AGENDA

JAMES CITY COUNTY BOARD OF SUPERVISORS

BUSINESS MEETING

COUNTY GOVERNMENT CENTER BOARD ROOM

101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

April 28, 2026

1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

1. Proclamation - ALS Awareness Month
2. Proclamation - National Police Week
3. Staff Recognition - JCC VA250 Revolutionary Rhythms Weekend
4. VDOT Quarterly Update

D. CONSENT CALENDAR

1. Acceptance of Funds - $5,719 - Virginia Forfeited Asset Sharing Program
2. Contract Award – $290,999.03 – James City County Resilience Plan
3. Contract Award – $326,384.35 - Watershed Management Planning Services for College & Skiffes Creek
4. Dedication of the Streets in the Windmill Meadows Subdivision
5. Grant Award - $6,847.00 - Circuit Court Records Preservation Program
6. Grant Award - $10,000 - Community Paramedicine Software
7. Initiation of Consideration of Amendments to the Zoning Ordinance Regarding Regulating the Retail Sale Locations of Retail Tobacco Products or Hemp Products Intended for Smoking
8. Minutes Adoption
9. Participation in Proposed Settlement of Opioid-Related Claims Against Six Remnant Defendants
10. Resolution of Chesapeake Bay Preservation Ordinanace Violation at 4053 Bradshaw Drive
11. Resolution of Chesapeake Bay Preservation Ordinance Violation at 4708 Hickory Signpost Road

E. BOARD DISCUSSIONS

1. Presentation - Automated Speed Enforcement School Zone Speed Studies

2. Fiscal Years 2027-2028 County Budget

3. Proposed VDOT SmartScale Funding Application to Address Traffic Concerns in Lightfoot

4. Landscape Ordinance

5. Government Center Update

F. BOARD CONSIDERATION(S)

1. Grove Community Park Development - 70% Design-Build Contract Award

2. Initiation of Consideration of Amendments to the Zoning Ordinance Regarding the Landscape Ordinance

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia and pertaining to the Community Action Agency.

2. Consultation with legal counsel regarding specific legal matters pertaining to a property located at 291 Bush Springs Road, pursuant to Section 2.2-3711(A)(8) of the Code of Virginia.

3. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on May 12, 2026 for the Regular Meeting

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Mark L. Jamison, Chief of Police
Nathan R. Green, Commonwealth's Attorney

SUBJECT: Acceptance of Funds - $5,719 - Virginia Forfeited Asset Sharing Program

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The James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office participate in the Virginia Forfeited Asset Sharing Program managed by the Virginia Department of Criminal Justice Services (DCJS). This program provides disbursement of funds received from the forfeiture of assets from drug enforcement activities to be used according to § 19.2-386.14 (D) of the Code of Virginia, "all forfeited property, including its proceeds or cash equivalent, received by a participating state or local agency pursuant to this section shall be used to promote law enforcement but shall not be used to supplant existing programs or funds."

The James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office have an established Memorandum of Understanding (MOU) with the Tri-Rivers Drug Task Force (TRDTF). Through TRDTF, funds are routinely received through assets forfeited in drug arrests involving the manufacturing or distribution of dangerous narcotics in James City County and from similar cases the other members of TRDTF conduct. The specific sharing percentages are detailed in the MOU with the other members of the TRDTF. Funds may also be received, however, through local drug cases not investigated by TRDTF.

The expenditure of forfeited funds is restricted to law enforcement activities specified by DCJS.

Funds have been dispersed to the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office in the amount of $5,719.

Staff recommends acceptance of the funds and adoption of the attached resolution.

MLJ/NRG/tm
VAForfASPrgApr26-mem

Attachment

R E S O L U T I O N

ACCEPTANCE OF FUNDS - $5,719 - VIRGINIA FORFEITED ASSET SHARING PROGRAM

WHEREAS, the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office participate in the Virginia Forfeited Asset Sharing Program managed by the Virginia Department of Criminal Justice Services (DCJS); and

WHEREAS, this program provides disbursement of funds received from the forfeiture of assets from drug enforcement activities to be used according to § 19.2-386.14 (D) of the Code of Virginia, "all forfeited property, including its proceeds or cash equivalent, received by a participating state or local agency pursuant to this section shall be used to promote law enforcement but shall not be used to supplant existing programs or funds"; and

WHEREAS, funds have been dispersed to the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office in the amount of $5,719.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby accepts and appropriates funds of $5,719 to the Special Projects and Grants Fund for the Police Department's and Commonwealth's Attorney's participation in the Virginia Forfeited Asset Sharing Program.

Revenues:

State - Police Department State Asset Forfeit Funds	$5,717
State - Commonwealth's Attorney State Asset Forfeit Funds	$ 2
Total	$5,719

Expenditures:

Police Department State Asset Forfeit Funds	$5,717
Commonwealth's Attorney State Asset Forfeit Funds	$ 2
Total	$5,719

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

VAForfASPrgApr26-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Joe McCloud, Capital Projects Coordinator

SUBJECT: Contract Award - $290,999 - James City County Resilience Plan

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The Virginia Community Flood Preparedness Fund (CFPF) was established by the General Assembly in 2020 to provide support for regions and localities across Virginia to reduce the impacts of flooding. The Virginia Department of Conservation and Recreation (DCR) has invited localities to participate in the related grant program since 2021 and has awarded more than $190 million to date.

For Round 5 of the grant program, James City County (JCC) was awarded and accepted a grant for a local resilience plan. The resilience plan is the next logical step in addressing flooding following the County's watershed management planning efforts and is a required first step in acquiring additional CFPF funding. It will address recommendations in the Natural and Cultural Assets Plan, watershed management plans, and Comprehensive Plan and could substantially advance our efforts to get to an improved Community Rating System level by articulating a comprehensive, County-wide approach to flooding. Through the planning process, the resilience plan will analyze the community's exposure to recurrent and future flooding, assess the County's vulnerability and risk from future flood hazards, and identify and prioritize resilience actions. Once adopted, the resilience plan will put JCC in a position to access state funding for land conservation and infrastructure projects.

A Request for Proposals was solicited from Kimley-Horn and Associates, Inc. (Kimley-Horn) to provide services for development of a Resilience Plan. Kimley-Horn was chosen for its experience, qualifications, and past success in completing Resilience Plans for other municipalities (i.e., City of Winchester, City of Fairfax, and Fort Monroe).

Kimley-Horn responded to the request by providing a detailed project approach. A panel of staff members representing the Stormwater and Resource Protection Division, Community Development Department, and Capital Projects evaluated the proposal from Kimley-Horn.

The following qualified firm submitted a bid to be considered for contract award:

Firm	Amount
Kimley-Horn and Associates, Inc.	$290,999

JCC received grant funding of $218,250 through the DCR CFPF for this resilience plan project, and the remaining $72,749 of the contract award is available in JCC's Stormwater Capital Improvement Program budget. If requested by JCC, the contract also provides for optional tasks, such as Kimley-Horn's attendance at meetings or community events related to the project, at an additional cost not to exceed $1,995 per task.

Staff recommends approval of the attached resolution authorizing the contract award to Kimley-Horn.

JM/ap
CA-JCCResilPln-mem

Attachment

R E S O L U T I O N

CONTRACT AWARD - $290,999 - JAMES CITY COUNTY RESILIENCE PLAN

WHEREAS, the James City County General Services Department received a proposal for the development of a local resilience plan; and

WHEREAS, a panel of staff members representing the Stormwater and Resource Protection Division, Community Development Department, and Capital Projects evaluated the proposal and selected Kimley-Horn and Associates, Inc.; and

WHEREAS, previously authorized Stormwater Capital Improvement Program budget funds and Virginia Community Flood Preparedness Fund grant funds are available to fund this project and, if needed, certain optional tasks, such as Kimley-Horn's attendance at meetings or community events to provide information on the 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 $290,999 to Kimley-Horn and Associates, Inc., for development of the James City County Resilience Plan and, if needed, certain optional tasks for an additional fee not to exceed $1,995 per task.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

CA-JCCResilPln-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Joe McCloud, Capital Projects Coordinator

SUBJECT: Contract Award - $326,384.35 - Watershed Management Planning Services for College Creek and Skiffes Creek

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A proposal was solicited from Stantec Consulting Services Inc. (Stantec) to provide Watershed Management Planning Services for the College Creek and Skiffes Creek watersheds under the Annual Services Contract (20251153). The firm was chosen specifically for its staff's experience, qualifications, and past success in performing similar work for James City County (JCC).

A panel of staff members representing the Stormwater and Resource Protection Division and Capital Projects evaluated Stantec's proposal for Watershed Management Planning Services for the College Creek and Skiffes Creek watersheds and determined its proposed level of effort and cost of $326,384.35 is consistent with previous Watershed Management Planning efforts undertaken by JCC. This project is part of the approved Stormwater Capital Improvement Program budget.

Staff recommends approval of the attached resolution authorizing the contract award to Stantec.

JM/ap
CA-WMPSvcs-mem

Attachment

R E S O L U T I O N

CONTRACT AWARD - $326,384.35 - WATERSHED MANAGEMENT PLANNING SERVICES

FOR COLLEGE CREEK AND SKIFFES CREEK

WHEREAS, the James City County General Services Department received a proposal for the College Creek and Skiffes Creek Watershed Management Planning Services project; and

WHEREAS, a panel of staff members representing the Stormwater and Resource Protection Division and Capital Projects evaluated the proposal and selected Stantec Consulting Services, Inc.; and

WHEREAS, previously authorized Stormwater Capital Improvement Program budget 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 $326,384.35 to Stantec Consulting Services, Inc., for Watershed Management Planning Services for College Creek and Skiffes Creek.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

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Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

CA-WMPSvcs-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Toni E. Small, Director of Stormwater and Resource Protection Division

SUBJECT: Dedication of the Streets in the Windmill Meadows Subdivision

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Attached is a resolution requesting acceptance of the streets in the Windmill Meadows Subdivision which are proposed as public rights-of-way into the State Secondary Highway System. The streets proposed for acceptance are Francis Parker Lane, John Jackson Drive, and Jeremiah Wallace Drive. The streets have been inspected and approved by representatives of the Virginia Department of Transportation (VDOT) as meeting the minimum requirements for secondary roadways.

VDOT's Subdivision Street Requirements (SSR), effective January 2005, outline processes on how streets are designed, constructed, and officially accepted for maintenance as part of the Secondary System of State Highways. Upon the satisfactory completion of construction of streets, VDOT advises and coordinates with the local governing body of the street's readiness for acceptance through the use of VDOT's Form AM-4.3. As part of the initial acceptance process, the County Board of Supervisors must request, by resolution, that VDOT accept the street for maintenance as part of the Secondary System of State Highways. Administrative procedures outlined in the 2005 Subdivision Street Requirements and § 33.2-705 of the *Code of Virginia* lists criteria for street acceptance and what information is required on the local resolution. Once the resolution is approved, the signed Form AM-4.3 and the resolution are then returned to VDOT. VDOT then officially notifies the locality of the street's acceptance into the Secondary System of State Highways and the effective date of such action. This notification serves as the start of VDOT maintenance responsibility. As part of the process, the County will hold an appropriate amount of subdivision or public improvement surety for the roadway, as required by local Ordinances, until the acceptance process is complete. Also, within 30 days of the local governing body's request (resolution), VDOT requires a maintenance surety to be posted by the developer to guarantee performance of the street for one year from the date of acceptance.

Staff recommends the adoption of the attached resolution.

TES/tm
DedStWndmilMdws-mem

Attachments:
1. AM-4.3
2. Map

R E S O L U T I O N

DEDICATION OF THE STREETS IN THE

WINDMILL MEADOWS SUBDIVISION

WHEREAS, Francis Parker Lane, John Jackson Drive, and Jeremiah Wallace Drive have been completed; and

WHEREAS, the roads were constructed to Virginia Department of Transportation (VDOT) standards; and

WHEREAS, the development sketch and VDOT Form AM-4.3, attached and incorporated herein as part of this resolution, define additions required in the Secondary System of State Highways as a result of construction; and

WHEREAS, certain segments identified on the incorporated Form AM-4.3 are ready to be accepted into the Secondary System of State Highways.

NOW, THEREFORE, BE IT RESOLVED that this Board requests VDOT to add the segments identified on the incorporated Form AM-4.3 to the Secondary System of State Highways, pursuant to § 33.2-705 of the *Code of Virginia*, for which segments this Board hereby guarantees the right-of-way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage.

BE IT FURTHER RESOLVED that the County Administrator is hereby authorized and directed to execute those documents necessary to enter into a County-State Agreement for the maintenance of the non-standard landscaping.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to VDOT.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

DedStWndmilMdws-res

Form AM 4.3
(Rev 03/20/2026)

ICR ID: 43183749
SSR

COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION
Form AM 4.3

In James City County

by Resolution of the governing body adopted 4/28/2026

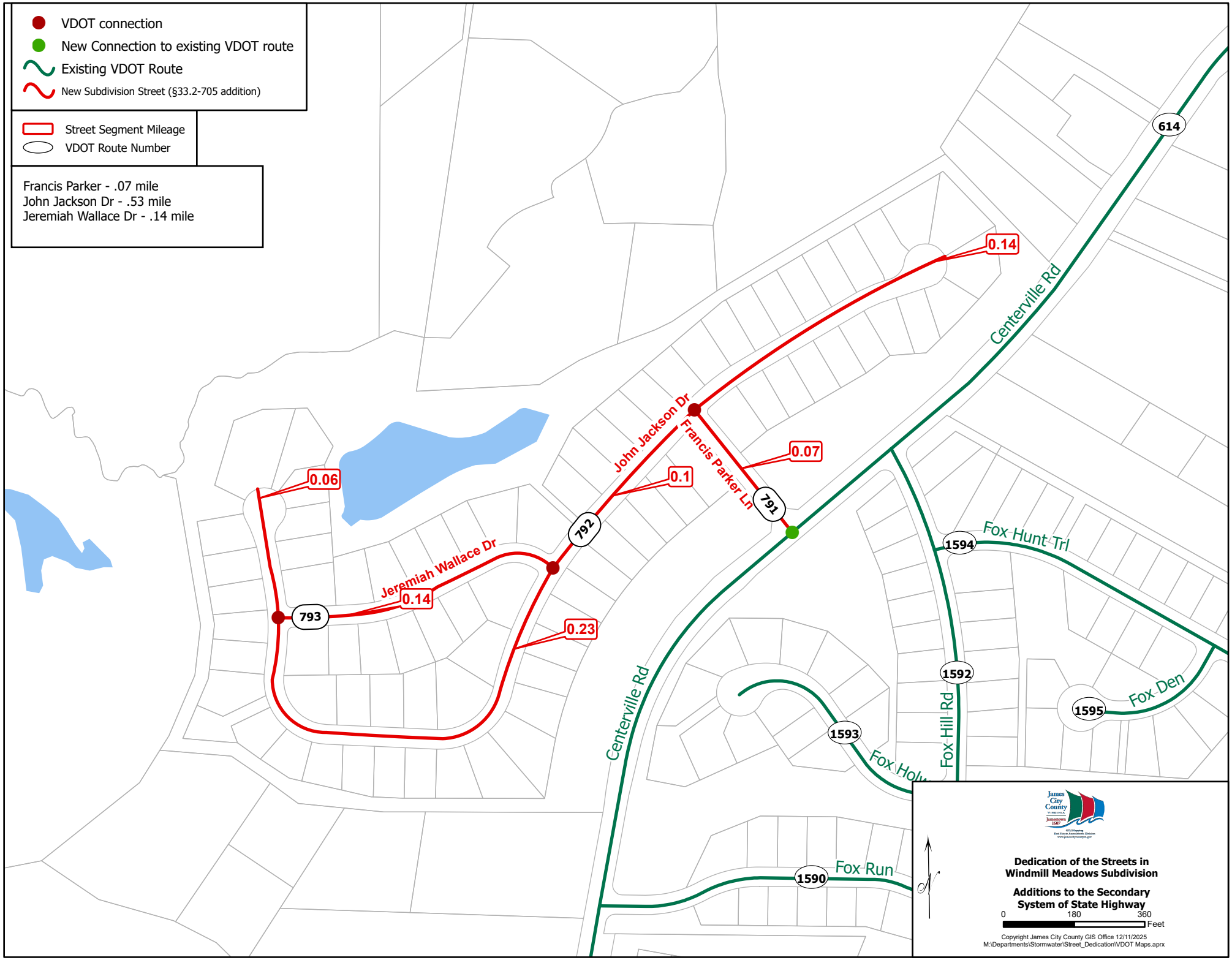
The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (County Official):_____

Report of Changes in the Secondary System of State Highways

Project/Subdivision: **Windmill Meadows Phase 1**

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 791 - Francis Parker Lane	New subdivision street §33.2-705	Centerville Road	John Jackson Drive	0.07	2		50
Addition	Rt. 792 - John Jackson Drive	New subdivision street §33.2-705	Jeremiah Wallace Drive	Jeremiah Wallace Drive	0.23	2		50
Addition	Rt. 792 - John Jackson Drive	New subdivision street §33.2-705	Jeremiah Wallace Drive	John Jackson Drive cul de sac	0.06	2		50
Addition	Rt. 792 - John Jackson Drive	New subdivision street §33.2-705	Francis Parker Lane	Jeremiah Wallace Drive	0.10	2		50
Addition	Rt. 792 - John Jackson Drive	New subdivision street §33.2-705	Francis Parker Lane	John Jackson Drive cul de sac	0.14	2		50
Addition	Rt. 793 - Jeremiah Wallace Drive	New subdivision street §33.2-705	John Jackson Drive	John Jackson Drive	0.14	2		50


VDOT connection
New Connection to existing VDOT route
Existing VDOT Route
New Subdivision Street (§33.2-705 addition)
Street Segment Mileage
VDOT Route Number
Francis Parker - .07 mile
John Jackson Dr - .53 mile
Jeremiah Wallace Dr - .14 mile
0.14
0.07
0.1
0.06
0.14
0.23
John Jackson Dr
Francis Parker Ln
Jeremiah Wallace Dr
Centerville Rd
Fox Hunt Trl
Fox Den
Fox Hill Rd
Fox Run
614
791
792
793
1590
1592
1593
1594
1595
Dedication of the Streets in
Windmill Meadows Subdivision
Additions to the Secondary
System of State Highway
0
180
360
Feet
Copyright James City County GIS Office 12/11/2025
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M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Elizabeth E. O'Connor, Clerk of Circuit Court

SUBJECT: Grant Award - $6,847.00 - Circuit Court Records Preservation Program

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The Library of Virginia has awarded Williamsburg/James City County Circuit Court a Circuit Court Records Preservation grant in the amount of $6,847.

The grant will be used to repair and preserve City of Williamsburg Marriage Register from August 1, 1946-June 28, 1968, City of Williamsburg and County of James City General Index to Plats, James City County Oyster Book Volume 2 from 1936-1984, and James City County Judgment Lien Docket and Execution Book Volume 3 from 1917 for historical and genealogical purposes.

Staff recommends adoption of the attached resolution to appropriate these funds to the Special Projects/Grants Fund.

EEO/tm
GA-CirCtRecPresPgm-mem

Attachment

R E S O L U T I O N

GRANT AWARD - $6,847 - CIRCUIT COURT RECORDS PRESERVATION PROGRAM

WHEREAS, the Williamsburg/James City County Circuit Court has been awarded a Circuit Court Records Preservation Program (CCRP) grant from the Library of Virginia in the amount of $6,847; and

WHEREAS, the funding will be used for preservation of the City of Williamsburg Marriage Register from August 1, 1946-June 28, 1968, City of Williamsburg and County of James City General Index to Plats, James City County Oyster Book Volume 2 from 1936-1984, and James City County Judgment Lien Docket and Execution Book Volume 3 from 1917; and

WHEREAS, the grant requires no local match.

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

Revenue:	
State - CCRP Program Grant	$6,847
Expenditures:	
CCRP Program Grant	$6,847

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

GA-CirCtRecPresPgm-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Grant Award - $10,000 - Community Paramedicine Software

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Colonial Behavioral Health (CBH) has been awarded a planning grant from the Virginia Department of Behavioral Health and Developmental Services to support implementation of the Marcus Alert program. As part of this initiative, CBH is allocating $10,000 to James City County (JCC) to support the continuance of the Julota Community Paramedicine Software platform.

The Julota Community Paramedicine Software platform enhances coordination, data sharing, and real-time communication among JCC's CONECT Program and CBH's Mobile Crisis Response team. This effort supports a coordinated response to individuals experiencing behavioral health crises and aligns with the goals of the Marcus Alert program.

The attached resolution appropriates the received funds in the amount of $10,000. Staff recommends approval of the attached resolution appropriating funds for the continuance of the Julota Community Paramedicine Software platform.

RTA/tm
GA-CBHJulota-mem

Attachment

R E S O L U T I O N

GRANT AWARD - $10,000 - COMMUNITY PARAMEDICINE SOFTWARE

WHEREAS, Colonial Behavioral Health (CBH) has been awarded a planning grant from the Virginia Department of Behavioral Health and Developmental Services to support implementation of the Marcus Alert program; and

WHEREAS, CBH has allocated $10,000 to James City County (JCC) to support the continuance of the Julota Community Paramedicine Software to enhance coordination and communication among partner agencies; and

WHEREAS, the funds will be used to support the Community Paramedicine Software platform that improves coordination between JCC's CONECT program and Mobile Crisis Response services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the acceptance of these funds and the following appropriation to the Special Projects/Grants Fund for the Julota Community Paramedicine Software Platform:

Revenue:

Community Paramedicine Software	$10,000

Expenditure:

Community Paramedicine Software	$10,000

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John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

GA-CBHJulota-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development

SUBJECT: Initiation of Consideration of Amendments to the Zoning Ordinance Regarding Regulating the Retail Sale Locations of Retail Tobacco Products or Hemp Products Intended for Smoking

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As stated within § 15.2-912.4 of the Code of Virginia, any locality may by ordinance regulate the retail sale locations of retail tobacco products, as such term is defined in § 18.2-371.2, or hemp products intended for smoking, as such term is defined in § 3.2-4112, for any such retail sale location and may prohibit a retail sale location on property within 1,000 linear feet of a child day center as defined in § 22.1-289.02 or a public, private, or parochial school.

At the request of a Supervisor at the March 10, 2026, meeting, staff has prepared the attached Initiating Resolution to consider possible amendments to the Zoning Ordinance to consider regulating the retail sale locations of retail tobacco products or hemp products intended for smoking.

PDH/ap
InitConsTabLocReg-mem

Attachment:
1. Resolution

R E S O L U T I O N

INITIATION OF CONSIDERATION OF AMENDMENTS TO THE ZONING ORDINANCE

TO REGULATE THE RETAIL SALE LOCATIONS OF RETAIL TOBACCO PRODUCTS

OR HEMP PRODUCTS INTENDED FOR SMOKING

WHEREAS, the Code of Virginia § 15.2-2286 and County Code Section 24-13 permit the Board of Supervisors of James City County, Virginia (the "Board"), to, by resolution, initiate amendments to the regulations of the Zoning Ordinance that the Board finds to be prudent; and

WHEREAS, the Board is of the opinion that the public necessity, general welfare, and good zoning practice warrant the consideration of amendments to the Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby initiate amendment of the James City County Code, Chapter 24, Zoning, to consider possible amendments to regulate the retail sale locations of retail tobacco products or hemp products intended for smoking. The Planning Commission shall hold at least one public hearing on the consideration of amendments to said Zoning Ordinances and shall forward its recommendation to the Board of Supervisors in accordance with the law.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

InitConsTabLocReg-res

MINUTES

JAMES CITY COUNTY BOARD OF SUPERVISORS

REGULAR MEETING

COUNTY GOVERNMENT CENTER BOARD ROOM

101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

March 10, 2026

5:00 PM

A. CALL TO ORDER

Mr. McGlennon called the meeting to order at approximately 5:06 p.m. following the James City Service Authority Board of Directors Regular Meeting.

B. ROLL CALL

Tracy L. Wainwright, Powhatan District
Barbara E. Null, Stonehouse District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Vice Chair, Berkeley District
John J. McGlennon, Chair, Roberts District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

Mr. McGlennon announced that Supervisor Icenhour would introduce the Pledge Leader, who resides in the Jamestown District.

Mr. Icenhour introduced the Pledge Leader Stevie Boone and gave highlights of his various interests and activities.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Stevie Boone, a kindergarten student at Covenant Christian School and resident of the Jamestown District

E. PUBLIC COMMENT

1. Ms. Donnie McDaniel, Executive Director of Community of Faith Mission (COFM), 1781 Jamestown Road, Suite 240B, addressed the Board noting that the organization administers the emergency shelter program for the Greater Williamsburg area. Ms. McDaniel sought to clarify previous, potentially misunderstood, information regarding shelter services. She explained that the stated lack of assistance for individuals aged 15-59 only applied when COFM shelters in James City County (JCC) were at maximum capacity and needed to manage overcapacity. Ms. McDaniel clarified that this scenario rarely occurred, happening less than 10 times in a season, and typically occurred fewer than five times per season. She reported that, despite historically low resistance, challenges have arisen regarding the use of JCC funding for hotel stays during

overcapacity, a cost usually under $1,000. While past applications designated these funds for specific program expenses rather than overcapacity, she noted feedback indicating that JCC funds might be considered "Core" rather than "Program" funding, allowing for broader usage within the program's scope. Additionally, she highlighted that COFM faced over $1,200 in required inspection fees for participating church shelters. Ms. McDaniel reported that since 2012, COFM has served as a vital winter safety net in the Historic Triangle. She highlighted that COFM provides 126 nights of shelter annually, a service valued at over $1.37 million. Furthermore, she noted that this service alleviated pressure on local police, Social Services, emergency rooms, and correctional facilities. Ms. McDaniel indicated that the current funding request was for the Heads Up Program and necessary inspections. She noted that, to date, 119 individuals had utilized the emergency shelter, and 40% of those individuals were residents of JCC. She highlighted the age demographics of the shelter occupants. Ms. McDaniel expressed her hope that the Board would consider COFM and its contributions to JCC during the County's budget review process.

2. Mr. Vernon Geddy, Jr., 124 Thomas Dale, addressed the Board noting that he was in attendance to discuss elevating lacrosse from a club-level to a Virginia High School League (VHSL) sport. He highlighted that VHSL designation offered enhanced support for transportation and management, ultimately making the sport more accessible to all Williamsburg-James City County (WJCC) public high school students. Mr. Geddy asked the Board to consider allocating $225,000 to launch the proposal, highlighting its potential for positive community impact.

3. Mr. Steven Staples, 3715 Mesa River, addressed the Board and expressed his gratitude for their service, dedication, and efforts in making JCC a high-quality place to live. He highlighted a recent incident affecting the local community involving a well-regarded business operator who provided work for him and the local community. Despite complying with the required, regular check-ins at the Immigration Office in Norfolk as part of his path to citizenship, this tax-paying business owner was detained by the United States (U.S.) Immigration and Customs Enforcement (ICE) during a recent appointment. Within 10 days, he was deported to Mexico without having the opportunity to explain his situation or attend a hearing. He emphasized that this individual was not a dangerous criminal, noting the difference between removing safety threats and deporting a law-abiding business owner, husband, and father. He expressed frustration that this separation of a family was happening locally, rather than just being a story heard elsewhere. Mr. Staples acknowledged that the Board does not establish or enforce federal immigration policies. However, he requested that the Board use its authority to communicate to state officials how current immigration issues were impacting the County's quality of life. Additionally, Mr. Staples urged the Board to collectively voice its concerns to federal representatives, noting that he had already contacted Congressman Rob Wittman's office to express his dissatisfaction. He noted that his second request to the Board was to evaluate whether any proposed immigration or enforcement collaborations would actually improve community safety. Mr. Staples recognized Virginia Organizing and asked the group's representatives in the Board Room to stand so the Board could witness the widespread community support. He urged the Board to offer assistance with this matter wherever possible.

4. Mr. Charles Gates, Virginia Organizing representative, addressed the Board and echoed Mr. Staples' earlier remarks regarding numerous, documented instances of harassment and ostracization within the immigrant community. He highlighted a pervasive fear that had led many residents to remain in their homes, forcing them to rely on neighbors for basic necessities like groceries, due to a fear of detention and deportation. Mr. Gates urged the Board to consider the impact on immigrant and low-income residents regarding housing affordability. Highlighting the County's reliance on the hospitality and retail workforce, he explained the challenges these residents face, including being forced to relocate. Mr. Gates requested that the Board use its authority to prevent these displacement practices for the public good. He highlighted 500 pledge cards he brought in a box to advocate for the valuable role immigrants play in the community. Mr. Gates thanked the Board for its time.

5. Mr. George Buskey, 147 Whiting Avenue, addressed the Board as a long-term resident of 35+ years. He expressed that he knew his community well and could sense when something was wrong. Drawing on his experience as an African American man who understood the pain of being made to feel unwelcome, he identified similar injustices in the community. He noted that recent ICE actions had caused fear to spread when people were simply trying to work, live, and raise their children with dignity. Mr. Buskey posed several questions to the Board regarding the protection of the local immigrant community. Highlighting concerns over proposed federal budget cuts to food assistance, Medicaid, education, and Social Services, he asked what plans were in place to support vulnerable residents and working families should these funding reductions occur. In closing, he urged the community to choose between living in fear and indifference or committing to justice and human dignity.

6. Ms. Susan Franz, 103 Cardinal Court, addressed the Board regarding the upcoming budget. She urged the Board to identify alternative funding sources for ongoing County projects, emphasizing a need for tax reduction and fiscal restraint by funding only necessities. Regarding a potential meals tax increase, she highlighted that the current 11% combined rate (4% County, 7% state) was unsustainable and harmful to residents, business owners, and tourists. Reiterating her call for alternative solutions, she argued that the County must live within its means rather than shifting tax burdens. Ms. Franz expressed reservations regarding the Cardinal Ridge development, urging the Board to allow ample time for public input before approving the project. She concluded by thanking the Board for its time.

7. Mr. Chris Henderson, 101 Keystone, addressed the Board regarding statements made by Virginia Organizing, stating his position that the County should prioritize American citizens. He distinguished between those who legally immigrate and those who circumvent the system, arguing that the latter were not entitled to the rights and privileges of American citizens. Mr. Henderson encouraged the Board to cooperate with ICE and prioritize the interests of American citizens over guests. He stated that the County faced difficult budget decisions ahead. Citing a cumulative 39% increase in his property assessment over the last three years (23% previously and 16% recently), he described the situation as unsustainable. Furthermore, he noted that many community members, particularly those on fixed or low incomes, would struggle with the tax burden. Mr. Henderson urged the Board to distinguish between needs and wants and act accordingly. He highlighted the large number of young attendees and urged the Board to support the lacrosse initiative, emphasizing its importance for the future. Mr. Henderson requested that the Board schedule meetings later, specifically at 6 p.m., to allow for greater public participation. Furthermore, he requested that the Board implement a formal invocation for future meetings. Mr. Henderson asked the Board to have the Planning Division restudy the Norge area. He cited land issues and an excessive number of driveways on Richmond Road as key challenges, based on his recent property acquisition. He encouraged his fellow citizens to participate in early voting and vote against the Virginia Redistricting amendment. Mr. Henderson requested specific information regarding the America250 event, citing a lack of available details. He spoke highly of Olde Towne Medical & Dental Center (OTMDC) and its community benefit. Mr. Henderson asked the Board to support OTMDC by allowing the organization to remain in its current location rent-free.

8. Mr. Charles Colegrove, 110 Blackheath, addressed the Board regarding real estate reassessments representing a local nonprofit organization. He noted that he had submitted a petition to the Board and proceeded to read it aloud. Mr. Colegrove requested that the County adhere to the 101% limitation outlined in the Code of Virginia. Mr. Colegrove asked that the public hearing on the budget and tax rate be held during the April 14, 2026, Regular Meeting, with a new start time of 6 p.m., while urging the Board to prioritize fiscal responsibility and taxpayer affordability. He noted that the petition currently had 221 signatures and stated he would continue to collect more, both online and on paper, to present again at the April meeting. Mr. Colegrove reported receiving a reassessment notice indicating a 15.6% increase in his property value. He questioned the 0.83 tax rate listed on the notice, noting that, based on the last

assessment and legal requirements to limit increases to 101%, he believed the rate should have automatically adjusted to 0.75. Mr. Colegrove requested that the Board clarify this discrepancy during the meeting.

9. Ms. Sofia Healy, 2409 Pinnacle Arch, addressed the Board in support of the lacrosse initiative. She advocated for the adoption of lacrosse as a VHSL sport, highlighting its role as a consistent, grounding force amidst frequent relocations across five states. Ms. Healy explained that lacrosse provided a sense of community, helped her adapt to new environments, and taught her valuable skills in teamwork and self-improvement. Emphasizing that the sport offered students a vital opportunity to remain active and connected, she requested the Board's consideration in recognizing lacrosse at the VHSL level.

10. Ms. Lainey Gray, 3301 Morning Mist Lane, addressed the Board stating that she was a student at Warhill High School (WHS). She noted that she was in attendance to advocate for VHSL-sanctioned lacrosse, highlighting the sport's strong, growing presence in the community, with many students already playing for local clubs like Williamsburg Warriors LAX and Coastal Crush Lacrosse. Ms. Gray emphasized that these year-round athletes compete at a high level and were prepared to represent their high schools. She thanked the Board for its time and consideration.

11. Mr. James Kaste, 4661 Massena Drive, addressed the Board noting that he was a junior at WHS. He expressed support for VHSL-sanctioned lacrosse. Mr. Kaste acknowledged the ongoing nature of the discussion and thanked the Board for its progress, noting the initiative would foster teamwork and work ethic.

12. Ms. Samantha Delozier, 3220 Stoney Creek Drive, addressed the Board in support of the adoption of lacrosse as a VHSL sport. She noted that she was a junior playing lacrosse for Jamestown High School (JHS). Ms. Delozier stated that she recently committed to play lacrosse at Flagler College after she graduates. She emphasized that she wanted other students to have an easier path to college than she did. Ms. Delozier shared that her journey was hard because JHS lacrosse lacked the exposure of a VHSL sport, forcing her to find a travel team more than an hour away. This necessity resulted in a major time commitment and significant expenses for her family. She noted that many talented lacrosse players in WJCC high schools were overlooked for college opportunities simply because they lacked the time or money for travel teams. Ms. Delozier urged the Board to sanction lacrosse as a VHSL sport, arguing that it would not only create equitable access to opportunities, but more importantly, validate the hard work and dedication of the student-athletes. She highlighted that more than 10 other sports in the community already hold VHSL status, she advocated for lacrosse players to receive the same recognition and opportunities. She concluded by expressing gratitude for the Board's time and consideration.

13. Mr. Andrew Buckley, 103 Eagle, addressed the Board and noted that he was a senior at Lafayette High School (LHS). He advocated for making lacrosse an official VHSL sport. Mr. Buckley explained that starting lacrosse on a high school team in 8th grade boosted his confidence, as older players pushed him beyond his comfort zone. He attributed his communication, collaboration, and leadership skills to lacrosse. Serving as a two-time captain taught him the true meaning of teamwork, hard work, and belonging. Mr. Buckley noted that while he would not personally experience VHSL-sanctioned lacrosse, he strongly advocated for the opportunity for his teammates and future athletes. He emphasized that the character development and life lessons gained from the sport have been invaluable, preparing participants for future success. He concluded by thanking the Board for its consideration.

14. Mr. Jason Madzuma, 105 Royal Saint Georges, addressed the Board noting that he was a local parent in the WJCC lacrosse community and President of the Lafayette Lacrosse Club. He began by thanking the students who addressed the Board, noting that they represented the reason this opportunity was important. Mr. Madzuma reminded the Board that in JCC, high

school lacrosse was typically only available through club programs and entailed significant costs for registration, equipment, and travel. Mr. Madzuma highlighted that the high cost of lacrosse had created a "pay-to-play" system, excluding many local youth. He noted that due to a lack of proper equipment and financial support, he had consistently been forced to turn away students who were eager to participate. He explained that school-based lacrosse would eliminate obstacles, welcoming diverse students and fostering teamwork and leadership skills. Mr. Madzuma urged the Board to approve the WJCC School Board's funding request for lacrosse, highlighting it as a direct, positive investment in WJCC students. Citing strong community attendance, he emphasized the initiative's importance and asked supporters to stand to demonstrate their commitment to making this opportunity a reality for all students.

15. Ms. Jillian Kuebler, 4055 Longview Landing, informed the Board that she was a freshman at JHS with a lacrosse background dating back to age five. She testified that her 10-year journey from the Warriors to the JHS Lacrosse Club had shown her just how much the sport had grown. Sharing that lacrosse had been a major source of joy, community, and support in her life, she encouraged the Board to support recognizing lacrosse as an official VHSL sport.

16. Mr. Tyler Dick, 106 Greenwich Street, chose not to speak.

With no further speakers, Mr. McGlennon concluded the Public Comment segment.

Mr. McGlennon noted that the Board would take a three-minute recess.

At approximately 5:59 p.m., the Board recessed for a short break.

At approximately 6:01 p.m., the Board reconvened.

F. CONSENT CALENDAR

None.

G. PUBLIC HEARING(S)

Mr. McGlennon indicated that Mr. Steve Rodgers was the Planning Commission representative for the meeting.

1. Short-Term Rental Compliance Review for Certain Special Use Permits

A motion to Approve the Continuation of the Short-Term Rental Operations for the Six SUPs mentioned was made by Ruth Larson, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

Ms. Christy Parrish, Zoning Administrator, informed the Board that on February 10, 2026, staff presented a compliance review summary in accordance with six previously approved Special Use Permits (SUPs) for short-term rentals. Following the staff presentation, staff recommended continuing the Public Hearing to draft new SUP resolutions. However, after consulting with the County Attorney, it was determined that modifying the existing SUP conditions required repeating the original approval process. Upon closing the Public Hearing, the Board may consider the following actions regarding the SUPs: 1) initiate proceedings to reverse one or more SUPs; 2) initiate proceedings to amend one or more SUPs; 3) direct staff to provide another compliance review at a particular time for one or more SUPs; and 4) take no action and allow one or more SUPs to run with the land. Based on feedback from the February 10 meeting, Ms. Parrish outlined the staff recommendation to take no action regarding the continuation of short-term rentals, conditioned upon compliance with their respective SUPs. Additionally, staff recommended a new compliance review for 2868 Lake Powell Road (SUP-23-0009), citing outstanding tax filings with the Commissioner of the Revenue's Office. Ms. Parrish reported

that all six properties were currently in compliance with the tax filing requirements. Consequently, staff recommended no action be taken, permitting the continued operation of the short-term rentals subject to their SUP conditions. Ms. Parrish noted that if the Board chose not to take action, allowing the SUP uses to run with the land, the Board would retain the authority to revoke any SUP via Section 24-12 of the Zoning Ordinance due to recurring violations or changes impacting public health, safety, and welfare. She then concluded her presentation and opened the floor for questions.

Mr. Icenhour noted the productive nature of the compliance review in addressing current issues. He requested that staff provide the Board with a comprehensive SUP compliance update in one year to identify any remaining discrepancies or varying circumstances. Mr. Icenhour looked to his fellow Board members for consideration on that recommendation.

Ms. Parrish requested to speak, noting that in response to the Board's interest in an annual compliance review, she proactively audited all SUPs. She confirmed multiple SUP violations, mainly involving exceeding permitted occupancy or advertising more rooms than allowed. Ms. Parrish indicated that written notification would be sent within two weeks and offered to report back.

Ms. Null inquired whether the compliance review could be conducted biennially.

Ms. Parrish replied that it was entirely at the Board's discretion.

Ms. Wainwright asked about the number of SUPs to be reviewed.

Ms. Parrish noted that her initial review identified 19 active listings and advertisements, adding that the total scope of her review might expand to approximately 25.

Ms. Wainwright asked how many were out of compliance.

Ms. Parrish replied 14 out of the 19 listings.

Mr. McGlennon asked if the noncompliance was primarily caused by advertising more rooms than allowed.

Ms. Parrish explained that many violations involved advertising and incomplete filings. She noted that she was working with the Commissioner of the Revenue's Office to verify prior filings.

Ms. Larson requested an update regarding the ongoing business compliance check.

Ms. Parrish indicated that she conducted monthly software checks and typically reached out to individuals who had not obtained the necessary SUP.

Mr. Icenhour asked Ms. Parrish if she was finding many of these instances.

Ms. Parrish replied maybe two or three every six months.

Discussion ensued.

Mr. McGlennon closed the Public Hearing as there were no public speakers.

2. AFD-25-0001. 2756, 2900, and 3006 Jolly Pond Road Gordon Creek AFD Addition

A motion to Approve was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

Mr. Will Albiston, Planner, addressed the Board noting that Mr. William Kane had applied on behalf of Mr. William C. Kane, Jr., Trustee, and Ms. Angelia K. Kane, Trustee, to enroll approximately 50 acres of land located at 2756, 2900, and 3006 Jolly Pond Road into the Gordon Creek Agricultural and Forestal District (AFD). He cited the specifics of the application included in the staff report in the Agenda Packet. Mr. Albiston stated that the land was primarily forested while it also contained a portion of Jolly Pond and the vacated section of Jolly Pond Road. He noted that the applicant had indicated that he had no plans to harvest timber or develop the properties. Mr. Albiston stated that as required by the Code of Virginia, the subject properties were within one mile of the core of the Gordon Creek AFD and were contiguous with other parcels located in the AFD. He advised that this proposal was not anticipated to generate any impacts that required mitigation. Mr. Albiston stated that at its January 15, 2026, meeting, the AFD Advisory Committee recommended approval of this application by a vote of 9-0. He further stated that at its March 4, 2026, meeting, the Planning Commission recommended approval of the application by a vote of 7-0. Mr. Albiston reported that the application complied with all state and local Gordon Creek AFD requirements and aligned with the 2045 Comprehensive Plan; consequently, staff recommended approval. He concluded his remarks and welcomed any questions the Board might have.

Ms. Larson sought clarification on the permissibility of agritourism activities on the land.

Mr. Albiston asked Ms. Larson if she was referring to the 2045 Comprehensive Plan's Rural Lands designation.

Ms. Larson confirmed yes.

Mr. Albiston verified that agritourism was a permitted use within the district.

Mr. Rodgers addressed the Board noting that the Planning Commission voted 7-0 on March 4, 2026, to recommend approval. Echoing Mr. Albiston's remarks, he stated that the proposal met state and local requirements for inclusion into the AFD and was contiguous with other parcels already in the district.

Mr. McGlennon opened the Public Hearing.

Mr. McGlennon closed the Public Hearing as there were no public speakers.

3. Z-25-0003/SUP-25-0006. 297 and 279 Neck-O-Land Road

A motion to Approve was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

Ms. Roberta Sulouff, Senior Planner, addressed the Board stating that Mr. Vernon Geddy, Sr., Geddy & Franck, LLP, had applied on behalf of Mr. Konstantin and Ms. Marina Fotiadis to rezone two lots located at 297 and 279 Neck-O-Land Road from R-8, Rural Residential to R-2, General Residential, with Proffers. She noted that the applicant requested an SUP to extend public water to the site, in addition to the rezoning. Ms. Sulouff cited the specifics of the application included in the staff report in the Agenda Packet. She emphasized that because the 3.6-acre site was zoned R-8 with a three-acre minimum lot size, the owners must rezone the property to subdivide the existing two lots into three. Ms. Sulouff noted that surrounding parcels and developments primarily featured R-1 or R-2 zoning with similar lot sizes, leading staff to determine that the rezoning to R-2 was the most appropriate choice. She indicated that extensions of public utilities constitute specially permitted uses within the R-2 Zoning District. Ms. Sulouff highlighted that the property functioned as a commercial marina for decades,

featuring related businesses like boat repair and a snack bar. Furthermore, records show that both existing and demolished structures on the site were used as residential rentals or primary homes. She noted that because the structures existed before current Chesapeake Bay Preservation Act and Zoning regulations, they would typically be grandfathered under planning guidelines. Ms. Sulouff stated that the new owners had no intention of operating a marina or any commercial enterprise on the site. She added that the owners had already demolished several structures and performed extensive cleanup of the property. She noted that although the base density for Low Density Residential was one unit per net acre, the Comprehensive Plan allowed up to four units per acre if the project provided specific public benefits, such as enhanced environmental protections. Ms. Sulouff reported a net developable area of 1.88 acres after accounting for Resource Protection Area (RPA) and floodplain constraints, resulting in a net density of 1.6 units per acre. Additionally, she noted the applicant's commitment to Water Conservation Standards and a substantial effort to restore previously disturbed areas within the RPA and floodplain, secured by bonding to ensure completion. Ms. Sulouff added that the applicant also proposed removing an existing dwelling in the RPA, along with removing and replanting invasive species. She noted that staff from both the Planning and Stormwater and Resource Protection Divisions agreed that this effort provided a public benefit, justifying a net density increase to 1.6 units per acre. Ms. Sulouff stated that staff evaluated the proposed residential rezoning and waterline SUP, concluding that SUP-related impacts would be temporary. Proposed conditions included limited construction hours and lighting, along with mandatory replanting of removed vegetation. Ms. Sulouff reported that the Planning Commission unanimously recommended approval (7-0) of the rezoning and SUP applications during its February 4, 2026, meeting. She explained that staff found the proposal consistent with the Comprehensive Plan and compatible with surrounding development, provided the attached conditions and proffers were met. Ms. Sulouff noted that staff recommended approval of the applications, subject to the proposed conditions and proffers. She concluded by inviting Board questions and noted the applicant was available.

Mr. McGlennon asked if the Board had any questions for staff.

Ms. Null asked how the smaller parcel accessed the road.

Ms. Sulouff explained that the lot currently lacked access, which was a common quirk among older lots in the County. While the Master Plan was not in her PowerPoint presentation, she noted it was included in the Board's Agenda Packet to show the revised layout.

Mr. McGlennon requested confirmation that the applicant would remove invasive species and replant with native species.

Ms. Sulouff confirmed yes.

Ms. Wainwright noted her recollection of reading that the applicant would reseed the site.

Mr. McGlennon noted the property's improved appearance, adding that the environmental benefits there were vital.

Mr. Rodgers informed the Board that the Planning Commission praised the project's extensive environmental restoration efforts. He highlighted the dramatic, positive transformation of the property, noting that removing existing structures aligned the site with County zoning laws and regulations. Mr. Rodgers mentioned that community members expressed strong approval of the application. He noted that the Planning Commission voted 7-0 to recommend approval of the applications to the Board of Supervisors, finding them consistent with the Comprehensive Plan and compliant with Virginia Code Section 15.2-2303, subject to the proposed conditions and proffers.

Mr. McGlennon asked if the Board had questions.

The Board declined.

Mr. McGlennon opened the Public Hearing.

1. Mr. Vernon Geddy, Sr., Geddy & Franck, LLP, 1177 Jamestown Road, addressed the Board noting that he was in attendance representing the applicants. He displayed the subject properties on the PowerPoint presentation. Mr. Geddy explained that the property, acquired in July 2022, was intended to become a three-lot family compound, with two road-fronting lots for the Fotiadis' children and a retained waterfront lot for Mr. and Ms. Fotiadis. He detailed significant site improvements made since the purchase, including the removal of two homes, two trailers, and eight boat slips, alongside enhanced landscaping and a new gate. Mr. Geddy stated the project aligned with the Comprehensive Plan and surrounding development and zoning, caused no adverse impacts, and requested Board approval.

Mr. Icenhour questioned the claim that the property was connected to public sewer but not municipal water.

Mr. Geddy provided a visual presentation locating the water flow, noting that it bypassed the subject property, extended to Gatehouse Farms on Neck-O-Land Road, and then receded. Furthermore, he identified the specific tie-in point for the property to the waterline on Neck-O-Land Road.

Mr. McGlennon closed the Public Hearing.

H. BOARD CONSIDERATION(S)

1. Request for Special Use Permit Extension: SUP-21-0022. 360 Racefield Drive Solar Farm

A motion to Approve was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

Ms. Morgan Risinger, Senior Planner, addressed the Board noting that Mr. Shaun Reilly of Virginia Electric and Power Company had requested an extension of the SUP application. She indicated that the SUP was approved by the Board on March 8, 2022, and permitted development of the 360 Racefield Drive Solar Farm project. Ms. Risinger noted that SUP Condition No. 23 required the solar farm to be operational within 48 months from March 8, 2022 (March 8, 2026), or the SUP would become void. Ms. Risinger stated that the project remained under construction and had not reached commercial operation, noting several outstanding items required for completion. She noted Mr. Reilly's request to extend Condition No. 23's operational deadline to July 1, 2026. Ms. Risinger advised that all other SUP conditions would remain in effect should approval be granted. She noted that staff recommended approval of the resolution. Ms. Risinger welcomed any questions the Board might have and noted the applicant was available as well.

Ms. Null inquired about the cause of the delay.

Ms. Risinger explained that this was typical for projects of this nature with the inspection process at the end.

Mr. Icenhour asked whether extending the deadline to July 1, 2026, would give the applicant enough time to complete the outstanding items.

Ms. Risinger confirmed yes.

I. BOARD REQUESTS AND DIRECTIVES

Ms. Wainwright reported on the February 27 School Liaison Meeting, highlighting discussion regarding Artificial Intelligence (AI), technology, and updated research in those areas. She mentioned attending the Good News Jail & Ministry Breakfast on Saturday, February 28. Ms. Wainwright stated she was present for the United Way Legacy Gala held on February 28 at The Mariners' Museum and Park. She expressed positive remarks about the event. Ms. Wainwright stated that she attended a testimony given by a Holocaust survivor on March 1 at the College of William & Mary. On March 5, Ms. Wainwright met with the local Soil and Water Conservation Director to discuss funding for restoration projects. The conversation highlighted how these funds affect County citizens and noted a significant backlog of projects. Ms. Wainwright presented a resolution to her fellow Board members and requested a vote. She explained that the Board was aware of the redistricting vote and clarified that the resolution aimed to express support for the Virginia Redistricting Commission established a few years ago. Ms. Wainwright noted this simply vocalized the County's support of the current Virginia redistricting process.

Mr. McGlennon observed that the resolution was presented for the first time and recommended time to review it before the next Board meeting.

Ms. Wainwright proposed implementing a potential invocation to Board meetings, suggesting the invitation of local clergy to deliver generic prayers. She stated that legal precedents protect the Board in this practice, provided the invocations remain non-denominational. Citing the community's strong faith tradition, she expressed confidence in public support and recommended that the Board formally discuss this proposal at a future meeting.

Ms. Null mentioned her attendance at the grand opening of Point 5 Williamsburg at the Williamsburg Premium Outlets. She referenced the County's Landscaping Ordinance, and her ongoing advocacy regarding its impact on local developers and business owners. Ms. Null shared a letter from a developer highlighting the high costs and seasonal limitations of mandatory sitewide archaeology and natural resource studies for by-right development. The developer suggested creating exceptions or waiver criteria for previously cleared or farmed land, requesting that the Board consider revising these requirements. Consequently, Ms. Null requested that staff develop alternatives for disturbed land, noting the developer's intent to bring an Initiating Resolution to the next Business Meeting.

Mr. Icenhour noted his attendance at a portion of the County's Black History Month Celebration. He indicated that he and Ms. Null attended the Point 5 Williamsburg grand opening. Mr. Icenhour noted that he and Ms. Larson were present at the "Multiple Choice" documentary screening on March 2. He stated that the event offered valuable insights and initiated a necessary community conversation about further technical education. Mr. Icenhour made two requests: 1) for staff to update the Board on the timeline and plans for the next Comprehensive Plan update; and 2) to review the County Code regarding a distracting, privately-owned electronic sign on Route 60. With Board concurrence, he requested that staff investigate the sign's compliance and prepare an Initiating Resolution to restrict similar signage.

Ms. Larson noted that she just received a call about that electronic sign today. Ms. Larson mentioned the "Multiple Choice" documentary screening and noting that James City County was very well represented at the event. Addressing the topic of reassessment increases, Ms. Larson acknowledged public frustration regarding higher taxes. She emphasized that fiscal decisions require balancing these concerns against the community's demand for services and amenities. Ms. Larson elaborated on her point in further detail. She expressed hesitation regarding a potential invocation, citing a recent Virginia Association of Counties (VACo) discussion that recommended a moment of silence as the safest approach. While open to

revisiting the topic later, she emphasized the need for caution. Ms. Larson shared that she, along with Mr. Stevens, saw the new theatre at Virginia Peninsula Community College during the Hampton Roads Alliance Annual Meeting. She stated that she attended the WJCC Education Foundation Breakfast and discussed the foundation's current and future innovative grants. Reporting on her attendance at the Williamsburg Council meeting, Ms. Larson highlighted the upcoming America250 event at Jamestown Beach Event Park during the weekend of April 17. She also noted scheduled June sailing activities in York County and July Fourth celebrations in Colonial Williamsburg. Ms. Larson encouraged the public to participate in these local America250 events and broader commemorations. She requested that Mr. Stevens investigate annual assessments and report to the Board on the implications of the County switching to a yearly schedule. During her remarks, Ms. Larson mentioned attending the memorial services for Mr. Robert "Bobby" Bland, a "larger than life" individual and former WJCC School Board member, and Ms. Vicki Sprigg, a former WJCC School Board member and a longtime County citizen. She highlighted *Following the Dragon* by Merry Outlaw, a volume representing years of dedicated, in-depth scholarship. Ms. Larson noted that her work offered a comprehensive study of the 17th-century Chinese porcelain recovered from archaeological excavations at the 1607 James Fort site. She further noted that Ms. Outlaw's research illuminates not only the manufacturing techniques of these vessels but also their broader impact on society, international relations, and the global trade networks that connected early Virginia to the world. Ms. Larson celebrated winning top fundraiser for Dancing with the Williamsburg Stars, highlighting significant community donations for Big Brothers Big Sisters of America and Literacy for Life. She praised these organizations and recognized fellow participant Mr. Chris Williams, the County's Video Administrator, for his excellent performance.

Mr. McGlennon expressed his support for the recent Dancing with the Stars fundraiser. Despite being unable to attend, he praised the performances available on YouTube and encouraged public viewership. In response to comments regarding the budget process, Mr. McGlennon clarified for the public record that a fully advertised pre-budget hearing was held during the January Board meeting. He added that an additional public hearing on the budget was scheduled for April, in accordance with the regular process. Mr. McGlennon stated that assessments rely on sales data; while identifying exact comparables within a two-year period could be challenging, the results generally indicate a slight under-assessment to prevent over-valuation. He advised residents to reach out via the number on their reassessment notice (757-253-6650) to initiate an appeal if they believe their property value was inaccurate. Mr. McGlennon clarified that while the Board determined the tax rate, it did not control property assessments, which have risen sharply alongside soaring house prices. He expressed doubt that homeowners would actually want these assessments significantly reduced, as the higher figures accurately reflect the current market value of their property for selling or borrowing purposes. Finally, he noted that the Board was currently reviewing the tax rate options, balancing available revenue sources against the County's financial obligations.

J. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens announced that a free home maintenance workshop would be held on March 12 from 5:30-7:30 p.m. located at 5249 Olde Towne Road, and directed any inquiries to 757-259-5340. He highlighted the Community Land Trust and announced that the County was currently seeking applicants for its Board of Directors. Mr. Stevens noted that extensive information was available on the County website for interested members of the public. Structured as a nonprofit, the trust ensured long-term affordability through renewable and inheritable ground leases. He announced an information session for residents on March 26 at 5 p.m., located in Building F of the County Government Center. Mr. Stevens praised the recent Dancing with the Stars Williamsburg event, highlighting the phenomenal performance of Ms. Larson and Mr. Williams. Commending the participants for their extensive preparation, he expressed his enjoyment of the show and thanked Ms. Larson and Mr. Williams for their excellent representation of the County.

K. CLOSED SESSION

Mr. McGlennon suggested that the Board consider the Colonial Behavioral Health appointment in Open Session.

The Board concurred.

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia, and pertaining to the Colonial Behavioral Health Board.

A motion to Appoint Mr. Gerald Gould to the Colonial Behavioral Health Board beginning April 1, 2026, for a three-year term that would expire on April 30, 2029, was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

2. Certification of Closed Session

L. ADJOURNMENT

1. Adjourn until 1 pm on March 24, 2026 for the Business Meeting

A motion to Adjourn was made by Tracy Wainwright, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

At approximately 7:10 p.m., Mr. McGlennon adjourned the Board of Supervisors.

MINUTES

JAMES CITY COUNTY BOARD OF SUPERVISORS

BUSINESS MEETING

COUNTY GOVERNMENT CENTER BOARD ROOM

101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

March 24, 2026

1:00 PM

A. CALL TO ORDER

B. ROLL CALL

Tracy L. Wainwright, Powhatan District
Barbara E. Null, Stonehouse District
James O. Icenhour, Jr. Jamestown District
Ruth M. Larson, Vice Chair, Berkeley District
John J. McGlennon, Chair, Roberts District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

A motion to Amend the Agenda to Add a Presentation by the Colonial Soil and Water Conservation District regarding the Annual Report and Board Consideration of an Amendment to the Board Meeting Calendar was made by Ruth Larson, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

C. PRESENTATION(S)

1. Introduction of Deputy Chief of Police

Mr. Mark Jamison, Police Chief, addressed the Board to introduce Mr. David White, Deputy Chief of Police. He provided a brief background, noting that Deputy Chief White brought more than 25 years of law enforcement and leadership experience to the position. He shared that since joining the James City County Police Department (JCCPD), Deputy Chief White had served as the County's Accreditation Manager, where he demonstrated strong leadership, professionalism, and a forward-thinking approach. Chief Jamison further stated that Deputy Chief White held a bachelor's degree in public administration from George Mason University and a master's degree in criminal justice from Northeastern University, in addition to completing several leadership development programs. He noted that Deputy Chief White began his career with Fairfax County in 1999, serving in a variety of assignments before retiring as a Captain in 2024. Chief Jamison also shared that Deputy Chief White had been married for 17 years, had three children, and relocated to JCC in 2024 to be closer to family, quickly becoming engaged in the community. He concluded by stating that it was a privilege to introduce Deputy Chief White as the next Deputy Chief of Police for JCC.

Mr. McGlennon welcomed Deputy Chief White to the County and remarked that he had joined an organization with a longstanding and high standard of performance, expressing confidence that he would contribute to that standard from his first day.

Deputy Chief White expressed his sincere appreciation for the opportunity to serve and stated that he looked forward to working collaboratively with the Board and County staff. He emphasized a shared commitment to advancing the ongoing goal of ensuring that the County remained one of the safest jurisdictions in the state, if not the country.

The Board extended its thanks to Deputy Chief White.

2. VPCC Annual Update

Mr. McGlennon welcomed Mr. Todd Estes, Vice President for Workforce Development and Innovation at Virginia Peninsula Community College (VPCC); Dr. Scott Stauble, Interim Associate Vice President for Academic Affairs; and Ms. Tracey Wright, Director of Campus and Community Initiatives for the Historic Triangle. Mr. Estes addressed the Board and thanked members for the opportunity to provide a brief status update and highlight several new initiatives. He formally introduced himself and noted that each colleague would offer their own introduction during the presentation. He also acknowledged the presence of Mr. Doug Powell, General Manager of the James City Service Authority (JCSA) and a VPCC Local College Board member, expressing appreciation for his attendance. He began the presentation with an overview of VPCC enrollment trends, stating that the College remained in a healthy position. Referring to the PowerPoint presentation, he noted that academic enrollment had increased for two consecutive years and was on track for a third, reversing a long-standing national decline in community college enrollment dating back to 2012. He attributed this progress to a robust and aggressive enrollment management plan that included extensive community engagement, strengthened partnerships with the K-12 education system, and key hires such as career navigators and advisors. He added that VPCC had also implemented process improvements to enhance student access and had expanded dual enrollment opportunities. Mr. Estes reviewed enrollment by locality, noting that JCC accounted for 12% of total enrollment, and when combined with the City of Williamsburg, the figure rose to 16%. He stated that efforts were ongoing to increase this percentage. He then discussed workforce training programs, explaining that the FastForward program was VPCC's accelerated, industry-aligned training pathway designed to prepare students for immediate employment. He emphasized that these programs were eligible for state financial assistance. Referring again to the PowerPoint presentation, he noted significant growth in FastForward enrollment and financial aid allocations since 2017, with allocations exceeded for four consecutive years. He noted that because of this demand, the state had covered two-thirds of program costs, reducing tuition expenses for students. He reported that FastForward enrollment had grown by approximately 20% year-over-year for two consecutive years until the current fiscal year, when budget constraints limited the ability to shift funds. As a result, enrollment dipped slightly in Fiscal Year (FY) 26. However, he noted that the upcoming state budget appeared strong, and both the House and Senate had included funding to restore FastForward growth. He shared that he anticipated strong financial support for FY27 and FY28. He added that the largest FastForward enrollment came from the Cities of Hampton and Newport News, with JCC ranking third. He noted that for FY25, 170 JCC students were enrolled, reflecting continued growth. He expressed confidence that enrollment would begin growing again in FY27 and FY28 if the budget bill was approved. Mr. Estes highlighted skilled trades programs in Toano and additional programming at the Historic Triangle Campus. He noted that new programs were tailored to meet community needs, including a hospitality program and a behavioral health technician program that would launch soon. He then turned the presentation over to Dr. Stauble.

Dr. Stauble thanked the Board and began with an overview of dual enrollment, explaining that these students were enrolled in high school while simultaneously earning college credit. He reported significant growth in dual enrollment since 2021, with expectations for continued expansion due to the College and Career Ready Virginia (CCRV) legislation, which required all public high schools to offer the full 30-credit Uniform Certificate of General Studies pathway. He reviewed dual enrollment participation by locality, noting that Williamsburg-James City

County (WJCC) Public Schools accounted for approximately 17% of dual enrollment in recent years. He explained that changes in VPCC's coding system and address corrections had shifted numbers between the City of Williamsburg and JCC, though overall participation remained stable at approximately 350 enrollments. Dr. Stauble reported increases in student retention and graduation rates, crediting initiatives such as free tutoring, intrusive advising, student engagement activities, athletics, and faculty professional development focused on diverse learners. He announced that VPCC would reopen its wellness center at the Historic Triangle Campus later in the week and noted continued growth in athletics. He highlighted VPCC's transfer pathways and the Bridge program, which provided seamless transitions to four-year institutions. He also described efforts to enhance student engagement, expand campus activities, and strengthen leadership development opportunities. He noted that VPCC used career readiness tools such as Lightcast to help students explore career options and prepare for post-graduation success. He then turned the presentation over to Ms. Wright.

Ms. Wright provided an overview of the Graduate Mobility Study, noting that community college graduates were more likely to remain in the community than graduates of four-year institutions, a difference of approximately 20%, as shown in the PowerPoint presentation. She reviewed employment outcomes, stating that nearly 81% of career and technical education graduates were employed within 18 months; 77.7% of FastForward completers were employed within six months; and 72.4% of transfer students were employed within 18 months. She reported that the Dr. Mary T. Christian Theatre at the Hampton Campus had reopened in January after collapsing during the COVID-19 pandemic. She also highlighted the January 2025 opening of the Center for Excellence in Early Childhood Development, created in partnership with the City of Newport News. She explained that the facility included academic space for early childhood education students and a childcare center that provided hands-on training opportunities. Ms. Wright invited the Board to the opening of VPCC's new trade center in the City of Newport News, which would offer programs such as marine industrial training and welding. She noted that demolition was underway for the new Hampton Campus Academic Building. She emphasized the importance of student satisfaction, referring to survey results that reflected VPCC students' positive experiences. She shared additional comments not included in the presentation, including students who felt supported by staff and others who expressed strong appreciation for their professors. She concluded by stating that the VPCC team was happy to answer any questions.

Ms. Null expressed her appreciation for VPCC's work, noting that she lived in Norge and frequently promoted the VPCC technical center. She thanked VPCC for its presence in the area.

Ms. Wainwright, speaking as a parent of a recent graduate and two current VPCC students; one a presidential ambassador, thanked staff and noted that her family had an excellent experience. She described VPCC as a strong steppingstone for students' next steps.

Ms. Larson praised VPCC's president and leadership team for their engagement and willingness to explore new ideas to support the community. She expressed enthusiasm for the Toano location and hoped it would continue to grow. She noted that dual enrollment growth in JCC was currently 13%, which she believed was lower than in 2021 and 2022, and compared it to York County's 26.8%. She asked about the cause of the difference and shared that her daughter had benefited greatly from early college participation.

Dr. Stauble responded that the early college program had been strong in WJCC Schools and remained an excellent pathway. He explained that VPCC was working closely with WJCC Schools to expand offerings under CCRV, including identifying instructors for required dual enrollment courses. He anticipated that WJCC Schools' dual enrollment numbers would grow in the 2026-2027 and 2027-2028 school years and could begin approaching the levels seen in the City of Newport News and York County. He added that VPCC would present the same information to the WJCC School Board that evening and was working to schedule a meeting with Superintendent Dr. Daniel Keever.

Ms. Wright added that Dr. Keever had expressed similar questions and had requested a meeting to explore ways to expand the partnership.

Ms. Larson noted that while Advanced Placement (AP) courses were valuable, some colleges did not accept them for credit, whereas dual enrollment often reduced financial strain on families.

Mr. McGlennon remarked that he was pleased to see increased media coverage of VPCC and believed the College was doing an excellent job telling its story, particularly through the expansion of athletic programs not typically associated with community colleges. He stated that this sent a strong message. Mr. McGlennon then introduced the next presentation, to be delivered by Mr. Bob Lund, Director of the Colonial Soil and Water Conservation District (CSWCD), who would present the FY 2025 Annual Report.

Mr. Lund addressed the Board, noting that he was one of two Directors elected from JCC to represent the County on the CSWCD Board. He provided an overview of CSWCD's accomplishments and efforts in JCC. He explained that Soil and Water Conservation Districts were political subdivisions of the Commonwealth of Virginia that supported and encouraged voluntary conservation practices. He explained that CSWCD served JCC, three additional counties, and the City of Williamsburg, representing a district of approximately 825 square miles and 175,000 residents. He noted that local funding and grants enabled CSWCD to offer more services than those provided through the Virginia Department of Conservation and Recreation's cost-share program. He described how CSWCD complemented agricultural conservation work with expanded urban and suburban initiatives. Mr. Lund explained that the Virginia Agricultural Cost-Share Program helped offset the cost of conservation practices on approximately 3,158 acres of farmland and provided technical assistance. He explained that these practices protected topsoil, reduced nutrient runoff, and lowered the risk of algae blooms, thereby safeguarding farmland and waterways. He described structural practices used to address significant erosion issues, referencing images in the PowerPoint presentation that illustrated erosion gullies and the use of rock-filled basins, trenches, and erosion control matting to slow water flow and stabilize soil. He noted that CSWCD facilitated the Dominion Energy Envirothon, an environmental conservation competition for high school students, and sponsored the Jamestown High School team at regional and state levels. He also highlighted conservation education efforts delivered through lectures and community events. Mr. Lund described the Virginia Conservation Assistance Program (VCAP), which addressed non-agricultural conservation needs by providing technical assistance and financial support for practices on developed properties. He noted that VCAP projects were typically smaller in scale than those handled by JCC but could complement programs such as the County's Clean Water Heritage Program. He noted that over the past five years, VCAP provided nearly two-thirds of the $468,376 invested in JCC conservation projects, with participants covering the remaining costs. He explained that funded projects carried a 10-year maintenance obligation. He emphasized that these practices helped manage stormwater, reduce flooding and erosion, improve groundwater recharge, and decrease pollution in local waterways. He noted that environmentally responsible lawn care, including proper fertilizer application and efficient irrigation, also contributed to water quality improvements. He shared that three CSWCD staff members were state certified in turf and landscape nutrient management, and in 2025, CSWCD partnered with James City County/Williamsburg Master Gardener to deliver Turf Love training to homeowners. Mr. Lund reported that, with JCC's support, CSWCD conducted 57 site visits in FY26, resulting in 10 applications, four of which had been approved. The remaining six awaited state funding. He noted that CSWCD staff worked closely with JCC's Stormwater and Resource Protection Division and JCSA to ensure efficient use of County funds. He requested continued support for a 5% increase in funding for programs serving JCC residents and organizations, emphasizing the importance of these efforts in preserving the County's environment and improving the swimmability and fishability of local waterways. He highlighted CSWCD's ongoing partnerships, participation in pilot programs, and pursuit of grants that often required local

matching funds. He concluded by stating that CSWCD's conservation programs contributed to achieving Virginia's next milestone toward the 2024 federal Chesapeake Bay water quality requirements. He thanked JCC, staff, partners, program participants, and volunteers for their continued support.

Mr. McGlennon thanked Mr. Lund for his presentation.

Ms. Larson expressed appreciation for CSWCD's work.

Mr. Lund introduced Ms. Robyn Woolsey, Senior Conservation Specialist with CSWCD.

Mr. McGlennon again thanked CSWCD and its staff for their efforts.

D. CONSENT CALENDAR

1. Contract Award - $135,200 - Little Creek Reservoir Park Building Renovation

A motion to Approve was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

2. Contract Award - $161,794 - Professional Standards Software

A motion to Approve was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

3. Dedication of the Streets in Land Bay 5 of the Stonehouse Subdivision

A motion to Approve was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

4. Dedication of the Streets in the Village at Candle Station Subdivision

A motion to Approve was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

5. Minutes Adoption

A motion to Adopt was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

The Minutes Approved for Adoption included the following meetings:

- February 5, 2026, VACo Local Government Day
- February 10, 2026, Regular Meeting
- February 12, 2026, Retreat
- February 24, 2026, Business Meeting

E. BOARD DISCUSSIONS

1. Government Center Update

Mr. Bradley Rinehimer, Assistant County Administrator, addressed the Board to provide an update on the Government Center. He noted that extensive site work was underway and that a significant amount of soil was present due to contractors preparing the underground parking area. He reported that rigid inclusions had begun earlier in the week and briefly explained that this process involved using an auger to drill deep holes that were then filled with concrete or grout to stabilize softer soils, reducing the need for deeper foundations. He stated that this work would continue over the next few weeks, after which concrete pouring was expected to begin in May. Mr. Rinehimer noted that the 100% construction drawings had been completed and that JCC staff, along with McDonough Bolyard Peck, Inc. (MBP), were reviewing the documents and preparing comments, which he anticipated would be submitted by the end of the month. He added that the outdoor space design was being finalized and credited Mr. Paul Holt, Director of Community Development, for leading that effort. He emphasized that considerable time had been dedicated to ensuring that the outdoor areas surrounding the facility were intentionally designed. He stated that during his next update, he planned to bring images to show the Board the progress on the outdoor spaces. He reported that numerous decisions were being made regarding interior finishes, including brick textures and colors, paver selections, artificial turf, corner guards, tile and grout colors, and ceiling designs to achieve higher acoustic ratings. He noted that MBP had begun taking a more prominent role in construction management, which had been a welcome relief for staff. He stated that MBP had previously secured the foundation-only permit and was now working on obtaining the full building permit, which he expected soon. Mr. Rinehimer added that the library design process was progressing, with a meeting held a few weeks earlier, and that updates would be provided shortly. The goal he noted, was to bring the library design into alignment with the Government Center timeline so that construction on both projects could begin simultaneously. He concluded by stating that the project continued to move forward smoothly and invited questions from the Board.

Ms. Larson thanked Mr. Rinehimer for the update.

Mr. McGlennon asked for an update regarding the Guaranteed Maximum Price.

Mr. Rinehimer responded that an update was expected on June 1 and that he did not anticipate any changes from what had previously been discussed.

The Board thanked Mr. Rinehimer.

2. Appeal of Planning Commission Decision: Conceptual Plan No. 25-002, Bush Springs Road

Mr. McGlennon noted that the applicant had requested a referral to the April Business Meeting. He entertained a motion to move the item to next month's Agenda.

A motion to Defer the Agenda Item until April's Business Meeting was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

F. BOARD CONSIDERATION(S)

1. Initiation of Consideration of Amendments to the Zoning Ordinance and Subdivision Ordinance regarding Requirements for the Submittal of an Archaeological Study as Part of a Site Plan or Subdivision Application

Mr. Holt addressed the Board and noted that in 1998 the Board of Supervisors adopted an archaeological policy intended to identify and protect areas with significant archaeological potential. He explained that in 2018, following changes in state code related to legislative cases, the Board incorporated the archaeological policy into the Zoning Ordinance and Subdivision Ordinance. He stated that the adopted text included several areas where waivers, exceptions, or modifications could be granted. He noted that, upon request, staff had prepared an initiating resolution included in the Board's Agenda Packet to consider possible amendments that would add an additional waiver and exception provision to the current requirements. He reminded the Board that an initiating resolution was a procedural step required by state code and did not change the actual Ordinance language, which was not before the Board at this time. He emphasized that the resolution simply initiated the process. He stated that if the resolution were adopted, staff would work with the Policy Committee to develop additional waivers and exceptions and would bring the proposed changes back through the Planning Commission and the Board for the public hearing process. He concluded by stating that he was available to answer any questions.

Ms. Null asked how long the process would take.

Mr. Holt stated that as planned review efforts continued, he was not aware of any applications currently waiting on this action. He explained the process and its requirements and estimated that it could take three to four months, though he expressed confidence that staff would be able to return the matter to the Board sooner.

Mr. McGlennon asked whether the process would involve requesting the Planning Commission to undertake the study with staff support, and he inquired about the typical cost of such studies for relatively modest developments.

Mr. Holt stated that he did not have that information available.

Mr. McGlennon asked that the information be provided in the future. He also asked whether the County granted waivers.

Mr. Holt explained that waivers were most frequently granted in cases of clear redevelopment, as allowed by the current Ordinance language. He noted that many larger developments were still greenfield projects, but in situations where land had been previously developed, a new study was often unnecessary. He added that true redevelopment projects were less common than greenfield projects and that many smaller projects were already exempt under the existing Ordinance language.

There were no further questions or comments from the Board.

A motion to Approve the Initiation of Consideration of Amendments to the Zoning Ordinance and Subdivision Ordinance regarding Requirements for the Submittal of an Archaeological Study as Part of a Site Plan or Subdivision Application was made by Barbara Null, the motion result was Passed.
AYES: 4 NAYS: 1 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, Null, Wainwright
Nays: McGlennon

2. Initiation of Consideration of Amendments to the Zoning Ordinance and Subdivision Ordinance regarding Requirements for the Submittal of a Natural Resources Inventory as Part of a Site Plan or Subdivision Application

Mr. Holt noted that this item was similar to Item 1, explaining that, based on a recent request, the Board was being asked to consider an initiating resolution included in the Agenda Packet to potentially amend the Zoning and Subdivision Ordinances to add an additional waiver and

exception provision to the current requirements for new development to conduct natural resources inventories. He stated that, much like the archaeological policy, the Board originally adopted the natural resources policy in 1999 and incorporated it into the Ordinances in 2018. He explained that if the initiating resolution were adopted, staff would work with the Policy Committee to develop recommendations and then bring the proposed amendments forward through the public hearing process.

A motion to Approve the Initiation of Consideration of Amendments to the Zoning Ordinance and Subdivision Ordinance regarding Requirements for the Submittal of a Natural Resources Inventory as Part of a Site Plan or Subdivision Application was made by Tracy Wainwright, the motion result was Passed.
AYES: 4 NAYS: 1 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, Null, Wainwright
Nays: McGlennon

3. Initiation of Consideration of Amendments to the Zoning Ordinance Regarding Exterior Signs

Mr. Holt noted that, similar to the previous two items, if the initiating resolution were adopted, staff would be authorized to consider possible amendments to the Zoning Ordinance to address the prevention and/or regulation of certain variable message delay signs. He stated that staff would work to develop recommendations and explained that this effort involved a component of the County's Sign Ordinance, which is part of the Zoning Ordinance.

A motion to Approve the Initiation of Consideration of Amendments to the Zoning Ordinance Regarding Exterior Signs was made by James Icenhour Jr., the motion result was Passed.
AYES: 3 NAYS: 2 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon
Nays: Null, Wainwright

G. BOARD REQUESTS AND DIRECTIVES

Ms. Wainwright stated that she had attended the new employee orientation to deliver opening remarks alongside Mr. Icenhour. She noted that she also received a tour of the County's water treatment plant, describing it as a pleasant and informative visit. She expressed admiration for the facility's technology and commended staff for clearly explaining the systems, water sources, and processes used to prepare water for residents. She added that she appreciated staff's proactive approach to problem solving, which aligned with her own background in prevention. She further noted that at the previous meeting she had presented a resolution regarding the issues related to Virginia's proposed redistricting amendment. She explained that the resolution expressed voiced opposition to actions she believed were inconsistent with the constitutional amendment intended to promote bipartisan redistricting. She stated that the resolution also urged the Virginia Supreme Court to promptly resolve any legal challenges that might arise during an election cycle. She reminded the Board that the resolution had been distributed at the last meeting and welcomed any questions or comments.

Ms. Larson stated that she appreciated Ms. Wainwright's position. She noted that the issue placed her in the middle and had evolved into a bipartisan matter. She recalled sharing her concerns a month earlier regarding the County's position and reiterated her reluctance to vote on a resolution, stating that her only direct influence on the matter was through her vote at the ballot box. She added that she would not be able to support the resolution if it were brought forward.

Mr. McGlennon noted that the Board was occasionally asked to take positions on bipartisan issues. He stated that what remained most important to him was maintaining focus on the issues the Board was responsible for addressing. He requested that the motion be tabled and that the

Board proceed to the next items.

A motion to Table the resolution brought forward by Tracy Wainwright was made by John McGlennon, the motion result was Passed.
AYES: 3 NAYS: 2 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon
Nays: Null, Wainwright

Ms. Null stated that she had attended the recent discussion hosted by the Olde Towne Medical & Dental Center (OTMDC) regarding its latest project. She noted that she believed Mr. Stevens had indicated this topic would be discussed soon in a Closed Session. She added that OTMDC served a significant number of individuals, explaining that approximately 60% of those seen were uninsured, even though OTMDC billed Medicare and Medicaid when applicable. She commended OTMDC for its work, along with the Lackey Clinic. She also reported that her Workforce Council meeting had been canceled.

Mr. Icenhour stated that he had attended the new employee orientation, noting that it was a valuable opportunity to welcome new employees and provide clarity regarding the Board's relationship with staff. He described the group as impressive. He added that he was forwarded photographs of a large pothole referred to as a "tank trap" in the roadway near the post office, remarking that it appeared large enough to "swallow a small Volkswagen." Although the issue did not fall directly within the Board's scope, he sought direction from Mr. Stevens.

Ms. Larson stated that she had sent a photograph of the same pothole to Representative Robert Wittman and had received a follow-up, noting that a process was underway to address the situation.

Mr. Icenhour remarked that additional asphalt was occasionally placed in the pothole, but the repair only lasted a short time. He suggested that the entire parking lot might need to be completely redone. He noted that the area experienced heavy traffic and was a frequent concern for residents. He also stated that several locations in his district, including Monticello Woods, were experiencing developer-related infrastructure and stormwater issues. He thanked Stormwater and Resource Protection Division staff, specifically naming Section Chief Joe Buchite for keeping the community informed as corrective measures were pursued. He added that he had spoken earlier with Mr. Stevens about similar concerns in Shirley Park and noted that staff were aware of the issues and actively working to address them.

Ms. Larson stated that she had met with Dr. Todd Arrington, the new Executive Director of Jamestown Rediscovery, who began his role in March and was learning about Historic Jamestowne. She welcomed him and expressed appreciation for his leadership following the tenure of the previous long-term director. She also reported that she had participated in a Hampton Roads Alliance trip the previous week, which she found highly beneficial, particularly in learning about workforce, defense, technology, and innovation. She hoped to share her insights with other Board members. She noted that she had received correspondence from the WJCC School Division regarding upcoming school visits and encouraged participation. She added that on March 31, the Greater Williamsburg Chamber of Commerce (GWCC) would host a wrap-up of the Virginia General Assembly session, and that she planned to attend the GWCC Power of Women luncheon on Friday. She then requested an update regarding the ongoing beaver issues along Route 5, noting standing water just past Jamestown High School. She expressed concern for the trees in the area, stating that they could not withstand prolonged saturation and that flooding along Route 5 could eventually become a significant problem. She stated that the state had previously assisted with the issue but appeared to have stopped, noting that the beavers were persistent and that addressing the problem would require equal persistence. She added that she had not observed any recent activity to mitigate the situation.

Ms. Larson also reported that she had contacted Senator Ryan McDougle regarding a street in

her district that had never been accepted into the County system, an issue discovered when a constituent's ditch maintenance concern was not addressed by the Virginia Department of Transportation. She stated that the street currently had no clear ownership and expressed interest in working with Mr. Adam Kinsman, County Attorney, next year to pursue acceptance of the roadway into the system, noting that otherwise it could cost millions of dollars to do so later. She added that she was working with staff on additional issues, including gully concerns on side of Jamestown High School.

Mr. McGlennon stated that two weeks earlier he had visited the traveling museum for the 250th anniversary, located at the Abram Frink Jr. Community Center at James River Elementary School. He described the experience as fascinating and briefly summarized the exhibit. He noted that the museum would also be present at Jamestown Beach Event Park for the 250th anniversary celebration. He added that the previous Saturday, he, Ms. Larson, Mr. Rinehimer, and Mr. Randy Riffle, Vice Chair of the WJCC School Board, had participated in a panel on local government for the Sorensen Institute for Civic Leadership. He stated that the Institute had trained many individuals who had gone on to distinguished careers in government or had become more informed about their relationship with the government in the Commonwealth. He remarked that he enjoyed the discussion and the opportunity to meet participants learning about the Commonwealth. He then turned the meeting over to Mr. Stevens.

Mr. Stevens asked Mr. McGlennon to Amend the Calendar.

Ms. Larson added that the 250th anniversary exhibit would be at Jamestown Settlement the following day and would be open to the public for those interested in viewing the museum.

A motion to Amend the Board's Adopted Meeting Calendar to Add the Budget Community Meeting on April 9, 2026, at 5:30 p.m. was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens provided a reminder about the Revolutionary Rhythms music and family festival scheduled for April 17-19, noting that tickets were still available. He stated that nationally recognized headliners, including Plain White T's and Kool & the Gang, would perform as part of the County's 250th commemoration celebration. He added that both acts would appear at Jamestown Beach Event Park and encouraged the community to attend, noting that promotional posters were displayed throughout the County and that additional information was available on the County's website. He emphasized that two major bands would perform, one on Friday evening and one on Saturday evening, along with a drone show, and he hoped the community would enjoy the festivities. He also noted the upcoming budget meeting, during which he and Mr. Powell would release the proposed FY2027 budgets for JCSA and JCC on Friday, March 27. He stated that the proposed budgets would be available on the County's website that same day. He further explained that the first public budget meeting was scheduled for 5:30 p.m. on Thursday, April 9, in the JCC Government Center Board Room, where an overview of the FY 2027-2028 plan and the proposed budgets for the JCSA and the County would be presented. He noted that attendees would have the opportunity to ask questions and provide feedback. He further noted that residents unable to attend in person could watch the meeting via livestream or on demand. Mr. Stevens added that staff would make every effort to answer questions submitted during or prior to the meeting and reminded residents that they could submit questions before or after the meeting by emailing community.meetings@jamescitycountyva.gov. He also noted that the budget public hearing was scheduled for April 14 at 5 p.m. and that, depending on the feedback received, additional public meetings could be held. He stated that staff was prepared to schedule more sessions if requested by the Board or residents. He added that several dates in mid- to late April were already reserved, with budget adoption scheduled for May 12, allowing

six weeks for the full budget discussion process. He then asked if the Board had any questions.

Mr. Icenhour sought clarification regarding the meeting time.

Mr. Stevens confirmed that the meeting would be held at the Government Center, beginning at 5:30 p.m., and would be led by Mr. Powell and himself. He stated that staff would present the contents of the proposed budget and would be available to answer questions. He encouraged Board members to attend but noted that the meeting was primarily intended as an opportunity for staff to share information with the community.

I. CLOSED SESSION

A motion to Enter a Closed Session was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

At approximately 2:08 p.m., the Board entered Closed Session.

At approximately 2:49 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in Closed Session was made by Ruth Larson, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

   a. Parks and Recreation Advisory Committee Appointments

A motion for the Reappointment of Mr. Ivan Tabb, Ms. Linda Knight, and Mr. Larry Walk for a term, expiring April 12, 2030, and Appoint Mr. Tommy Turner to fulfill the balance of Mr. Scott VanVoorhees current term for a term expiring April 12, 2030, was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

   b. Appointment to the Board of Zoning Appeals

A motion to recommend to the Court Ms. Angela Leflett for Appointment to the Board of Zoning Appeals was made by James Icenhour Jr., the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr, Larson, McGlennon, Null, Wainwright

2. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia and pertaining to the Olde Towne Medical Center.

No discussion occurred.

3. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on April 14, 2026 for the Regular Meeting

Mr. McGlennon noted that the Board would Adjourn until 5:30 p.m. on April 9, 2026, for the Budget Community Meeting.

A motion to Adjourn was made by Tracy Wainwright, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

At approximately 2:51 p.m., Mr. McGlennon adjourned the Board of Supervisors.

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Liz Parman, Deputy County Attorney

SUBJECT: Participation in Proposed Settlement of Opioid-Related Claims Against Six Remnant Defendants

---

On November 23, 2021, the Board approved of a settlement agreement with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen and approved of a settlement allocation Memorandum of Understanding ("MOU") with the Commonwealth of Virginia to receive payments from the National Opioid Settlements. On February 28, 2023, the Board approved a settlement agreement with five additional defendants - Teva Pharmaceuticals, Allergan, Walmart, Walgreens, and CVS. On July 23, 2024, the Board approved a settlement agreement with Kroger. On September 23, 2025, the Board approved a settlement agreement with the Sackler family, Alvogen, Amneal Pharmaceuticals, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus Pharmaceuticals.

A nationwide settlement proposal has been negotiated that will cause six remaining opioid distributor/dispenser defendants: Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris & Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu, Inc. and Advantage Logistics) ("Six Remnant Defendants") to pay an aggregate of approximately $97 million dollars nationwide to resolve opioid-related claims against them. An interstate allocation formula will be used to calculate what amount should go to all the subdivisions in each state.

The County Attorney recommends approval of the attached resolution authorizing the County Attorney and/or the County Administrator to execute those documents necessary to effectuate the County's participation in the proposed settlement of opioid-related claims against the Six Remnant Defendants.

LP/tm
PropSettlementOpi-mem

Attachment

R E S O L U T I O N

A RESOLUTION APPROVING THE COUNTY'S PARTICIPATION IN THE PROPOSED

SETTLEMENTS OF OPIOID-RELATED CLAIMS AGAINST REMAINING DEFENDANTS

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the County of James City by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services; and

WHEREAS, the Commonwealth of Virginia and its counties and cities have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy, and time to address the damage the opioid epidemic has caused and continues to cause the citizens of Virginia; and

WHEREAS, settlement proposals have been negotiated that will cause the opioid distributors and dispensers: Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris & Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu, Inc. and Advantage Logistics) (the "Six Remnant Defendants") to pay an aggregate of approximately $97 million dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the County Attorney has recommended that the County participate in the settlements in order to recover its share of the funds that the settlements would provide.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, approves of the County's participation in the proposed settlements of opioid-related claims against the Six Remnant Defendants and directs the County Attorney and/or the County Administrator to execute the documents necessary to effectuate the County's participation in the settlements, including any required release of claims.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
WAINWRIGHT	____	____	____	____
NULL	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of March, 2026.

PropSettlementOpi-res

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Michael D. Woolson, Stormwater and Resource Protection Section Chief
Andrew Dean, Assistant County Attorney

SUBJECT: Chesapeake Bay Preservation Ordinance Violation - Lingling Zhao - 4053 Bradshaw Drive

---

Attached is a resolution for consideration by the Board of Supervisors (the "Board") involving a violation of the County's Chesapeake Bay Preservation Ordinance (the "Ordinance") and Natural Open Space easement on County property located at 4059 Bradshaw Drive and further identified as James City County Real Estate Tax Map Parcel No. 3841800001B (the "Property"). The case involved the installation of improvements within the Resource Protection Area (the "RPA") and Natural Open Space easement on the Property without the permission of the County or an approved Chesapeake Bay exception.

On November 6, 2023, County staff received a report of unauthorized structures/improvements built behind 4053 Bradshaw Drive on County property located at 4059 Bradshaw Drive. The structures/improvements in question were a shed and brick pavers. Staff sent a Notice of Violation (the "NOV") to the owners of 4053 Bradshaw Drive on April 24, 2024. The NOV had a deadline of May 24, 2024, to appeal to the Board, after which the issue would be a matter decided. The property owner never appealed the NOV to the Board.

During the fall of 2025, after a discussion with the County Attorney's Office, the County Attorney's Office sent a follow-up letter to the property owner demanding they contact Michael Woolson to attempt to resolve the violations, or the County would be forced to initiate legal proceedings.

On December 4, 2025, the property owner reached out to discuss reaching a settlement of the violations. Staff agreed to have the property corners surveyed, so that there was no dispute over where the County property was located. Ms. Zhao removed all improvements from the County property.

In accordance with provisions of the Ordinance, the owner and County mutually came to terms resolving and settling the violation. The owner voluntarily entered into a Chesapeake Bay Restoration Agreement with the County on April 10, 2026.

The resolution and attachments present additional specific details of the violation. Under the provisions of the Ordinance, the Board may accept civil charges for each violation of up to $10,000. The County recommends no civil charge in this specific case for violation of Section 23-10 of the County's Chesapeake Bay Preservation Ordinance.

The Chesapeake Bay Preservation Ordinance Civil Penalty Procedures Policy, endorsed by the Board in August 1999, was used by staff as guidance in determining the civil charge amount. The Policy considers the degree of water quality impact and the degree of noncompliance involved in the case. The lack of a civil charge is based on a minor water quality impact and complete remediation of the violation prior to the December 2025 meeting.

Staff recommends adoption of the attached resolution.

MDW/AD/ap
CBViol4053BrdshwDr-mem

Attachments:
1. Resolution
2. Location Map
3. Notice of Violation
4. Demand Letter
5. Restoration Agreement
6. Site Photos
7. 1999 Civil Charge Policy

R E S O L U T I O N

CHESAPEAKE BAY PRESERVATION ORDINANCE VIOLATION -

LINGLING ZHAO - 4053 BRADSHAW DRIVE

WHEREAS, Lingling Zhao is the owner of a single-family dwelling on a certain parcel of land commonly known as 4053 Bradshaw Drive, Williamsburg, Virginia, and designated as Parcel No. 3841800023 within the James City County Real Estate Tax Map system (the "Owner"); and

WHEREAS, the County of James City is the owner of a certain parcel of land commonly known as 4059 Bradshaw Drive, Williamsburg, Virginia, and designated as Parcel No. 3841800001B within the James City County Real Estate Tax Map system (the "Property"); and

WHEREAS, on or about November 6, 2023, Lingling Zhao made improvements to the Property within a defined Resource Protection Area (the "RPA") and Natural Open Space (the "NOS") easement on the Property without prior approval of the County or through an exception to the County's Chesapeake Bay Preservation Ordinance (the "CBPO"), impacting the RPA and NOS; and

WHEREAS, Lingling Zhao has executed a Chesapeake Bay Restoration Agreement to remedy the above-described violation of the CBPO; and

WHEREAS, the James City County Board of Supervisors is willing to accept the settlement of the CBPO violation, in accordance with Section 23-18 of the Code of the County of James City.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes and directs the County Administrator to accept the settlement of the CBPO violation from Lingling Zhao as full settlement of the Chesapeake Bay Preservation Ordinance violation at the Property occurring on or about November 6, 2023.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
WAINWRIGHT	____	____	____	____
NULL	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____

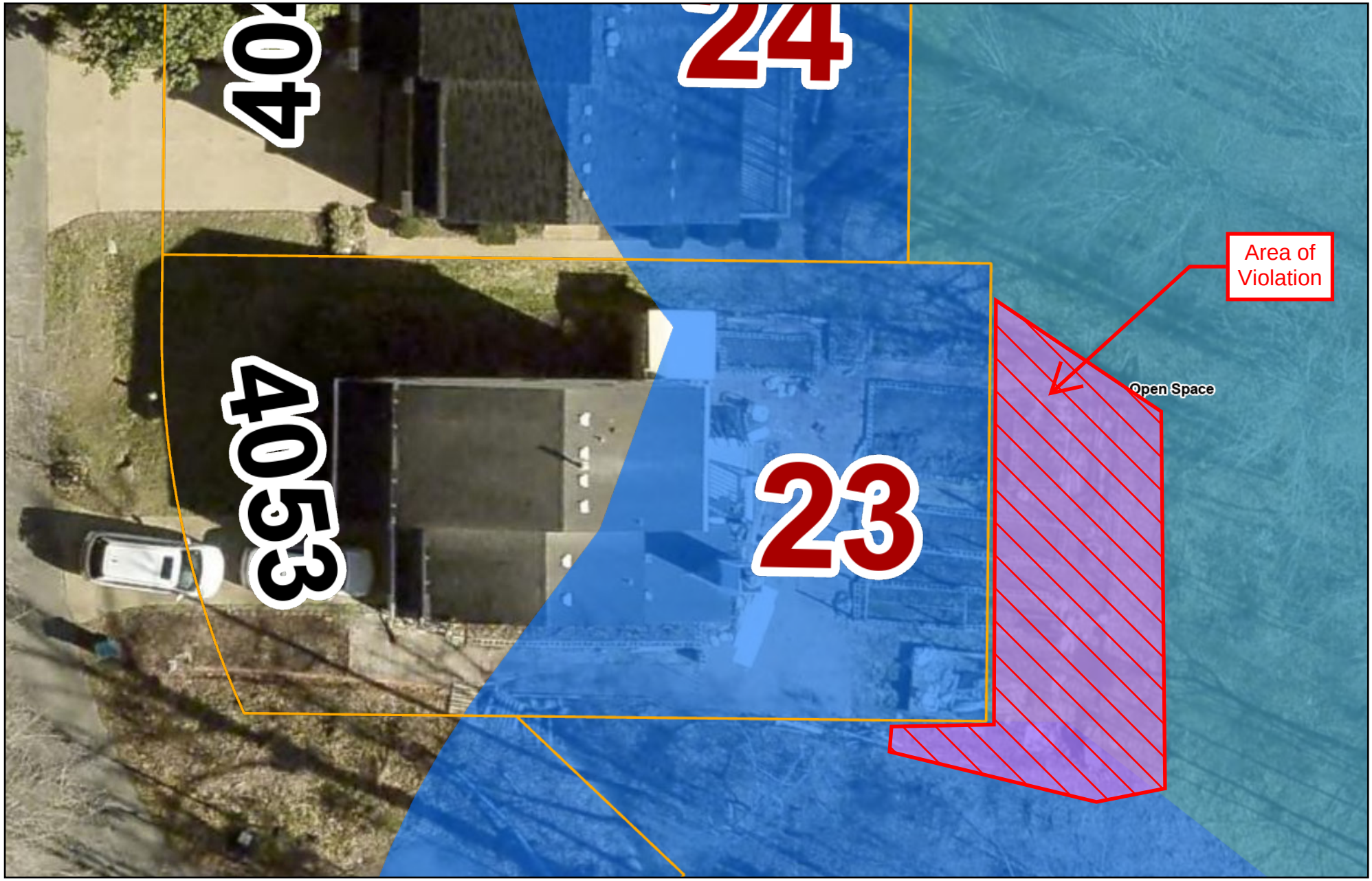
Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

CBViol4053BrdshwDr-res

4053 Bradshaw Drive RPA and NOS Violation

1" = 20'

N



James City County, Virginia

Parcels

Conservation

Conservation

THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

General Services
107 Tewning Road
Williamsburg, VA 23188
P: 757-259-4080
General.Services@jamescitycountyva.gov

jamescitycountyva.gov

Capital Projects
107 Tewning Road
Williamsburg, VA 23188
757-259-4080

Fleet
103 Tewning Road
Williamsburg, VA 23188
757-259-4122

Stormwater and Resource Protection
101-E Mounts Bay Road
Williamsburg, VA 23185
757-253-6670

Facilities & Grounds
113 Tewning Road
Williamsburg, VA 23188
757-259-4080

Solid Waste
1204 Jolly Pond Road
Williamsburg, VA 23188
757-565-0971

April 24, 2024

Jichun Song & Lingling Zhao
4053 Bradshaw Drive
Williamsburg, VA 23188

Re: Resource Protection Area – 4053 Bradshaw Drive and 4059 Bradshaw Drive
SRP-23-0026

Dear Mr. Song and Ms. Zhao:

On November 6, 2023, representatives of the James City County Stormwater and Resource Protection Division became aware of a structure which appears to be a brick patio built within the Resource Protection Area (RPA) at 4053 Bradshaw Drive and 4059 Bradshaw Drive. There is no active exception request on file in our office for the construction of this structure on either of these properties within the RPA. Furthermore, the structure as it falls on 4059 Bradshaw Drive is within a stormwater management easement dedicated to James City County. There is also a shed on 4059 Bradshaw Drive that has no exception request on record at the County.

Section 23-7 of the James City County Chesapeake Bay Preservation Ordinance (CBPO), which regulates development in the resource protection area (RPA), prohibits the installation of accessory structures in the RPA without approval from the Chesapeake Bay Board.

Section 23-9(b)(1) of the CBPO, which outlines the performance standards that development must adhere to within the County, limits land disturbance to the area necessary to provide for the proposed use or development in accordance with the approved plan of development. Since there was no plan submitted for review and approval, this is also a land disturbing violation. The work done on the property is also in violation of Section 23-10, Section 23-11, Section 23-14, and Section 23-15. These activities are a violation of the CBPO, subject to a Civil Penalty of up to $5,000.00 for each day of the violation per property or a Civil Charge of up to $10,000.00 per property.

To remedy these violations, you must:

1. Immediately remove the illegal structure (patio) and all appurtenant structures and utilities associated with the structure including any plumbing and electrical systems; and
2. Immediately remove the other structure (shed) within the stormwater management easement and all items contained with the structure; and
3. Restore the resource protection area (RPA) where disturbed on 4059 Bradshaw Drive with a mixture of native understory trees and native shrubs, the amount to be determined at a later date once both structures have been removed and the disturbed area can be accurately accounted; and
4. Enter into a Chesapeake Bay Restoration Agreement with the County for the restoration of the RPA; and

5. Pay a civil charge in the amount of $10,000 to the County; or
6. The County will remove both structures from the stormwater management easement and place a lien on the property for all work incurred with this effort including any survey and restoration.

Please contact our office at 757-253-6823 to discuss this matter by May 24, 2024. If you wish to appeal the CBPO determination, you must initiate an appeal by May 24, 2024 to the Chesapeake Bay Board, per Section 23-17 of the CBPO.

Sincerely,

Michael Woolson, PLA, CFM
Section Chief, Stormwater and Resource Protection Division
Michael.Woolson@jamescitycountyva.gov

cc: Toni Small, Stormwater and Resource Protection Division Director, via email
Andrew Dean, Assistant County Attorney, via email
Paul Holt, Community Development Director, via email
Christy Parrish, Zoning Administrator, via email

County Attorney's Office
101-D Mounts Bay Road
P. O. Box 8784
Williamsburg, VA 23187-8784
757-253-6612

jamescitycountyva.gov

November 21, 2025

VIA CERTIFIED MAIL & U.S. FIRST CLASS MAIL
Jichun Song & Lingling Zhao
4053 Bradshaw Drive
Williamsburg, VA 23188

Re: Resource Protection Area – 4053 Bradshaw Drive and 4059 Bradshaw Drive
SRP-23-0026

Dear Mr. Song and Ms. Zhao:

On April 24, 2024, the James City County General Services Division sent you a Notice of Violation (NOV) in relation to violations of Section 23-7, Section 23-9(b)(1), Section 23-10, Section 23-11, Section 23-14, and Section 23-15 of the James City County Code at 4053 Bradshaw Drive and 4059 Bradshaw Drive (the "Property"). Attached to this letter is a copy of the NOV (Exhibit A). The Notice of Violation indicated that you were required to (1) Immediately remove the illegal structure (patio) and all appurtenant structures and utilities associated with the structure including any plumbing and electrical systems; (2) Immediately remove the other structure (shed) within the stormwater management easement and all items contained with the structure; (3) Restore the resource protection area (RPA) where disturbed on 4059 Bradshaw Drive with a mixture of native understory trees and native shrubs, the amount to be determined at a later date once both structures have been removed and the disturbed area can be accurately accounted; (4) Enter into a Chesapeake Bay Restoration Agreement with the County for the restoration of the RPA; and (5) Pay a civil charge in the amount of $10,000 to the County.

As of the date of this letter, you have failed to comply with the NOV. As a result, the James City County Attorney's Office will be forced to initiate legal proceedings against you by **December 15, 2025** if you do not immediately contact the Stormwater and Resource Protection Division Section Chief Michael Woolson via phone at (757) 253-6823 or email at Michael.Woolson@jamescitycountyva.gov to enter into an agreement to abate the ongoing Ordinance violations on the Property.

Should you have questions regarding the legal proceedings, please feel free to contact me at (757) 253-6612. If you wish to discuss the Notice of Violation and the steps necessary to abate the violations, please contact Mr. Woolson, at (757) 253-6823.

Sincerely,

Andrew Dean, Esq.
Assistant County Attorney
James City County Attorney's Office

Enclosures
cc: Michael Woolson, Section Chief, Stormwater and Resource Protection Division

EXHIBIT

A

James City County
VIRGINIA
Jamestown 1607

General Services
107 Tewning Road
Williamsburg, VA 23188
P: 757-259-4080
General Services@jamescitycountyva.gov

jamescitycountyva.gov

Capital Projects
107 Tewning Road
Williamsburg, VA 23188
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Fleet
103 Tewning Road
Williamsburg, VA 23188
757-259-4122

Stormwater and Resource Protection
101-E Mounts Bay Road
Williamsburg, VA 23185
757-253-6670

Facilities & Grounds
113 Tewning Road
Williamsburg, VA 23188
757-259-4080

Solid Waste
1204 Jolly Pond Road
Williamsburg, VA 23188
757-565-0971

April 24, 2024

Jichun Song & Lingling Zhao
4053 Bradshaw Drive
Williamsburg, VA 23188

Re: Resource Protection Area – 4053 Bradshaw Drive and 4059 Bradshaw Drive
SRP-23-0026

Dear Mr. Song and Ms. Zhao:

On November 6, 2023, representatives of the James City County Stormwater and Resource Protection Division became aware of a structure which appears to be a brick patio built within the Resource Protection Area (RPA) at 4053 Bradshaw Drive and 4059 Bradshaw Drive. There is no active exception request on file in our office for the construction of this structure on either of these properties within the RPA. Furthermore, the structure as it falls on 4059 Bradshaw Drive is within a stormwater management easement dedicated to James City County. There is also a shed on 4059 Bradshaw Drive that has no exception request on record at the County.

Section 23-7 of the James City County Chesapeake Bay Preservation Ordinance (CBPO), which regulates development in the resource protection area (RPA), prohibits the installation of accessory structures in the RPA without approval from the Chesapeake Bay Board.

Section 23-9(b)(1) of the CBPO, which outlines the performance standards that development must adhere to within the County, limits land disturbance to the area necessary to provide for the proposed use or development in accordance with the approved plan of development. Since there was no plan submitted for review and approval, this is also a land disturbing violation. The work done on the property is also in violation of Section 23-10, Section 23-11, Section 23-14, and Section 23-15. These activities are a violation of the CBPO, subject to a Civil Penalty of up to $5,000.00 for each day of the violation per property or a Civil Charge of up to $10,000.00 per property.

To remedy these violations, you must:

1. Immediately remove the illegal structure (patio) and all appurtenant structures and utilities associated with the structure including any plumbing and electrical systems; and
2. Immediately remove the other structure (shed) within the stormwater management easement and all items contained with the structure; and
3. Restore the resource protection area (RPA) where disturbed on 4059 Bradshaw Drive with a mixture of native understory trees and native shrubs, the amount to be determined at a later date once both structures have been removed and the disturbed area can be accurately accounted; and
4. Enter into a Chesapeake Bay Restoration Agreement with the County for the restoration of the RPA; and

5. Pay a civil charge in the amount of $10,000 to the County; or
6. The County will remove both structures from the stormwater management easement and place a lien on the property for all work incurred with this effort including any survey and restoration.

Please contact our office at 757-253-6823 to discuss this matter by May 24, 2024. If you wish to appeal the CBPO determination, you must initiate an appeal by May 24, 2024 to the Chesapeake Bay Board, per Section 23-17 of the CBPO.

Sincerely,

Michael Woolson, PLA, CFM
Section Chief, Stormwater and Resource Protection Division
Michael.Woolson@jamescitycountyva.gov

cc: Toni Small, Stormwater and Resource Protection Division Director, via email
Andrew Dean, Assistant County Attorney, via email
Paul Holt, Community Development Director, via email
Christy Parrish, Zoning Administrator, via email

Chesapeake Bay Restoration Agreement

THIS AGREEMENT by and between Lingling Zhao (the "Owner"), residing at 4053 Bradshaw Drive, and the County of James City, Virginia, a political subdivision of the Commonwealth of Virginia (the "County").

WHEREAS, the Owner caused unapproved improvements on a certain tract of land located at 4059 Bradshaw Drive, (the "Property) located in the County; and

WHEREAS, restoration of vegetation within portions of the Property is the responsibility of the Owner and required by the County; and

WHEREAS, the Owner has posted sufficient bond, letter of credit, certified or cashier's check, or escrow fund (collectively the "Security Instrument"), pursuant to existing ordinances, approved as to form by the County Attorney, and with surety satisfactory to the County in the amount of zero dollars ($0.00) guaranteeing the installation of the aforementioned improvements before June 30, 2026.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH that for and in consideration of the premises and the covenants and agreements herein contained, the parties agree as follows:

1. The Owner does covenant and agree that it will, without cost to the County on or before June 30, 2026, construct to the approval of the County all physical improvements as required by the Chesapeake Bay Preservation Ordinance of the County. If, in the sole judgment of the County, circumstances beyond the control of the Owner prevent the Owner from completing the improvements in the time set forth herein, then the County may, at its sole discretion, grant an extension of time for completion of said improvements and in such instance the County shall require an amended Security Instrument approved as to form by the County Attorney, and with surety satisfactory to the County in an amount to guarantee the installation of the aforementioned improvements.

2. It is mutually understood and agreed that in the event the Owner fails to properly complete the physical improvements provided hereinabove, the County may complete, or cause to have completed, the same and render a bill therefore to the Owner who shall be liable to the County for all proper costs so incurred by the County, or the County may draw the amount necessary from the surety to complete or cause to have completed the same. The Owner hereby grants the County, its agents and contractor, access to the property to install any improvements required under this Agreement.

3. In the event the County calls, collects, or otherwise draws on the Security Instrument pledged under this Agreement, the Owner agrees to either pay, or have the County use the proceeds of the draw to pay a reasonable administrative fee of $35.00, plus any costs actually incurred by the County in drawing on the Security Instrument. The charge for an administrative fee plus costs shall apply regardless of whether the County later accepts a renewal or amendment of the Security Instrument.

4. It is mutually understood and agreed that this Agreement does not relieve the Owner of any responsibilities or requirements placed upon them by the various ordinances of the County applicable to such development of the property, and the development of the Property will be done in strict accordance with such ordinances.

5. It is mutually understood and agreed that if the Owner shall faithfully execute each and all requirements of the Chesapeake Bay Preservation Ordinance and the provisions of this Agreement, and shall indemnify, protect, and save harmless the County from all loss, damage, expense, or cost by reason of any claim, suit, or action instituted against the County or its agents or employees thereof, on account of, or in consequence of any breach on the part of the Owner, then the Security Instrument shall be released by the County to the Owner.

IN WITNESS WHEREOF, the parties hereto, being first duly authorized, have affixed their signatures on the date first above written.

Owner: Lingling Zhao
(Print Name & Title)

ATTEST:

(Signature)

By: Lingling Zhao
(Signature)

Approved as to form:

County Attorney

COUNTY OF JAMES CITY, VIRGINIA

By:
County Agent

DATE: April 13, 2026

November 6, 2023, taken from Bradshaw Drive right-of-way.

March 19, 2026, taken from Bradshaw Drive right-of-way.

March 19, 2026, taken from 4059 Bradshaw Drive.

Chesapeake Bay Preservation Ordinance Civil Penalty Procedures

(As adopted by the Board of Supervisors – August 19, 1999)

Principle

All violations of the Ordinance will be prosecuted to obtain an acceptable remedy. All RPAs and associated buffers that are disturbed without an exception or waiver granted in accordance with the provisions of the Ordinance will be restored on a 2:1 replacement basis.

Process

The process will be to document the violation with a Notice of Violation that states the conditions necessary to bring their site into compliance with the Ordinance. If there is a failure to follow the terms stipulated in the Notice, the County will file suit to take the violator to court where civil penalties of up to $5,000 per day can be assessed. However, if the violator cooperates with all provisions of the Notice and remedies the violation, we will not file suit. An exception would be if we can determine that the violation was intentional as would be the case if we had prior contact with the violator regarding the matter of the RPA restrictions.

Penalty

In order to serve as a deterrent, even in the event of a cooperative restoration settlement, civil charges will be sought. Under current state law, the Board of Supervisors must approve all civil charges. The amount of the civil charge recommended will be dependent on the violation's impact on water quality and the degree of non-compliance. Violations that are more severe and will take longer to be restored to an acceptable condition will have larger charges recommended by staff. Violations comprising less than 100 square feet of disturbance or the removal of no more than three trees will not have a civil charge recommended unless there have been prior violations by the violator. The maximum civil charge is $10,000 per violation.

The following table presents a matrix that will guide staff recommendations on the establishment of a civil charge for a specific violation. The amounts presented are not absolute and are intended to be a guide. Each violation will have several unique characteristics that will require the exercise of judgment in arriving at a civil charge. Charges in each case could vary by up to 100% depending on the specific circumstances involved.

Civil Charge Determination

Water Quality Impact	**Significant**	$5,000	$7,500	$10,000
	Moderate	$1,500	$3,000	$4,500
	Minor	$500	$1,000	$1,500
		Minor	Moderate	Major

Degree of Non-Compliance

Water Quality Impact

The impact of a given violation will be determined based on several factors. It involves more than just the square footage of impact; it also addresses the relative environmental value of the resource lost. Factors that will be considered as they relate to the violation's impact on water quality include the size of the violation, the number of trees and other vegetation removed, the size and maturity of the vegetation removed, the amount of tree canopy removed, the amount of ground disturbance involved, etc. Mitigating factors that will be considered are whether the vegetation removed would have qualified for removal if a request was made in accordance with the Ordinance. The Ordinance allows for the removal of vegetation weakened by age, storm, fire or other natural causes or vegetation that is dead, diseased or dying. These factors will be used to determine how much of the functional value of the buffer was lost and how long it will take for the function to be recovered.

Degree of Non-Compliance

This factor will be used to assess the motivation behind the violation. Factors that will be considered in assessing the degree of non-compliance are degree of willfulness, history of non-compliance, and cooperation. Unintentional violations that are cooperatively restored will not be charged the same as intentional violations that are difficult to resolve.

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Michael D. Woolson, Stormwater and Resource Protection Section Chief
Andrew Dean, Assistant County Attorney

SUBJECT: Chesapeake Bay Preservation Ordinance and Illicit Discharge Ordinance Violation - Travis Mulkey - 4678 Hickory Signpost Road

---

Attached is a resolution for consideration by the Board of Supervisors (the "Board") involving a violation of the County's Chesapeake Bay Preservation Ordinance (the "Ordinance") and Illicit Discharge Detection and Elimination (the "IDDE") on property located at 4708 Hickory Signpost Road and further identified as James City County Real Estate Tax Map Parcel No. 4710100099 (the "Property"). The case involved filling a stream channel with construction debris within the Resource Protection Area.

On May 6, 2024, County staff received a report of unauthorized dumping of construction debris in a stream channel on property located at 4708 Hickory Signpost Road. Staff sent a Notice of Violation (the "NOV") to the owners of 4708 Hickory Signpost Road on June 6, 2025. After discussion with the owner of 4708 Hickory Signpost Road, a separate NOV was sent to the owner of 4678 Hickory Signpost Road on June 6, 2025.

On June 16, 2025, Mr. Chase Grogg, acting on behalf of Mr. Travis Mulkey, stated that all of the construction debris would be removed from the stream channel, leaving the stream channel in the prior condition to the greatest extent practicable. Staff agreed this was appropriate. Staff took pictures of the completed cleanup effort on July 11, 2025.

In accordance with provisions of the Ordinance, the owner and County mutually came to terms resolving and settling the violation. The owner voluntarily entered into a Chesapeake Bay Restoration Agreement with the County on April 11, 2026.

The resolution and attachments present additional specific details of the violation. Under the provisions of the Ordinance, the Board may accept civil charges for each violation up to $10,000. The County recommends no civil charge in this specific case for violation of Section 23-10 of the County's Chesapeake Bay Preservation Ordinance. Further, the County recommends no civil charge in this specific case for the violation of Section 18A-22 of the County's Stormwater Management Illicit Discharge Ordinance.

The Chesapeake Bay Preservation Ordinance Civil Penalty Procedures Policy, endorsed by the Board in August 1999, was used by staff as guidance in determining the civil charge amount. The Policy considers the degree of water quality impact and the degree of noncompliance involved in the case. The lack of a civil charge is based on a minor water quality impact and complete remediation of the violation prior to the December 2025 meeting.

Staff recommends adoption of the attached resolution.

MDW/AD/tm
CBViol4678HkySgnRd-mem

Attachments:
1. Resolution
2. Location Map
3. Notice of Violation, 4708 Hickory Signpost Road
4. Notice of Violation, 4678 Hickory Signpost Road
5. Violation Photos
6. Restoration Agreement
7. Restoration Plan
8. 1999 Civil Charge Policy

R E S O L U T I O N

CHESAPEAKE BAY PRESERVATION ORDINANCE VIOLATION AND

ILLICIT DISCHARGE ORDINANCE VIOLATION -

TRAVIS MULKEY - 4678 HICKORY SIGNPOST ROAD

WHEREAS, Mr. Travis Mulkey is the owner of a single-family dwelling on a certain parcel of land commonly known as 4678 Hickory Signpost Road, Williamsburg, Virginia, and designated as Parcel No. 4710100080D within the James City County Real Estate Tax Map system (the "Owner"); and

WHEREAS, Mr. Thomas Smith is the owner of a certain parcel of land commonly known as 4708 Hickory Signpost Road, Williamsburg, Virginia, and designated as Parcel No. 4710100099 within the James City County Real Estate Tax Map system (the "Property"), where the filling of the stream channel took place; and

WHEREAS, on or about May 6, 2024, Mr. Travis Mulkey filled in a stream channel with construction debris on the Property within a defined Resource Protection Area ("the RPA") on the Property, impacting the RPA and in violation of the County's Chesapeake Bay Preservation Ordinance ("the CBPO"); and

WHEREAS, on or about May 6, 2024, Mr. Travis Mulkey filled in a storm sewer system with construction debris on the Property impacting the County's Municipal Separate Storm Sewer System Virginia Stormwater Management Program discharge permit and in violation of the County's Illicit Discharge Detection and Elimination Ordinance ("the IDDE"); and

WHEREAS, Mr. Travis Mulkey has executed a Chesapeake Bay Restoration Agreement and Restoration Plan to remedy the above-described violation of the CBPO; and

WHEREAS, the James City County Board of Supervisors is willing to accept the settlement of the CBPO violation, in accordance with Section 23-18 of the Code of the County of James City.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes and directs the County Administrator to accept the settlement of the CBPO and IDDE violations from Mr. Travis Mulkey as full settlement of the CBPO and IDDE violations at the Property occurring on or about May 6, 2024.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
WAINWRIGHT	____	____	____	____
NULL	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

CBViol4678HkySgnRd-res

Legend

- Parcels
- Contours 5 Ft
- Resource Protection Area RPA

Area of dumping

Feet

0 50 100 150 200

1:1,800 / 1"=150 Feet

Title: Location Map of RPA and IDDE Violation **Date: 6/5/2025**

DISCLAIMER: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.

General Services
107 Tewning Road
Williamsburg, VA 23188
P: 757-259-4080
General.Services@jamescitycountyva.gov

jamescitycountyva.gov

Capital Projects
107 Tewning Road
Williamsburg, VA 23188
757-259-4080

Fleet
103 Tewning Road
Williamsburg, VA 23188
757-259-4122

Stormwater and Resource Protection
101-E Mounts Bay Road
Williamsburg, VA 23185
757-253-6670

Facilities & Grounds
113 Tewning Road
Williamsburg, VA 23188
757-259-4080

Solid Waste
1204 Jolly Pond Road
Williamsburg, VA 23188
757-565-0971

NOTICE OF VIOLATION

of James City County's Environmental Regulations

June 6, 2025

Thomas Smith and Kimberly Jones
4704 Hickory Signpost Road
Williamsburg, Virginia 23185

Re: Resource Protection Area, unauthorized dumping
Illicit Discharge, unauthorized dumping into storm sewer system
SRP-24-0019; 4708 Hickory Signpost Road and 4690 Hickory Signpost Road

Mr. Smith and Ms. Jones:

On May 6, 2024, representatives of the James City County Stormwater and Resource Protection Division became aware of unauthorized dumping of construction debris within the resource protection area (RPA) within a stream channel on property at 4708 Hickory Signpost Road and 4690 Hickory Signpost Road, Williamsburg, Virginia 23185, see enclosed location map. This unauthorized dumping within the stream channel is both an RPA violation and an illicit discharge violation.

The RPA violation is a violation of James City County code sections 23-5 and 23-7 of the Chesapeake Bay Preservation Ordinance. The illicit discharge violation is a violation of James City County code section 18A-22 of the Illicit Discharge Ordinance.

The RPA violation is subject to a civil penalty up to $5,000 per day per section or a one-time civil charge up to $10,000 and is subject to removing the construction debris and restoring the resource protection area and stream channel. The illicit discharge is subject to a civil penalty up to $1,000 per day or a one-time civil charge up to $1,000.

To remedy these violations, you must take the following actions:

1. Removal of all deposited construction debris in the RPA and stream channel; and
2. Stabilizing the stream channel to prevent further erosion; and
3. Reestablishing the RPA buffer vegetation where impacted, according to the Riparian Buffer Guidance Manual; and
4. Payment of a one-time civil charge for Chapter 23 violations of $10,000; and
5. Payment of a one-time civil charge for the Chapter 18A violation of $1,000.

Under James City County code section 23-17, Appeals, you may appeal Chapter 23 violations to the Chesapeake Bay Board, in writing, by July 11, 2025. The Chapter 18A violation may be appealed to the circuit court of James City County by July 11, 2025.

Please contact our office at 757-253-6823 to discuss this matter by July 11, 2025. After that date, the matter is no longer appealable to the Chesapeake Bay Board.

Sincerely,

Michael Woolson
Section Chief, Stormwater and Resource Protection Division
757-253-6823
Michael.Woolson@jamescitycountyva.gov

Encl: Location Map
Photos

cc: Toni Small, Stormwater and Resource Protection Division Director, via email
Andrew Dean, Assistant County Attorney, via email
Paul Holt, Community Development Director, via email
Christy Parrish, Zoning Administrator, via email

General Services
107 Tewning Road
Williamsburg, VA 23188
P: 757-259-4080
General.Services@jamescitycountyva.gov

jamescitycountyva.gov

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Williamsburg, VA 23188
757-259-4080

Solid Waste
1204 Jolly Pond Road
Williamsburg, VA 23188
757-565-0971

NOTICE OF VIOLATION

of James City County's Environmental Regulations

June 6, 2025

Bonnie Bowling Mulkey and Travis Shelton
4678 Hickory Signpost Road
Williamsburg, Virginia 23185

Re: Resource Protection Area, unauthorized dumping
Illicit Discharge, unauthorized dumping into storm sewer system
SRP-25-0016; 4708 Hickory Signpost Road and 4690 Hickory Signpost Road

Ms. Mulkey and Mr. Shelton:

On May 6, 2024, representatives of the James City County Stormwater and Resource Protection Division became aware of unauthorized dumping of construction debris within the resource protection area (RPA) within a stream channel on property at 4708 Hickory Signpost Road and 4690 Hickory Signpost Road, Williamsburg, Virginia 23185, see enclosed location map. This unauthorized dumping within the stream channel is both an RPA violation and an illicit discharge violation.

The RPA violation is a violation of James City County code sections 23-5 and 23-7 of the Chesapeake Bay Preservation Ordinance. The illicit discharge violation is a violation of James City County code section 18A-22 of the Illicit Discharge Ordinance.

The RPA violation is subject to a civil penalty up to $5,000 per day per section or a one-time civil charge up to $10,000 and is subject to removing the construction debris and restoring the resource protection area and stream channel. The illicit discharge is subject to a civil penalty up to $1,000 per day or a one-time civil charge up to $1,000.

To remedy these violations, you must take the following actions:

1. Removal of all deposited construction debris in the RPA and stream channel; and
2. Stabilizing the stream channel to prevent further erosion; and
3. Reestablishing the RPA buffer vegetation where impacted, according to the Riparian Buffer Guidance Manual; and
4. Payment of a one-time civil charge for Chapter 23 violations of $10,000; and
5. Payment of a one-time civil charge for the Chapter 18A violation of $1,000.

Under James City County code section 23-17, Appeals, you may appeal Chapter 23 violations to the Chesapeake Bay Board, in writing, by July 11, 2025. The Chapter 18A violation may be appealed to the circuit court of James City County by July 11, 2025.

Please contact our office at 757-253-6823 to discuss this matter by July 11, 2025. After that date, the matter is no longer appealable to the Chesapeake Bay Board.

Sincerely,

Michael Woolson
Section Chief, Stormwater and Resource Protection Division
757-253-6823
Michael.Woolson@jamescitycountyva.gov

Encl: Location Map
Photos

cc: Toni Small, Stormwater and Resource Protection Division Director, via email
Andrew Dean, Assistant County Attorney, via email
Paul Holt, Community Development Director, via email
Christy Parrish, Zoning Administrator, via email

1

2

3

4

TIME STAMP
May 6, 2024

5

TIME STAMP
THOMAS
CONSTRUCTION
757-871-0197
May 6, 2024

6

Chesapeake Bay Restoration Agreement

THIS AGREEMENT by and between Travis Mulkey (the "Owner"), residing at 4678 Hickory Signpost Road, and the County of James City, Virginia, a political subdivision of the Commonwealth of Virginia (the "County").

WHEREAS, the Owner caused filling of a stream channel with construction debris in the resource protection area (the "RPA") on a certain tract of land located at 4708 Hickory Signpost Road, (the "Property) located in the County; and

WHEREAS, the Owner caused filling of a storm sewer system with construction debris on a certain tract of land located at 4708 Hickory Signpost Road, (the "Property) located in the County; and

WHEREAS, restoration of stream channel to its prior condition within portions of the Property is the responsibility of the Owner and required by the County; and

WHEREAS, the Owner has posted sufficient bond, letter of credit, certified or cashier's check, or escrow fund (collectively the "Security Instrument"), pursuant to existing ordinances, approved as to form by the County Attorney, and with surety satisfactory to the County in the amount of zero dollars ($0.00) guaranteeing the removal of the construction debris within the stream channel before January 1, 2026.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH that for and in consideration of the premises and the covenants and agreements herein contained, the parties agree as follows:

1. The Owner does covenant and agree that it will, without cost to the County on or before January 1, 2026, construct to the approval of the County all physical improvements as required by the Chesapeake Bay Preservation Ordinance of the County. If, in the sole judgment of the County, circumstances beyond the control of the Owner prevent the Owner from completing the improvements in the time set forth herein, then the County may, at its sole discretion, grant an extension of time for completion of said improvements and in such instance the County shall require an amended Security Instrument approved as to form by the County Attorney, and with surety satisfactory to the County in an amount to guarantee the installation of the aforementioned improvements.

2. It is mutually understood and agreed that in the event the Owner fails to properly complete the physical improvements provided hereinabove, the County may complete, or cause to have completed, the same and render a bill therefore to the Owner who shall be liable to the County for all proper costs so incurred by the County, or the County may draw the amount necessary from the surety to complete or cause to have completed the same. The Owner hereby grants the County, its agents and contractor, access to the property to install any improvements required under this Agreement.

3. In the event the County calls, collects, or otherwise draws on the Security Instrument pledged under this Agreement, the Owner agrees to either pay, or have the County use the proceeds of the draw to pay a reasonable administrative fee of $35.00, plus any costs actually incurred by the County in drawing on the Security Instrument. The charge for an administrative fee plus costs shall apply regardless of whether the County later accepts a renewal or amendment of the Security Instrument.

4. It is mutually understood and agreed that this Agreement does not relieve the Owner of any responsibilities or requirements placed upon them by the various ordinances of the County applicable to such development of the property, and the development of the Property will be done in strict accordance with such ordinances.

Portsmouth, VA 2370

Hodges & Hodges Enterprises, LLC
Attn: Jennifer Hodges
1040 University Blvd, Suite 300

5. It is mutually understood and agreed that if the Owner shall faithfully execute each and all requirements of the Chesapeake Bay Preservation Ordinance and the provisions of this Agreement, and shall indemnify, protect, and save harmless the County from all loss, damage, expense, or cost by reason of any claim, suit, or action instituted against the County or its agents or employees thereof, on account of, or in consequence of any breach on the part of the Owner, then the Security Instrument shall be released by the County to the Owner.

IN WITNESS WHEREOF, the parties hereto, being first duly authorized, have affixed their signatures on the date first above written.

Owner: Travis Mulkey Owner
(Print Name & Title)

ATTEST:

_____
(Signature)

By: _____
(Signature)

Approved as to form:

_____
County Attorney

COUNTY OF JAMES CITY, VIRGINIA

By: _____
County Agent

DATE: 4/14/26

From: Chase Grogg <cgrogg@landtechresources.com>
Sent: Monday, June 16, 2025 8:38 AM
To: Michael Woolson
Subject: [External]Hickory Signpost

Good morning Mike,

I met with the owner out at the site last Thursday to discuss a plan moving forward. Towards the end of this week they are having a contractor come in and remove the debris that they placed in the head cut. The goal with this will be to remove it as gently as possible leaving the head cut in its preexisting condition prior to any placement of material. Once I have pictures I will send them to you and we can decide if we need to meet on site.

Thank you,
Chase

--

Chase Grogg, L.S.

Vice President – Survey Coordinator

LandTech Resources, Inc.

205 Bulifants Blvd. Suite E

Williamsburg, Va. 23188

Phone: 757.565.1677 Ext. 202

Fax: 757.565.0782

cgrogg@landtechresources.com

www.landtechresources.com

Chesapeake Bay Preservation Ordinance Civil Penalty Procedures

(As adopted by the Board of Supervisors – August 19, 1999)

Principle

All violations of the Ordinance will be prosecuted to obtain an acceptable remedy. All RPAs and associated buffers that are disturbed without an exception or waiver granted in accordance with the provisions of the Ordinance will be restored on a 2:1 replacement basis.

Process

The process will be to document the violation with a Notice of Violation that states the conditions necessary to bring their site into compliance with the Ordinance. If there is a failure to follow the terms stipulated in the Notice, the County will file suit to take the violator to court where civil penalties of up to $5,000 per day can be assessed. However, if the violator cooperates with all provisions of the Notice and remedies the violation, we will not file suit. An exception would be if we can determine that the violation was intentional as would be the case if we had prior contact with the violator regarding the matter of the RPA restrictions.

Penalty

In order to serve as a deterrent, even in the event of a cooperative restoration settlement, civil charges will be sought. Under current state law, the Board of Supervisors must approve all civil charges. The amount of the civil charge recommended will be dependent on the violation's impact on water quality and the degree of non-compliance. Violations that are more severe and will take longer to be restored to an acceptable condition will have larger charges recommended by staff. Violations comprising less than 100 square feet of disturbance or the removal of no more than three trees will not have a civil charge recommended unless there have been prior violations by the violator. The maximum civil charge is $10,000 per violation.

The following table presents a matrix that will guide staff recommendations on the establishment of a civil charge for a specific violation. The amounts presented are not absolute and are intended to be a guide. Each violation will have several unique characteristics that will require the exercise of judgment in arriving at a civil charge. Charges in each case could vary by up to 100% depending on the specific circumstances involved.

Civil Charge Determination

Water Quality Impact	**Significant**	$5,000	$7,500	$10,000
	Moderate	$1,500	$3,000	$4,500
	Minor	$500	$1,000	$1,500
		Minor	Moderate	Major

Degree of Non-Compliance

Water Quality Impact

The impact of a given violation will be determined based on several factors. It involves more than just the square footage of impact; it also addresses the relative environmental value of the resource lost. Factors that will be considered as they relate to the violation's impact on water quality include the size of the violation, the number of trees and other vegetation removed, the size and maturity of the vegetation removed, the amount of tree canopy removed, the amount of ground disturbance involved, etc. Mitigating factors that will be considered are whether the vegetation removed would have qualified for removal if a request was made in accordance with the Ordinance. The Ordinance allows for the removal of vegetation weakened by age, storm, fire or other natural causes or vegetation that is dead, diseased or dying. These factors will be used to determine how much of the functional value of the buffer was lost and how long it will take for the function to be recovered.

Degree of Non-Compliance

This factor will be used to assess the motivation behind the violation. Factors that will be considered in assessing the degree of non-compliance are degree of willfulness, history of non-compliance, and cooperation. Unintentional violations that are cooperatively restored will not be charged the same as intentional violations that are difficult to resolve.

Police Department

Automated Speed Enforcement School Zone Speed Studies

JCCPD ASE Program

- Currently have 7 School Zones with ASE.
  - Lafayette High School, Toano Middle, Stonehouse Elementary, Norge Elementary, DJ Montague Elementary, Clara Byrd Baker Elementary and James Rive Elementary.

- We have seen over 90% reduction in speeding when compared to previous speed studies.

JCCPD ASE Program

- Recently conducted speed studies at the remaining schools with speed zones.
  - Matoaka Elementary, Jamestown High School and Hornsby Middle.
- March 23, 2026 –March 27, 2026
  - Jamestown High School-
    33.7% speeding violations - morning
    33.5% speeding violation - afternoon
  - Hornsby Middle - 1.1% total speeding violations - (6,875 vehicle count)
  - Matoaka Elementary -
    - 21.2% speeding violations - morning
    - 38.2% speeding violations - afternoon

JCCPD ASE

- Compared to other speed studies conducted
  - Lafayette High School - 29.6% and 35.2%
  - James River Elementary - 72.7% and 66.5%
  - Clara Byrd Baker Elementary - 9.5%, 16.9% and 13.3%
  - DJ Montague Elementary - 23.3%, and 23.8%
  - Norge Elementary - 92.1%, 88.6% and 90.5%
  - Toano Middle - 61.3% and 45.4%
  - Stonehouse Elementary - 30.3% and 46.7%

JCCPD ASE

- Recommend implementing ASE in two of the three schools identified.
  - Matoaka Elementary and Jamestown High School
  - Installation and implementation would be for the beginning of the new school year in August.

Questions?

PROJECT PIPELINE

HR-25-04
ROUTE 614 (CENTERVILLE ROAD)

PHASE 3 PREFERRED ALTERNATIVES

James City County Board of Supervisors Meeting

April 28, 2026

DRPT

Office of INTERMODAL Planning and Investment

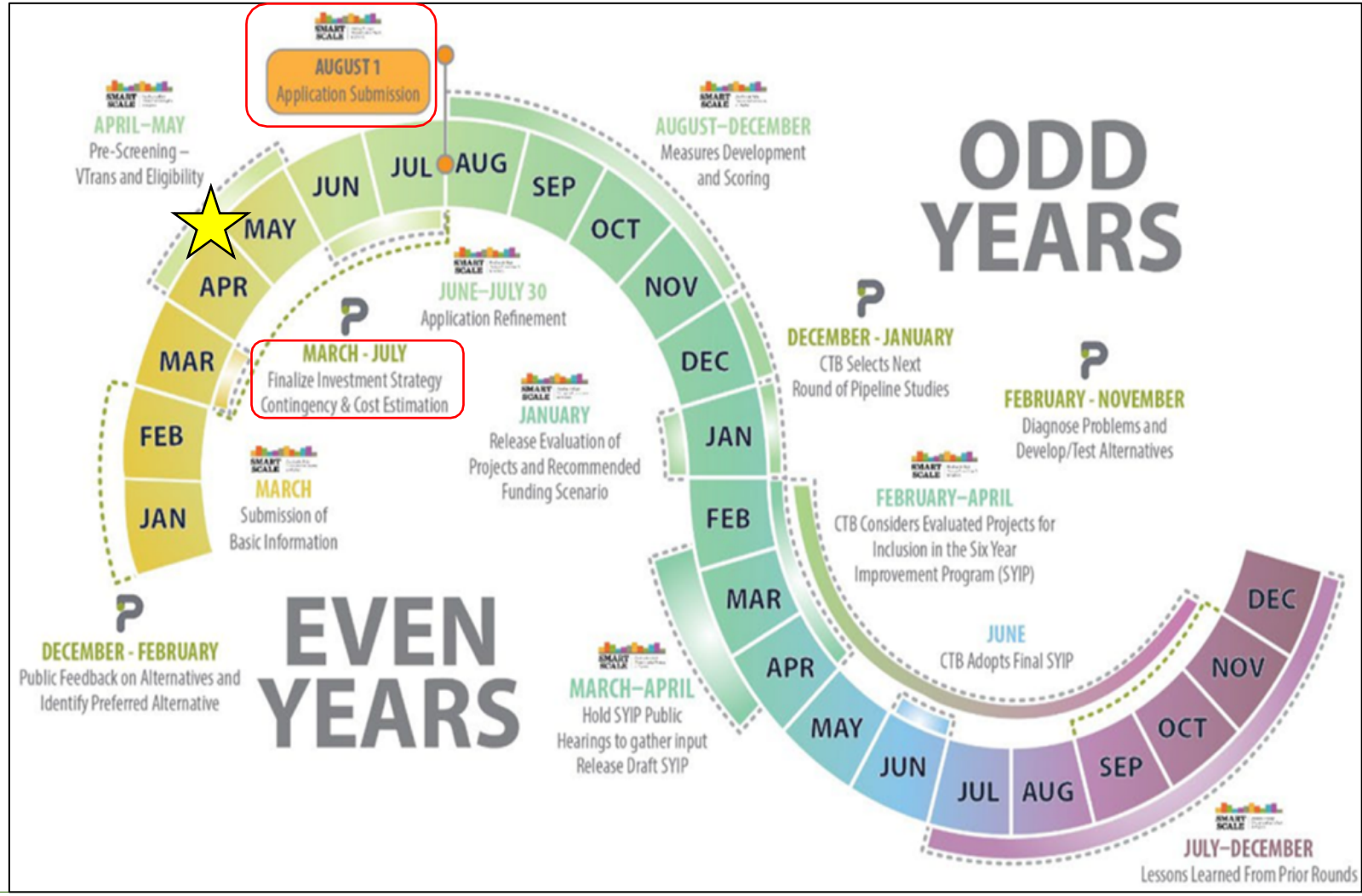
VDOT

Agenda

- Status of Program Cycle – Project Pipeline
- Study Corridor
- Summary of Needs
- Preferred Alternatives
- Next Steps

Status of Program Cycle – Project Pipeline

- **April 2026** – Phase 3 (Finalize Investment Strategy Contingency & Cost Estimation)
- **August 1, 2026** – Round 7 SMART SCALE Application Deadline



Study Corridor

- Route 60 (Richmond Road) and Centerville Road in James City County, VA
- Study Intersections:
  1. Route 60 & Lightfoot Rd.
  2. Route 60 & Centerville Rd.
  3. Route 60 & Route 199 EB
  4. Route 60 & Route 199 WB
  5. Centerville Rd. & Opportunity Way
  6. Centerville Rd. & Forest Glen Dr.

Summary of Needs

- VTRANS priority needs 1, 2, or 3 on segments of the study corridor
  - Bicycle Access
  - Pedestrian Access
  - Roadway Safety
  - Pedestrian Safety Improvement
  - Transit Access
  - Transportation Demand Management (TDM)
  - Congestion Mitigation
  - Capacity Preservation

  } Only applicable to Route 60

- Portions of the study corridor ranked in the top 5% in the state for risks of crashes involving bicycles or pedestrians.

Public Survey Results

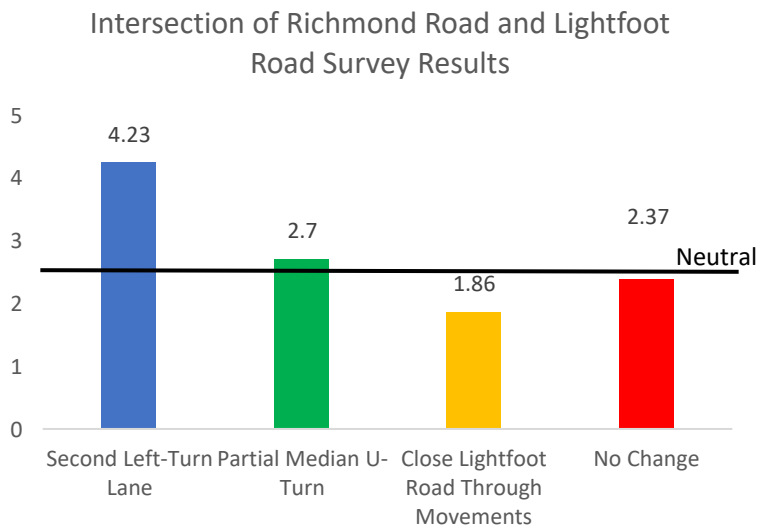
- The Phase 2 Public Survey went live from January 5th - January 21st, 2026

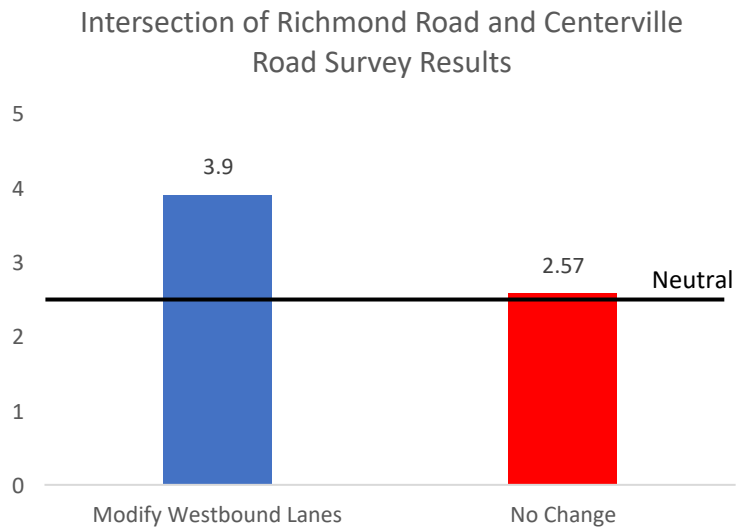
Project Engagement

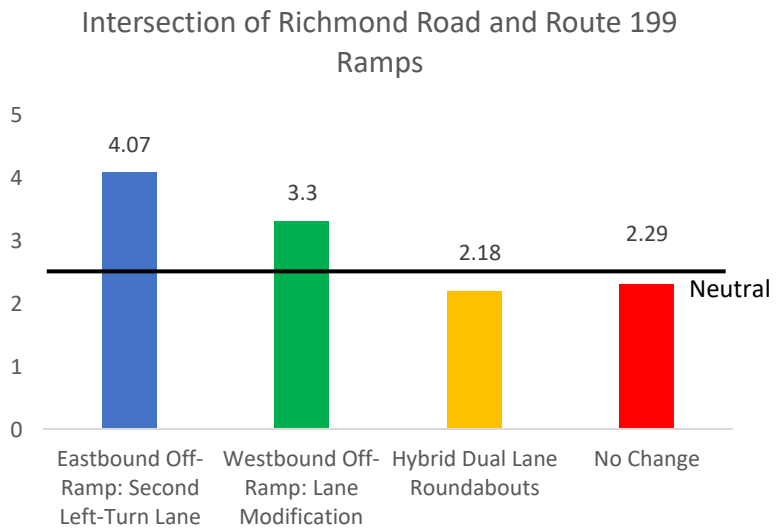
VIEWS	PARTICIPANTS	RESPONSES	COMMENTS
11,039	906	13,574	1,003

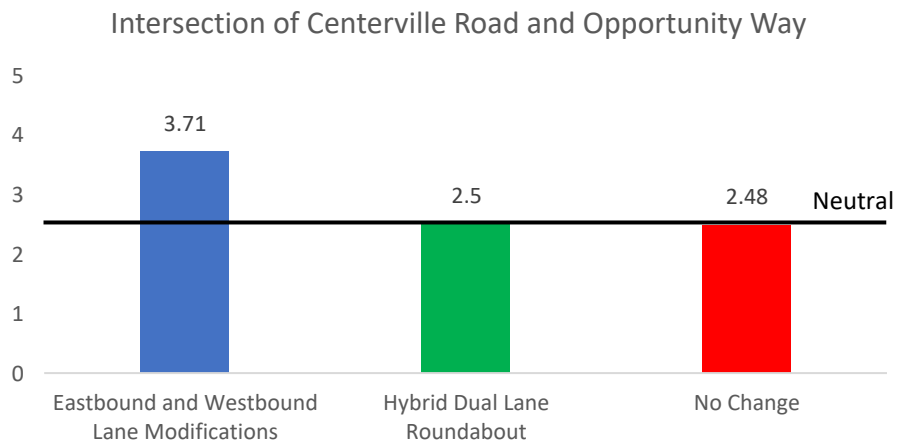
- The responses led to the following preferred alternatives:
  - 1 – Route 60 & Lightfoot Road – Partial Median U-Turn (MUT)
  - 2 – Route 60 & Centerville Road – Reconfigured Receiving Lanes
  - 3 – Route 60 & Route 199 EB – Conventional Modified
  - 4 – Route 60 & Route 199 WB – Conventional Modified
  - 5 – Centerville Road & Opportunity Way – Conventional Modified
  - 6 – Centerville Road & Forest Glen Drive – Added Turn Lane

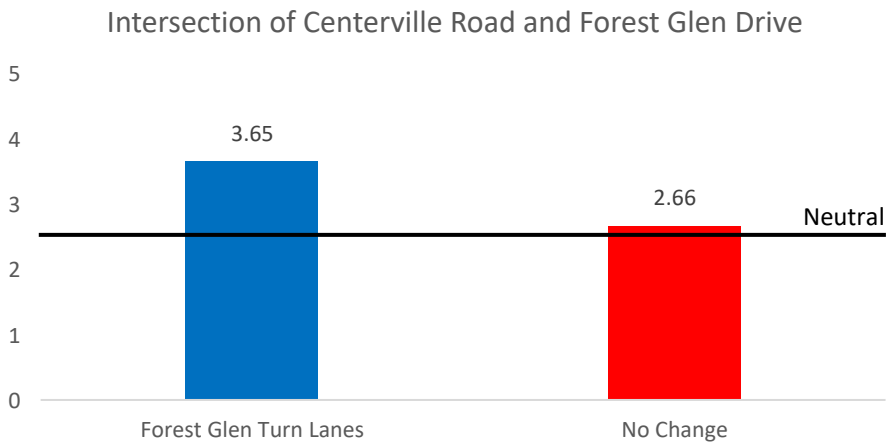
Public Survey Results







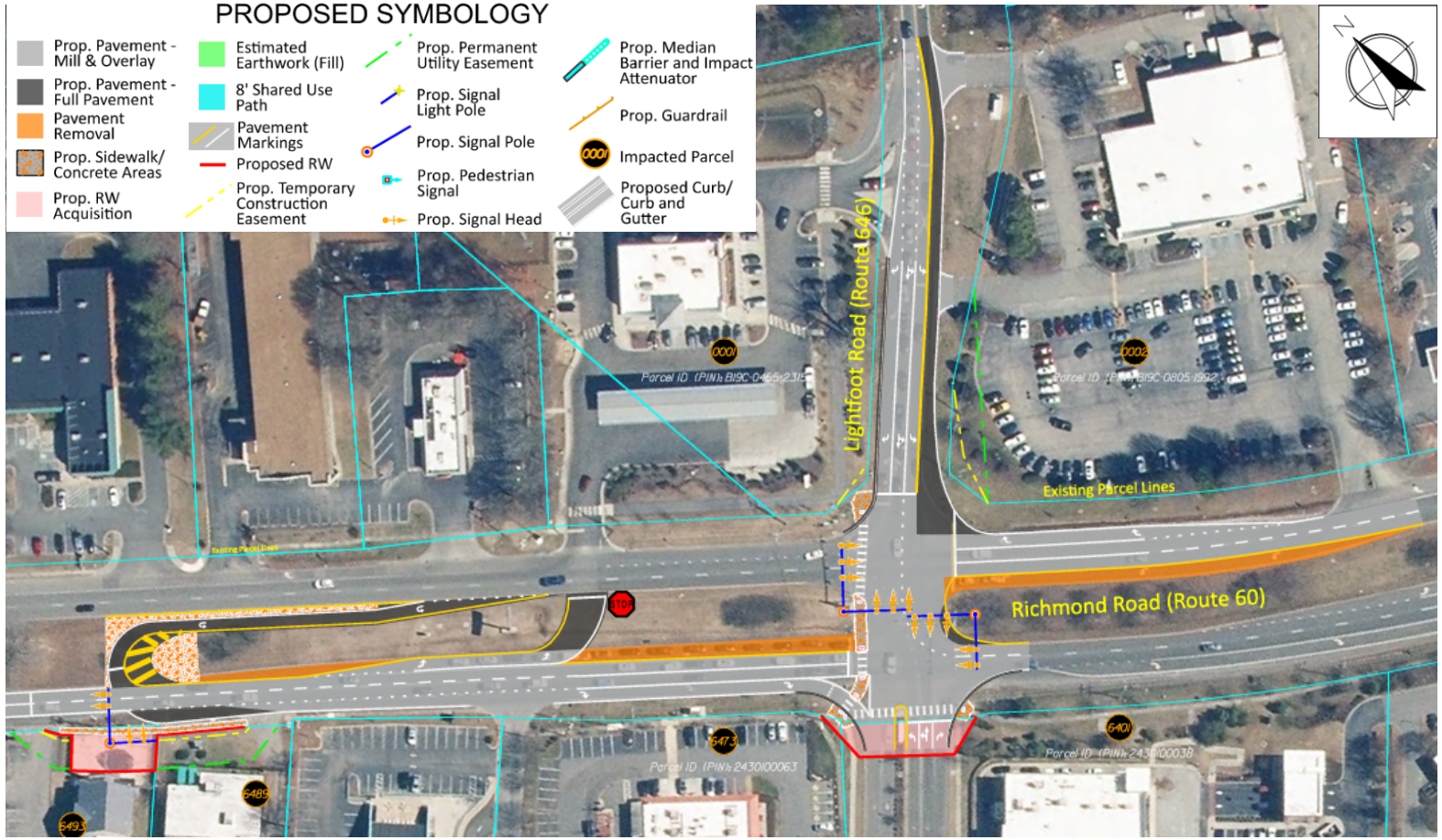




Phase 3 Preferred Alternatives

1 – Route 60 & Lightfoot Road – Partial Median U-Turn (MUT)

- Reconfigure to partial median U-turn (MUT)
  - Median opening for Route 60 WB U-turn
  - Route 60 EB left-turn movements rerouted to Centerville Road intersection
- Widen Lightfoot Road to accommodate additional left-turn lane
- Additional features:
  - Median opening EB access to Wawa
  - New signal poles at main intersection
  - ADA-compliant curb ramps at all pedestrian crossings

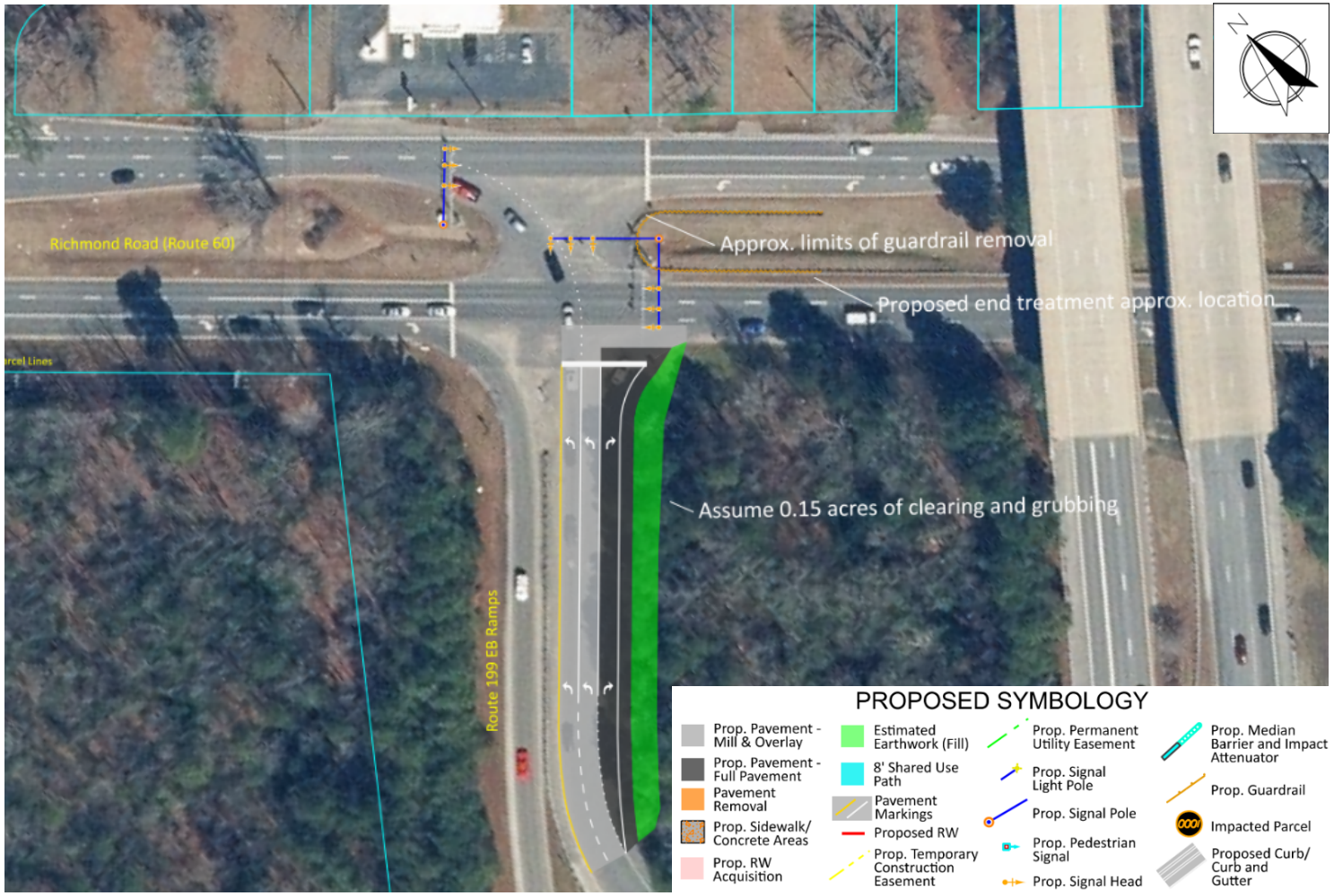


2 – Route 60 & Centerville Road – Reconfigured Receiving Lanes

- Convert innermost travel lane, which currently becomes a left-turn lane at Opportunity Way, into a through lane
- Convert outermost travel lane into a shared through-right lane and continue through the RIRO access point before tying into the right-turn lane at Opportunity Way
- Centerville WB lane restriping /shifting was evaluated and recommended to be eliminated
  - The proposed alternative would likely result in a significant imbalance in lane utilization at Route 60 WB dual left-turn lanes

3 – Route 60 & Route 199 EB – Conventional Modified

- Reconfigure the ramp approach to have two dedicated left-turn lanes and one right-turn lane
- Route 60 approach lane configurations would remain the same
- Additional features:
  - Reconstruct outside shoulder (Route 199 EB Ramp)
  - New signal poles for entire intersection
  - Guardrail removal in landscape median

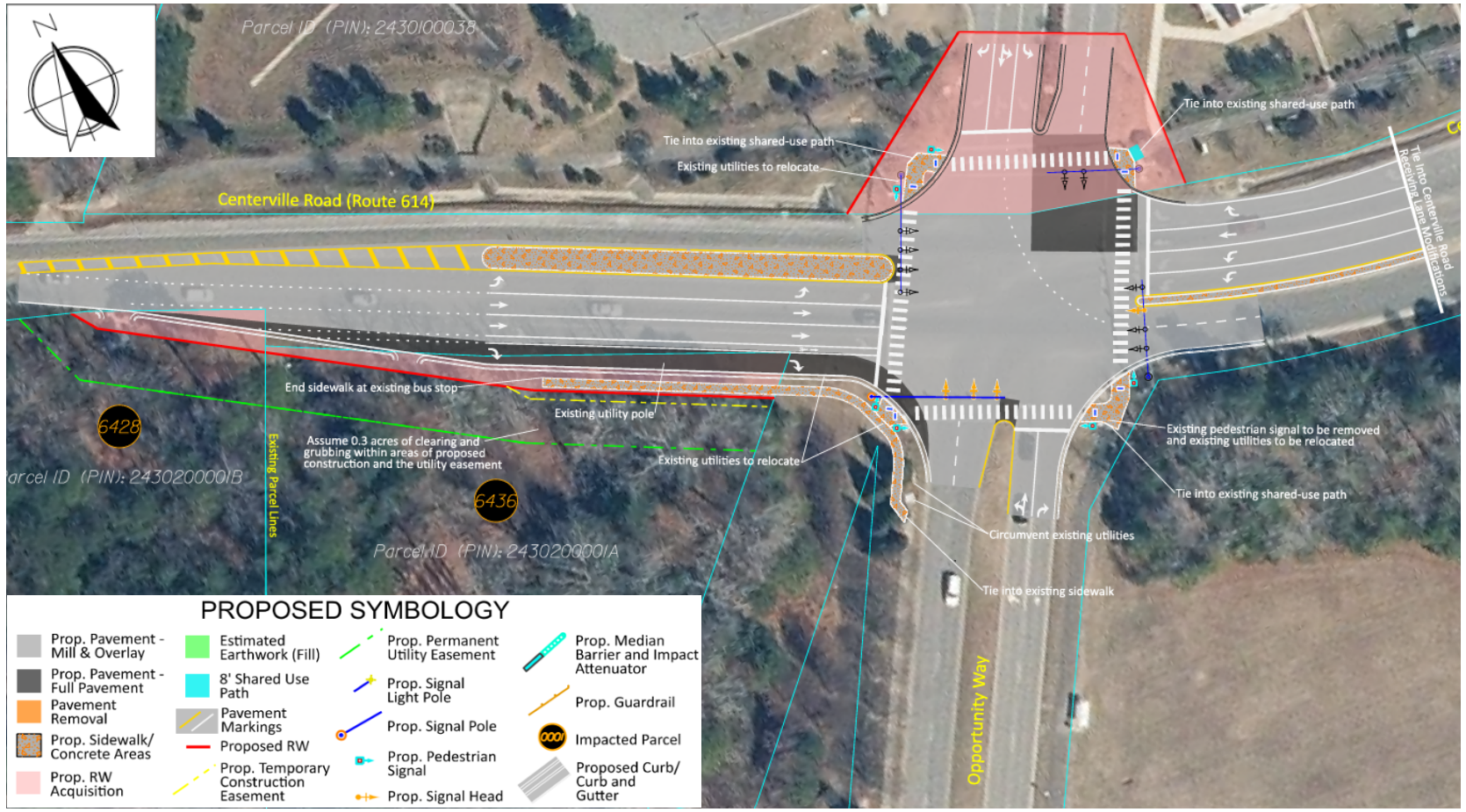


4 – Route 60 & Route 199 WB – Conventional Modified

- Reconfigure the ramp approach to have two dedicated left-turn lanes and one right-turn lane
- Route 60 WB left-turn lane extended to the crest of the hill
- Additional features:
  - Reconstruct outside shoulder (Route 199 WB Ramp)
  - New signal poles and lighting at intersection
  - Guardrail removal in landscape median

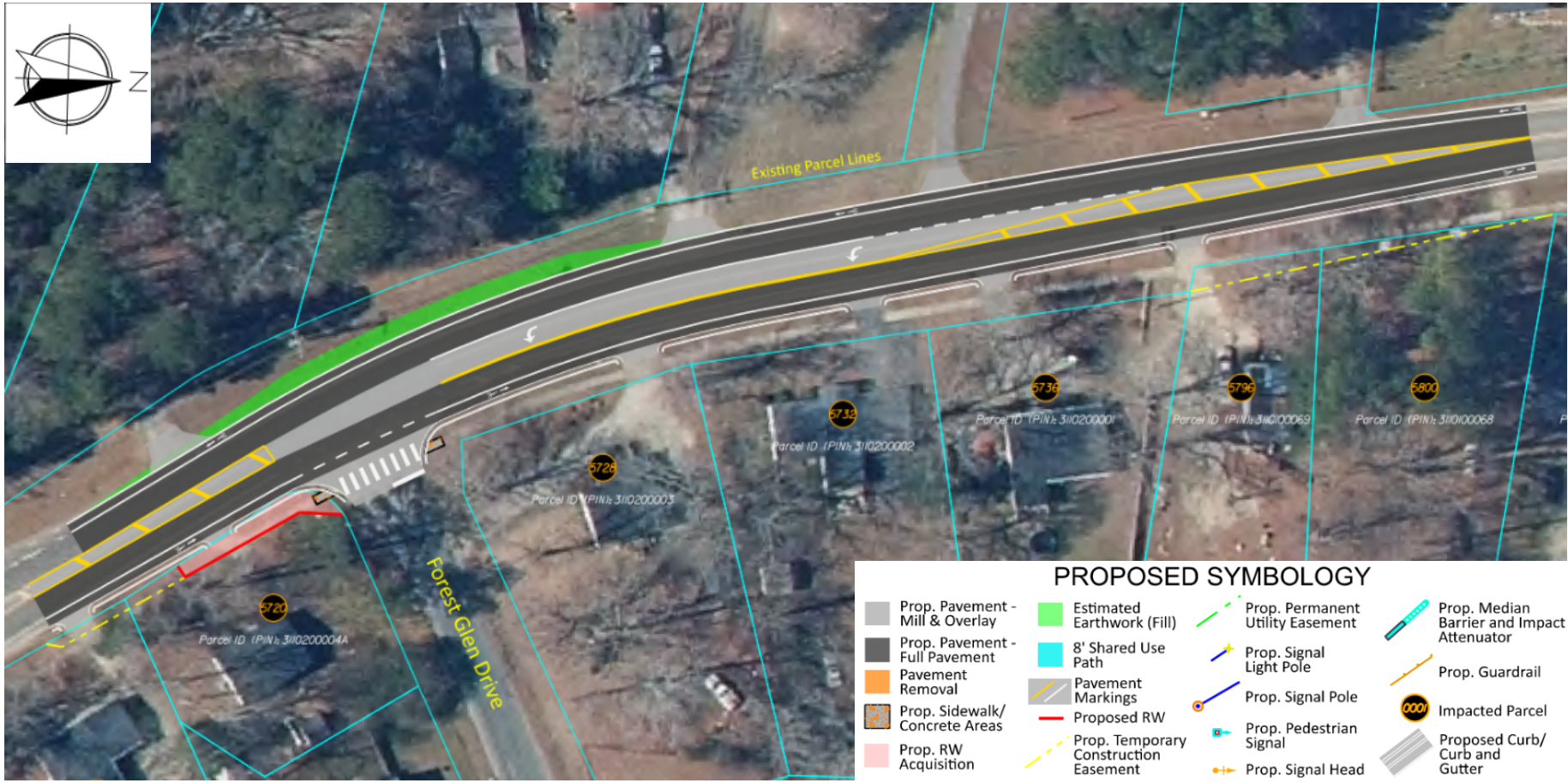
5 – Centerville Road & Opportunity Way – Conventional Modified

- Reconfigure Centerville Road eastbound approach
  - One left-turn lane, two through lanes, and one right-turn lane
- Additional features:
  - High-visibility crosswalks
  - ADA-compliant curb ramps at all pedestrian crossings
  - New signal pole and pedestrian signals
  - New sidewalk connection from south leg to existing bus stop



6 – Centerville Road & Forest Glen Drive

- Add left-turn lane on westbound Centerville Road
- Additional features:
  - High-visibility crosswalk at Forest Glen Drive
  - Add curb and gutter to east side of Centerville Road



Next Steps

- Revise/refine Phase 3 concepts and cost estimates
- **June 10, 2026 –** Final Concept, Cost, and Risk SWG Meeting
- **August 1, 2026 –** Round 7 SMART SCALE application deadline

Questions?

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development

SUBJECT: Initiation of Consideration of Amendments to the Zoning Ordinance Regarding the Landscape Ordinance

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Based on discussions during previous Board meetings on October 28, 2025, February 25, and April 28, 2026, staff has prepared the attached PowerPoint presentation.

Specifically, as requested, staff has included various representative photos and images of:

- 50-foot Community Character Corridor (CCC) roadway buffer, existing buffer retained, by-right only (i.e., no supplemental legislative requirements for more than the minimum code)
- 50-foot CCC roadway buffer, little to no existing tree credits, by-right only (i.e., no supplemental legislative requirements for more than the minimum code)
- CCC corridor, nonconforming buffer

- 30-foot Roadway buffer, little to no existing tree credits, by-right only (i.e., no supplemental legislative requirements for more than the minimum code)
- Non CCC corridor, nonconforming buffer

- Conforming side yard buffer
- Nonconforming side yard buffer

- Conforming rear yard buffer
- Nonconforming rear yard buffer

- Conforming landscape area adjacent to a building
- Nonconforming landscape area adjacent to a building

- Conforming employee parking lot in an industrial park/site use
- Nonconforming employee parking lot in an industrial park/site/use

Also based on previous Board discussions, staff recommendations for proposed revisions to the Landscape Ordinance include providing additional options and flexibility, better defining requirements, and updating the Ordinance to specifically provide clear, more concise, and plain language.

Staff looks forward to continued discussions with the Board on this item and under separate cover, also included on the Board's Agenda is an Initiating Resolution.

PDH/tm
IntConsAmndLSPP-mem

Attachment:
1. PowerPoint Presentation

Landscaping & Buffer Discussion

April 28, 2026

50-foot CCC Buffer (Agricultural & Forested)

Existing Buffer Retained with Tree Credits

8189 Richmond Rd – Atomizer Fuel Systems

50’ ROW Buffer, CCC (Urban & Suburban)

Existing Buffer Retained with Tree Credits

4521 John Tyler Highway – McDonald’s @ Five Forks

50’ ROW Buffer, CCC (Wooded)

No Existing Tree Credits

4630 Monticello Ave – Monticello Marketplace

Nonconforming Buffer, CCC (Urban & Suburban)

Predates current landscape requirements

7348 Richmond Road – Former Jamestown Feed & Seed

Nonconforming Buffer, CCC (Urban & Suburban)

Predates current landscape requirements

6473 Richmond Road – McDonald's @ Lightfoot

30-foot ROW Buffer

Minimal Existing Tree Credits

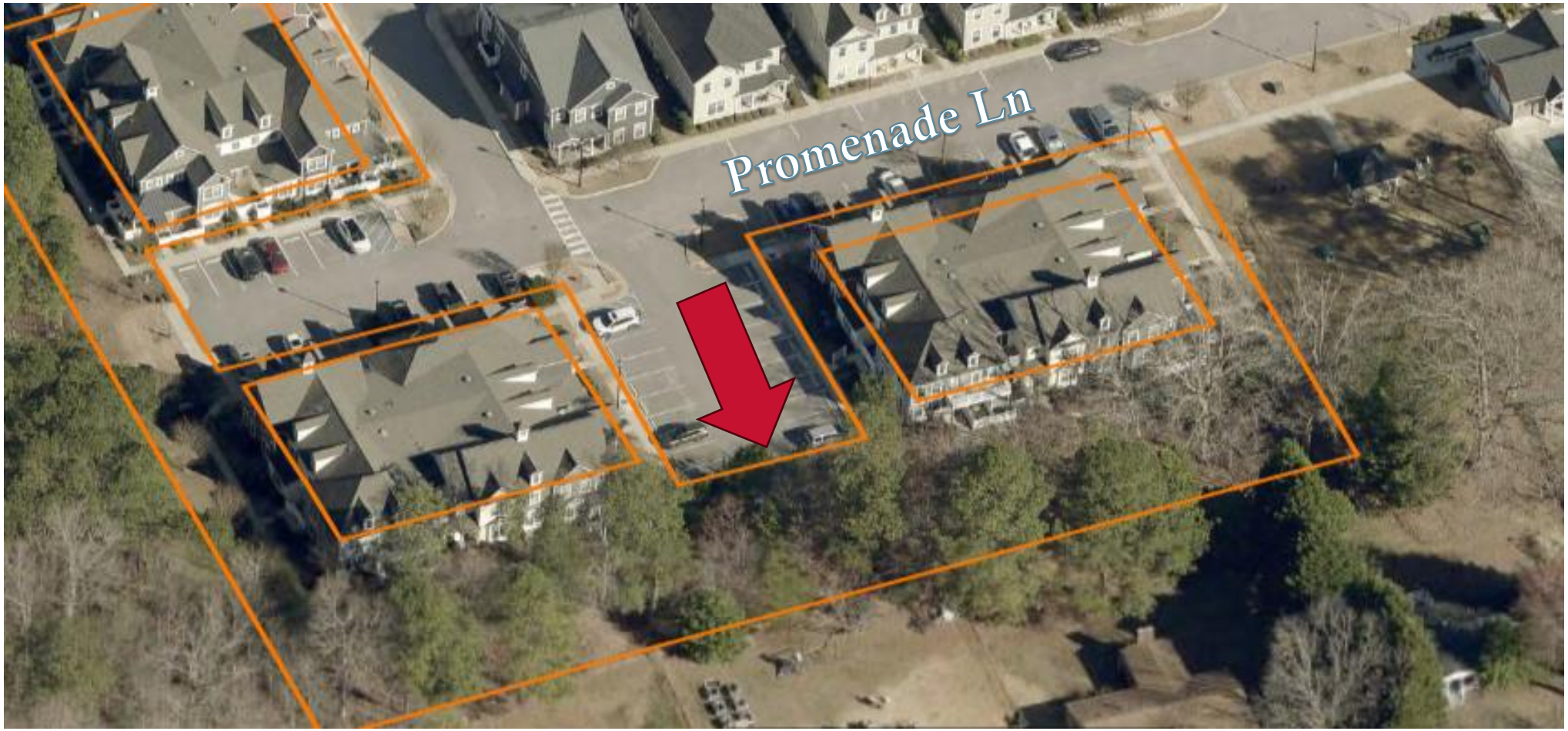
101 School House Lane – Williamsburg Christian Academy

Non-Conforming ROW Buffer

Predates current landscape requirements

3707 Rochambeau Dr – Master Performance Cycles Auto Repair

Conforming 30-foot Side Yard Buffer



The Promenade at John Tyler - Mixed Use Development

Non-Conforming Side Yard Buffer

Predates current landscape requirements

5093 Longhill Rd - Thairapy Salon

Conforming 15-foot Rear Yard Buffer

8776 Pocahontas Trail – 7-Eleven

Non-Conforming Rear Yard Buffer

7840 Richmond Rd – Mark's Pest Control

Conforming Adjacent to Building Landscaping

1637 Green Mount Pkwy – CEL Critical Power

Non-Conforming Landscape Area Adjacent To A Building

Predates current landscape requirements

7051 Richmond Rd – Economy Inn @ Lightfoot/Croaker

Conforming Employee Parking Lot In Industrial Park

1637 Green Mount Pkwy – CEL Critical Power

Conforming Employee Parking Lot

Industrial Park

1637 Green Mount Pkwy – CEL Critical Power

Non-Conforming Employee Parking Lot

Industrial Site

3600 La Grange Pkwy – C&F Financial (Former County Shell Building)

Proposed Revisions to Consider

- Provide Additional Options & Flexibility
  - ❖Clarify existing available options, credits and waivers
  - ❖Provide additional flexibility, options, credits and waivers based on objective criteria, while ensuring the landscape plan continues to meet the intent of the ordinance

- Specific Sections to Consider
  - ❖Modifications, substitutions, & transfers (Sec. 24-91)
  - ❖Tree credits (Sec. 24-95)
  - ❖Landscape adjacent to buildings (Sec. 24-97)
  - ❖Landscape requirements by zoning district (Sec. 24-101)
  - ❖Revisit tree & shrub counts (Sec. 24-95 & 24-96)

Proposed Revisions to Consider

- Define
  - ❖ Determine & define intent
  - ❖ Make implementation simpler and more clear for applicants and designers
  - ❖ Correct confusing sections
  - ❖ Resolve conflicts
- Update
  - ❖ Clear, more concise, plain language
  - ❖ Reorder sections
  - ❖ Combine landscape requirements in one place

Q
A

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Contract Award - $470,555 - Grove Community Park Development - 70% Design Contract

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Staff is moving forward with a design-build process to develop the Grove Community Park. The proposed Grove Community Park is planned for a 5.9-acre property in Grove, approximately 4.6-acres of which are deemed developable. The attached image, prepared for the project sign on-site, shows the location of the property.

A Request for Qualifications (RFQ) was issued in September 2025 and three offerors provided qualification submissions. All three offerors were deemed qualified. A Request for Proposals was issued in December 2025 to the prequalified offerors and proposals were received in January 2026. Proposals were evaluated by County staff based on the written proposals, interviews, and final cost. The Whiting-Turner Contracting Company scored the highest and was selected as the design-build team. The end goal of the design-build 70% contract process is to arrive at a Guaranteed Maximum Price to carry the project through 100% design and construction.

In the 70% design process, staff and the design-build team will solicit public input to consider the preferred park components that can be constructed within the limits of the property and budget. Consideration of each of these conceptual items will be evaluated on a collaborative basis considering the proposed budget and schedule. The proposed schedule indicates a 70% design to be completed in Fall 2026 and a park opening in Spring 2028.

The design-build team of The Whiting-Turner Contracting Company was determined to be a qualified, responsive, and responsible proposer. The initial contract award of $470,555 consists of the design-builder fee from the Notice to Proceed to the 70% design stage. This project is part of the approved Capital Improvement Program.

Staff recommends approval of the attached resolution authorizing the contract award to the design-build team of The Whiting-Turner Contracting Company in the amount of $470,555.

BEM/ap
CA-GrovePrkDev-mem

Attachments

R E S O L U T I O N

CONTRACT AWARD - $470,555 - GROVE COMMUNITY

PARK DEVELOPMENT - 70% DESIGN CONTRACT

WHEREAS, the James City County Board of Supervisors desires to develop the Grove Community Park; and

WHEREAS, funds are available in the Capital Improvement Program budget to cover the cost of the 70% design of the Grove Community Park; and

WHEREAS, the design-build team consisting of The Whiting-Turner Contracting Company was determined to be a qualified, responsive, and responsible offeror.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby awards the contract for the Grove Community Park Development - 70% design to the design-builder The Whiting-Turner Contracting Company in the total amount of $470,555.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
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NULL	____	____	____	____
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LARSON	____	____	____	____
MCGLENNON	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

CA-GrovePkDev-res

James City County
VIRGINIA
Jamestown 1607

FUTURE SITE OF THE PROPOSED GROVE COMMUNITY PARK

jamescitycountyva.gov/3887

M E M O R A N D U M

DATE: April 28, 2026

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development

SUBJECT: Initiation of Consideration of Amendments to the Zoning Ordinance Regarding the Landscape Ordinance

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Based on discussions during previous Board meetings on October 28, 2025, February 25, and April 28, 2026, staff has prepared the attached Initiating Resolution to consider possible amendments to the Zoning Ordinance to consider changes in the County's Landscape Ordinance.

It is currently envisioned that such changes may include, but not be limited to, providing additional options and flexibility, better defining requirements, and updating the Ordinance to specifically provide clear, more concise, and plain language.

PDH/ap
InitConsLdscp-mem

Attachment:
1. Resolution

R E S O L U T I O N

INITIATION OF CONSIDERATION OF AMENDMENTS TO THE ZONING ORDINANCE

REGARDING THE LANDSCAPE ORDINANCE

WHEREAS, the Code of Virginia § 15.2-2286 and County Code Section 24-13 permit the Board of Supervisors of James City County, Virginia (the "Board"), to, by resolution, initiate amendments to the regulations of the Zoning Ordinance that the Board finds to be prudent; and

WHEREAS, the Board is of the opinion that the public necessity, general welfare, and good zoning practice warrant the consideration of amendments to the Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby initiate amendment of the James City County Code, Chapter 24, Zoning, to consider possible amendments to the Landscape Ordinance. Such amendments may contain proposed changes with the intent of providing additional options and flexibility, better defining requirements, and updating the Ordinance to specifically provide clear, more concise, and plain language. The Planning Commission shall hold at least one public hearing on the consideration of amendments to said Zoning Ordinances and shall forward its recommendation to the Board of Supervisors in accordance with the law.

_____
John J. McGlennon
Chair, Board of Supervisors

ATTEST:

_____
Teresa J. Saeed
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
WAINWRIGHT	____	____	____	____
NULL	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of April, 2026.

InitConsLdscp-res