

MINUTES
JAMES CITY COUNTY CHESAPEAKE BAY BOARD
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

July 9, 2025

5:00 PM

A. CALL TO ORDER

The Chesapeake Bay Board meeting for July 9, 2025, was called to order.

The responsibility of this Board is to carry out locally the Commonwealth policy to protect against and minimize pollution and deposition of sediment in wetlands, streams, and lakes in James City County, which are tributaries of the Chesapeake Bay.

B. ROLL CALL

Board Members Present:

Charles Roadley, Chair
Leslie Bowie, Vice Chair
Michael O'Brien
Larry Waltrip
Scott Maye

Board Members Absent:

None.

Other Staff Present:

Toni Small, Director, Stormwater and Resource Protection
Michael Woolson, Resource Protection Section Chief, Stormwater and Resource Protection
Emily Grojean, Watershed Planner, Stormwater and Resource Protection
Amanda Frazier, Watershed Planner, Stormwater and Resource Protection
Liz Parman Deputy County Attorney, County Attorney's Office

C. MINUTES

1. Minutes from the June 11, 2025, Regular Meeting

A motion to Approve the minutes was made by Mr. O'Brien.

The minutes were approved on a voice vote.

D. PUBLIC COMMENT

None.

E. PUBLIC HEARING(S)

1. CBPA-25-0059 : 220 Jeffersons Hundred

A motion to Approve w/ Conditions was made by Mr. Maye, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Roadley, Bowie, O'Brien, Waltrip, Maye

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Thomas and Ms. Katherine Leitch, for encroachments into the Resource Protection Area (RPA) for the construction of a retaining wall and an attached deck. The property is further identified as James City County Real Estate Tax Map Parcel No. 5130300023. The presentation described the current and proposed site conditions. If the Board approved the request, staff asked that the suggested conditions be incorporated into the approval.

Mr. Roadley opened the Public Hearing.

A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, highlighted the setback approved by the homeowners association (HOA) He stated that the retaining wall would provide stabilization to the back of the house and control drainage. Mr. Grogg detailed other plans to control drainage on the property.

Mr. Roadley questioned the location of the retaining wall on the slope.

A. Mr. Grogg confirmed that the retaining wall be placed along the top of the slope.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

2. CBPA-25-0060 : 117 Northpoint Drive

A motion to Approve w/ Conditions was made by Mr. Waltrip, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Roadley, Bowie, O'Brien, Waltrip, Maye

Ms. Emily Grojean, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. James M. Boyd, for encroachments into the RPA for the construction of a single-family residence, detached garage, walkway, and driveway. The property is further identified as James City County Real Estate Tax Map Parcel No. 49103A0002A. The presentation described the current and proposed site conditions. If the Board approved the request, staff asked that the suggested conditions be incorporated into the approval. A previous exception was approved administratively under CBPA-23-0069 for the existing driveway.

Mr. Roadley opened the Public Hearing.

A. Mr. Shawn Lemon, Crossroad Custom Builders, Inc., 7596 Uncles Neck Road, Toano, stated that the topography is flat, and no retaining wall would be necessary. He stated that the mitigation plan was sufficient, but the infiltration trenches were an additional plan because of the major impact.

Mr. Roadley questioned whether there were any plans to mitigate erosion and improve stability.

A. Mr. Lemon stated that because of the positioning of the property, it has the least possibility of erosion.

Ms. Bowie wanted to know what the surface of the driveway would be.

A. Mr. Lemon stated that the driveway would have an impervious material, but the final decision has not been made.

B. Mr. Bobby Hornsby, 2 Kingston Court, explained the efforts that have been taken to develop the plan.

Ms. Grojean presented a letter to the Board from Mr. Alastair MacDonald, 115 Northpoint Drive, stating his concern about the boundary lines between his property and the proposed driveway development.

Ms. Grojean reviewed the site plan and confirmed that the development would not encroach on Mr. MacDonald's property.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

F. BOARD CONSIDERATION(S)

1. CBPA-24-0078 : Extension Request

A motion to Approve w/ Conditions was made by Mr. Maye, the motion result was Passed.

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

Ayes: Roadley, Bowie, O'Brien, Waltrip, Maye

Ms. Emily Grojean, Watershed Planner, presented a request for a one-year extension submitted by Mr. Jeff Huentelman, Land Planning Solutions, Inc., on behalf of MCP Stonehouse, LLC, for encroachments into the RPA buffer for sanitary sewer lines. The project is located at 9250 Six Mount Zion Road, James City County Tax Map Parcel No. 0540100011. The Board originally granted the request on August 14, 2024. The Staff concurred with this request with the stipulation that all permit conditions, except for the expiration date, be reauthorized and the new date of expiration be August 14, 2026.

G. MATTERS OF SPECIAL PRIVILEGE

None.

H. ADJOURNMENT

A motion to Adjourn was made by Mr. Maye and approved on a voice vote.

The meeting adjourned at 5:38 p.m.



Leslie Bowie
Vice Chair, Chesapeake Bay Board



Michael Woolson
Secretary to the Board