

MINUTES
JAMES CITY COUNTY CHESAPEAKE BAY BOARD
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA
23185
December 10, 2025
5:00 PM

A. CALL TO ORDER

The Chesapeake Bay Board meeting for December 10, 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:

Leslie Bowie, Vice Chair
Larry Waltrip
Scott Maye
Mark McElroy, Alternate
Matthew Woolsey, Alternate

Board Members Absent:

Charles Roadley, Chair
Michael O'Brien

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 November 13, 2025, Regular Meeting

A motion to Approve the minutes was made by Mr. Maye.

The minutes were approved on a voice vote.

D. PUBLIC COMMENT

None.

E. PUBLIC HEARING(S)

1. CBPA-25-0126: 7667 Cypress Drive

A motion to Approve w/ Conditions was made by Mr. Woolsey, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2
Ayes: Bowie, Maye, McElroy, Waltrip, Woolsey
Absent: O'Brien, Roadley

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Crossroad Custom Builders, Inc., on behalf of Mr. Terry and Ms. Paula Shiver, for encroachments into the Resource Protection Area (RPA) for the construction of an addition to an existing home. The property is further identified as James City County Real Estate Tax Map Parcel No. 930100009. 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.

Ms. Bowie opened the Public Hearing.

A. Mr. Shawn Lemon, Crossroad Custom Builders, Inc., 7596 Uncles Neck, Toano, VA, informed the Board he was available to answer questions.

The Board discussed the pros and cons of the plan.

Ms. Bowie closed the Public Hearing.

2. CBPA-25-0135: 8820 Six Mount Zion Road

A motion to Approve w/ Conditions was made by Mr. Maye, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2
Ayes: Bowie, Maye, McElroy, Waltrip, Woolsey
Absent: O'Brien, Roadley

Ms. Emily Grojean, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Brent Darrin, for encroachments into the RPA for the construction of a single-family dwelling and detached garage. The property is further identified as James City County Real Estate Tax Map Parcel No. 1220100025. 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.

Ms. Bowie opened the Public Hearing.

A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, elaborated further on the details of the project.

The Board discussed the pros and cons of the plan.

Ms. Bowie closed the Public Hearing.

3. CBPA-25-0138: 1 Tay River

A motion to Approve w/ Conditions was made by Mr. McElroy, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2
Ayes: Bowie, Maye, McElroy, Waltrip, Woolsey
Absent: O'Brien, Roadley

Ms. Amanda Frazier, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Mark Gundlach and Ms. Karen

Maculley, for encroachments into the RPA for the construction of a deck, patio, and firepit. The property is further identified as James City County Real Estate Tax Map Parcel No. 3720200046. 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. McElroy asked about the magnitude of the new intrusion into the RPA.

Staff stated new impact to the RPA would be approximately 881 square feet.

Ms. Bowie opened the Public Hearing.

A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, elaborated further on the details of the project.

The Board discussed the pros and cons of the plan.

Ms. Bowie closed the Public Hearing.

4. CBPA-25-0133: 108 North Knob Hill

A motion to Approve w/ Conditions was made by Mr. Waltrip, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2
Ayes: Bowie, Maye, McElroy, Waltrip, Woolsey
Absent: O'Brien, Roadley

Ms. Emily Grojean, Watershed Planner, presented the exception request submitted by Mr. Chase Grogg, Landtech Resources, Inc., on behalf of Mr. Joby Kolsun, 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. 3131400007. 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.

Ms. Bowie asked for clarification on what portion of the project the Board would vote on. Staff provided clarification.

Ms. Bowie opened the Public Hearing.

A. Mr. Chase Grogg, Landtech Resources, Inc., 205 Bulifants Boulevard, Suite E, elaborated further on the details of the project.

The Board discussed the pros and cons of the plan.

Ms. Bowie closed the Public Hearing.

F. BOARD CONSIDERATION(S)

None.

G. MATTERS OF SPECIAL PRIVILEGE

Mr. Woolson notified the Board of a work session scheduled for January 21, 2026, from 3-5 p.m. with the location to be confirmed at a later date.

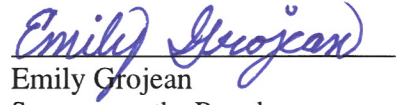
H. ADJOURNMENT

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

The meeting adjourned at 5:51 p.m.



Leslie Bowie
Vice Chair, Chesapeake Bay Board



Emily Grojean
Secretary to the Board