

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 22ND DAY OF MARCH 2011, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. CALL TO ORDER**

**B. ROLL CALL**

Mary K. Jones, Chairman, Berkeley District  
Bruce C. Goodson, Vice Chair, Roberts District  
James G. Kennedy, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District

Robert C. Middaugh, County Administrator  
Leo P. Rogers, County Attorney

**C. BOARD DISCUSSIONS**

1. New Town Shared Parking Plan

Ms. Leanne Reidenbach, Senior Planner, stated that Mr. Larry Salzman, Mr. Gordon Chappelle, and Mr. Jack Fraley were representatives from New Town Associates, the Design Review Board, and the Planning Commission. She explained the concept of shared parking to serve businesses with different peak demands. She noted that in the mixed-use development, patrons were expected to park and walk to various locations within the development. Ms. Reidenbach highlighted the shared parking plan review period and a map of the areas in Sections 2 and 4 that were subject to the policy. She noted current shortages of parking during the peak hour of 2 p.m. and surplus during the peak hour of 8 p.m. by block based on built-out, fully-occupied parking demands. Ms. Reidenbach noted that the forthcoming update would account for more recent changes in parking supply.

The Board and staff discussed current aggregate parking shortages and the model used to evaluate the parking needs based on the retail, office, and residential uses in New Town. Ms. Reidenbach noted that public transit and pedestrian uses were not discounted in the evaluation. She gave information about time-limited parking and explained that New Town Associates and James City County Police would be responsible; however, she noted that no proposal has yet been received for time-limited parking and was subject to review.

Mr. Kennedy expressed concerns regarding the use of James City County Police officers to monitor parking in New Town due to understaffing and concerns about parking reductions at Opus 9 during construction of American Family Fitness. He noted concerns about increasing differences from the approved New Town master plan. He stated that he believed New Town should employ its own security force rather than utilizing James City County Police.

Discussion was held about the implementation and monitoring of time-limited parking and security in general. Mr. Middaugh explained that a majority of the security force at New Town are off-duty Police officers hired by New Town Associates. Mr. Salzman stated that some businesses hire additional security, but the off-duty officers were generally hired during events and holidays. Mr. Salzman stated that New Town Associates and New Town Commercial Association had no intent or desire to implement metered parking in New Town. Discussion was held about time-limited parking on the main thoroughfares to facilitate the shared parking plan. Mr. Salzman commented that enforcement was less of a goal than encouraging parking turnover. Mr. Kennedy commented that time-limited parking created the expectation of enforcement. Mr. Salzman stated that the proposal had not yet been submitted and at that time, input could be received. Discussion was held about parking issues between Opus 9 and American Family Fitness. Discussion was held about preservation of open space in the development that was part of the original plans. Discussion was held about the impact on parking on relationship to the behavior of younger patrons as well as the addition of bus ridership in the development. Discussion was held about security forces for additional services such as parking enforcement in New Town as well as elimination of greenspace due to parking additions. Mr. Salzman indicated that New Town Associates would not go below the proffered greenspace acreage and the new plan would increase the functionality of the greenspace near the gazebo.

Discussion was held about the uses of greenspace in New Town and people who live, work, and shop in the development. Discussion was held about the limitations of time-limited parking in relation to the concept of a walkable mixed-use development. Mr. Salzman noted that the busiest streets would utilize time-limited parking. Discussion was held about the success of New Town and its businesses.

At 4:56 p.m., the Board took a break.

At 5:03 p.m., the Board reconvened.

## 2. Location Video Coverage for Public Meetings

Mr. Middaugh gave an overview of the needs to examine video capability for public meetings, including renovations of Building D and the occasional necessity of off-site public meetings. He noted that staff has given the Board several options for location video coverage in order to receive guidance. He commented that the level of use of the service was the main consideration to determine the best option.

Discussion was held about capacity in the Board Room and accessibility to the public while observing fiscal concerns. Mr. Icenhour asked for staff to provide the historical demand for off-site video coverage and the ability to use the current equipment. Mr. Middaugh noted that some equipment would still be necessary to reduce staff time for editing.

The Board and staff discussed allowing for upgrades in Building D if video upgrades could be done in the future as well as parking needs and rest room facilities at the Community Video Center. Discussion was held about the possibility of shared services with the City of Williamsburg. The Board discussed the accessibility of information but remaining prudent financially by making incremental equipment investments to increase efficiency.

The Board and staff discussed the concept of having the public attend meetings or have the Board go to the public. Potential use of media centers at schools was discussed. The consensus of the Board was to make incremental increases in equipment that would increase location video coverage capabilities in order to get the information to the public in the most fiscally responsible way possible.

Mr. Kennedy asked about the possibilities of retrofitting Legacy Hall for video capabilities and also relocating Board meetings to New Town. Mr. Goodson expressed his disappointment that the Building D renovations would not include video capabilities.

### 3. Zoning Ordinance Update

Ms. Tammy Rosario, Principal Planner, stated this was a continuation of the previous work session for discussion on the Zoning Ordinance Update. She reviewed Development Standards and various issues related to these standards. Discussion was held about pedestrian accommodations and the process for allowing sidewalk exemptions. Ms. Rosario and Ms. Reidenbach explained the sidewalk program updates that were designed to help facilitate sidewalk connectivity. The Board discussed flexibility in sidewalk program funding requirements for businesses in areas without sidewalks. Mr. Goodson advocated waivers for small improvement projects and Mr. Icenhour proposed a proportional contribution for businesses in a targeted area for sidewalks. Mr. Allen Murphy, Planning Director, offered the alternative of receiving right-of-way in lieu of funds for the future sidewalk project. Discussion was held about developing a priority list for sidewalk networks and pursuing alternative funding from grants for sidewalk projects in the public right-of-way and the option of multi-use trails in place of sidewalks.

The Board and staff discussed clarification of timbering requirements and the addition of silviculture as a definition in the ordinance. Discussion was held about the expectation of timbering uses in the County and development of an application with defined criteria. Discussion was held on buffers for Community Character Corridors outside the Primary Service Area (PSA) for A-1 and R-8 properties. Mr. Kennedy and Mr. Goodson stated concern for impacting farming operations with buffer requirements. Discussion was held about considering similar but not identical buffer requirements in areas outside the PSA and the possibility of purchase of development rights for buffers. The Board noted the importance of preserving the viewshed and making sure property owners and farmers were properly compensated for the land that would be used for buffers.

Mr. Goodson asked if signage incorporated into the building design would be included into the sign ordinance. He noted circumstances where the ordinance did not work well when signs were a part of the building's design. He also expressed concern of how the sign ordinance would be updated periodically to consider new technology.

Mr. Icenhour asked about provisions for requiring maximum parking for administrative approvals rather than bringing cases before the Development Review Committee (DRC). He asked for assurance to avoid parking problems as a result of administrative judgment. Mr. Goodson noted that he believed previous problems were a result of applying a flawed ordinance. He noted that the DRC incorporated political issues. He commented that many decisions should be reviewed by professional staff. Mr. Icenhour commented that the Parking Ordinance was constantly requiring changes and waivers. Mr. Murphy stated that those cases were in the minority, but they were prominent. He stated that the finished ordinance would incorporate the newest technology. Mr. Goodson commented that the Parking Ordinance was imperfect and it was difficult to meet every need. Mr. Murphy commented that often there was too much parking and staff would like to institute a cap in the ordinance for sustainability purposes. Mr. Icenhour commented on the language about interconnectivity and that stronger language was needed. Mr. Murphy stated that he agreed, but felt that the time frame to evaluate that requirement was during the legislative review of a master plan.

Discussion was held about signage within and outside the Virginia Department of Transportation (VDOT) rights-of-way. The Board and staff discussed locations of parking lots and screening requirements and incentives. Mr. McGlennon asked to what extent parking would restrict development standards and different types of design features. Mr. Murphy stated that he believed incentives would be able to assist with addressing this matter.

Mr. Icenhour asked about the County policy on private streets in developments. Mr. Murphy stated that typically the smaller the development, the greater the liability to the area and if there was a failure of the homeowners association, an appeal could be made to the public. He stated that a resolution was passed by a previous Board which discouraged private streets. Mr. Steven Hicks, Manager of Development Management, commented that private streets also provided an opportunity for developers to provide lesser development standards than required for secondary roads.

The Board and staff discussed installation of sound walls. Mr. Hicks noted that some sound walls are developed that do not meet the community needs; he commented that VDOT and the County could coordinate the installation by VDOT to require sound wall studies, control where they are placed, and ensure that they perform as needed.

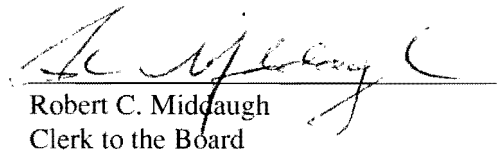
The Board and staff discussed “affordable housing” versus “workforce housing” and the intention to separate and define these terms with quantifiable measures in relation to the median income level in order to serve citizens in different ranges of incomes. Discussion was held about the proportion of workforce and affordable housing and ways to address the needs in the community for each.

Mr. Kennedy asked about the possibility of moving work session meetings up one hour to accommodate discussion on the Zoning Ordinance Update.

The majority of the Board did not advocate moving the meeting time up one hour.

**D. BREAK**

At 6:28 p.m., the Board took a break.



Robert C. Middaugh  
Clerk to the Board