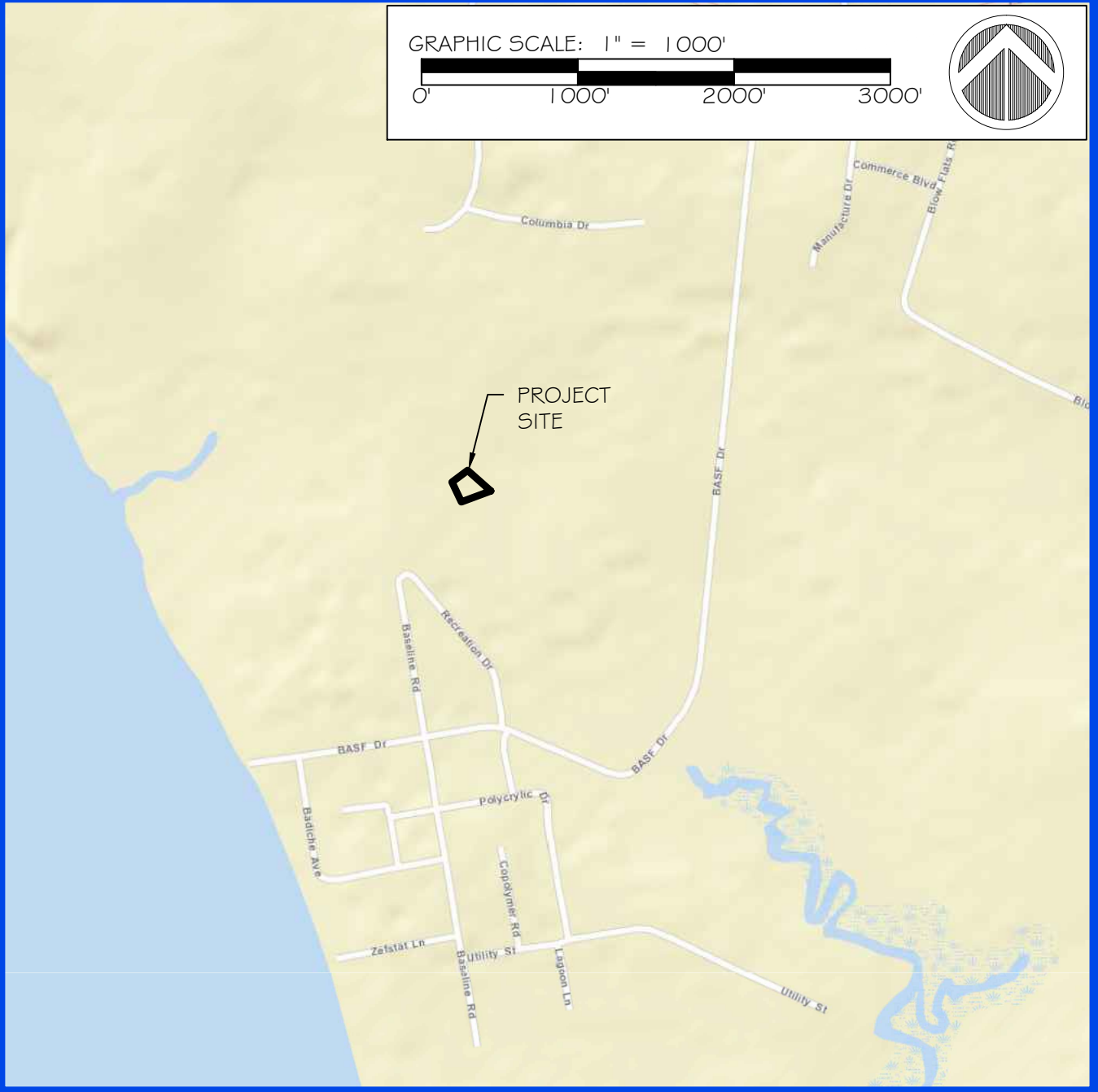
NEWPORT NEWS #2 M&R STATION
REBUILD SPECIAL USE PLAN
PER ZONING ORDINANCE
CHAPTER 24, SECTION 24-23

JAMES CITY COUNTY, VIRGINIA

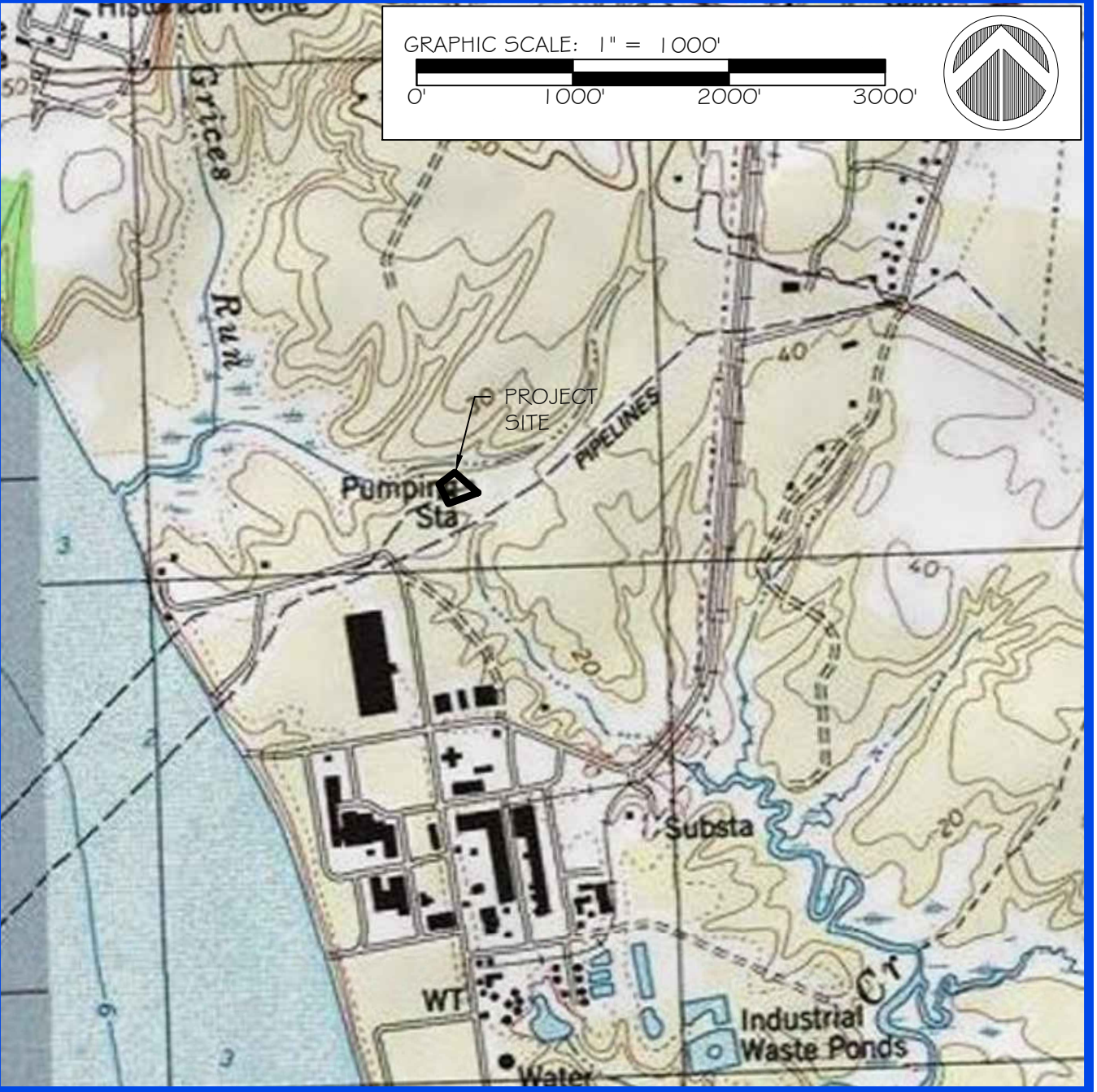
AERIAL PHOTOGRAPH-PROJECT OVERVIEW



VICINITY MAP

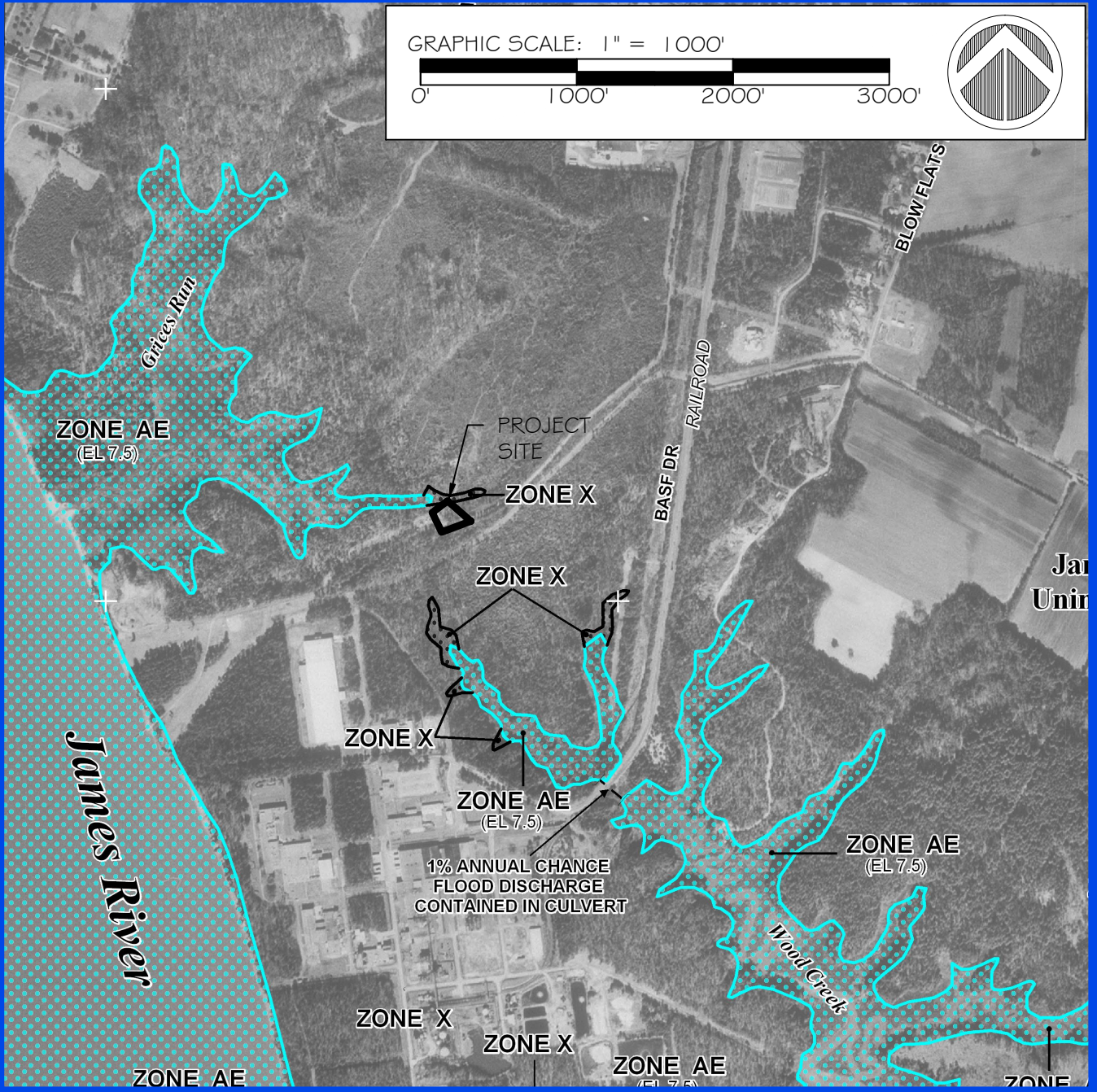


LOCATION MAP



LATITUDE: N 37° 11' 56"
LONGITUDE: W 76° 36' 56"

FEMA FIRMETTE



REFERENCE FEMA MAP: 51095C0230C

OWNER:
COLUMBIA GAS TRANSMISSION CORPORATION
1700 MACCORKLE AVENUE, SE
CHARLESTON, WV 25314
JORDAN OWENS
304-357-3815
SJOWENS@CPG.COM

CLIENT/APPLICANT:
SAME AS OWNER

PROPERTY INFO:
8955 POCAHONTAS TR
WILLIAMSBURG, VA 23185-6249
MAP#: 5940100001
ZONING: M2 GENERAL INDUSTRIAL
ACERAGE: 0.60

SHEET INDEX:
1 - COVER SHEET
2 - KEY SHEET
3 - EX. CONDITIONS
4 - SITE PLAN

PROJECT STATUS	
DATE	DESCRIPTION
1/8/16	PRINT FOR SUBMISSION TO COUNTY

NEWPORT NEWS #2 M&R STATION REBUILD

PROJECT MANAGER:	RA	JOB NUMBER:	4539
DESIGNED:	BW/JH	DESIGN TYPE:	SPECIAL USE
DRAWN:	BW	INITIAL PLAN DATE:	12/11/2015



CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20187
P: 703.393.4844 | F: 703.393.2934
WWW.ANGLERENVIRONMENTAL.COM



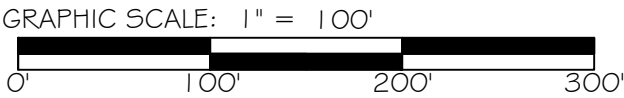
LEGEND:

- EX. PROPERTY LINE
- EX. ADJACENT PROPERTY LINE

PROJECT STATUS	
DATE	DESCRIPTION
1/8/16	PRINT FOR SUBMISSION TO COUNTY



- NOTES:
1. THE BOUNDARY SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF CHARLES D. DAVIDSON, LAND SURVEYOR, WITH PVE SHEFFLER, COMPLETED ON 9/16/15. SURVEY MAP DATED 9/25/15.
 2. THE TOPOGRAPHIC SURVEY WAS COMPLETED BY TERRY L. HICKMAN, LAND SURVEYOR, WITH ANGLER ENVIRONMENTAL COMPLETED ON 5/23/15. SURVEY SEALED 5/23/15.
 3. SUPPLEMENTAL TOPOGRAPHIC MAPPING & PARCEL LIMITS SHOWN OUTSIDE SURVEY LIMITS IS BASED ON AVAILABLE ONLINE GIS DATA.
 4. SEE SHEET 3 FOR SOILS INFO.



PROJECT: NEWPORT NEWS M&R STATION REBUILD
APPLICANT: COLUMBIA GAS TRANSMISSION



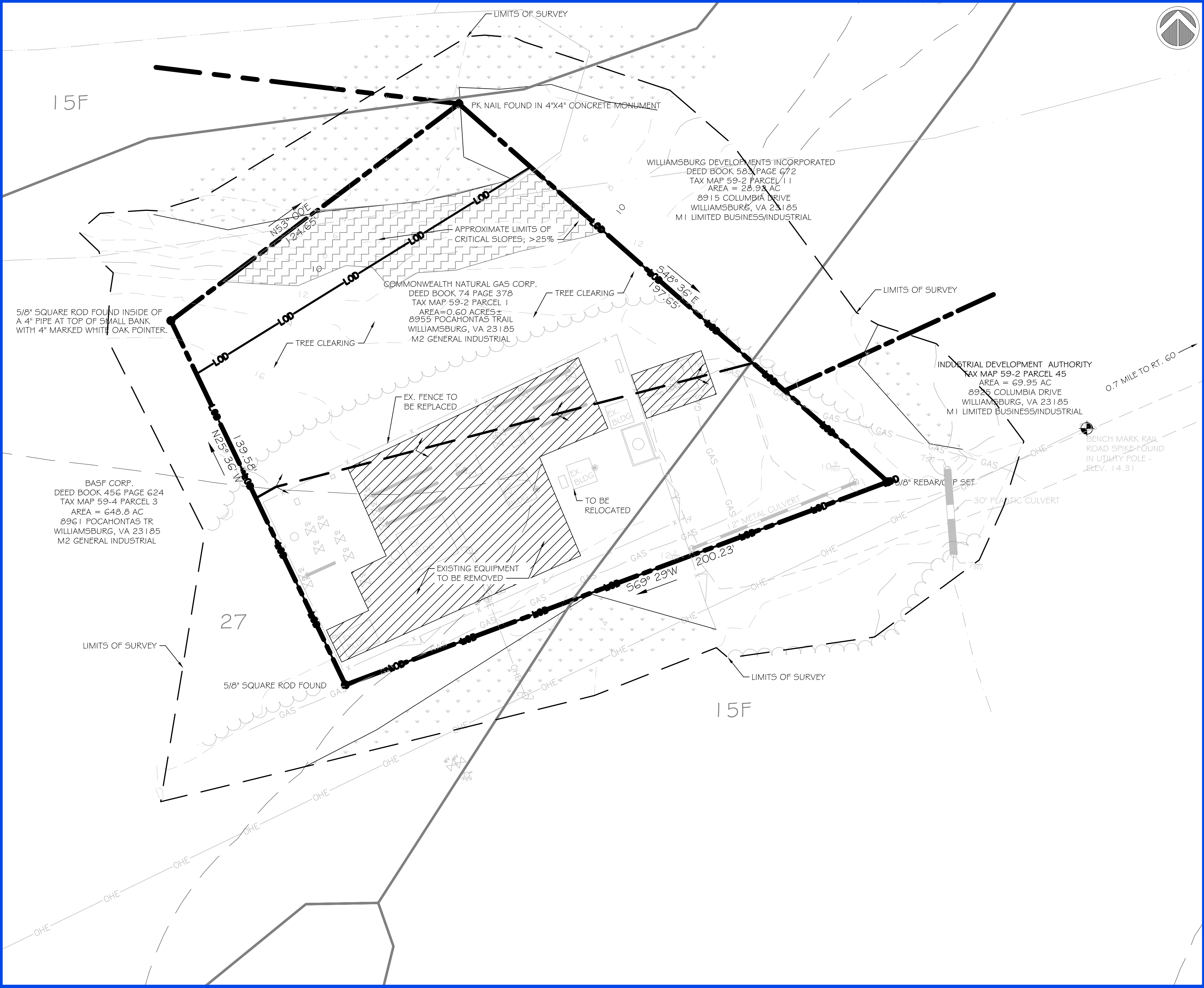
KEY SHEET

JAMES CITY COUNTY, VIRGINIA

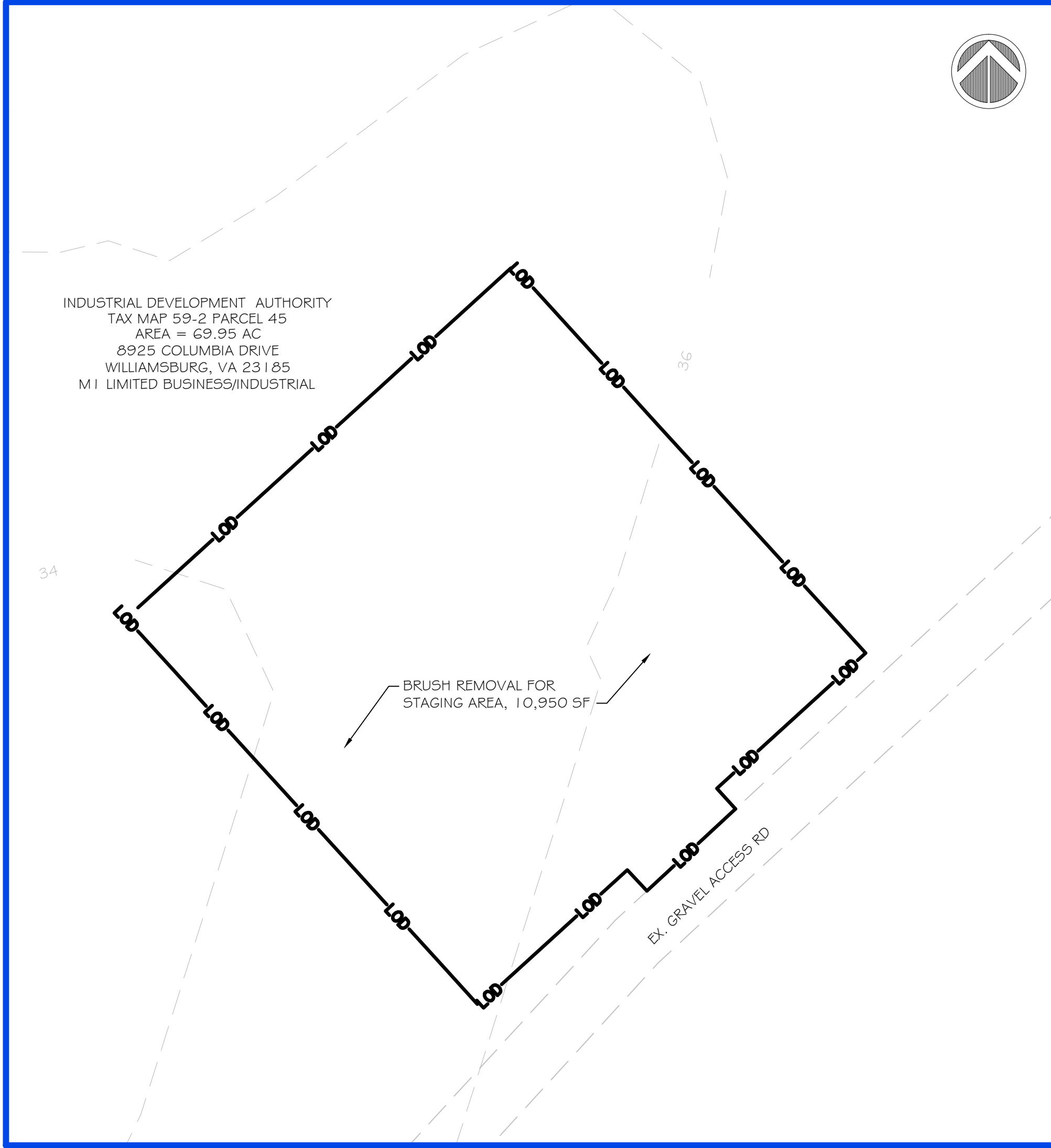
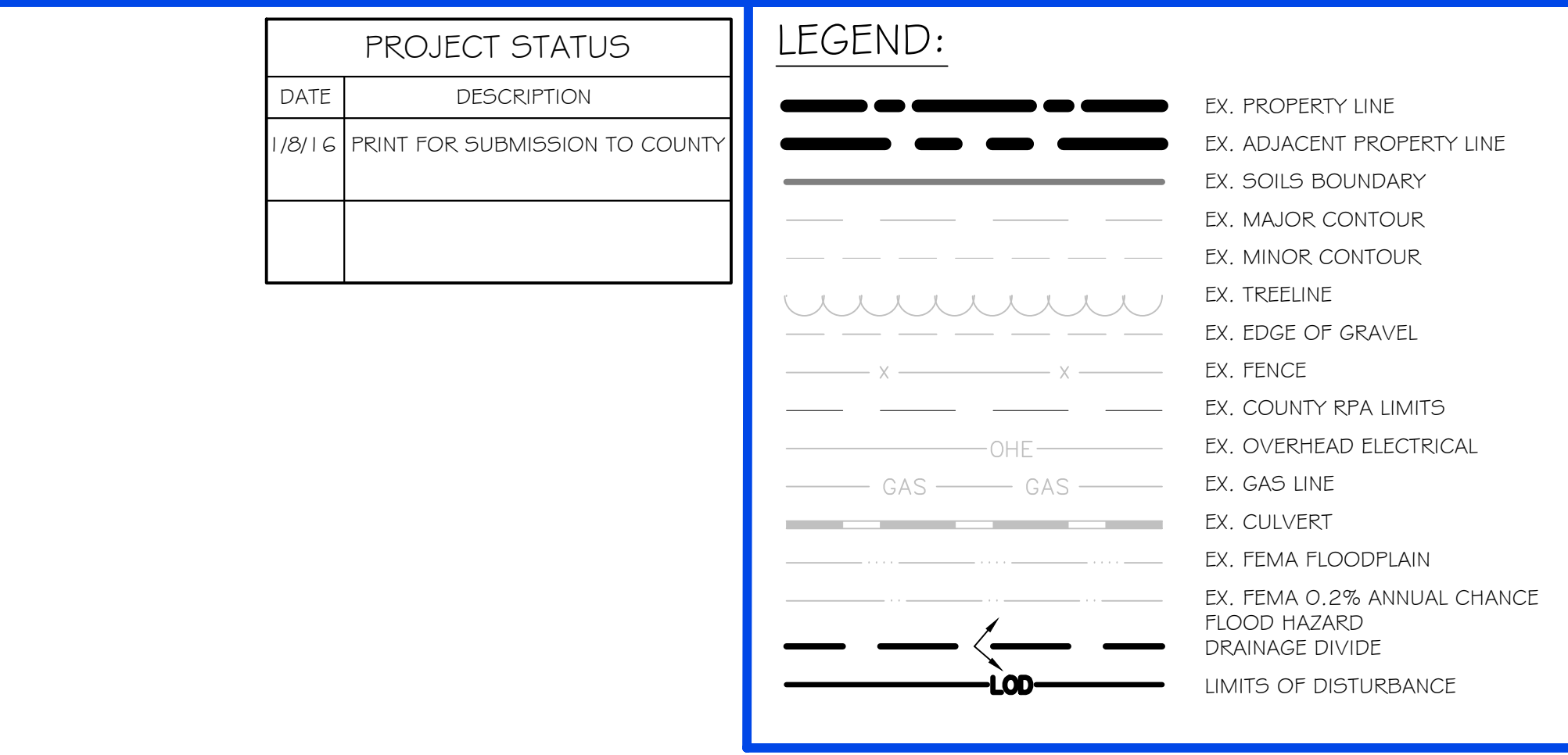
REVISIONS:



PROJECT MANAGER:	RA
DESIGNED:	BW/JH
DRAWN:	BW
JOB NUMBER:	4539
DESIGN TYPE:	SPECIAL USE
DATE:	12/11/2015
SHEET NO:	2 OF 4



NEWPORT NEWS #2 M&R STATION



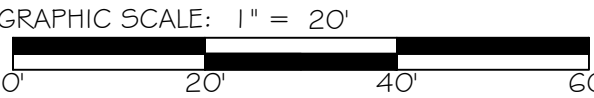
TEMPORARY STAGING AREA OFF OF ACCESS ROAD

ENVIRONMENTAL CONSTRAINTS ANALYSIS NOTES:

1. THE PROJECT IS LOCATED IN THE JAMES RIVER AND SKIFFES CREEK WATERSHEDS.
2. THE NORTHERN HALF OF THE SITE DRAINS INTO A WETLAND FEATURE THAT ULTIMATELY DRAINS TO THE JAMES RIVER. THE SOUTHERN HALF OF THE SITE DRAINS TO AN OFF-SITE PERENNIAL STREAM THAT DRAINS INTO THE SKIFFES CREEK WATERSHED.
3. THE ENTIRE SITE IS WITHIN THE 100FT RESOURCE PROTECTION AREA SURROUNDING THE ONSITE & OFFSITE ADJACENT WETLANDS.
4. BASED UPON AVAILABLE VIRGINIA CULTURAL RESOURCE INFORMATION SYSTEM (VCRIS) DATA THERE ARE NO ARCHAEOLOGICAL SITES WITHIN THE PROJECT AREA.
5. PER THE U.S. FISH AND WILDLIFE INFORMATION FOR PLANNING AND CONSERVATION (IPAC) AND OFFICIAL ONLINE REVIEW, NO CONFIRMED THREATENED AND ENDANGERED SPECIES EXIST WITHIN THE SITE, HOWEVER, THE AREA CONTAINS POTENTIAL HABITAT FOR THE NORTHERN LONG EARED BAT AND THE TIME OF YEAR RESTRICTIONS FROM APRIL 15 TO SEPTEMBER 15 FOR ANY TREE CLEARING WILL BE FOLLOWED.
6. THE FOLLOWING TABLE SUMMARIZES THE SOIL FEATURES FOUND WITHIN THE PROJECT LIMITS.

MAP UNIT SYMBOL/NAME	ERODIBILITY	HYDROLOGIC SOIL GROUP	HYDRIC RATING
15F - EMPORIA COMPLEX; 25-50% SLOPES	MODERATE	B	PARTIALLY HYDRIC
27; PEAWICK SILT LOAM	HIGH	D	PARTIALLY HYDRIC

- NOTES:
1. THE BOUNDARY SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF CHARLES D. DAVIDSON, LAND SURVEYOR, WITH PVE SHEFFLER, COMPLETED ON 9/16/15. SURVEY MAP DATED 9/25/15.
 2. THE TOPOGRAPHIC SURVEY WAS COMPLETED BY TERRY L. HICKMAN, LAND SURVEYOR, WITH ANGLER ENVIRONMENTAL COMPLETED ON 5/23/15. SURVEY SEALED 5/23/15.
 3. SOILS BOUNDARIES, AND SUPPLEMENTAL TOPOGRAPHIC MAPPING AND PARCEL LIMITS SHOWN OUTSIDE SURVEY LIMITS IS BASED ON AVAILABLE ONLINE GIS DATA.
 4. THE LIMITS OF WETLANDS AND STREAMS DEPICTED ON THIS MAP WERE DELINEATED ON MAY 12, 2014 IN ACCORDANCE WITH THE ROUTINE DETERMINATION FOR AREAS LESS THAN FIVE (5) ACRES AS OUTLINED IN THE 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL. OTHER WATERS OF THE U.S. ARE DELINEATED BASED ON THE PRESENCE OF AN ORDINARY HIGH WATER MARK, AS DEFINED BY THE U.S. ARMY CORPS OF ENGINEERS DEFINITION OF WATER OF THE U.S.
 5. THE LIMITS OF WETLANDS AND STREAMS DEPICTED ON THIS MAP WERE SURVEYED BY ANGLER ENVIRONMENTAL.



ANGLER ENVIRONMENTAL
CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20187
P: 703.393.4544 | F: 703.393.2934
WWW.ANGLERENVIRONMENTAL.COM

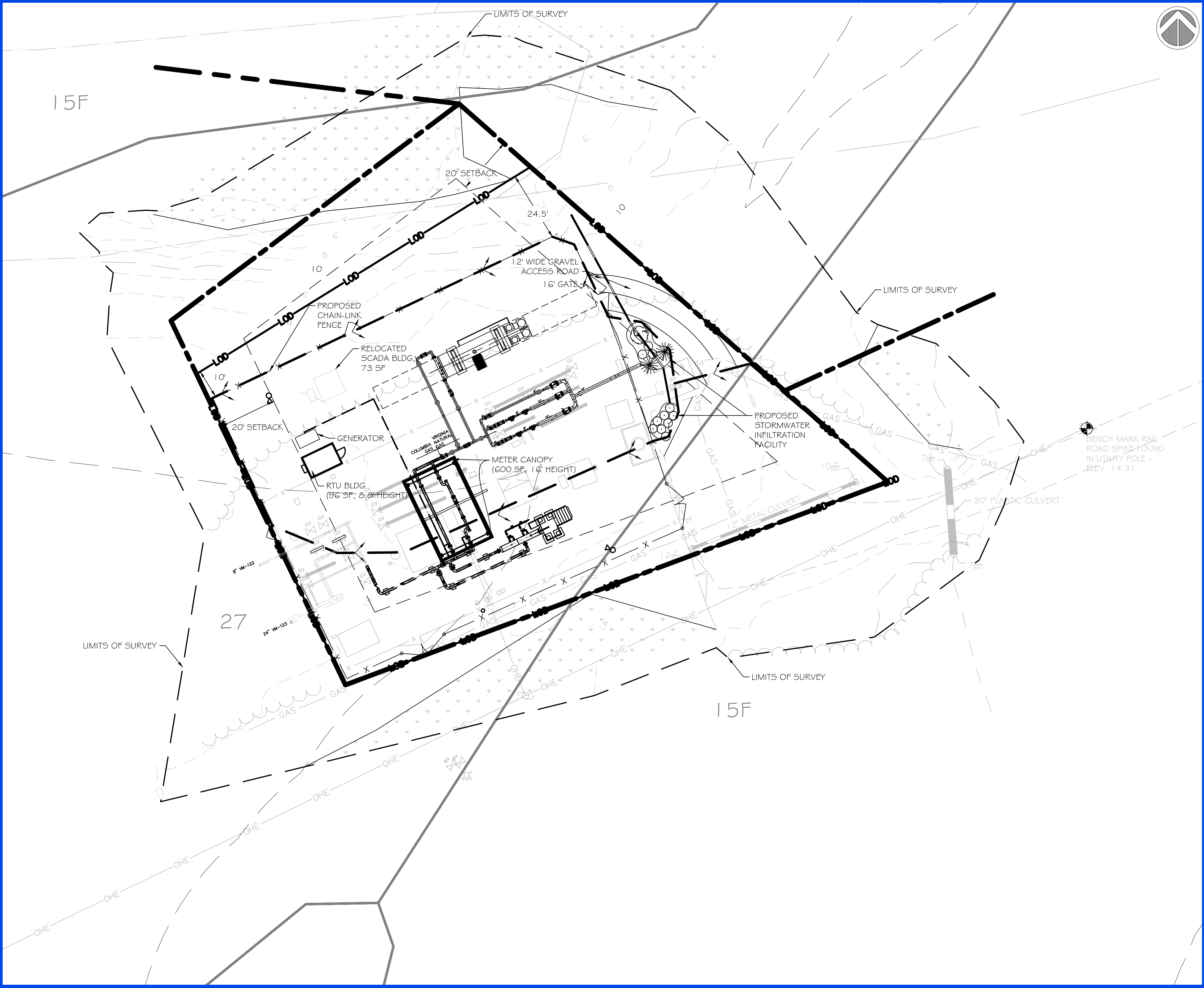
PROJECT: NEWPORT NEWS M&R STATION REBUILD
APPLICANT: COLUMBIA GAS TRANSMISSION

EXISTING CONDITIONS & DEMOLITION PLAN

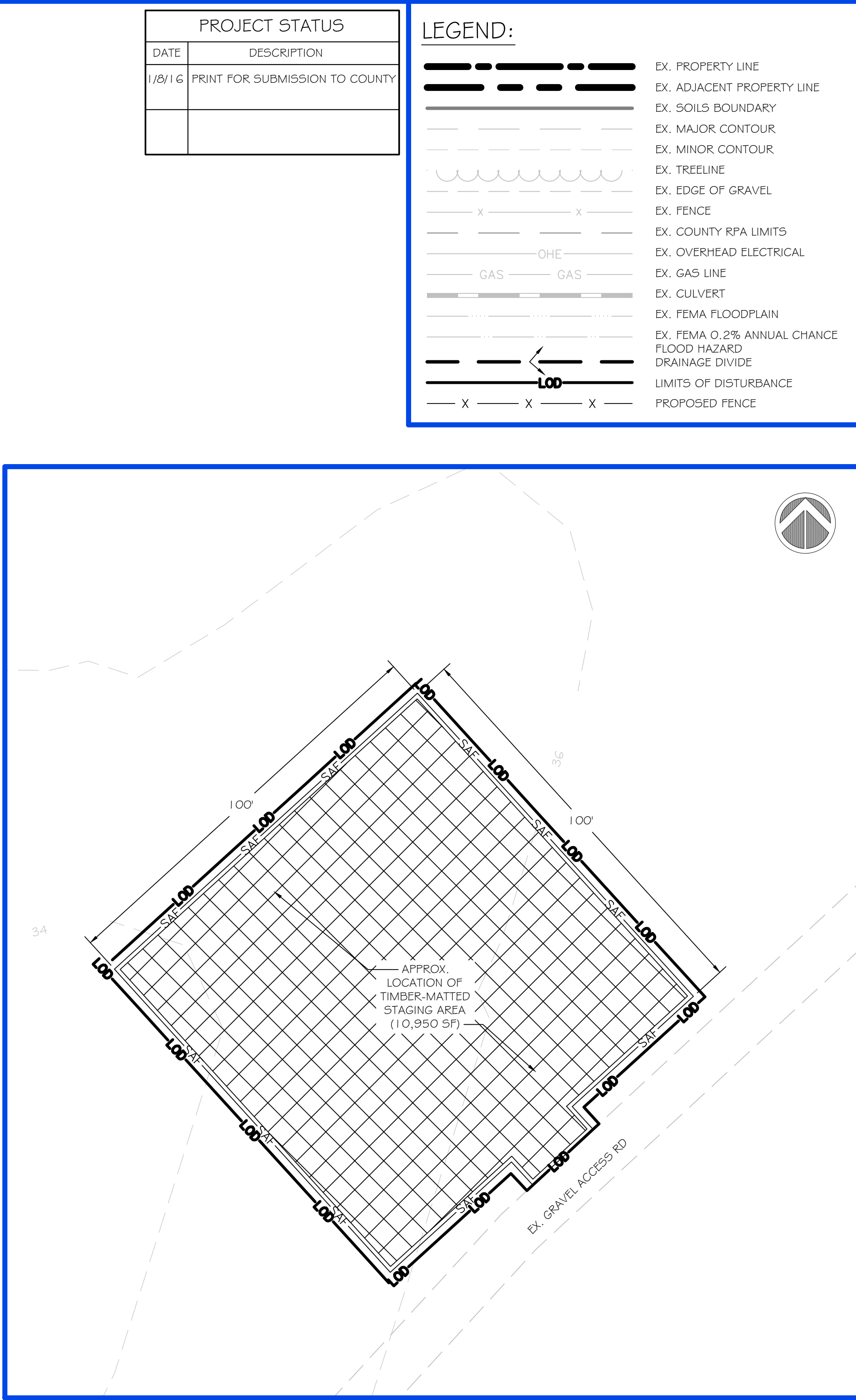
JAMES CITY COUNTY, VIRGINIA

REVISIONS:

PROJECT MANAGER:	RA
DESIGNED:	BW/JH
DRAWN:	BW
JOB NUMBER:	4539
DESIGN TYPE:	SPECIAL USE
DATE:	12/11/2015
SHEET NO:	3 OF 4



NEWPORT NEWS #2 M&R STATION

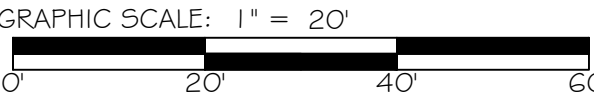


TEMPORARY STAGING AREA OFF OF ACCESS ROAD

STORMWATER MANAGEMENT CONCEPTUAL PLAN:

1. THE PROPOSED UPGRADE/EXPANSION TO THE EXISTING GAS M&R STATION WILL CREATE A NET INCREASE OF IMPERVIOUS AREA BY APPROXIMATELY 6,260 SF. THE POST-CONSTRUCTION PERCENT IMPERVIOUS WILL BE 65% OF THE 0.60 ACRE SITE.
2. IN ORDER TO MINIMIZE THE IMPACTS OF DEVELOPMENT THE LIMITS OF DISTURBANCE IS BEING HELD TIGHT TO THE LIMITS OF GRADING. ADDITIONALLY, ALTHOUGH STILL CONSIDERED AN IMPERVIOUS SURFACE, THE FACILITY WILL USE A GRAVEL BASE TO MINIMIZE THE AFFECTS ON STORMWATER RUNOFF.
3. STORMWATER RUNOFF WILL BE TREATED BY INFILTRATION FACILITIES, SUCH AS RAIN GARDENS. THE CURRENT CONCEPTUAL PLAN CAPTURES APPROXIMATELY 110,030 SF OF IMPERVIOUS SURFACE IN TWO INFILTRATION FACILITIES. DUE TO THE ON-SITE SOIL CONDITIONS THESE FACILITIES WILL REQUIRE AN UNDERDRAIN SYSTEM.
4. THE DISCHARGE (Q) FOR A 10-YEAR STORM TO THE JAMES RIVER WATERSHED WILL INCREASE FROM 1.34 CFS TO 2.28 CFS, HOWEVER, THIS INCREASE DOES NOT ACCOUNT FOR THE REDUCTION IN FLOW THAT WILL BE OBTAINED BY THE USE OF INFILTRATION FACILITIES TO TREAT THE RUNOFF. THE DISCHARGE (Q) FOR A 10-YEAR STORM TO THE SKIFFES CREEK WATERSHED WILL REDUCE FROM 2.23 CFS TO 1.52 CFS. THE NET INCREASE IN DISCHARGE FROM THE SITE WITHOUT ACCOUNTING FOR THE REDUCTION IN FLOW OBTAINED BY THE INFILTRATION FACILITIES IS 0.23 CFS.

- NOTES:
1. THE BOUNDARY SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF CHARLES D. DAVIDSON, LAND SURVEYOR, WITH PVE SHEFFLER, COMPLETED ON 9/16/15. SURVEY MAP DATED 9/25/15.
2. THE TOPOGRAPHIC SURVEY WAS COMPLETED BY TERRY L. HICKMAN, LAND SURVEYOR, WITH ANGLER ENVIRONMENTAL COMPLETED ON 5/23/15. SURVEY SEALED 5/23/15.
3. SOILS BOUNDARIES, AND SUPPLEMENTAL TOPOGRAPHIC MAPPING AND PARCEL LIMITS SHOWN OUTSIDE SURVEY LIMITS IS BASED ON AVAILABLE ONLINE GIS DATA.
4. THE LIMITS OF WETLANDS AND STREAMS DEPICTED ON THIS MAP WERE DELINEATED ON MAY 12, 2014 IN ACCORDANCE WITH THE ROUTINE DETERMINATION FOR AREAS LESS THAN FIVE (5) ACRES AS OUTLINED IN THE 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL. OTHER WATERS OF THE U.S. ARE DELINEATED BASED ON THE PRESENCE OF AN ORDINARY HIGH WATER MARK, AS DEFINED BY THE U.S. ARMY CORPS OF ENGINEERS DEFINITION OF WATER OF THE U.S.
5. THE LIMITS OF WETLANDS AND STREAMS DEPICTED ON THIS MAP WERE SURVEYED BY ANGLER ENVIRONMENTAL.
6. MECHANICAL IMPROVEMENTS ARE SCHEMATIC.





ANGLER
ENVIRONMENTAL

CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20167
P: 703.393.4544 | F: 703.393.2934
WWW.ANGLERENVIRONMENTAL.COM

PROJECT: NEWPORT NEWS M&R STATION REBUILD
APPLICANT: COLUMBIA GAS TRANSMISSION

SITE PLAN

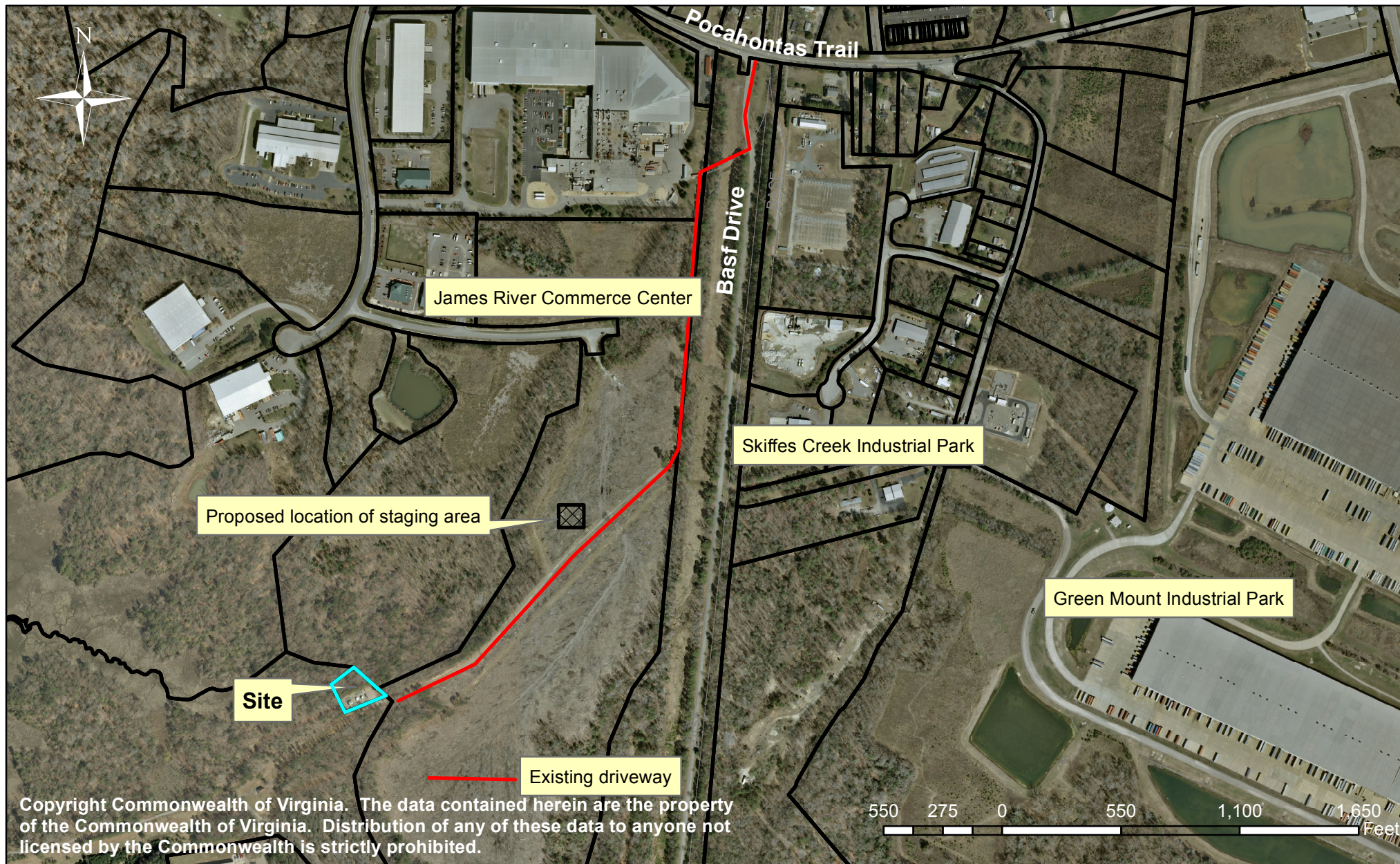
JAMES CITY COUNTY, VIRGINIA

REVISIONS:

DESIGNED:	BW/JH
DRAWN:	BW
JOB NUMBER:	4539
DESIGN TYPE:	SPECIAL USE
DATE:	12/11/2015
SHEET NO:	4 OF 4

SUP-0001-2016

Columbia Gas Equipment Upgrade



Pictures of the existing site

1. Approximate location of staging area



2. M&R Station (front view)



3. M&R Station (side view)



Pictures of some of the equipment to be replaced (equipment sizes may vary)

1. Filter Separator: traps any solids/liquids in the system



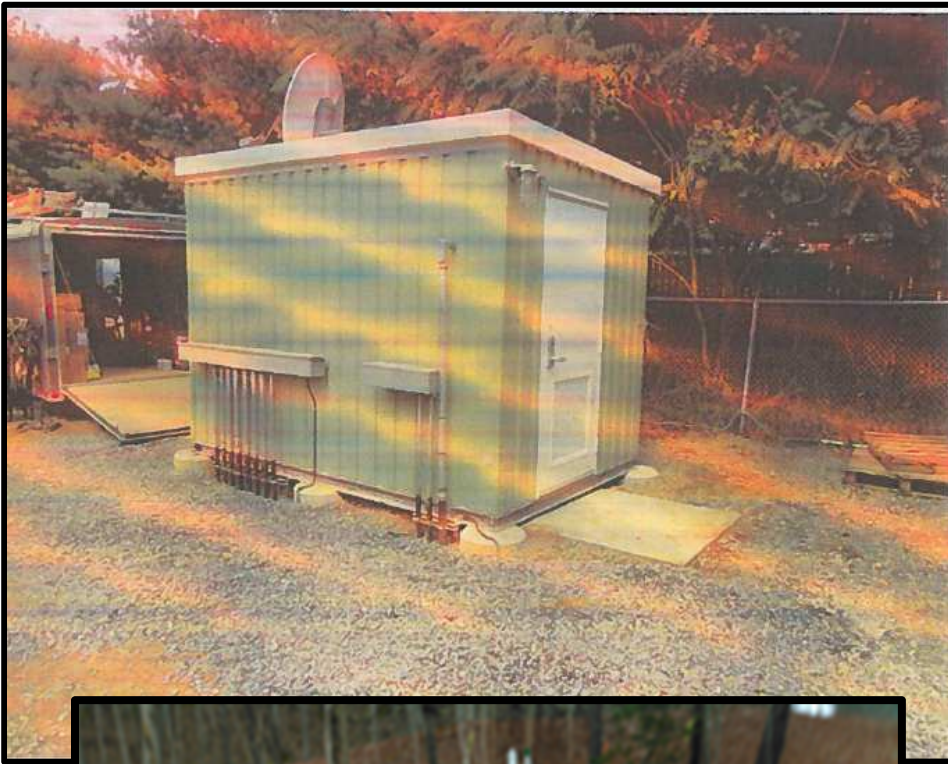
2. Meter Runs: Measure gas for billing purposes



3. Line Heater: Warms up the gas before regulation to keep it from freezing



4. RTU building: used for recording and communicating the flow, pressure and temperature to Columbia Gas control center



5. Odorant Injection System:
Injects odorant in the gas stream to odorize the gas, this allow the detection of a leak by simply smelling. Gas in itself doesn't have an odor.

Jose Ribeiro

To: Jose Ribeiro
Subject: FW: Letter from EDA

Jose,

On behalf of the EDA, I would like to express support of the SUP application for Columbia Gas and inform you the EDA anticipates no issues with the requested staging area on the EDA-owned parcel, as proposed by Columbia Gas.

Kathryn Sipes
Assistant Director
Office of Economic Development



101-D Mounts Bay Road, PO Box 8784
Williamsburg, VA 23187
Direct: 757-259-4917
Office: 757-253-6607
yesjamescitycountvva.com

Unapproved Minutes of the March 2, 2016 Planning Commission Meeting

Case No. SUP-0001-2016, Columbia Gas Equipment Upgrade

Mr. José Ribeiro, Senior Planner II, stated that Mr. Clarence Clark of Columbia Gas has applied for a Special Use Permit to replace and upgrade the technology and existing equipment necessary for the operation of the gas flow measuring and pressure regulating facility at 8955 Pocahontas Trail. Mr. Ribeiro further stated that the property is zoned M-2, General Industrial and is located near the James River, Commerce Center, the BASF property and the Greenmount Industrial Park. Mr. Ribeiro stated that the facility, which was built in 1960, measures gas flow and regulates gas pressure and supplies natural gas to the local distribution company, Virginia Natural Gas. Mr. Ribeiro stated that an SUP is required for this proposal as transmission pipelines, including pumping stations and accessory storage for natural gas require issuance of an SUP. Mr. Ribeiro stated that, if approved, this request will bring the use into compliance with the zoning ordinance.

Mr. Ribeiro noted that a temporary staging area of approximately 11,000 square feet will be necessary to support the construction will be located on adjacent property and approximately 6,295 square feet of clearing is proposed to accommodate the new equipment. Mr. Ribeiro stated that the property is access by a private road off the intersection of Pocahontas Trail and BASF Drive. Mr. Ribeiro stated that staff anticipates that there will be no impacts on public facilities and services. Mr. Ribeiro further stated that the station is unmanned and is only accessed by Columbia Gas employees to perform maintenance as needed. Mr. Ribeiro further stated that the temporary staging area will be returned to its natural state once construction is complete. Mr. Ribeiro stated that the property is surrounded by a forest buffer and there are no residential properties in the vicinity. Mr. Ribeiro stated that during the site visit no noise or odor was apparent.

Mr. Ribeiro further stated that staff finds that the proposal is compatible with surrounding zoning and development and is consistent with the 2035 Comprehensive Plan. Mr. Ribeiro stated that staff recommends that the Planning Commission to recommend approval of the application to the Board of Supervisors, subject to the recommended conditions.

Ms. Bledsoe opened the public hearing.

As no one wished to speak, Ms. Bledsoe closed the public hearing.

Ms. Bledsoe opened the floor for discussion.

Mr. Heath Richardson moved to recommend approval

On a roll call vote the Commission voted to recommend approval of SUP-0001-2016, Columbia Gas Equipment Upgrade (7-0).

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

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

SUBJECT: Resolution Approving a Plan to Finance Certain Capital Improvements for Public School Facilities through the Issuance of Lease Revenue Bonds by the Economic Development Authority of James City County, Virginia

ATTACHMENTS:

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution Approving a Plan to Finance Certain Capital Improvements for Public School Facilities through the Issuance of Lease Revenue Bonds by the Economic Development Authority of James City County, Virginia	Resolution
▣	Attachment	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Mellen, Sue	Approved	2/29/2016 - 4:56 PM
Publication Management	Burcham, Nan	Approved	3/1/2016 - 8:03 AM
Legal Review	Kinsman, Adam	Approved	3/1/2016 - 8:13 AM
Board Secretary	Fellows, Teresa	Approved	3/1/2016 - 8:22 AM
Board Secretary	Kinsman, Adam	Approved	3/1/2016 - 1:36 PM
Board Secretary	Fellows, Teresa	Approved	3/1/2016 - 1:36 PM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

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

SUBJECT: Resolution Approving a Plan to Finance Certain Capital Improvements for Public School Facilities through the Issuance of Lease Revenue Bonds by the Economic Development Authority of James City County, Virginia

The attached resolution requests that the Economic Development Authority (EDA) issue lease revenue bonds in the amount up to \$26,750,000 to finance the construction/restoration of a middle school.

A lease financing is a legal alternative to bonded indebtedness for Virginia counties in those cases where the County cannot commit to a General Obligation financing. Facilities, such as a school or a fire station, are leased to the EDA which leases them back to the School Board or the County for a sum sufficient to pay the annual debt service. The value of the property covered by the lease should exceed the amount of lease revenue bonds issued to pay for the improvements.

The resolution was prepared by bond counsel and would authorize the sale of bonds for the amounts listed as long as the interest rate on the Bonds does not exceed five percent.

SRM/nb
EDARevBnds-mem

Attachment

RESOLUTION APPROVING A PLAN TO FINANCE CERTAIN CAPITAL
IMPROVEMENTS FOR PUBLIC SCHOOL FACILITIES THROUGH
THE ISSUANCE OF LEASE REVENUE BONDS BY THE
ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY, VIRGINIA

WHEREAS, in conjunction with the Williamsburg-James City County School Board (the "School Board"), the Board of Supervisors (the "County Board") of James City County, Virginia (the "County"), desires to finance (including reimburse) the costs of certain capital improvements for public school facilities, including (but not limited to) the construction, renovation, rehabilitation and equipping of a middle school (collectively, the "Project"); and

WHEREAS, the Economic Development Authority of James City County, Virginia (the "Authority"), is authorized under the Industrial Development and Revenue Bond Act (the "Act") to exercise all the powers set forth in the Act, which include, among other things, the power (a) to make loans to, among others, a county in furtherance of the Act, (b) to finance or refinance and lease facilities for use by, among others, a county, (c) to issue its revenue bonds, notes and other obligations from time to time for such purposes and (d) to pledge all or any part of its revenues and receipts derived from payments received by the Authority in connection with its loans or from the leasing by the Authority of such facilities or from any source, as security for the payment of principal of and interest on any such obligations; and

WHEREAS, the School Board and the County Board desire to undertake the Project through a lease financing structure with the Authority, pursuant to which (a) the County and the School Board would lease certain property (the "Property") to the Authority pursuant to the terms of a prime lease and (b) the Authority would lease such real property back to the County and the School Board pursuant to the terms of a financing lease; and

WHEREAS, the County Board desires to request the Authority to (a) issue one or more series of lease revenue bonds or notes (collectively, the "Bonds"), (b) loan the proceeds of the Bonds to the County and the School Board pursuant to the terms of a financing lease to pay the costs of the Project and to pay related financing and issuance costs of the Bonds and (c) secure the repayment of the Bonds by a pledge of the rental payments to be made by the County pursuant to the terms of the financing lease.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby:

1. The County Board hereby finds that the undertaking of the Project will be in the best interests of the County and its citizens and hereby authorizes the County, in collaboration with the School Board and the Authority, to undertake the Project.
2. The County Board hereby approves the following plan of lease financing. The County Board hereby requests the Authority to: (a) issue the Bonds in a principal amount not to exceed \$26,750,000, (b) lease the Property from the County and the School Board pursuant to the terms of a prime lease, with an expiration not later than December 31, 2042 (the "Prime Lease"), and (c) lease the Property back to the County and the School

Board pursuant to the terms of a financing lease, with an expiration not later than December 31, 2037 (the "Financing Lease"). The County will undertake to make payments to the Authority of basic rent ("Basic Rent") and additional rent ("Additional Rent") under the terms of the Financing Lease in amounts sufficient to pay when due the principal of, and premium (if any) and interest on the Bonds and to pay the fees and expenses of the Authority. The obligation of the Authority to pay principal of and premium (if any) and interest on the Bonds will be limited to the payments of Basic Rent and Additional Rent received from the County. The undertaking by the County to make payments of Basic Rent and Additional Rent will be subject to appropriation from time to time by the County Board of sufficient amounts for such purposes. Upon an event of default or an event of non-appropriation by the County Board under the Financing Lease, the Authority shall have the right to exercise any remedies provided in the Financing Lease, including the right to terminate the Financing Lease and exclude the County and the School Board from possession of the Property for the remainder of the term of the Prime Lease. The Bonds will be secured in part by an assignment to the bondholders of the Authority's rights to receive payments of Basic Rent and certain Additional Rent. This plan of lease financing shall contain such additional requirements and provisions as the County Administrator (which term for purposes of this Resolution includes any Deputy County Administrator) may approve and determine to be in the best interests of the County.

3. The County Board authorizes the County staff and the County's financial advisor to proceed with the lease financing through the Authority, subject to the approval by the County Board at a subsequent meeting of the forms of the Prime Lease, Financing Lease and any other documents necessary to the financing. The Financing Lease shall provide for payments of Basic Rent on terms equivalent to the Bonds, which (a) shall mature in installments ending no later than December 31, 2037; (b) shall have an aggregate principal amount not exceeding \$26,750,000; (c) shall have a true interest cost not exceeding 5% (taking into account any original issue discount or premium); and (d) shall be sold to the bondholders at a price not less than 100% of the aggregate principal amount thereof (without taking into account any original issue discount or premium). The County Administrator is authorized to approve a lesser principal amount for the Bonds, a maturity schedule (including serial maturities and term maturities for the Bonds) and the redemption provisions of the Bonds, all as the County Administrator shall determine to be in the best interests of the County.
4. The undertaking by the County to pay any amounts under the Financing Lease shall be limited obligations payable solely from funds to be appropriated by the County Board for such purpose and shall not constitute a debt of the County within the meaning of any constitutional or statutory limitation or a pledge of the faith and credit of the County beyond any fiscal year for which the County Board has lawfully appropriated sufficient funds for such purpose.
5. The County Board believes that funds sufficient to make payment of all amounts payable under the Financing Lease can be obtained. While recognizing that it is not empowered to make any binding commitment to make such payments beyond the current fiscal year, the County Board hereby states its intent to make annual appropriations for future fiscal years in amounts sufficient to make all such payments and hereby recommends that future Boards do likewise during the term of the Financing Lease. The County Board directs the County Administrator, the Director of Finance or such other officer who may be charged with the responsibility for preparing

the County's annual budget, to include in the budget request for each fiscal year during the term of the Financing Lease an amount sufficient to make the payment of all amounts payable under the Financing Lease. Within 10 days after adoption of the County's annual budget and related appropriation resolution, but not later than 10 days after the beginning of each fiscal year, the County Administrator is authorized and directed to deliver to the Authority and the bondholders a certificate stating whether an amount equal to or credited to the payment of Basic Rent and Additional Rent that will be due during such fiscal year has been budgeted and appropriated by the County Board. So long as the Bonds are outstanding, if at any time during any fiscal year of the County, the amount appropriated in the County's annual budget in such fiscal year is insufficient to pay when due the amounts payable under the Financing Lease, the County Board directs the County Administrator or Director of Finance, or such other officer who may be charged with the responsibility for preparing the County's annual budget, to submit to the County Board a request for a supplemental appropriation sufficient to cover the deficit.

- a. The County covenants that it will not take or omit to take any action the taking or omission of which will cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, and regulations issued pursuant thereto (the "Code"), or otherwise cause the interest due on the Bonds to be includable in the gross income of the holders thereof under existing statutes. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require the County at any time to rebate to the United States any part of the earnings derived from the investment of the funds received under the Financing Lease, unless the County receives an opinion of nationally recognized bond counsel that such compliance is not required to prevent interest on the Bonds from being includable in the gross income for federal income tax purposes of the holder thereof under existing law.
 - b. The County covenants that during the term of the Financing Lease it shall not permit the Project or the proceeds of the Bonds to be used in any manner that would result in (a) 10% or more of such proceeds or facilities being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, provided that no more than 5% of such proceeds may be used in a trade or business unrelated to the County's use of the Project, (b) 5% or more of such proceeds or facilities being used with respect to any "output facility" (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Bonds from being includable in the gross income for federal income tax purposes of the holders thereof under existing law, the County need not comply with such covenants.
7. Such officers of the County as may be requested by bond counsel for the County are authorized and directed to execute an appropriate certificate setting forth (a) the expected use and investment of the proceeds of the Financing Lease in order to show that such expected use and investment will not violate the provisions of Section 148 of

the Code and (b) any elections such officers deem desirable regarding rebate of earnings to the United States for purposes of complying with Section 148 of the Code. Such certificate shall be prepared in consultation with bond counsel for the County and such elections shall be made after consultation with bond counsel.

8. All costs and expenses in connection with the undertaking of the Project and the issuance of the Bonds, including the Authority's fees and expenses and the fees and expenses of bond counsel, counsel to the Authority, counsel to the School Board, the purchaser or underwriter(s) of the Bonds and their counsel, shall be paid from the proceeds of the Bonds or other legally available funds of the County. If for any reason the Bonds are not issued, it is understood that all such expenses shall be paid by the County from its legally available funds and that the Authority shall have no responsibility therefor.
9. All other actions of the officers of the County that are in conformity with the purposes and intent of this resolution and in furtherance of this lease financing and the undertaking of the Project are approved and ratified.
10. All resolutions or parts of resolutions in conflict herewith are repealed.
11. This resolution shall take effect immediately.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

EDARevBnds-res

Summary report: Litéra® Change-Pro TDC 7.5.0.166 Document comparison done on 02/29/2016 11:39:27 AM	
Style name: H&W Standard	
Intelligent Table Comparison: Active	
Original DMS: iw://EMF_US/HW_US/59486949/5	
Modified DMS: iw://EMF_US/HW_US/59486949/6	
Changes:	
<u>Add</u>	8
Delete	8
Move From	0
<u>Move To</u>	0
<u>Table Insert</u>	0
Table Delete	0
<u>Table moves to</u>	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	16

Breakdown of Bond Proceeds not to exceed \$26,750,000

Project Costs	\$ 25,500,000
Cost of Issuance	

Bond Counsel Fees, Financial	
Advisor fees, ratings fees,	
Underwriters discounts, etc.	\$ 750,000
Contingency for differing	
bond structures	\$ 500,000

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Maxwell C. Hlavin, Assistant County Attorney

SUBJECT: Resolution to Establish Purchase Prices of Public Rights-of-Way

ATTACHMENTS:

	Description	Type
▣	Memo_Valuation of ROW	Cover Memo
▣	Res_Valuation of ROW	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	2/22/2016 - 9:48 AM
Publication Management	Burcham, Nan	Approved	2/23/2016 - 7:25 AM
Legal Review	Kinsman, Adam	Approved	2/26/2016 - 11:02 AM
Board Secretary	Fellows, Teresa	Approved	2/26/2016 - 11:18 AM
Board Secretary	Kinsman, Adam	Approved	2/29/2016 - 5:20 PM
Board Secretary	Fellows, Teresa	Approved	2/29/2016 - 8:45 PM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

FROM: Maxwell C. Hlavin, Assistant County Attorney

SUBJECT: Resolution to Establish Purchase Prices of Public Rights-of-Way

Occasionally the Board of Supervisors is asked to vacate a portion of a plat containing a street, alley, easement or other public right-of-way. Vacation of the right-of-way is addressed in the Code of Virginia, 1950, as amended (the "Virginia Code"), in §§ 15.2-2006 to-2008 and §§ 15.2-2272 to -2274.

Pursuant to Va. Code § 15.2-2265, fee simple interest in the right-of-way is granted to the County when the subdivision plat is recorded. Historically, the property owner requesting the vacation of the plat has been required to purchase such property from the County pursuant to a resolution of the Board of Supervisors dated September 14, 1987. Since the adoption of the resolution, the Board has adopted approximately 12 ordinances to vacate public rights-of-way and the value received for four of those properties was \$10,206.75. The other right-of-way vacations were either granted without monetary consideration or else the amounts were not memorialized in the plat vacation records.

The 1987 resolution cites authority to require compensation as a condition for vacating a public right-of-way pursuant to Va. Code § 15.1-366. This section was later revised and recodified as Va. Code § 15.2-2008. The recodified statute still requires that "the price shall be no greater than the property's fair market value or its contributory value to the abutting property, whichever is greater, or the amount agreed to by the parties," and that "no such vacation or abandonment shall be concluded until the agreed price has been paid."

The 1987 resolution establishes the purchase price for public rights-of-way to be vacated by the County at 25% of the assessed value as determined by the County's Real Estate Assessments Office. The resolution also reserves the right of the Board to agree to a greater or lesser purchase price due to special or unusual circumstances. This policy warrants review and possible revision due to its age and its implication on future boards.

The attached resolution affirms the Board's 1987 resolution which establishes the purchase price for public rights-of-way in these circumstances to be 25% of assessed value as determined by Real Estate Assessments while also providing the flexibility for the Board and applicant to agree to a different purchase price if necessary.

MCH/ab
PurchasePriceofROW-mem

Attachment

RESOLUTION

ESTABLISH PURCHASE PRICES OF PUBLIC RIGHTS-OF-WAY

WHEREAS, Section 15.2-2008 of the Code of Virginia, 1950, as amended, authorizes a County to require, as a condition of abandonment or vacation, a portion of its public rights-of-way and easements to be purchased by any abutting property owner; and

WHEREAS, the price shall be no greater than the property's fair market value or its contributory value to the abutting property, whichever is greater, or the amount agreed upon by the parties due to special or unique circumstances of the property; and

WHEREAS, the Board believes that 25% of assessed value is generally a fair and reasonable amount of compensation for streets, alleys, easements and other public ways vacated by the County; and

WHEREAS, the Board desires to reserve its right to negotiate a greater or lesser value with the abutting property owner in certain circumstances.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby establishes that the purchase price for streets, alleys, easements and other public ways to be vacated by the County shall generally be set at 25% of the assessed value as determined by the James City County Real Estate Assessments office; provided, however, that due to special or unique circumstances of the property, a greater or lesser value may be agreed to after due consideration by the Board.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Bryan J. Hill
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of March, 2016.

PurchasePriceofROW-res

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

ATTACHMENTS:

	Description	Type
▣	CA Report	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/18/2016 - 1:25 PM

MEMORANDUM

DATE: March 8, 2016

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

The following is a summary of activities that took place February 17, 2016 through March 1, 2016:

February 17, 2016 (Wednesday)

- Attended Virginia Peninsula Regional Jail meeting
- Attended Healthy Aging Panel Discussion at Brookdale Williamsburg
- Met with Chris Basic, Planning Commission

February 18, 2016 (Thursday)

- Attended Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization and Hampton Roads Transportation Accountability Commission meetings
- Met with supervisor Sue Sadler, Melanie Rapp and Congressman Ford; new congressional district lines

February 19, 2016 (Friday)

- Met with Sue Mellen, FMS Director
- Met with Brad Rinehimer, Police Chief
- Met with Supervisor Kevin Onizuk and Chairman Michael Hipple
- Attended Founder's Meeting; Harvest Celebration
- Met with Supervisor John McGlennon

February 22, 2016 (Monday)

- Attended Historic Triangle Collaborative meeting
- Met with Jason Purse, Zoning Administrator and Paul Holt, Planning Director
- Attended budget meeting: Sheriff's Office
- Attended budget meeting: Fire

February 23, 2016 (Tuesday)

- Attended budget meeting: Parks & Recreation
- Attended agenda meeting
- Met with Doug Powell, JCSA Manager
- Met with Neil Morgan, York County Administrator and Marvin Collins, City of Williamsburg Manager
- Met with Diane Kaufman, Regional Director of the eastern Virginia office of Senator Tim Kaine
- Attended Board of Supervisors work session

- Attended Board of Supervisors meeting

February 24, 2016 (Wednesday)

- Board of Supervisors video recap
- Attended budget meeting: Police
- Conference Call: interview with Mara Servaites, OTMDC
- Met with T.C. Smith, Chapter Commander; The Military Order of the Purple Heart

February 25, 2016 (Thursday)

- Attended budget meeting: Development Management
- Attended pre-agenda meeting
- Attended James City County Black History Celebration staff event
- Attended Executive Leadership Team meeting
- Conference Call with Clarion, strategic planning consultants, Jody Puckett, Communications Director and Ania Eckhardt, Administrative & FOIA Coordinator

February 26, 2016 (Friday)

- Attended Coffee with County Administrator staff event
- Met with Sue Mellen, FMS Director
- Met with Latara Branch, Civic Engagement Coordinator
- Site Tour with Jason Purse, Zoning Administrator

February 29, 2016 (Monday)

- Met with Ryan Ashe, Fire Chief
- Attended Sandy Hale's retirement celebration
- Attended budget meeting: Commonwealth Attorney's Office
- Attended budget meeting: FMS

March 1, 2016 (Tuesday)

- Attended new employee orientation
- Attended budget meeting: Community Services
- Grievance meeting
- Attended budget meeting: JCSA
- Met with Jody Puckett, Communications Director and Latara Branch, Civic Engagement Coordinator

ITEM SUMMARY

DATE: 3/8/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 4 pm on March 22, 2016 for the Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/29/2016 - 8:29 PM