AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 9TH DAY OF SEPTEMBER, 2003, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Jay T. Harrison, Sr., Chairman, Berkeley District Bruce C. Goodson, Vice Chairman, Roberts District John J. McGlennon, Jamestown District Michael J. Brown, Powhatan District James G. Kennedy, Stonehouse District

Sanford B. Wanner, County Administrator Frank M. Morton, III, County Attorney

B. PLEDGE OF ALLEGIANCE

Hannah Bolash, a Junior at Jamestown High School, led the Board and citizens in the Pledge of Allegiance.

C. MOMENT OF SILENCE

Mr. Harrison requested the Board and citizens observe a moment of silence.

Mr. Harrison recessed the Board for a James City County Transit meeting at 7:02 p.m.

Mr. Harrison reconvened the Board at 7:04 p.m

D. PRESENTATION

1. <u>2003 County Fair Report – Loretta Garrett</u>

Ms. Loretta Garrett, County Fair Chair, provided the Board with an overview of the 2003 County Fair attendance and the impact of the inclement weather on the Fair.

The Board and Ms. Garrett discussed the future outlook for the County Fair and the Board's interest to assist the continuance of the Fair financially.

The Board and Ms. Garrett agreed to have the County Fair Committee continue to update staff on the Fair's status and that staff would then in turn keep the Board updated.

E. PUBLIC COMMENT

1. Mr. Jack Barnett, 3900 Poplar Creek Lane, stated concern that staff and team members developing the Yarmouth Creek Watershed Management Plan have not kept landowners apprised of the current watershed restrictions or of the proposed additional buffers on the Resource Protection Area.

Mr. Barnett also requested that since a certain proposed development fell through, that the easement that was conveyed to the County by him as part of the development agreement be returned.

- 2. Ms. Carolyn Lowe, 50 Summer East, commended those who developed the Yarmouth Creek Watershed Management Plan, requested the Board's approval of the Plan, proposed use of the Purchase of Development Rights program to protect sensitive parts of the watershed, and proposed the establishment of the Friends of Yarmouth Creek Association.
- 3. Mr. Ed Oyer, 139 Indian Circle, encouraged the development of other watershed management areas such as Skiffe's Creek, commented on an article in the Daily Press regarding denial of developments by York County, and encouraged the focus of the development of the third high school curriculum on solid and basic academics.
- 4. Mr. Eric Fenley, 153 Brookhaven Drive, representing Mt. Pleasant Church, requested an update on the abandonment agreement for a portion of Old Ironbound Road right-of-way and the request for an alternate layout for the bike path.
- Mr. O. Marvin Sowers, Planning Director, stated that the Board deferred action on the abandonment in April and that staff will be ready to bring the item back before the Board in October for consideration.

F. CONSENT CALENDAR

Mr. McGlennon made a motion to adopt the items on the Consent Calendar.

On a roll call vote, the vote was: AYE: McGlennon, Brown, Goodson, Kennedy, Harrison (5). NAY: (0).

- 1 Minutes
 - a. August 12, 2003. Work Session
 - b. August 12. 2003, Regular Meeting
- 2. Appointment of Alternate to the Virginia Peninsulas Public Service Authority Board

RESOLUTION

APPOINTMENT OF ALTERNATE TO VIRGINIA PENINSULAS

PUBLIC SERVICE AUTHORITY BOARD

WHEREAS, the County Administrator is appointed as the County's representative on the Virginia Peninsulas Public Service Authority (VPPSA) Board of Directors; and

WHEREAS, there are occasions that the representative is unable to attend VPPSA meeting

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that John T. P. Home is appointed as the County's alternate to the VPPSA Board.

3.a. Dedication of Streets in Wexford Hills

RESOLUTION

DEDICATION OF STREETS IN WEXFORD HILLS

- WHEREAS, the streets described on the attached Additions Form SR-5(A), fully incorporated herein by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of James City County; and
- WHEREAS, the Resident Engineer for the Virginia Department of Transportation advised the Board that the sheets meet the requirements established by the <u>Subdivision Street Reauirements</u> of the Virginia Department of Transportation; and
- WHEREAS, the County and the Virginia Department of Transportation entered into an agreement on November 1, 1993, for comprehensive stormwater detention which applies to this request for addition.
- WHEREAS, the County guarantees the necessary surety amount of \$16,500 to provide for all loss, cost, damage, or expense incurred to correct faulty workmanship or materials, associated with the construction of the streets and/or related drainage facilities. The effective period of this surety obligation will last one calendar year from the day the streets are added to the Secondary System of State Highways.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests the Virginia Department of Transportation add the streets described on the attached Additions Form SR-5(A) to the secondary system of State highways, pursuant to §33.1-229, of the Code of Virginia, and the Department's Subdivision Street Reauirements.
- BE IT FURTHER RESOLVED, the Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage.
- BE IT FURTHER RESOLVED, this Board hereby rescinds the resolution adopted August 12, 2003, requesting dedication of these same streets into the Secondary System of State Highways.
- BEIT FURTHERRESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

3.b. Dedication of Red Oak Landing Road and Raleigh Street

RESOLUTION

DEDICATION OF RED OAK LANDING ROAD AND RALEIGH STREET

- WHEREAS, the streets described on the attached Additions Form SR-5(A), fully incorporated herein by reference, are shown on a plat recorded in the Clerk's Office of the Circuit Court of James City County; and
- WHEREAS, the Resident Engineer for the Virginia Department of Transportation advised the Board that the streets meet the requirements established by the <u>Subdivision Street Requirements</u> of the Virginia Department of Transportation; and
- WHEREAS, the County and the Virginia Department of Transportation entered into an agreement on November 1, 1993, for comprehensive stormwater detention which applies to this request for addition; and
- WHEREAS, the County guarantees the necessary surety amount of \$3,750 to provide for all loss, cost, damage, or expense incurred to correct faulty workmanship or materials, associated with the construction of the streets and/or related drainage facilities. The effective period of this surety obligation will last one calendar year from the day the sheets are added to the Secondary System of State Highways.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests the Virginia Department of Transportation add the streets described on the attached Additions Form SR-5(A) to the secondary system of State highways, pursuant to §33.1-229, of the Code of Virginia, and the Department's <u>Subdivision Street Requirements</u>.
- BE IT FURTHER RESOLVED, the Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage.
- BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.
- 3.c. Dedication of Street in Temule Hall Estates

RESOLUTION

DEDICATION OF A STREET IN TEMPLE HALL ESTATES

- WHEREAS, the street described on the attached Additions Form SR-5(A), fully incorporated herein by reference, is shown on a plat recorded in the Clerk's Office of the Circuit Court of James City County; and
- WHEREAS, the Resident Engineer for the Virginia Department of Transportation advised the Board that the street meets the requirements established by the <u>Subdivision Street Requirements</u> of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation entered into an agreement on November 1, 1993, for comprehensive stormwater detention which applies to this request for addition; and

WHEREAS, the County guarantees the necessary surety amount of \$3,750 to provide for all loss, cost, damage, or expense incurred to correct faulty workmanship or materials, associated with the construction of the street and/or related drainage facilities. The effective period of this surety obligation will last one calendar year from the day the street is added to the Secondary System of State Highways.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests the Virginia Department of Transportation add the street described on the attached Additions Form SR-5(A) to the secondary system of State highways, pursuant to §33.1-229, of the Code of Virginia, and the Department's <u>Subdivision Street Requirements</u>.

BE IT FURTHER RESOLVED, the Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

4. Office of Emergency Medical Services Grant Award

RESOLUTION

OFFICE OF EMERGENCY MEDICAL SERVICES GRANT AWARD

WHEREAS, the Commonwealth of Virginia Department of Health, Office of Emergency Medical Services has approved a Rescue Squad Assistance Grant providing \$3,000 to the Fire Department for medical fluid temperature control equipment for fire apparatus; and

WHEREAS, local matching funds of \$3,000 are available in the Donation Trust Fund.

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

Revenue:

Transfer from Donation Trust Fund	\$3,000
Office of Emergency Medical Services	3,000

Total <u>\$6,000</u>

Expenditure:

EMS Medical Equipment - FY 04 \$6,000

5. <u>Award of Contract – Ambulance Replacement</u>

RESOLUTION

AWARD OF CONTRACT - AMBULANCE REPLACEMENT

- WHEREAS, funds are available in the Capital Improvement Program budget for the purchase of a replacement ambulance; and
- WHEREAS, bids for the purchase of the ambulance were received on April 15,2002, with Performance Specialty Vehicles, LLC, submitting a responsive bid of \$119,461; and
- WHEREAS, the bid included a contract extension provision for future purchases through calendar year 2006.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, authorizes the County Administrator to execute a contract between James City County and Performance Specialty Vehicles, LLC, in the amount of \$124,355.14.
- 6. <u>Appropriation of Funds Department of Criminal Justice Services. One Time Special Request Fund</u>
 Grant

RESOLUTION

APPROPRIATION OF FUNDS - DEPARTMENT OF CRIMINAL JUSTICE SERVICES,

ONE TIME SPECIAL REQUEST FUND GRANT

- WHEREAS, James City County has received a One Time Special Request Fund Grant from the Department of Criminal Justice Services in the amount of \$1,870; and
- WHEREAS, the grant will allow for the purchase of hitched bike racks for the Community Services Unit Bike Patrol Officers; and
- WHEREAS, local matching funds of \$467 are available in the Police Department budget.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the acceptance of the grant and the following budget amendments and changes in appropriations to the Special Projects/Grants Fund:

Revenues:

Department of Criminal Justice Services	\$1,403
Police Department Budget	<u>467</u>
	\$1,870

Expenditure:

Department of Criminal Justice Services One Time Special Request Fund Grant

\$1,870

7. Appropriation of Funds – U. S. Bureau of Justice Assistance Block Grant

RESOLUTION

APPROPRIATION OF FUNDS - U.S. BUREAU OF JUSTICE ASSISTANCE BLOCK GRANT

WHEREAS, James City County has received a Local Law Enforcement Block Grant from the Bureau of Justice Assistance in the amount of \$14,529; and

WHEREAS, the grant will allow for purchase of law enforcement training, technology, and equipment; and

WHEREAS, local matching funds of \$1,614 are available in the Police Department budget.

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

Revenues:

Bureau of Justice Assistance	\$14,529
Police Department Budget	<u>1,614</u>
	\$16,143

\$16,143

Expenditure:

Bureau of Justice Assistance Local Law Enforcement Block Grant

8. Chesapeake Bay Gateways Network Grant

RESOLUTION

CHESAPEAKE BAY GATEWAYS NETWORK GRANT

- WHEREAS, the Chesapeake Bay Gateways Network, in cooperation with the National Park Service's Chesapeake Bay Program Office, has made 50150 matching funds available for the development of gateway sites; and
- WHEREAS, funds are needed to make site improvements to include refurbishing an existing boat ramp, regrading and adding vegetative plantings, constructing a floating pier, and creating a kiosk and interpretive signs at James City County's Chickahominy Riverfront Park.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the \$51,200 grant awarded by the Chesapeake Bay Gateways Network as funded by the National Park Service to help with the improvements at the Chickahominy Riverfront Park.

RE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following Capital Budget appropriation:

Revenues:

Chesapeake Bay Gateways Grant - CRFP \$51.200

Expenditures:

Chickahominy Riverfront Park

\$5 1.200

9. <u>Chesapeake Bay Preservation Ordinance Violation – Civil Charge – G. Baxter Stanton, Barry L. Hale. Richard F. Scott, and David R. Baldwin</u>

RESOLUTION

CHESAPEAKE BAY PRESERVATION ORDINANCE VIOLATION - CIVIL CHARGE -

G. BAXTER STANTON, BARRY L. HALE. RICHARD F. SCOTT, AND DAVID R. BALDWIN

- WHEREAS, G. Baxter Stanton, Barry L. Hale, Richard F. Scott, and David R. Baldwin are the owners ("Owners") of a certain parcel of land, commonly known as 278 Ivy Hill Road, designated as Parcel No. (1-13) on James City County Real Estate Tax Map No. (11-3), hereinafter referred to as the ("Property"); and
- WHEREAS, on or about April 24, 2003, trees and understory vegetation were removed from the Resource Protection Area (RPA) on the Property; and
- WHEREAS, the Owners agreed to a Restoration Plan to replant 600 seedlings per acre on the Property, within areas of the RPA buffer impacted by the silvicultural activities, in order to remedy the violation under the County's Chesapeake Bay Preservation Ordinance and the Owners have provided surety to the County to guarantee the completion of the restoration for the RPA on the Property; and
- WHEREAS, the Owners have agreed to pay \$5,000 to the County as a civil charge under the County's Chesapeake Bay Preservation Ordinance; and
- WHEREAS, the James City County Board of Supervisors is willing to accept the restoration of the impacted areas and the civil charge in full settlement of the Chesapeake Bay Preservation Ordinance violation, in accordance with Sections 23-10 and 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 \$5,000 civil charge from the Owners as full settlement of the Chesapeake Bay Preservation Ordinance Violation.

10. Chesapeake Bay Preservation Ordinance Violation – Civil Charge – Denton and Elsie Woodward

RESOLUTION

CHESAPEAKE BAY PRESERVATION ORDINANCE VIOLATION -

<u>CNIL CHARGE - DENTON AND ELSIE WOODWARD</u>

- WHEREAS, Denton and Elsie Woodward are the owners of a certain parcel of land, commonly known as 5224 Ivey Lane, designated as Parcel No. (2-5) on James City County Real Estate Tax Map No. (8-30); hereinafter referred to as the ("Property"); and
- WHEREAS, on or about May 30, 2003, understory vegetation consisting of 63 trees and shrubs were removed from the Resource Protection Area on the Property; and
- WHEREAS, Denton and Elsie Woodward agreed to a Restoration Plan to replant 140 trees and shrubs, on the Property in order to remedy the violation under the County's Chesapeake Bay Preservation Ordinance; and
- WHEREAS, Denton and Elsie Woodward have agreed to pay \$3,000 to the County as a civil charge under the County's Chesapeake Bay Preservation Ordinance; and
- WHEREAS, the James City County Board of Supervisors is willing to accept the restoration of the impacted areas and the civil charge in full settlement of the Chesapeake Bay Preservation Ordinance violation, in accordance with Sections 23-10 and 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 \$3,000 civil charge from Denton and Elsie Woodward as full settlement of the Chesapeake Bay Preservation Ordinance Violation.
- 11. <u>Undermound Utility Ameement Dominion Virginia Power</u>

RESOLUTION

<u>UNDERGROUND UTILITY AGREEMENT - DOMINION VIRGINIA POWER</u>

- WHEREAS, the James City County Board of Supervisors determined that placing certain overhead utilities underground would enhance the scenic beauty of James City County; and
- WHEREAS, staff has worked with Dominion Virginia Power to accomplish this work at several locations in the County; and
- WHEREAS, Dominion Virginia Power has completed design and is ready to move ahead with construction of the project on Route 5 in the vicinity of Williamsburg Crossing Shopping Center.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to enter into an agreement with Dominion Virginia Power in the amount of \$194,543.25.

12. <u>Code Violation Lien – 136 Magruder Avenue</u>

RESOLUTION

CODE VIOLATION LIEN - 136 MAGRUDER AVENUE

WHEREAS, the Zoning Administrator has certified to the Board of Supervisors of James City County, Virginia, that the property owners as described below have failed to pay a bill in the amount listed, for cutting of grass and weeds or removal of trash and debris, although the County has duly requested payment; and

WHEREAS, the unpaid and delinquent charges **are** chargeable to the owners and collectible by the County as taxes and levies and constitute a lien against the Property.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors, James City County, Virginia, that in accordance with Sections 10-7 and 10-5 of the Code of the County of James City, Virginia, the Board of Supervisors directs that the following delinquent charges for services rendered, plus interest at the legal rate from the date of recordation until paid, shall constitute a lien against the Properties to wit:

Cleaning of Trash/Debris and/or Cutting of Grass. Weeds, etc.:

ACCOUNT: Ronnie Dean Carter

136 Magruder Avenue Williamsburg, VA 23185

DESCRIPTION: 136 Magruder Avenue

TAX MAP NO.: (59-1)(02-0-0013-)

FILING FEE: \$ 5.00

TOTAL AMOUNT DUE: \$3,840.00

G. PUBLIC HEARINGS

1. <u>Case No. SUP-15-03. Custom Culinary Connections: Barnes Road</u>

Mr. Matthew Arcieri, Planner, stated that Jeffrey and Christy Aczel applied for a special use permit (SUP) to construct and operate a catering kitchen adjacent to their existing residence on two acres zoned A-1, General Agricultural, at 8757 Barnes Road, further identified as Parcel No. (1-22C) on the James City County Real Estate Tax Map No. (10-1).

Staff found the proposal to be consistent with the surroundingzoning and development and, with the proposed conditions, consistent with the Rural Lands Development Standards of the 1997 Comprehensive Plan and with the 2003 Comprehensive Plan.

The Planning Commission, at its meeting on August 4, 3003, recommended approval of the SUP application by a vote of 5-0.

Staff recommended approval of the special use permit with conditions

Mr. Harrison opened the Public Hearing

1. Ms. Nancy McNelly, 203 Riverview Plantation Drive, stated support for the proposal and its potential benefits to the community, and requested the Board's approval of the application.

As no one else wished to speak to this matter, Mr. Harrison closed the Public Hearing.

Mr. Kennedy made a motion to adopt the resolution,

Mr. Kennedy stated concern about the potential for traffic impacts with the entrance to the site being close to a blind curve.

On a roll call vote, the vote was: AYE: McGlennon, Brown, Goodson, Kennedy, Harrison (5). NAY: (0).

RESOLUTION

CASE NO. SUP-15-03. CUSTOM CULINARY CONNECTIONS: BARNES ROAD

- WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific land uses that shall be subjected to a special use permit process; and
- WHEREAS, food processing and storage is a specially permitted use in the A-1, General Agricultural, zoning dish-ict; and
- WHEREAS, the Planning Commission of James City County, following its public hearing on August 4, 2003, recommended approval of Case No. SUP-15-03 by a 5-0 vote to permit the construction and operation of a catering kitchen adjacent to the existing residence at 8757 Barnes Road and further identified as Parcel No. (1-22C) on James City County Real Estate Tax Map No. (10-1).
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve the issuance of Special Use Permit No. SUP-15-03 as described herein with the following conditions:
 - 1. This Special Use Permit shall be valid for the operation of a detached catering kitchen of up to 2,000 square feet and accessory uses thereto. No articles shall be displayed or otherwise offered for sale upon the premises. The existing residence shall continue to be used primarily as a single-family dwelling with any exterior modifications approved by the Planning Director.
 - 2. The property shall be developed generally in accordance with the master plan submitted with the application, with minor changes, including the location, design, and landscaping of the driveway and parking in order to effectively screen it from Bames Road, approved by the Planning Director.
 - 3. Only one entrance shall be allowed onto Barnes Road.

- 4. A minimum 75-foot undisturbed buffer, free of structures and paving, shall be provided along Barnes Road with the exception of clearing necessary for improvements to the existing driveway. Tree clearing on the entire property shall be limited to the minimum necessary to accommodate the catering kitchen and related driveway, entrance improvements, and facilities as determined by the Planning Director.
- 5. Prior to final site plan approval, architectural elevations, building materials, and colors, shall be submitted to the Director of Planning for review and approval for all structures on the site. The intent of this condition is to ensure that all future buildings on the site are uniform and compatible with existing structures in terms of design, materials, and colors, have a residential appearance, and are designed for minimal visual impact.
- 6. Any new exterior site lighting shall be limited to fixtures which are horizontally mounted on light poles not to exceed 15 feet in height and/or other structures and shall be recessed fixtures with no bulb, lens, or globe extending below the casing. The casing shall be opaque and shall completely surround the entire light fixture and light source in such a manner that all light will be directed downward and the light source is not visible from the side. No glare, defined as 0.1 footcandle or higher, shall extend outside the property lines.
- 7. One freestanding sign shall be permitted on the site. The sign shall be ground mounted and shall not exceed a cumulative size of 16 square feet or a height of six feet and approved by the Planning Director. The sign shall not be illuminated.
- 8. Construction on this project shall commence within twenty-four months from the date of approval of this special use permit or this permit shall be void. Construction shall be defined as obtaining permits for building construction and installation of footings and/or foundations.
- **9.** This special use permit is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

2. Tax Increase – Real Property

Ms. Suzanne R. Mellen, Director of Budget and Accounting, stated that the Real Estate Land Book has been completed and notices have been mailed to all James City County property owners where changes in assessment has occurred; and that the total valuation exceeds the assumptions built into the Fiscal Year 2004 Budget adopted by the Board in April by approximately \$158,760.

Ms. Mellen provided the deadline dates for real property appeals as September 30,2003, to appeal to the Office of Real Estate Assessments and October 30,2003, to appeal to the Board of Equalization.

Ms. Mellen stated that the increase in amount of value deferred due to the Land Use is a combination of substantial increases in market value of acreage parcels and the reduction of the use rates issued by the State, and requested the Board reaffirm the tax rate of \$.87 per \$100 of the assessed value of the property.

The Board and staff discussed the Debt Services cost, Land Book Values, impacts of reducing the tax rate by 1 cent, impacts of anticipated revue levels, the benefits of a Contingency Fund and how it has been used in the past.

Mr. Harrison opened the Public Hearing.

- 1. Mr. Lee Reed, 2245 Lake Powell Road, requested the Board remember the citizens on fixed incomes and requested the Board freeze the tax value on homes.
- 2. Mr. Donald S. Baker, 107 Formby, requested the Board keep in mind the future planning when it considers assessments and budgets.
- 3. Mr. Ed Kissell, 5 Berkeley Circle, requested the Board look at the inequity of the tax assessment within neighborhoods and keep assessments within reason.
- 4. Mr. Bob Warren, 104 Gullane, stated that the effective tax rate has been rising and that his rate has increased 40 percent in the past five years to a rate of \$1.22 and stated opposition to the increasing property tax assessments.
- 5. Mr. Ed Oyer, 139 Indian Circle, stated opposition to his real property assessment taxes increasing by 25 percent over the past two years while there are still trailers on the fence line and sewers on the other side of the circle.

As no one else wished to speak to this matter, Mr. Harrison closed the Public Hearing

Mr. Brown made a motion to adopt a revised resolution to reduce the real property tax rate for FY 2004 to 86 cents per \$100 of assessed value.

The Board and staff held a discussion regarding the motion including factors such as the General Fund Balance, annual debt services, fiscal impacts of a proposed third high school, tax exemptions available to citizens, impacts of developments on property values and assessments; and other possibilities that would affect real property taxes such as cash proffers on new developments, affordable housing, possibility of other revenue sources, and funding the School Budget.

On a roll call vote, the vote was: AYE: Brown, Goodson, Kennedy, Harrison (4). NAY: McGlennon (1).

RESOLUTION

TAX DECREASE - REAL PROPERTY

- WHEREAS, the Board of Supervisors has adopted a budget for the Fiscal Year 2004 and appropriated funds based on a real estate tax rate of 87 cents per \$100 of assessed value; and
- WHEREAS, the Real Estate Land Book, issued with an estimate of values as of July 1,2003, shows total billable, taxable property assessments increased by \$469,574,000 (8.5 percent) and 57 percent of that increase resulted from changes in the reassessment of property values; and
- WHEREAS, the increases due to reassessment constitute a tax increase despite the fact that the current tax rate has not changed; and
- WHEREAS, the Board of Supervisors notes that sufficient unencumbered funds are available to offset a one cent per \$1 00 of assessed value reduction in the real property tax rate appropriated for the current FY 2004 budget; and

- WHEREAS, the Board of Supervisors further notes that market-driven James City County real property annual reassessments have been rising at rates significantly higher than the combined rates of growth and cost of living.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby changes the real property tax rate for FY 2004 to 86 cents per \$100 of assessed value from the 87 cents per \$100 of assessed value established in the FY 2004 adopted budget.
 - Mr. Harrison recessed the Board for a brief break at 8:37 p.m.
 - Mr. Harrison reconvened the Board at 8:48 p.m
- Mr. Wanner stated that staff will advertise a public hearing on a FY 04 Budget amendment to be held during the October 14 Board meeting.

H. BOARD CONSIDERATION

1. <u>Yarmouth Creek Watershed Management Plan</u>

Mr. John T. P. Home, Acting General Services Manager, presented the Yarmouth Creek Watershed Management Plan (Plan) and an executive summary of the Plan as developed by staff with the assistance of the Center for Watershed Protection and the James River Association, and input from landowners and other stakeholders.

The Board and staff discussed the composition of members serving on the Stormwater Management Citizen Advisory Committee, buffer requirements in the Plan, notification and invitations to all affected property owners of meetings regarding the Plan, and opportunities to utilize the Purchase of Development Rights Program for preserving parts of the Watershed.

- Mr. Kennedy requested the Board defer action on this item until October 14, during which time he would have an opportunity to meet with **concerned** stakeholders regarding the Plan.
- Mr. Wanner stated that Newport News Waterworks would partner with the County regarding Little Creek Reservoir issues and impacts to the Watershed.

The Board discussed deferring action to September 23 rather than October 14 and holding a Work Session with the Stormwater Management Citizen Advisory Committee regarding the development of Priority No. 3 of the Plan.

The Board concurred to defer action on the Plan until September 23

I. PUBLIC COMMENT - None

J. REPORTS OF THE COUNTY ADMINISTRATOR

- Mr. McGlennon introduced the group of the SHARPE Program participants in attendance
- Mr. Wanner stated that September 11 is the United Way Day of Caring.

Mr. Wanner recommended the Board to go into Closed Session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia to consider personnel matters, the appointments of individuals to County Boards and/or Commissions.

K. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon, without objection from the Board, recommended the Board not go into Closed Session and made a motion to reappoint Betty Costa to the Williamsburg Arts Commission for a three-year term, term to expire on August 31, 2006; and to reappoint Betty Cutts to a three-year term on the Williamsburg Area Performing Arts Center, term to expire on July 1,2006.

On aroll call vote, the vote was: AYE: McGlennon, Brown, Goodson, Kennedy, Harrison (5). NAY: (0).

- Mr. Kennedy advised staff to keep a close eye on the Skate Park and if the lack of supervision at the site becomes a concern, that staff promptly act as not to lower the County's safety standards.
- Mr. Kennedy requested a letter be sent to all the election candidates to notify them of guidelines for posting political signs along right-of-ways.
- Mr. Wanner stated that staffwill follow up with the Virginia Department of Transportation regarding the political signs along right-of-ways and stated that the unsupervised Skate Park is a pilot program and would be regulated if needed.
- Mr. Harrison stated that he has arranged for a Board tour of the Highland Springs Tech Center on September 17 if the Board is interested in viewing an alternative for the proposed third high school facility.
- Mr. Wanner recommended that if a quorum would be present during the tour, that the Board recess to 8 a.m. on September 17 at the conclusion of this meeting.
- Mr. Kennedy stated that on September 20 and 27 there will be the Grove and Chickahominy Days and invited citizens to attend.
- Mr. Harrison requested invitations be extended to members of the School Board to attend the tour of the Highland Springs Tech Center.
 - Mr. Wanner stated that he would notify the School Superintendent to invite the School Board.

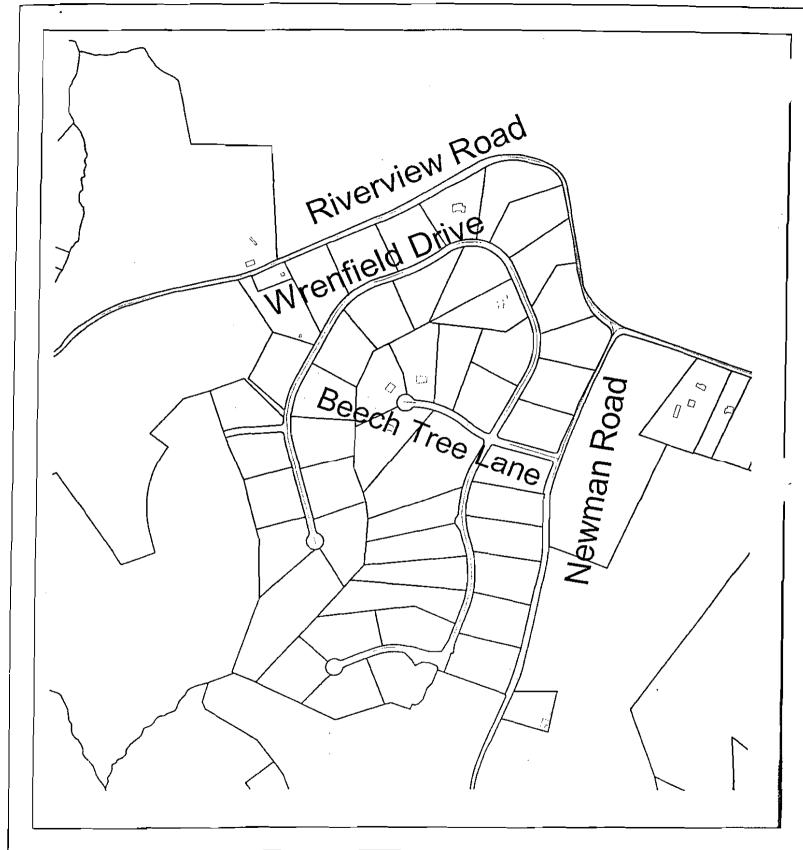
L. RECESS

Mr. Kennedy made a motion to recess to 8:00 a.m. on September 17,2003.

On aroll call vote, the vote was: AYE: McGlennon, Brown, Goodson, Kennedy, Harrison (5). NAY: (0).

Mr. Harrison recessed the Board at 9:07 p.m.

Sanford B. Wanner Clerk to the Board



DEDICATION OF STREETS IN WEXFORD HILLS

Streets Being
Dedicated

300 0 **300** 600 900 Feet



In the County of James City

By resolution of the governing body adopted September 9,2003

The following Form SR-5A is hereby attached ord incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official):____

Report of Changes in the Secondary System of State Highways

Form SR-5A Secondary Roads Division 511199

Project/Subdivision

Wexford Hills

Type of Change: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are

hereby requested, the right of way for which, including additional easements for drainage as required, is guaranteed:

Reason for Change: Addition. New subdivision street Pursuant to Code of Virginia Statute: §33.1-229

Route Number and/or Street Name

Beech Tree Lane, State Route Number 1671

Description: From: Rt 646, Newman Road

To: Rt 1672. Wrenfield Drive

A distance of: 0.09 miles.

Right of Way Record: Filed with the Land Records Office on 7/19/1993. Plat Book 57. Page 91. with a width of 60'

And Plat Book 63, page 39. 12118195

Description. From: Rt 1672. Wrenfield Drive

To: End of cul-de-sac A distance of: 0.11 miles.

Right of Way Record: Filed with the Land Records Office on 711911993. Plat Book 57, Page 91. with a width of 50'

And Plat Book 63, page 39. 12118195

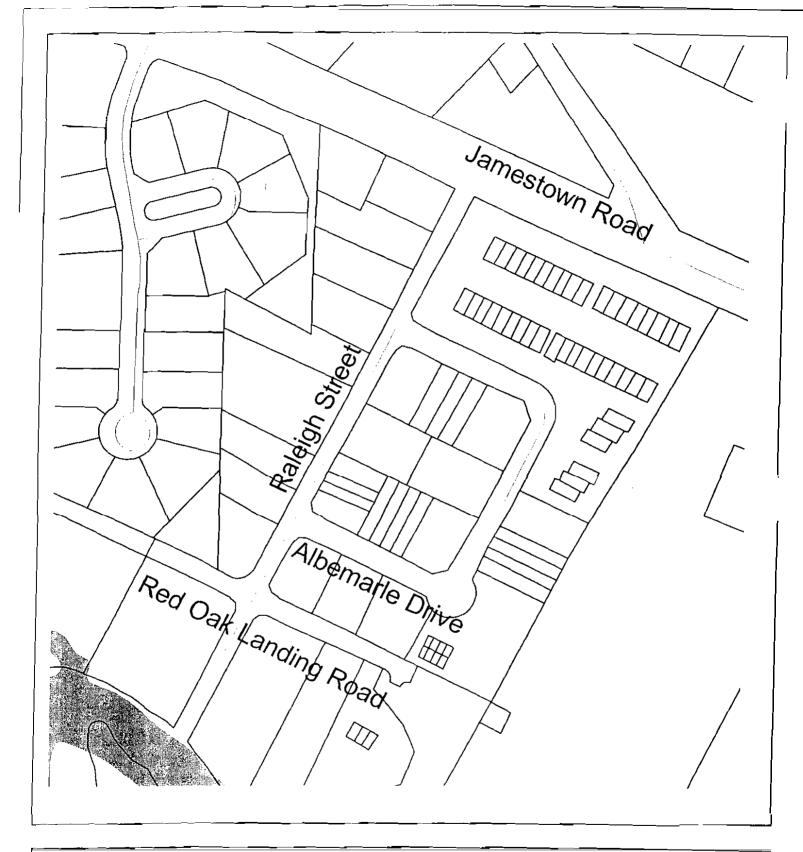
Wrenfield Drive, State Route Number 1672

Description: From: Rt 1671, Beech Tree Lane

To: End of cul-de-sac A distance of: 0.86 miles.

Right of Way Record: Filed with the Land Records Office on 1211811995. Plat Book 63, Page 39, with a width of 50'

And Plat Book 61, page 39. 41319



DEDICATION OF RED OAK LANDING ROAD AND RALEIGH STREET

Streets Being Dedicated 200 <u>0</u> 200 400 Feet



In the County of James City

By resolution of the governing body adopted September 09,2003

The following Form SR-5A is hereby attached and incorporated as part of the governing body's resolution for changes in these condary system of state highways.

A Copy Testee Signed (County Official):

Report of Changes in the Secondary System of State Highways

Form SR-5A Secondary Roads Division 5/1/99

Project/Subdivision

Red Oak Landing

Type of Change: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested, the right of way for which, including additional easements for drainage as required, is guaranteed:

Reason for Change: Addition. New subdivision street

Pursuant to Code of Virginia Statute: §33.1-229

Route Number and/or Street Name

Raleigh Street, State Route Number 728

Description: From: Rt 729, Albermarle Drive

To: Rt 1686, Red Oak Landing Road

A distance of: 0.03 miles.

Right of Way Record: Filed with the Land Records Office on 7/8/2003Plat Book 91, Pg 28, with a width of 40'

Red Oak Landing Road (East), State Route Number 1686

Description: From: Rt 728. Raleigh Street

To: Turn Around A distance of: 0.07miles.

Right of Way Record: Filed with the Land Records Office on 7/8/2003 Plat Book 91, Pg 28, with a width of 40'

Red Oak Landing Road (West), State Route Number 1686

Description From: Rt 728. Raleigh Street

To: Turn Around A distance of: 0.05 miles.

Right of Way Record Filed with the Land Records Office on 7/8/2003Plat Book 91, Pg 28, with a width of 40'



DEDICATION OF STREET IN TEMPLE HALL ESTATES

City Conni

Street Being Dedicated



200 400 600 Feet

In the County of James City

By resolution of the governing body adopted September 9, 2003

The following Form SR-5A is hereby attached and incorporated as puri of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): Sunford Helanne

Report of Changes in the Secondary System of State Highways

Form SR-SA Secondary Roads Division 511199

Project/Subdivision

Joanne Court

Type of Change: Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are

hereby requested, the right of way for which. including additional easements for drainage as required, is guaranteed:

Reason for Change: Addition, New subdivision street

Pursuant to Code of Virginia Statute: §33.1-229

Route Number and/or Street Name

Joanne Court, State Route Number 1579

Description: From: Rt 756, Norman Davis Drive

To: End of cul-de-sac A distance of: 0.11 miles.

Right of Way Record: Filed with the Land Records Office on 4/2/2003. Plat Book 90. Page 5, with a width of 50'

YARMOUTH CREEK WATERSHEDPLAN



Prepared for:
James City County, Virginia

Prepared by:
Center for Watershed Protection
8391 Main Street
Ellicott City, MD 21043
www.cwp.org



July 14, 2003

Foreword

The Yarmouth Creek Watershed Plan is the culmination of a two year process led by the Center for Watershed Protection that began in the summer of 2001 with initial mapping and existing data collection. That work was followed in the fall by fieldwork that included a stream assessment, a conservation area assessment and a brief stormwater survey. The *Baseline Assessment* was completed in January 2002, followed by a stakeholder meeting coordinated with the James River Association and James City County on the initial findings in early February. The *Conservation Area Report for Yarmouth Creek* was completed in June 2002 and the *Technical Memo on the Reduced Freshwater Flow in Yarmouth Creek* was produced in July 2002. A second stakeholder meeting occurred in September in which stakeholders helped craft goals for the overall plan. This initial draft for the final watershed plan was completed in January 2003 and finalized after the final stakeholder meeting in June 2003.

Critical to the success of the plan was the input of local stakeholders, who helped identify vital issues and set goals for the watershed. This well attended stakeholder process was led by the James River Association and James City County who both facilitated an open process and supported the creation of the plan.

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APPENDICES

Appendix A. Economic benefits of watershed protection

Appendix B. Barriers and recommendations for BSD in James City County

Appendix C. Overview of the Proposed Special Stormwater Criteria for Stream

Protection Areas

Appendix D. Technical Memo on the Reduced Freshwater Flow in Yarmouth Creek.

EXECUTIVE SUMMARY

This watershed management plan provides a summary of the stakeholder process conducted by the Center for Watershed Protection (CWP), James River Association (JRA) and James City County (JCC) and the reports produced over the past year and a half as part of the Yarmouth Creek planning process. The reports included; the Yarmouth Creek Baseline Assessment, Conservation Area Report for Yarmouth Creek, and a Technical Memo on the Reduced Freshwater Flow in Yarmouth Creek. A watershed management plan and associated maps have been drafted for the nine subwatersheds in Yarmouth Creek based on the eight tools of watershed protection (CWP, 1998). These subwatershed management plans and associated maps serve as blueprints for the protection and restoration of Yarmouth Creek. They may also be used as planning maps for the implementation of the watershed management plan and as an important tool during the development review process.

The sixteen square mile Yarmouth Creek watershed is truly a state treasure. A recent natural areas inventory, conducted by the Virginia Department of Conservation and Recreation, Division of Natural Heritage (VDCR), classified portions of the watershed as highly significant to biodiversity in the state (Clampitt, 1991). Along the remarkably undisturbed shoreline of mainstem Yarmouth Creek are extensive complexes of forested uplands, bald cypress swamps, and rare types of tidal freshwater marsh. These tidal wetlands are considered by VDCR to be one of the two largest relatively undisturbed wetlands on the lower peninsula of Virginia. Yarmouth Creek and its 1523 acres of wetlands provide habitat for a diversity of fish, waterfowl, and wildlife, which collectively contribute to the area's exceptional recreational value for hunting, fishing, bird watching and nature enjoyment. Additionally, these areas are home to at least one known heron rookery, a number of historic bald eagle nesting sites, and several globally rare or threatened plant species including the sensitive joint vetch, and narrow-leaved spatterdock.

Presently, the Yarmouth Creek watershed is lightly developed, but it is coming under greater development pressures, particularly in its northern headwaters. The majority of the watershed is zoned agricultural-forestal, but pressure to re-zone for residential development has become a recent issue. Developments within the upper portion of the watershed rely on public sewer, while most of the existing developments in the lower watershed rely on septic systems for wastewater disposal. The upper watershed is a mix of agricultural, residential and commercial land-uses. The lower watershed, dominated by tracts of forest, provides for forest related activities such as timber harvesting and organized hunting. The Yarmouth Creek Watershed Plan represents an excellent opportunity to protect and preserve the unique environmental resources, while allowing for development that does not destroy the natural conditions of the Creek.

Rapid development without adequate protection will most likely lead to a degradation of pristine natural resources in the watershed. The amount of impervious cover is often a good indicator of the extent land development. Research from around the country has

shown that stream and wetland quality begins to decline when the amount of impervious cover in a watershed exceeds approximately 10% (Schueler, 1994).

The principal effects of impervious cover in Yarmouth Creek include:

- 9 Changes in the hydrology of streams, wetlands and floodplains
- 9 Increased pollutant loads delivered in urban stormwater (bacteria, sediment, nutrients)
- > Channel erosion in headwater streams
- ➤ Water level fluctuations that degrade wetlands
- > Favors the establishment of invasive plant species
- > Fragmentation of contiguous forests
- ➤ Increased flooding
- > Reduction of baseflow of streams

Based on the Center's stream impervious cover model, all nine subwatersheds were classified as sensitive (CWP, 1998). If we consider future growth, four of these subwatersheds are expected to move into the impacted category. However, future growth in the watershed remains uncertain as areas can be re-zoned.

Watershed residents and other stakeholders including representatives from local businesses, developers and agencies played a vital role in the creation of this watershed management plan. Stakeholder involvement is a key ingredient in a watershed plan as stakeholders must live with the decisions that are made. They also bring issues to the table that are important to them and participation gives them a stake in the outcome and helps to ensure plan implementation. It was their insight into the problems within the watershed that led to two additional studies: a field assessment of the Little Creek reservoir subwatershed and a memo investigating the increase in salinity in the Yarmouth Creek watershed. The stakeholder process involvement in the Yarmouth Creek plan consisted of three public meetings; the first covered the baseline assessment and fieldwork performed by the Center; and the second engaged participants in the process of setting goals and the third will cover the recommendations in the final plan. The six overall watershed protection and restoration goals identified for the plan by the stakeholders are:

- 1. Prevent further degradation of water quality in Yarmouth Creek and maintain the outstanding quality of tidal and nontidal mainstem wetlands.
- 2. Respect the rights of landowners in the watershed plan recommendations and ensure that the cost of conservation is shared by the entire community, not just individual landowners.
- 3. Develop in a manner that is consistent with the protection of the high quality natural resources in Yarmouth Creek.
- 4. Work toward the formation of a citizen group to facilitate future participation and protection of Yarmouth Creek. Suggestions included:
 - ➤ Educate people about watershed awareness including litter and boat wakes). Promote active stewardship among residents, community associations, businesses, and seasonal visitors.
 - 9 Work with neighbors to develop a vision for individual properties
 - Work with the county on shared goals

- 5. Minimize the local practices that increase salinity concentrations in the freshwater ecosystem of Yarmouth Creek and further investigate a minimum flow rate for Little Creek Reservoir.
- 6. Enhance stewardship of Yarmouth Creek by specifically addressing the litter issue and shoreline erosion due to boat wakes.

Process

The 16 square mile Yarmouth Creek watershed was divided into nine subwatersheds ranging from one to four square miles in area to create individual planning units (Figure E-1). Land use and impervious cover were analyzed for each subwatershed to provide preliminary expectations for current and future water quality and habitat conditions. Field conditions and conservation areas were evaluated to check expectations developed in the land use and impervious cover analysis. Together with the results of our conservation area work and the stream habitat assessment, draft goals were created for subwatersheds based on scientific assessment and existing and potential future land use. It was determined that Yarmouth Creek includes a mix of relatively high quality subwatersheds with considerable biodiversity and a number of subwatersheds that exhibit localized degradation of stream conditions especially in the upper portion of the watershed near Richmond Road. (Rt. 60).

Figure E-1. Yarmouth Creek Subwatershed Map

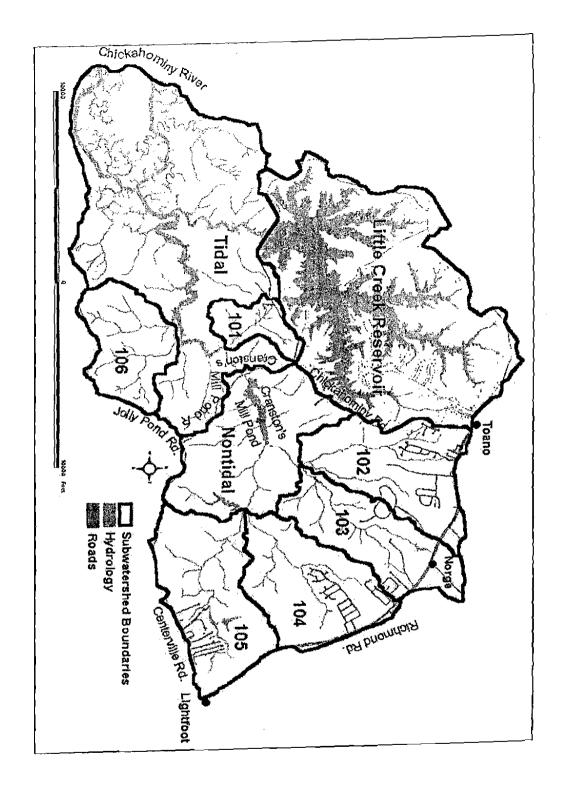


Table E-1. provides a summary of the subwatershed goals as well as both the current and future impervious cover for each subwatershed based on the current zoning. These goals represent some of the responses that were echoed at the stakeholder meetings about how to manage individual subwatersheds. General agreement was reached for responsible development in the upper watershed and perhaps more conservation and protection in the lower tidal portion of the watershed. However, it was also clear that imposing conservation on individual property owners was not a favorable approach for the landowners. At the same time, there was a goal of preventing further degradation in the entire watershed by using stormwater retrofits, effective stormwater management, stream restoration and watershed education programs.

Table E-1. Sub	watershed Goals	国际基础的	到海南 网络人名英格兰
Subwatersheds	Current/ Future Status	Watershed Goals	Tools
101, Mainstem tidal, Mainstem non-tidal, 106, Little Creek Reservoir	Sensitive / Sensitive less than 10% impervious cover	Preserve the important mainstem tidal portion of the creek (conservation areas, sensitive streams and contiguous forest) without impeding private property rights	 Voluntary conservation and acquisition programs Close work with the Landowner watershed group Protect open space, when development does occur and attempt to minimize the impacts
102,103,104,	Sensitive / Impacted 10 -25% impervious cover	Restore degraded streams and protect streams from further degradation	 Implement watershed education and stewardship programs Stormwater retrofits Stormwater practices Stream restoration

Recommendations

Prioritized implementation recommendations for the Yarmouth Creek watershed are summarized in Table E-2. These recommendations are prioritized based on how well they achieve stakeholder watershed goals and their importance to successful watershed management as gauged by CWP and JCC technical staff. Preliminary cost estimates and potential responsible parties have been identified so that financial resources can be allocated and staff roles can be defined. Real watershed protection requires a multifaceted approach that combines land use and preservation decisions with on-the-ground implementation, education and protection of watershed functions. This approach strives for permanent protection, and attempts to minimize long-term costs by implementing proactive, preventative solutions. An estimated \$160,000 a year over four years is our planning level estimate of the funding needed to implement the recommlendations. This

number would increase considerably with a larger purchase of development rights program or conservation easement program that would need to be funded at one million dollars a year for at least four years to be relatively successful. Long-term protection of water quality, fisheries, forest and biodiversity have quantifiable community benefits including increased property values and enhanced quality of life, which compound over fime. More details on the economic benefits of watershed protection can be found in Appendix A. Detail for each of the priorities in Table E-2 can be found in Section 3 Watershed Recommendations.

Creek Prioric		Protection Tool or Evaluation Measure	Where	Costs to JCC and Action	
1	1,3,6	Use of subwatershed maps to ensure local staff and stakeholder awareness of existing locations for restoration and potential conservation areas	Watershed wide	Small	JCC Planning, Development Management, Environmental Division
2	1,2,4	Foster development of a watershed group for Yarmouth Creek led by the landowners/ stakeholders in the Creek	Watershed wide	Small Consider initial seed money	Stakeholders, JCC Planning, Development Management, Environmental Division
3	1,2,3,5	Adopt Special Stormwater Criteria (SSC) in the Watershed to increase groundwater recharge in the development process	watersheds in PSA and re-zonings watershed	Small Criteria should be the same as Powhatan	Environmental Division
4	1,5	Establish a working group to address salinity issues and consider min flow from Little Creek	Yannouth Creek	Small 0.1 FTE	stakeholders, Development Management, Environmental Division
5	1,2	Work with stakeholder watershed group to conserve land through purchase development rights/ easements in sensitive areas	Watershed wide	Expensive 1million a year for 4 years	PDR Program, Development Management

Creek Priority	Goals	Protection Tool or	Where	Costs to	
	Achieved	Evaluation Measure		JCC and Action	
6	1,2	Perform 4 stormwater retrofits	Sub- watersheds 102, 103, 104, 105	Expensive \$50k a year for 4 years	Environmental Division, Development Management
7	1,2	Perform stream restoration and channel stabilization projects	Sub- watersheds 103,104	Expensive \$100k** a year for 4 years	Environmental Division, Development Management
8	1,2,3	Maintain priority of Purchase of Development Rights (PDR) program for special resource areas including buffers and conservation areas	Watershed wide	Small	PDR Program Development Management
9	1,6	Meaningfully address trash issues in the watershed Arrange cleanups and work with stakeholder group to change behavior	Watershed wide	Small 0.1 FTE \$500 year for roll off dumpster rental	Environmental Division, Solid Waste Division
10		Encourage Better Site Design across the watershed and the county by improving code language and having a roundtable - a series of meetings with developers, VDOT, JCC staff and other stakeholders	Watershed wide	Moderate 0.5 FTE for a planner	Stakeholders, Developers, JCC Planning, Development Management, Environmental Division
	1,4,5	Monitor salinity in Yarmouth Creek in cooperation with the stakeholder watershed group	Tidal Yarmouth Creek	Small \$100 in equipment	Stakeholder watershed group

Priority	Goals Achieved	Protection Tool or Evaluation Measure	Where	Costs to JCC and Action	And the first of the second of
12	1,4,6	Signage and educational materials to begin to address boat wake issues	Tidal Yarmouth and Chick boat ramps	Small \$1-2k over two years	Stakeholder watershed group, Environmental Division, Development Management
13	4,6	Monitor restoration efforts on stream channels and biota	Watershed wide	Small to Moderate 0.2 FTE or \$5k a year sub to W&M	Environmental Division, Development Management
14		Continue to strengthen enforcement of existing RPA laws on new development and as stated in the law protect all perennial streams and connected wetlands	Watershed wide	Small	Development Management, Environmental Division
	\$160k a yea program and time employe		nal 1 million a	year for an	expanded PDR
CC- Jame DR- Purc	s City County hase of Deve				
Costs Small – Les Moderate – Expensive	ss than 5k - \$5-40k >40k	based on (City of Ashevil	le, 1998) costs	of \$25-\$551	inear A

Another key component of this watershed plan is measuring and monitoring the success of the plan. In Yarmouth Creek, this consists of monitoring the effects of management measures on stream channel stability, water quality, RTE species and impervious cover. This will enable county staff to learn from the successes and challenges of plan implementation and craft better strategies in the future.