

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

November 13, 2025

5:00 PM

A. CALL TO ORDER

The Chesapeake Bay Board meeting for November 13, 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
Scott Maye
Mark McElroy, Alternate

Board Members Absent:

Larry Waltrip

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
Andrew Dean, Assistant County Attorney, County Attorney's Office

C. MINUTES

1. Minutes from the October 8, 2025, Regular Meeting

A motion to Approve the minutes was made by Ms. Bowie.

The minutes were approved on a voice vote.

D. PUBLIC HEARING(S)

1. CBPA-25-0093: 5520 N Mallard Run

A motion to Approve w/ Conditions was made by Mr. Maye, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Bowie, Maye, McElroy, O'Brien, Roadley
Absent: Waltrip

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Mr. Nate Reams, Williams Landscape & Design, on behalf of Mr. Emanuel Greenspon, for encroachments into the Resource Protection Area (RPA) for the construction of a retaining wall and an after-the-fact deck expansion. The property is further identified as James City County Real Estate Tax Map Parcel No. 3120300039. 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.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

2. CBPA-25-0117: 141 Macaulay Road

A motion to Approve w/ Conditions was made by Mr. O'Brien, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Bowie, Maye, McElroy, O'Brien, Roadley
Absent: Waltrip

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Ms. Beverly Olsen, Olsen Fine Homebuilding, for encroachments into the RPA for the construction of two retaining walls. The property is further identified as James City County Real Estate Tax Map Parcel No. 5030200136. 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.

Mr. O'Brien asked if the retaining walls were being proposed due to an erosion issue.

Staff deferred that question to the applicant.

- A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, answered Mr. O'Brien's question.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

3. CBPA-25-0108: 153 Shinnecock

A motion to Approve w/ Conditions was made by Mr. McElroy, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Bowie, Maye, McElroy, O'Brien, Roadley
Absent: Waltrip

Ms. Emily Grojean, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Howard Jones, for encroachments into the RPA for the construction of a single-family dwelling with an attached deck. The property is further identified as James City County Real Estate Tax Map Parcel No. 3720400016. 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, spoke about the history of this proposal and efforts made to address previous concerns raised by the Board.
- B. Ms. Kyomi and Mr. David Dusseau, 149 Shinnecock, cited concerns regarding impacts to the wetlands and runoff, drainage, flooding, and erosion issues to adjacent parcels.

Mr. Maye asked Mr. Dusseau if rain drained onto his parcel during heavy rainfall. Mr. Dusseau answered the question.

- A. Mr. Chase Grogg, further explained current and proposed grading of the lot and proposed drainage on the lot, to address Ms. and Mr. Dusseau's concerns.

Ms. Bowie asked Mr. Grogg about tree removal on the lot.

- A. Mr. Grogg stated that whatever vegetation was within the limits of disturbance on the site plan would be removed.

Mr. O'Brien asked Mr. Grogg if the current proposal was the same as the previous proposal.

- A. Mr. Grogg answered this and then elaborated further on drainage and runoff from the proposed stormwater Best Management Practices (BMPs) and stated all runoff would go toward common area.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

4. CBPA-25-0114: 104 Dundee

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

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1

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

Absent: Waltrip

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Larry Walk, Walk Wright Construction, LLC, for encroachments into the RPA for the construction of a single-family dwelling with a patio. The property is further identified as James City County Real Estate Tax Map Parcel No. 3820200054. 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 asked staff to clarify if the proposed home within the landward portion of the RPA was under administrative approval by staff.

Staff answered yes.

Mr. O'Brien asked for clarification on the required mitigation.

Staff answered that additional shrubs were being planted in lieu of canopy trees.

Mr. Roadley opened the Public Hearing.

- A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, spoke further

about the proposed plan.

The Board discussed the pros and cons of the plan.

Mr. O'Brien asked about the orientation of the patio and it's impacts. Mr. Grogg spoke about the reason for the orientation and associated drainage.

Mr. Roadley closed the Public Hearing.

5. CBPA-25-0072: 121 Mahogany Run

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

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1

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

Absent: Waltrip

Ms. Emily Grojean, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Gary and Ms. Carol Mankin, for encroachments into the RPA for the construction of a single-family dwelling with an attached deck. The property is further identified as James City County Real Estate Tax Map Parcel No. 3131000007. 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 asked if the adjacent property owner's concerns from the previous hearing have been addressed.

Staff stated that a letter from the adjacent property owner would be read during the Public Hearing.

Mr. Roadley opened the Public Hearing.

A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, spoke further about the proposed plan and the changes made through discussions with the adjacent property owner and Ford's Colony. Mr. Grogg then gave a presentation for the proposal.

Mr. Maye asked a clarifying question on the proposed mitigation plan.

A. Mr. Grogg answered.

B. Ms. Grojean read a letter on behalf of Ms. Jane Banfield, 125 Mahogany Run, requesting that a majority of the required plantings be native.

Staff notified the Board that staff responded to this concern beforehand and that standard practice for mitigation was that 90% of the plantings were required to be native.

The Board discussed the pros and cons of the plan.

Mr. Roadley closed the Public Hearing.

E. BOARD CONSIDERATION(S)

1. CBPA-21-0178: 5508 Swan Road 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: 1

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

Absent: Waltrip

Ms. Amanda Frazier, Watershed Planner, presented an extension request for the exception originally approved by the Board on January 12, 2021. Ms. Frazier noted that a two-year extension was previously granted by the Board on September 14, 2022, and a second two-year extension on November 8, 2023. If the Board approved the request, staff asked that all permit conditions, except for the expiration date, be reauthorized and that the new date of expiration be January 12, 2028.

2. Election of Officers for 2026

A motion was made by Mr. Maye to nominate Mr. Roadley to Chair of the Chesapeake Bay Board for 2026.

The nomination was approved on a voice vote.

A motion was made by Mr. Roadley to nominate Ms. Bowie to Vice Chair of the Chesapeake Bay Board for 2026.

The nomination was approved on a voice vote.

A motion was made by Mr. Roadley to nominate Ms. Emily Grojean to be Secretary of the Chesapeake Bay Board for 2026.

The nomination was approved on a voice vote.

3. Adoption of 2026 Calendar

A motion to Approve the 2026 Calendar was made by Mr. Maye.

The motion was approved on a voice vote.

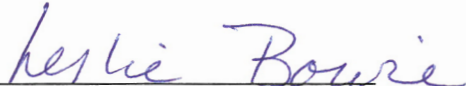
F. MATTERS OF SPECIAL PRIVILEGE

1. Mr. Michael Woolson, on behalf of staff, requested a work session tentative the last week of January 2026 with the date to be determined. Mr. Woolson stated the reason for this work session is to discuss new Chesapeake Bay Ordinance requirements due to the resiliency and sea level rise adaptations recently approved by the Board of Supervisors.


G. ADJOURNMENT

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

The meeting adjourned at 6:30 p.m.



Leslie Bowie
Vice Chair, Chesapeake Bay Board



Michael Woolson
Secretary to the Board