

MINUTES
JAMES CITY COUNTY BOARD OF ZONING APPEALS
REGULAR MEETING
COUNTY GOVERNMENT CENTER, BUILDING A LARGE CONFERENCE
ROOM 101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
January 4, 2024
5:00 PM

A. CALL TO ORDER

Mr. Mark Jakobowski called the meeting to order at 5:01 p.m.

B. ROLL CALL

Ms. Christy Parrish called the roll:

Present:

Mr. Mark Jakobowski
Mr. David Otey, Jr.
Mr. William Geib
Mr. Ron Campana, Jr.
Mr. Andrew Franck

Staff Present:

Ms. Christy Parrish, Zoning Administrator
Ms. Paxton Condon, Deputy Zoning Administrator

C. OLD BUSINESS

None.

D. NEW BUSINESS

1. 2024 Meeting Schedule

Ms. Parrish presented the proposed Meeting Schedule for 2024.

Mr. Geib made a motion to Adopt the 2024 Meeting Schedule.

Mr. Campana seconded the motion.

On a voice vote, the Board of Zoning Appeals (BZA) voted unanimously to Adopt the 2024 Meeting Schedule.

2. 2023 Board of Zoning Appeals Annual Report

Ms. Parrish presented the 2023 Draft Annual Report to be included in the 2023 Planning Commission Annual Report to be presented to the Board of Supervisors.

Mr. Campana made a motion to Approve the 2023 Draft Annual Report.

Mr. Geib seconded the motion.

On a voice vote, the BZA voted unanimously to Approve the 2023 Draft Annual Report.

E. MINUTES

1. October 5, 2023, Meeting Minutes

Mr. Otey made a motion to Approve the October 5, 2023, Meeting Minutes.

Mr. Campana seconded the motion.

On a voice vote, the BZA voted unanimously to Approve the October 5, 2023, Meeting Minutes.

F. MATTERS OF SPECIAL PRIVILEGE

1. 2024 Election of Officers

The BZA discussed the matter of Officers for 2024.

Mr. Campana made a motion to Elect Mr. Jakobowski as Chair.

Mr. Geib seconded the motion.

On a voice vote, the BZA unanimously Elected Mr. Jakobowski as Chair.

Mr. Jakobowski made a motion to Elect Mr. Geib as Vice Chair.

Mr. Campana seconded the motion.

On a voice vote, the BZA unanimously Elected Mr. Geib as Vice Chair.

Ms. Parrish stated that after reading the Adopted By-laws, the Board is required to elect a secretary each year. She also stated that the Adopted By-laws permitted the Board to elect the Zoning Administrator to that position.

Mr. Otey made a motion to Elect Ms. Parrish as Secretary.

Mr. Jakobowski seconded the motion.

On a voice vote, the BZA unanimously Elected Ms. Parrish as Secretary.

Ms. Parrish and the Board briefly discussed the Virginia Certified Board of Zoning Appeals Program through the Center for Urban and Regional Analysis at Virginia Commonwealth University.

G. ADJOURNMENT

There being no further business, Mr. Campana made a motion to Adjourn the meeting.

Mr. Geib seconded the motion.

On a voice vote, the BZA unanimously voted to Adjourn the meeting.

The meeting was adjourned at approximately 5:13 p.m.



Mark Jakobowski, Chairman



Christy Parrish, Secretary