

Development Review Committee  
Government Center Complex Conference Room, Building A  
January 31, 2007 - 4:00 p.m.

- A. Roll Call
- B. Minutes
  - 1. Minutes - January 3, 2007
- C. Public Comment
- D. Cases and DRC Discussion
  - 1. SP-143-06 White Hall Section 1 – Kate Sipes
  - 2. C-001-07 New Town Shared Parking – Matt Smolnik
  - 3. SP-146-06 Carolina Furniture Warehouse – Dave German
  - 4. SP-150-04 Abe's Mini-Storage – Ellen Cook
- E. Public Comment
- F. DRC Recommendations
- G. Adjournment

**DEVELOPMENT REVIEW COMMITTEE ACTIONS REPORT**  
**01/31/07**

**Case No. C-001-07**

**New Town Shared Parking**

Mr. Larry Salzman of New Town Associates has submitted the quarterly shared parking update for Sections 2 & 4 of New Town. DRC review is required to allow for general off-site parking and shared parking for all of the blocks within the Town Center at New Town.

**DRC Action:** The DRC voted 4-0 to defer New Town Shared Parking to the February 28<sup>th</sup> meeting.

**Case No. SP-146-06**

**Carolina Furniture Warehouse**

Mr. Sean Fisher of Bury & Partners, has submitted a site plan proposing a project of a single building or group of buildings which contain a total floor area that exceeds 30,000 square feet shall be considered by the DRC.

**DRC Action:** The DRC recommended approval by a 4-0 vote, subject to the applicant satisfying Agency Comments and Environmental Division Conditions.

**Case No. SP-150-04**

**Abe's Mini Storage**

Mr. Alistair Ramsey of Landmark Design Group has submitted a site plan application on behalf of the Matney Family. The application proposes a mini storage facility at 5433 and 5435 Richmond Road with a total floor area that exceeds 30,000 square feet, which shall be considered by the DRC.

**DRC Action:** The DRC recommended preliminary approval subject to agency comments and subject to recordation of two necessary legal agreements including permission to construct the off-site basin and shared BMP maintenance, and proper Chesapeake Bay exceptions.

**Case No. SP-143-06**

**White Hall Section 1**

Aaron Small of AES Consulting Engineers, has submitted a site plan that proposing 50 or more Residential units which requires consideration by the DRC.

**DRC Action:** The DRC unanimously recommended deferral to the next DRC meeting on February 28<sup>th</sup> by a vote of 4-0.

**SITE PLAN 150-04. Abe's Mini-Storage**  
**Staff Report for the January 31, 2007, Development Review Committee Meeting**

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**SUMMARY FACTS**

Applicant: Mr. Steve Romeo

Land Owner: Dr. John Matney

Proposed Use: 69,880 square feet of mini-storage space

Location: 5435 and 5433 Richmond Road

Tax Map/Parcel No.: (33-3)(1-15); (33-3)(1-59)

Primary Service Area: Inside

Parcel Size: 3.66 acres

Zoning: B-1, General Business District

Comprehensive Plan: Neighborhood Commercial

Reason for DRC Review: The applicant proposes a group of buildings which contain a floor area exceeding 30,000 square feet.

Project History:

- Planning Commission: None
- Development Review Committee: February 2, 2005 (deferred by DRC)  
March 2, 2005 (deferred by DRC)  
April 6, 2005 (deferred by applicant)  
April 27, 2005 (deferred by applicant)

Staff Contact: Ellen Cook Phone: 253-6685

**STAFF RECOMMENDATION**

This case has previously been before the DRC with site plans which included an on-site BMP. However, the Environmental Division had issued comments on these plan sets stating their finding that an adequate receiving channel was a code requirement and that such a receiving channel had not been demonstrated, among other issues. The current plan set proposes a shared stormwater facility with the adjacent Carolina Furniture site (tax parcel 3330100016), which is also before the DRC for preliminary approval. All agencies, including the Environmental Division, are now recommending preliminary approval, subject to agency comments, and subject to: recordation of two necessary legal agreements including permission to construct the off-site basin and shared BMP maintenance; and proper Chesapeake Bay exceptions.

  
Ellen Cook

Attachments:

1. Plan (under separate cover)
2. Agency Comments

## AGENCY COMMENTS

### Planning:

1. These plans will need to be reviewed by the DRC.
2. Staff suggests removing Carolina Furniture plan sheets that are not pertinent to the shared BMP, such as the lighting and landscaping sheets. Staff also suggests adding a prominent note to the cover sheet briefly explaining the reason that the Carolina Furniture sheets are included in this plan set, and stating that for the Carolina Furniture sheets, the approved set shall be those under case number SP-146-06 Carolina Furniture.
3. The landscaping plan is approved as submitted. However, please note that the landscaping requirements for screening the shared BMP will be reviewed as the site plans come in. It is possible that the BMP plans will be contained in another site plan, and won't affect this plan.

### County Engineer:

1. Approved as submitted.

### Environmental:

1. Please see attached screening sheet dated January 22, 2007.
2. Please see attached memorandum dated January 23, 2007.

### JCSA:

1. Please see attached memorandum dated January 4, 2007.

### VDOT:

1. Approved as submitted (as of January 26, 2005).



# Initial Plan of Development Screening for DRC - Preliminary Approval Purposes

Environmental Division - Tel. No. 253-6670 Fax No. 259-4032

Project Name: Abe's Mini-Storage  
County Plan No.: SP-150-04 Date of Review: January 22, 2007

Ok Not  
OK OK

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Completeness of application (checklist, plans, design report, etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consistency with previously approved Master Stormwater Management Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Impervious cover for site less than 60 percent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Environmental Inventory completeness
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Impacts to RPA, RPA Buffer or Steep Slope areas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Perennial Stream Determination
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance with County 10-point BMP Criteria
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance with County's Stream Channel Protection Criteria
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Minimum Standard # 19 - Channel Adequacy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Erosion & Sediment Control Plan concept
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stormwater Management Plan concept
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Drainage Plan concept
<input type="checkbox"/>	<input type="checkbox"/>	Lot-to-lot drainage
<input type="checkbox"/>	<input type="checkbox"/>	BMPs outlet into defined natural or man-made receiving channel.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other, please describe. <u>Adequate receiving channel issue (See Below).</u>



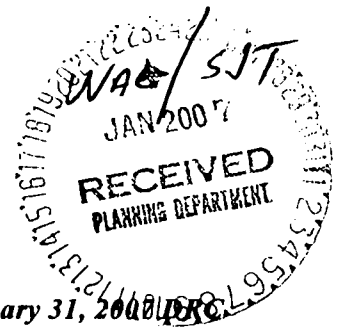
The Environmental Division hereby: ☒ Recommends ☐ Does not recommend  
granting preliminary approval for this project for the January 31, 2007 Development Review Committee  
(DRC) meeting.

If not OK, give specific reasons or examples:

Previously, preliminary approval was not recommended for the project due to lack of an adequate, well-defined receiving channel capable of handling concentrated runoff & increased volume from the Abe's site (Min. Standard #19). This issue has been resolved in a satisfactory manner by proper coordination with the adjacent proposed development (Carolina Furniture; SP-146-06, form SP-141-04). Our Division now recommends preliminary approval for the Abe's project, subject to the following conditions: 1) subject to agency comments; 2) subject to recordation of 2 necessary agreements including permission to construct the offsite basin and shared BMP maintenance; and 3) proper Chesapeake Bay exceptions (CBE).

Name Scott J. Thomas Title Chief Engineer - Stormwater  
Signature [Signature] Date 01/23/2007

**ENVIRONMENTAL DIVISION REVIEW COMMENTS**  
**ABE'S MINI-STORAGE**  
**COUNTY PLAN NO. SP – 150 - 04**  
*January 23, 2007*



***Our Division recommends granting preliminary approval for the project for the January 31, 2007 meeting with conditions. Conditions include: # 1) subject to agency comments; # 2) Copies of executed and recorded permission for offsite work and an executed and recorded shared BMP maintenance agreement are provided; and # 3) a proper Chesapeake Bay Exception is pursued for the offsite portion of work as proposed for this project. The following comments pertain to issuance of a Land-Disturbing Permit and Final Site Plan approval for the project.***

**General:**

1. A copy of the executed and recorded agreement entitled "Agreement", which provides the applicant permission to perform work on the offsite Carolina Furniture parcel, is required before a Land-Disturbing permit can be issued for the project.
2. A copy of the executed and recorded shared maintenance agreement entitled "Easement and Declaration of Covenants for Inspection/Maintenance of Drainage System" is required before a Land-Disturbing permit can be issued for the project.
3. All references to the Carolina Furniture Warehouse plan in the plan set (SP-141-04) should now be SP-146-06. It appears this applies to general notes on the cover sheet and the "boxed" note on Sheet C-3.

**Chesapeake Bay Preservation:**

4. Offsite Work. As offsite work is proposed as part of the Abe's Mini-Storage site plan (sequence of construction), the environmental inventory for Abe's Mini-Storage must reflect those offsite areas. It is suggested that a large "boxed" note be placed on Sheet C-2 referencing environmental inventory Sheet C3 for Carolina Furniture SP-146-06.
5. RPA Buffer. The current work plan as proposed for Abe's Mini-Storage includes constructing the offsite stormwater basin and stormwater conveyance piping system to create a receiving facility for concentrated runoff and increased volume associated with the Abe's Mini-Storage site. The early work is reflected in the sequence of construction as shown on Sheet C-6 of the Abe's plan and is presented in graphical format on Sheet C3 of the Carolina Furniture Warehouse plan SP-146-06. Therefore, Sheet C3 of the Carolina Furniture Warehouse plan SP-146-06 is considered an early phase work plan to be performed on the Carolina Furniture parcel but required for development of Abe's Mini-Storage site. Offsite work must be performed before land-disturbing can commence on the primary Abe's Parcel (3.66 acres). There are three items that must be addressed for this early work phase to be approved by our Division.
  - 5a. All clearing as shown within the "limit of disturbance" shown on Sheet C3 of the Carolina Furniture plan SP-146-06 is not necessary for Abe's Mini-Storage early work. Only areas necessary for advance installation of the stormwater basin (temporary sediment basin) and associated stormwater conveyance piping system (to the Abe's site) need to be cleared for

the advance Abe's Mini-Storage work.

- 5b. Sheet C3 of the Carolina Furniture plan SP-146-06 shows clearing, grading and features associated with the principal flow control structure (barrel and outlet protection) within RPA buffer. This would require an administrative and/or bay board Chesapeake Bay Exception (CBE). As development of the Abe's site is critical to the placement of this basin and piping, a Land-Disturbing permit will not be issued for the Abe's Mini-Storage site until this exception request is approved. A Water Quality Impact Assessment (WQIA) is required to process this CBE. It is unclear which party – Abe's or Carolina Furniture- is responsible to process and obtain CBE approval; however, it is necessary regardless. *(Note: This issue was previously never an issue on the Abe's site plan because until now, there was never any offsite work which encroached on RPA buffer. This has however been a past and outstanding comment on the Carolina Furniture site plan SP-141-04/SP-146-06. Environmental Division comment # 10 dated January 21<sup>st</sup> 2005 requested that RPA impacts be minimized and a WQIA be submitted. Division comment # 12 dated March 18<sup>th</sup> 2005 requested a WQIA again. Based on the current Carolina Furniture plan SP-146-06 submission, previous comment # 12 was not addressed. No WQIA has been presented for review.)*
- 5c. Sheet C3 of the Carolina Furniture plan SP-146-06 shows clearing into the RPA buffer for an approximate 250 ft. long by 50 ft. wide area (12,500 square feet) along the west limit of work of the Carolina Furniture site. This will not be allowed for advance work associated with the Abe's Mini-Storage site.
6. Steep Slope Areas. Section 23-5 of the Chesapeake Bay Preservation Ordinance does not allow land-disturbing activities to be performed on slopes 25 percent or greater. It appears that 0.05 acres of steep slope areas are impacted in the middle of the 3.66 acre Abe's site; therefore, a request for a waiver or exception is required, in writing.

#### **Erosion & Sediment Control Plan:**

*Based on previous comments and issues, the site erosion and sediment control plan was modified to consist of two parts. One part is advance work required on the offsite Carolina Furniture parcel (offsite work) consisting of the stormwater basin and associated drainage system piping. This is shown on Sheet C3 of the Carolina Furniture site plan SP-146-06. The second part (onsite work) is erosion and sediment control measures associated with the Abe's main 3.66 acre parcel. This is shown on the Abe's Mini-Storage site plan Sheet C-3. Erosion and sediment control plan comments on the revised plan are as follows:*

#### **Offsite Work**

7. Clearing. Limits of clearing for advance off-site work necessary for the Abe's Mini-Storage site cannot include all the area shown on the Carolina Furniture plan Sheet C3. Only that area necessary for installation of the stormwater basin and associated storm piping will be allowed to be cleared unless both sites are issued a land-disturbing permit at the same time and work commences concurrently.

8. Step # 4 of the sequence of construction on Sheet C-6 of the Abe's Mini-Storage plan clearly indicates that advance construction of the storm drainage system is necessary on the Carolina Furniture parcel. Appropriate sheet numbers which show construction information for the storm drainage system on the Carolina Furniture plan should be referred to in the Abe's plan, as it will part of the initial Abe's construction plan.

### **Onsite Work**

9. The sequence of construction on Sheet C-6 must clearly indicate when demolition activities, as outlined on Sheet C-2, are to be performed. Appropriate site erosion and sediment control measures must be in place and functional before site demolition begins.
10. Step # 6 of the sequence of construction on Sheet C-6 must precede Step # 5. The same is also true in the erosion and sediment control narrative in the design report. This is in accordance with Minimum Standard # 4 of the Virginia Erosion and Sediment Control regulations.
11. All silt fence as proposed along the north limit of work of the Abe's Mini-Storage site needs to be wire-reinforced (super) silt fence. When the site is first denuded and under existing topography conditions, slope length behind the fence will exceed 100 feet.
12. The temporary diversion dike (DD) as situated along the west side of the Abe's Mini-Storage site will need appropriate outlet protection during its use under existing topographical conditions. Once the site is graded and the stormwater conveyance channel and storm drainage structure # 4B are in place and functional, the diversion dike (and OP) will not be necessary.
13. Add temporary rock check dams as necessary in the onsite, graded stormwater conveyance channels as situated on the east side of the site. The check dams can be removed once the site is stabilized.

### **Stormwater Management / Drainage:**

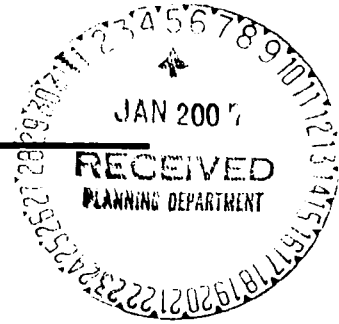
14. Drainage. The current plan of development included two copies of a design report entitled Abe's Mini-Storage, Supporting Engineering Documents with a revision date of December 1, 2006. Tab 10 of the design report indicated a "Drainage Area Map" to be included; however, no map was found in the sleeves of either report. Therefore, previous Comment # 7 was not addressed. Provide a drainage area map to support the design of all onsite stormwater drainage piping systems and consistent with storm sewer design and hydraulic grade line computations as provided in the design report. Also, the runoff coefficient of 0.35 as used to compute runoff to storm drainage Inlet # 4B appears low.
15. Design Report. Correct the table of contents of the bound design report to reflect information as actually provided in the report. For example, a temporary sediment basin and 10-point worksheet is no longer required for the onsite portion of work and the table does not reflect the Carolina Furniture portion of work.
16. Channels. No details or typical sections were provided for the onsite, graded stormwater conveyance channels situated at the east end of the site. In addition, no computations were found in the design report for the revised configuration of onsite stormwater conveyance channels.



17. Landscaping. Ensure trees and shrubs as proposed on Landscape Plan Sheet L-1 will not interfere with storm flows within onsite, graded stormwater conveyance channels, especially at the east end of the site.



## MEMORANDUM



Date: January 4, 2007

To: Ellen Cook, Senior Planner

From: Timothy O. Fortune, P.E. *TF* Senior Civil Engineer

Subject: SP-150-04, Abe's Mini Storage (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on December 7, 2006. Quality control and back checking of the plans and calculations for discrepancies, errors, omissions, and conflicts is the sole responsibility of the professional engineer and/or surveyor who has signed, sealed, and dated the plans and calculations. It is the responsibility of the engineer or surveyor to ensure the plans and calculations comply with all governing regulations, standards, and specifications. Before the JCSA can approve these plans for general compliance with the JCSA Standards and Specifications, the following comments must be addressed. We may have additional comments when a revised plan incorporating these comments is submitted.

### General Comment:

1. JCSA's review is limited to site plans C-1 thru C-5, F-1 and L-1 thru L-2 (excludes the Carolina Furniture Site Plan as attached). It is requested the site plans for the two projects not be submitted as a complete plan set. A note can be provided on this plan which references the Carolina Furniture Warehouse site plan (JCC Case #SP-146-06) and indicates the relevant information to be adhered to for this project.

However if the Applicant desires to incorporate the Carolina Furniture site plan as part of this submittal, JCSA's approval of this plan will not be granted until the Carolina Furniture site plan is approved and incorporated as part of this submittal.

2. In the event Carolina Furniture Warehouse construction does not occur prior to or concurrently with this project, an instrument shall be provided to JCSA which specifically states the Applicant/Owner will construct the waterline as shown on the Carolina Furniture Warehouse site plan. This document shall clearly state the Applicant/Owner will construct the waterline in full from Sta 10+00 to Sta 15+35 as indicated on the Carolina Furniture Warehouse site plan. If the Applicant desires to construct a shorter section of 8-inch waterline to serve only this project, JCSA will require a phased utility plan and profile be included in the Abe's Mini-Storage site plan submittal which clearly shows the limits of waterline to be constructed. This shall include providing a gate valve and blow-off valve for future extension by the Carolina Furniture Warehouse project.

3. The Applicant will be required to submit a plat dedicating the proposed JCSA easements prior to approval of this plan.

Sheet C-3:

1. Per previous comment, the proposed JCSA Utility Easement shall terminate behind the buried single detector check valve (SDCV). The RPZ and Hot Box will be private and the responsibility of the Developer/Owner and shall be located outside of the JCSA easement.
2. Relocate the proposed waterline tap outside of the entrance curb & gutter. Tap shall be 3-feet minimum from the curb (5-feet preferred).
3. JCSA does not permit same size taps on its facilities. The Applicant shall revise the layout to provide an 8x6 tap with an 8x6 reducer after the tapping valve.
4. Revise all plan labels referencing the Carolina Furniture Warehouse project to reflect "SP-146-06" as a new case number was assigned to that project.

Sheet C-5:

1. JCSA detail W17.0 shown on the plan is not current (refer to JCSA Criteria August 2005 edition). Revise the plan to either incorporate the current detail or remove the detail and add it as a reference on Sheet C-3.

Please call me at 253-6836 if you have any questions or require any additional information.

**SITE PLAN 143-06. White Hall Section 1, Rochambeau Village**  
**Staff Report for the January 31, 2007 Development Review Committee Meeting**

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**SUMMARY FACTS**

Applicant: Aaron Small, AES Consulting Engineers

Land Owner: Rauch Development Co., LLC

Proposed Use: 130 Townhomes

Location: 3400 Rochambeau Drive

Tax Map/Parcel No.: (12-2)(1-14B)

Primary Service Area: Inside

Parcel Size: 27.56 acres

Zoning: R-2 with cluster

Comprehensive Plan: Low Density Residential

Reason for DRC Review:

1. The project proposes a residential development with 50 or more units.
2. Proffer #11 states that the exact locations of the recreational facilities proffered and the equipment provided at such facilities shall be subject to DRC approval.
3. Proffer #13 states that the DRC must also approve the design guidelines prior to the granting of final site plan approval; however, these will be presented for review at a future DRC meeting.

**Project History:**

- Planning Commission: The Planning Commission recommended approval of case Z-11-05/SUP-18-05/MP-8-05 on August 1, 2005.
- Board of Supervisors: The Board of Supervisors approved case Z-11-05/SUP-18-05/MP-8-05 on September 13, 2005.
- Development Review Committee: N/A

Staff Contact: Kathryn Sipes

Phone: 253-6685

**STAFF RECOMMENDATION**

Proffer #11(b) requires the following recreational facilities be provided for the Villages at White Hall:

- 12.48 acres of parkland;
- 8.03 acres of recreation area, as shown on Master Plan;
- Two tot lots with playground equipment for four to six activities;
- Two-four tennis and/or multi-use courts;
- 2.03 miles of trails/paths; and
- 25 meter swimming pool with pool house.

Two areas of parkland, one tot lot with an excess of six activities, and .79 miles of trail are included in this

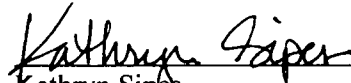
plan. Staff previously requested calculations for all parks, open space, and recreational amenities in a table format for all anticipated sections to assure fulfillment of this proffer (see attached comments). Staff also requested revised sections of the proposed trails to provide consistency with the County's approved trail specifications.

The applicant has provided the attached table summarizing recreational amenities. Staff recommends approval of the recreation facilities subject to the following conditions:

1. This plan is revised to identify the amount of parkland, in acreage, provided in Section 1.
2. This plan is revised to modify trail sections as outlined above.

The Environmental Division has provided the screening checklist indicating they recommend the DRC grant preliminary approval for this plan. The County Engineer has identified drainage issues in the private alleys as a concern; staff would recommend resolution of these issues be a condition of preliminary approval.

As of the time of this packet being prepared, VDOT comments were outstanding. Therefore, Staff recommends deferral of this case until all agency comments have been received. Staff can provide an update of the status of agency comments at the DRC meeting.

  
Kathryn Sipes

Attachments:

1. Site Plan (under separate cover)
2. Clubhouse Site Conceptual Plan (under separate cover)
3. Recreation Compliance Spreadsheet
4. Environmental Screening Checklist
5. Agency Comments

## AGENCY COMMENTS

### Planning:

#### General:

1. The plan proposes in excess of 50 units and is tentatively scheduled to be reviewed by the Development Review Committee on January 31, 2007.
2. Per proffer #12, the design guidelines must also be approved by the DRC. The guidelines are currently under review. Should significant comments arise, the guidelines can be scheduled to be heard at a later meeting so as not to delay preliminary approval of the site plan, but must be approved by the DRC prior to final approval.
3. Per proffer #11, the locations of recreational facilities, and the equipment to be provided at such facilities, must also be approved by the DRC.

#### Cover Sheet:

1. The Master Plan has been changed slightly from the Master Plan approved by the Board of Supervisors. Please provide staff with 6 additional copies to assist availability for review of future sections and close out procedures.
2. Please add a reference to the August 10, 2006 revised Master Plan.
3. Please add a reference to the legislative cases applicable to this project: Z-11-05/SUP18-05/MP-8-05.
4. Please include a note regarding maximum permitted building height.
5. Please add the following note: "New monuments shall be set in accordance with Sections 19-34 thru 19-36 of the James City County Subdivision Ordinance."

#### Site Layout:

1. Will there be dumpsters on the site or will trash removal be the responsibility of the property owners/tenants? Any proposed dumpsters must have locations and screening shown on the plan.
2. Please provide a summary table which supplies information regarding the provision of open space. The calculations should show percentage of open space based on this section of development only, as well as what percentage of the overall required open space is provided in this section of development. Other items included in the table should be the acreage and percentage of open space within developable and non-developable lands broken down into the following categories: 25% slopes, wetlands and streambeds, perimeter buffers, recreation and conservation land, and additional resource protection.
3. Please reference open space areas, including proposed acreages, on the plans. Also, include a note providing for the dedication and maintenance of the open space to a homeowner's association.
4. Please include locations of entrance features on the site plan and submit the proposed design for review and approval per Section 19-69.
5. Please provide trail details consistent with the County's approved trail specifications for all trails on the plan. I've included an attachment for your reference.
6. Staff is unable to confirm the presence of required parking spaces. Please provide a graphic or other method of verification.

#### Proffers:

1. Proffer #2 states that there shall be a master owner's association for the entire Villages at Whitehall development in addition to possible separate owners' associations for individual Villages or neighborhoods within Villages. Please submit the articles of incorporation, bylaws, and restrictive covenants creating each organization for review and approval by the County Attorney's office.
2. Please be advised the cash proffers, as outlined in proffer #4, are due at plat approval.
3. Staff notes the presence of pedestrian connections to adjacent properties on the plans. Proffer #9

dictates "the plans, location and materials for such connections" are subject to the review and approval by the Planning Director. Please include adequate details on the plans for review.

4. Proffer #11 outlines the recreational facilities that are required. Please provide a summary table explaining which recreational facilities are included in this site plan, which are included in other site plans currently under review, and the approximate date of completion for the remaining facilities. Please note the recreational facilities and equipment must be approved by the DRC.
5. Staff notes architectural studies are complete and currently under review by the Virginia Department of Historic Resources. Upon approval by the VDHR proffer #12 will be considered satisfied.
6. Proffer #16 requires either (a) sidewalks installed along the Rochambeau Road frontage of the Property, or (b) a hard surface multi-use trail with a design approved by the Planning Director, or (c) a payment to the County for sidewalk improvements. Staff notes a trail is included on the site plan but it is called out as a soft trail. Please indicate how you intend to fulfill this proffer.
7. Proffer #22 includes the requirement that "the party responsible for construction of a private street...deposit into a maintenance reserve fund...an amount equal to 150% of the amount of the maintenance fee required for a similar public street as established by VDOT...". Please note that evidence of the deposit must be provided to the County at the time of final site plan or subdivision plat approval.

#### Landscaping:

1. Please see attached comments.

#### Fire:

1. Add one fire hydrant at intersection of "Alley 1" and "Alley 2".
2. Add one fire hydrant at intersection of "Alley 3" and "Alley 4".
3. Construction of private alleys must conform to all requirements of the James City County Reduced Street Width Ordinance.
4. Fire Suppression System: Privately owned utilities, such as water and sewer lines and private fire service mains, shown on this plan are regulated by the Virginia Uniform Statewide (USBC) and enforced by the Code Compliance Division. These privately owned systems must comply fully with the International Plumbing Code, the National Fire Prevention Standard 24, and the Virginia Statewide Fire Prevention Code. Contractors working from this site plan are cautioned not to install or conceal privately owned site utilities without first obtaining the required permits and inspections.

#### County Engineer:

1. Private streets and alleys will be turned over to HOA for maintenance.
2. Use heavy-duty pavement section.
3. Revise drainage systems to include curb and gutter and crowned roadways.
4. Private alley profiles show sags that could pond water/flood property/floors in a 100-year storm.
5. Drainage easement between lots #41 and 42 to be increased to 20'.

#### Environmental:

1. Please see attached screening sheet dated January 22, 2007.

#### JCSA:

1. Please see attached memorandum dated December 29, 2006.

#### VDOT:

1. Comments are outstanding.



# Initial Plan of Development Screening for DRC - Preliminary Approval Purposes

Environmental Division - Tel. No. 253-6670 Fax No. 259-4032

Project Name: White Hall Section 1

County Plan No.: SP-143-06 Date of Review: January 22, 2007


<u>Ok</u>	<u>Not</u> <u>OK</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Completeness of application (checklist, plans, design report, etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consistency with previously approved Master Stormwater Management Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Impervious cover for site less than 60 percent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Environmental Inventory completeness
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Impacts to RPA, RPA Buffer or Steep Slope areas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Perennial Stream Determination
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance with County 10-point BMP Criteria
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance with County's Stream Channel Protection Criteria
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Minimum Standard # 19 - Channel Adequacy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Erosion & Sediment Control Plan concept
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stormwater Management Plan concept
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Drainage Plan concept
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lot-to-lot drainage
<input checked="" type="checkbox"/>	<input type="checkbox"/>	BMPs outlet into defined natural or man-made receiving channel.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other, please describe. _____

The Environmental Division hereby: ☒ Recommends ☐ Does not recommend  
granting preliminary approval for this project for the January 31, 2007 Development Review Committee  
(DRC) meeting.

If not OK, give specific reasons or examples:

Recommend granting preliminary approval for this phase of the project, subject to agency comments.

Name Barry E. Moses Title Civil Engineer

Signature  Date 01/22/2007



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**INTEROFFICE MEMORANDUM**

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**TO:** KATE SIPES, PLANNER  
**FROM:** SCOTT WHYTE, SENIOR LANDSCAPE PLANNER  
**SUBJECT:** SP-143-06, WHITEHALL SECTION 1  
**DATE:** 12/12/2006

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I have reviewed the landscape plans for SP-143-06, Whitehall Section 1 and have the following comments;

1. No landscaping addressing the adjacent to building requirements for multi-family housing, found in ordinance 24-95 has been provided. Please include building landscape plans with the next submission.
2. If any off-street parking exists, the requirements in ordinance 24-97 must be met.
3. Staff has calculated the transitional screening on the on the North side of the property along Old Stage Road to contain 54,425 square feet which would require 136 trees and 408 shrubs. These requirements can be found in ordinance 24-94. Existing plant materials may be used but must be denoted on the plan. Please recalculate and revise the plantings on sheets L-104 and L-105.
4. Proffer # 8(a) calls for a 75' buffer to be planted along the Rochambeau Road frontage and that it contain a mixture of evergreen, deciduous, and under story trees. No deciduous or under story trees have been provided. The state forester has recommended that only evergreen trees be planted in this area because he feels that this soil will not support deciduous trees. Staff questions this assessment since no soil test results have been provided and the presences of numerous deciduous trees growing naturally in the area. Additionally, the state forester has recommended that the trees be planted in a pattern that staggers rows and has the trees planted at 10' centers. The spacing and mixture shown on sheets L-102 and L-103 differ from these recommendations. Please provide the recommended size and spacing that the state forester recommended, but use the mixture of species that the proffer specifies. If the applicant feels that the forester's assessment is correct, please provide a soil test that supports the conclusion that this soil will not support deciduous trees.
5. Proffer #7 calls for the applicant to provide landscaping in the Route 60 median, and no such landscaping has been shown on this plan. Please include these conditions on the next submittal or another in a submittal for another phase of the project.
6. Buffered areas that require additional plantings to enhance thin areas of the buffer need to be addressed now because there will be no way to enforce this proffer after the project is built. Please show plantings in these areas on the next submission

7. Please provide a more detailed plan for constructing the recreational trails. James City County Planning has adopted a set of Recreational Trail Specifications developed by the James City County Recreation Department. These specifications can be found in the 2002 Greenway Master plan in section 9. These specifications detail the surface and subsurface materials used, and provide an erosion control fabric between the sub surface and ground. Additionally, in areas where the slope exceeds 3:1 a rock sub-base needs to be provided to reduce erosion. In areas where the trail shall cross drainage swales or streams a plan for providing drainage pipes or foot bridges will be necessary. A copy of these specifications will be provided at the applicant's request.
8. Pistachio chinensis is not recommended as a street tree. The James City County streetscape guidelines call for only native deciduous shade trees to be used in this application. Staff considers this tree to be neither native nor a shade tree.
9. Any berming or grading of the buffered areas need to be shown on the plan. Staff needs this information in order to properly determine if the buffers are adequate to screen the property.
10. If the applicant has any questions or comments regarding these comments please feel free to call the James City County landscape planner at 757-253-6685



## MEMORANDUM



Date: December 29, 2006

To: Kate Sipes, Planner

From: Timothy O. Fortune, P.E. - Senior Civil Engineer *JZ*

Subject: SP-143-06, White Hall Section 1 (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Design and Acceptance Criteria for Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on November 30, 2006. Quality control and back checking of the plans and calculations for discrepancies, errors, omissions, and conflicts is the sole responsibility of the professional engineer and/or surveyor who has signed, sealed, and dated the plans and calculations. It is the responsibility of the engineer or surveyor to ensure the plans and calculations comply with all governing regulations, standards, and specifications. Before the JCSA can approve these plans for general compliance with the JCSA Standards and Specifications, the following comments must be addressed. We may have additional comments when a revised plan incorporating these comments is submitted.

### **JCSA recommends Preliminary Approval of this plan.**

#### General Comments:

1. Based on the plan layout submitted, water and sanitary sewer inspection fees will be required for this project and shall be paid in full to JCSA prior to issuance of a Certificate to Construct Utilities.
2. The fire hydrant locations shall be reviewed and approved by the James City County Fire Department.
3. Clearly indicate on the profiles the requirement for all waterlines and sanitary sewer pipe extending through fill areas to be restrained ductile iron pipe. The Design Engineer shall also provide on the plans the instructions, details and field test requirements to ensure zero settlement will occur over or under the water mains. Revise plan and profiles to comply
4. Per the proffers, the Applicant shall be responsible for developing water conservation standards to be submitted to and approved by the James City Service Authority prior to final plan approval. Please contact Mrs. Beth Davis, JCSA Environmental Education Coordinator at (757) 253-6859 for coordination as early in the design process as possible.
5. The Applicant shall indicate waterline joint restraint requirements on the profile. The Applicant can reference JCSA detail JR.1 on each waterline profile if they determine the lengths/conditions noted are applicable to this project. All water main

appurtenances proposed on looped or future looped water mains shall have joint restraint installed on both sides of the fitting. This shall be noted on the plan.

6. Add the following note on the plans: "Privately owned utilities (EG water & sewer lines, fire suppression mains) shown on this plan are regulated by The Virginia Uniform Statewide Building Code and enforced by the Code Compliance Division. These privately owned utilities must comply fully with the International Plumbing Code, the National Fire Prevention Association Standard 24, and the International Fire Code. Contractors working from this site plan are cautioned not to install or conceal privately owned site utilities without obtaining required permits and inspections."
7. As previously indicated to the Applicant, JCSA will require the water meters and cleanouts to either terminate at the right-of-way line. If location conflicts with a sidewalk, then a dedicated JCSA Utility Easement shall be provided. Revise the plans and plat accordingly.
8. Include a note on the Utility Plans indicating where the JCSA General Notes can be found.
9. The Applicant shall either show proposed landscaping on the Utility Plans or adjust the Landscape Plans to be at a scale where the JCSA infrastructure can easily be checked for clearance requirements with landscaping. It appears the entrance road landscaping will need to be revised to accommodate the waterline being located outside of the paved entrance.
10. Provide appropriate seals or certifications on the Landscape plans.
11. Provide an Overall Utility Plan.

Sheet 1:

1. Revise General Note #22 to reference the current JCSA Criteria manual.

Sheet 9:

1. Revise the sanitary and storm sewer graphics so they are legible (similar to Sheet 10).
2. Provide a north arrow and graphic scale bar.
3. Lots 10 & 11 water service connection is unacceptable. Revise to provide individual water service connections.
4. Revise Lot 16 water service connection to be perpendicular to the main. Locate the meter at the JCSA easement line.
5. Sta 41+45 thru 42+20: Revise the waterline layout to remain approximately at the quarter point of the roadway (suggest shifting bends at Sta 41+45, Sta 41+81 and Sta 41+90) .

6. Revise Lot 25 water service connection to maintain 10-foot separation with Lot 24 sanitary sewer lateral.

Sheet 10:

1. Provide a north arrow and graphic scale bar.
2. Revise Lot 29 water service connection to be perpendicular to the main.
3. Sta 34+24: Relocate the waterline fitting from beneath the storm sewer.

Sheet 11:

1. Revise dual water meter layouts to reflect WD\_01 for Lots 56/57, 61/62, 66/67, 103/104 and 128/129.
2. Sta 19+14: Position the fire hydrant at the end of the line with an 8x6 reducer just prior to the fire hydrant. Show the gate valve at the mainline tee.
3. Provide a gate valve at Sta 22+32.
4. Lot 127 water service shall maintain 10-foot separation from the sanitary sewer laterals shown. Revise accordingly.
5. The Applicant shall verify with JCC Planning if water and sewer services need to extend over to the townhome property lines.

Sheet 12:

1. It is requested the Fielding Circle sanitary sewer flow be reversed from Lot 25/26 sanitary sewer lateral to flow back around Fielding Circle to San MH #1-10. This will allow San MH #4-13 to be eliminated with the system being only slightly deeper.
2. Sanitary Sewer Cleanout Invert table: The Applicant shall confirm if the minimum inverts listed account for crossings/vertical separations of other utilities (i.e. waterlines, storm sewers, etc).
3. Provide Matchline sheet references.
4. Revise sanitary sewer layout to keep manholes at the quarter point of the roadway.

Sheet 13:

1. Eliminate San MH #4-14 and #4-13 (refer to Sheet 12 Comment # 1 above).
2. Provide 5-foot minimum horizontal separation between Lot 29/30 sanitary sewer lateral and SS #21.
3. Connect Lots 4/5 sanitary sewer lateral directly to San MH #1-12.
4. San MH #1-16 and #1-7 structure labeling contradicts the profile. Verify which is correct and revise accordingly.

5. Eliminate San MH #1-7 and connect the sanitary sewer main directly between San MH #1-15 to 1-16. Revise the easement accordingly.

Sheet 14:

1. It appears Lot 83 sanitary sewer lateral may conflict with the proposed storm sewer pipe. Relocate the cleanout to maintain 5-feet minimum from the storm sewer pipe and the light pole.
2. Relocate San MH #4-10 to Lots 84/85 sanitary sewer lateral. Revise Lot 64 sanitary sewer lateral to connect into relocated San MH #4-10.
3. Revise water and sanitary sewer service connections between Sta 17+00 thru Sta 19+00 to maintain 10-feet horizontal separation.
4. Revise Lots 100/101 sanitary sewer lateral to connect to San MH #4-9.
5. Eliminate San MH # 4-7.
6. Revise Lot 127/128 sanitary sewer lateral to connect perpendicular to the sewer main. This will provide 10-feet separation from Lot 127 water service connection. Lateral shall maintain 5-feet minimum horizontal separation from SS #2A.
7. Revise Lot 120 sanitary sewer lateral to maintain 5-feet minimum horizontal separation from SS #38. Lateral shall be shown no less than 90-degrees to the downstream sewer.
8. Relocate San MH #4-4 to Lot 129/130 sanitary sewer lateral and at the quarter point of the roadway. This will help pull the sewer main away from the curb & gutter and provide more separation between manholes.
9. Relocate San MH # 4-1 to maintain at least 10-feet minimum horizontal separation from Lot 103/104 water service connection (refer to Sheet 11 Comment # 1 above).

Sheet 20:

1. Sta 9+88: Verify if tee should be a 12x8 per Sheet 9.
2. San MH #1-11 Inv In contradicts Sheet 13. Verify and revise accordingly.
3. Eliminate San MH #4-14 and 4-13. San MH #4-14 inverts appear to be incorrect based on downstream structure and pipe data. Verify and revise accordingly.
4. San MH #4-11 is listed on the profile as a Drop MH but not on the plan. Verify which is correct and revise accordingly.
5. Eliminate San MH #4-7.

6. It appears Lots 122 thru 130 sanitary sewer laterals will not maintain vertical clearance requirements at the waterline crossings. The Applicant shall verify this and revise accordingly to provide the required separation.
7. Pipe slopes listed on the plan and profile slightly differ. Revise to be consistent.
8. San MH #4-3 rim elevation contradicts the plan. Also, revise the structure description to provide minimum 0.10-foot drop from Inv In to Inv Out.
9. The Applicant shall confirm conical section can be provided on San MH 4-1 thru 4-5.
10. The Applicant shall verify that eccentric tapered cones can be supplied for San MH #4-1 thru 4-5. Flat top slabs will not be permitted.

Sheet 21:

1. Westham Lane Profile:
  - a. The water service connections between Sta 24+00 to Sta 27+60 will have to pass under the sanitary sewer main due to cover limitations at the crossing. The Applicant shall add a note on the plan/profile which clearly indicates the Lots where water service are to pass under the sewer main and the separation required.
  - b. Provide baseline Sta and Offset of San MH #4-1 for consistency among the plans.
  - c. Sta 29+51: Graphically show the gate valves.
  - d. San MH #3-1 rim elevation contradicts the plan. Verify and revise accordingly.
  - e. Sta 32+06: It appears 18-inches of vertical clearance is not maintained between the sanitary sewer main and storm sewer crossing. Verify and revise to provide the required clearances.
  - f. It is suggested a drop connection be provided at San MH #1-14
  - g. Sta 37+39: Revise the Begin DIP label to reflect "12-inch DIP".
  - h. Revise the 8-inch DIP label to point to the correct pipe.
  - i. Sta 37+59: Revise the description to require a 12x8 tee with one 12x8 reducer.
2. Preston Lane Profile:
  - a. The Applicant shall revise the profile to eliminate the high point created at Sta 11+00 (+/-). Coordinate this requirement with the White Hall Roadway Improvements site plan (JCC Case # SP-108-06).
  - b. Provide baseline station and offset of the waterline connection.
  - c. Sta 11+65 (+/-): Show the 18-inch storm sewer crossing in the profile.

Sheet 22:

1. Fielding Circle Profile:
  - a. Label 3-feet minimum cover over the waterline.
  - b. Pipe slopes listed on the plan and profile slightly differ. Revise to be consistent
  - c. San MH #1-10: Verify the Inv In (MH1-11) shown.
  - d. San MH #6-3: Verify the Inv Out shown.

- e. Refer to Sheet 12 comment # 1 above and revise the profile accordingly.
- f. Sta 42+00 (+/-): It appears the waterline can pass over the storm sewer crossing and maintain 18-inches separation with the storm and 3-feet of cover. Revise the waterline to pass over the storm and provide the vertical deflection just prior to the storm sewer crossing at Sta 41+35.

Sheet 23:

- 1. Sanitary Sewer MH #1-16 to MH #1-14 Profile:
  - a. Label San MH #1-17 as "Existing". Rim shall be set 12-inches above finished grade.
  - b. Revise all pipe material to DIP since depth exceeds 12-feet.
  - c. Eliminate San MH #1-16.
  - d. Show storm sewer and waterline crossings in the profile.

Sheet 24:

- 1. Sanitary Sewer MH #1-10 to MH #1-9 Profile:
  - a. Hatch DIP for consistency among the plans.
  - b. Show the waterline crossing.
  - c. San MH #1-9 rim elevation is lower than the existing grade shown. This manhole shall have its rim set 12-inches above finished grade. Coordinate this requirement with the North Off-Site Utilities site plan submittal (JCC Case #SP-105-06).
  - d. Label San MH #1-9 as "Existing".
  - e. Indicate if a pipe stub-out is to be removed or if the Contractor will be required to core the manhole and provide a Kor-n-seal boot.
- 2. Sanitary Sewer MH #5-1 to MH #4-11 Profile:
  - a. Graphically show all waterline gate valves.
  - b. Show all storm sewer crossings to verify if there are any conflicts with the waterline and/or sanitary sewer main.
  - c. Based on the profile shown, Lot 82 sanitary sewer lateral will conflict with the waterline. The Applicant shall deepen San MH #5-1 to provide the necessary clearances with the waterline/lateral crossings and reduce the pipe slope/depth by providing a drop connection at San MH #4-11.

Sheet 26:

- 1. HRPDC/JCSA Detail Reference table:
  - a. Add the following details: HRPDC WD\_09, WS\_02 and WS\_03.
  - b. Clarify where HRPDC detail SS\_13 will be used for this project.

Water Data Sheet:

- 1. Attach a copy of the fire flow test.
- 2. Section IV: JCSA's quantity take-off of pipe lengths do not agree with those listed in the table. Verify pipe lengths and revise accordingly.

Sanitary Sewer System Data Sheet:

- 1. Section II: Total Average Daily Flow shown is incorrect. Verify and revise accordingly.



2. Section III: JCSA's quantity take-off of pipe lengths and average manhole depth do not agree with those listed in the table. It appears the 6-inch pipe length may include all laterals rather than just dual service connections. Verify and revise accordingly

Water Distribution Model:

*(JCSA comments dated 12/28/06 for the White Hall Water and Sewer Collection Master Plan JCC Case #C-094-06/C-095-06 are reiterated below for reference)*

General Comments:

1. *JCSA will not permit an extended outage of the existing 8-inch waterline loop. This is based on the church and school facilities located adjacent to this project. Therefore, the Applicant shall sequence its construction and installation of the 12-inch waterline along Sheldon Branch Trace, Geddy Terrace and Route 30 so the waterline is completely constructed and tested, except for tie-ins at School Lane and Route 60, prior to shutting off/disconnecting the 8-inch waterline. This will result in minimal down time for the waterline loop in this area.*

Water Master Plan:

1. *Clearly identify the 49 lots permitted to irrigate from the public system on the master plan. Based on the water model assumptions, irrigation shall not exceed 5 gpm per lot. JCSA will require a document/instrument which assures these conditions will occur whether by home owner covenants, Water Conservation Standards or some other means of recordation. This shall be addressed/provided prior to JCSA's approval of development phasing.*
2. *Per previous comment, revise the summary table to require 2,500 gpm at the schools and the church. This should occur for nodes FHC100007, FHC100008, FHC100012, FHC100014, FHD090041 and FHD090042.*

Water Distribution Analysis:

1. *Existing Conditions- Page 5: Demands listed for Ave Day, Max Day and Peak Hour do not agree with the summary table/Master Water Plan. Verify and revise accordingly.*
2. *Water Model Results - Page 7, Item 9 - Manual Fire Flow Sec 2: It appears the description should be based upon Nodes J-43 and J-47 for this scenario. Verify and revise accordingly.*
3. *Summary Table: Per previous comment, revise the summary table to require 2500 gpm at the schools and the church. This should occur for nodes FHC100007, FHC100008, FHC100012, FHC100014, FHD090041 and FHD090042.*
4. *Detailed Pump Report for HICKORY NECK - 10-12-06: The Maximum Discharge shown is for Q10 while the Maximum Operating Head shown is for Q20. Revise the pump curve to reflect the conditions of the 10-12-06 fire flow test and rerun the scenarios accordingly.*

Please call me at 253-6836 if you have any questions or require any additional information.

**SITE PLAN 146-06. Carolina Furniture Warehouse**  
**Staff Report for the January 31, 2007, Development Review Committee Meeting**

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**SUMMARY FACTS**

Applicant: Mr. Sean Fisher, Bury and Partners, Inc.

Land Owner: Joseph H. Steele, II

Proposed Use: Office Space (3,402 sq. feet) and Warehousing (49,202 sq. feet)

Location: 5431 Richmond Road (Route 60)

Tax Map/Parcel No.: (33-3) (1-16)

Primary Service Area: Inside

Parcel Size: 8.69 acres

Zoning: B-1, (General Business)

Comprehensive Plan: Neighborhood Commercial

Reason for DRC Review: Section 24-147 (a)(1)a. of the James City County Zoning Ordinance states that a site plan which proposes a single building or group of buildings which contain a total floor area that exceeds 30,000 square feet shall be considered by the DRC.

**Project History:**

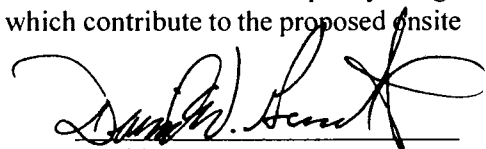
- Planning Commission: None
- Development Review Committee: This project was previously submitted to and approved by the DRC as Site Plan SP-141-04 on April 6, 2005. This approval (and site plan) expired on April 6, 2006, necessitating a new submission by the applicant and a new review by the DRC.

Staff Contact: David W. German

Phone: 253-6685

**STAFF RECOMMENDATION**

Agency comments, as attached, are minimal and there are no issues which warrant special attention by the Development Review Committee. Staff recommends that the DRC recommend preliminary approval for this project, subject to agency comments, and the following conditions specified by the Environmental Division: 1.) Copies of executed and recorded permission for offsite work and an executed and recorded shared BMP maintenance agreement are provided; 2.) Appropriate Chesapeake Bay Exceptions are pursued; and 3.) Subject to the plan preparer providing a tabulation that offsite impervious cover as used for BMP water quality design included modest assumptions for future development of offsite areas which contribute to the proposed onsite dry pond BMP.



David W. German

**Attachments:**

1. Site Plan (Under separate cover)
2. Agency Comments

## AGENCY COMMENTS

### James City County Planning Division:

1. **Project Identification:** Please refer to this site plan as James City County project number **JCC-SP-146-06** on all future site plan revisions and associated correspondence. Underneath “James City County” (in the main title on the Cover Sheet), please add “Site Plan Number JCC-SP-146-06; (Replaces JCC-SP-141-04).” Please remove all other references (if any) to the original Site Plan identification number (JCC-SP-141-04) throughout the plan;
2. **Cover Sheet Identification (Cover Sheet):** The Cover Sheet is referred to as “Sheet C1” in the Sheet Index, and as “Sheet No. CS” on the bottom right-hand corner of the Cover Sheet. Please correct so that these two references match; either title is okay;
3. **Vicinity Map (Cover Sheet):** The call-out for the project site obscures a large portion of the vicinity map, and appears as a large dark shape on all of the copies. Please reduce the size of the call-out and make sure it is legible for future submissions. Please add the names of Mooretown Road, Old Towne Road, Airport Road, and Richmond Road to the vicinity map;
4. **Statistical Information (Cover Sheet):** After the “Land Use” entry under the Statistical Information heading, please add a note that indicates that the project site is inside the Primary Service Area (PSA) of James City County;
5. **Building Data (Sheets C4, C5, and C6):** Please ensure that the diagrams of the buildings **on all three of these sheets** include a unique building identifier (e.g., “Building 1 – Warehouse Facility”) as shown on Sheet C6, the building’s square areas, as shown on Sheets C5 and C6, and the planned finished height (rather than number of stories) of each building, which is not currently depicted;
6. **Site Plan, Generally:** The Site Plan should **ONLY** include development plans occurring on Parcel (33-3)(1-16) (5431 Richmond Road). For example, the “Proposed 2-Story Storage Facility” Buildings that have been superimposed over the Antique Shop on Parcel (33-3)(1-15) should be omitted. All buildings and other built features (e.g., the Moose Lodge, the Antique Shop, the Motel, etc.) that are not expressly part of this Site Plan should be depicted in a light gray color to avoid any confusion as to what is being analyzed and approved with this Site Plan. The possible exception to this would be drainage facilities leading to the proposed stormwater management basin to be located on this site. Please make this correction throughout the site plan wherever offsite buildings and improvements are shown;
7. **Surrounding Properties:** Wherever adjoining properties are depicted throughout the plan, please show the locations of the beginnings of the property lines (or complete lines where feasible) of all of the lots directly adjacent to the subject parcel, (33-3)(1-16). Please correct the ownerships listed for the adjoining properties to reflect the current owners. County records currently indicate the following owners for the adjacent properties:

▪ (33-3) (1-4)	Bush Development Corp.	
▪ (33-3) (1-6)	Steve Manos	(Correctly listed)
▪ (33-3) (1-59)	Matney Family, LLC	
▪ (33-3) (1-15)	Matney Family, LLC	
▪ (33-3) (1-14)	Kart, Inc.	
▪ (33-3) (1-26)	Pitsilides Land Trust	
▪ (33-3) (1-13)	SMO Incorporated	(Not currently shown; please add to site plan)

If your research shows that owners are involved other than those shown, please add the correct current owner and the instrument number that establishes ownership;

8. **Setbacks (Sheets C3, C4, and C5):** The setback lines that are labeled, "BSBL" should be replaced with "Front SBL" (at the eastern end of the property, where it adjoins Richmond Road), "Rear SBL" at the west end of the property, and "Side SBL" for the remaining setback lines;
9. **Access to Buildings:** Please indicate where the entry doors and loading doors for each of the buildings will be located;
10. **ADA Access (Handicapped) Parking Spaces and Aisles:** Currently, the handicapped access aisle leads to a blank wall rather than to a ramp and /or a sidewalk, which would appear to indicate that handicapped access to the building would be traced through active traffic lanes. Please explain the intended handicapped access route from the ADA Parking Stalls to the building entrances. Additionally, a diagram of the handicapped access ramp should be provided in the detail sheet (Sheet C15) if a ramp is added to the plan. Finally, the locations of the handicapped parking signs should be shown at the head of the ADA parking spaces, and the signs identified on the plans, on Sheets C4, C5, and C6;
11. **Exterior Lighting:** The exterior lighting sheet appears to have misprinted, as lighting is currently only depicted between Warehouse Buildings 2 and 3, and nowhere else on the site. The last submitted site plan for JCC-SP-141-04 showed lighting fixture coverage throughout the site. Please correct the lighting plan to include all fixtures planned throughout the site, and include the associated iso-footcandle diagram. Finally, a note should be added in a box on Sheet C9 that the fixture depictions are shown on Sheet C15;
12. **Development Review Committee (DRC):** Pursuant to Section 24-147(a)(1)a. of the Zoning Ordinance, this project will need to be taken before the DRC because it proposes a group of buildings which exceeds 30,000 square feet in total area. Note that the project had Preliminary Approval granted by the DRC on 06 April 2005, but that this approval expired on 06 April 2006, necessitating a new DRC hearing. This project is tentatively scheduled to appear before the DRC at the January 31<sup>st</sup> Development Review Committee Meeting.

**Landscape Planning:**

1. Please see attached comment letter dated December 6, 2006.

**James City County Fire Department:**

1. Please see attached comment letter dated December 18, 2006.

**James City County Environmental Division:**

1. Please see attached comment letter dated January 24, 2007.

**James City Service Authority (JCSA):**

1. Please see attached comment letter, dated January 2, 2007.

**James City County Engineer:**

1. Approved as submitted.

**Virginia Department of Transportation (VDOT):**

1. We have completed our review of the above referenced site plans, and it appears from the plans that there will be no work performed within the State's Right of Way. Therefore, a Land Use Permit from this office will not be required;
2. We highly recommend that a stop sign and a stop bar be provided at the existing entrance on Richmond Road

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**INTEROFFICE MEMORANDUM**

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**TO:** DAVE GERMAN, PLANNER  
**FROM:** SCOTT WHYTE, SENIOR LANDSCAPE PLANNER  
**SUBJECT:** SP-146-06, CAROLINA FURNITURE WAREHOUSE  
**DATE:** 12/6/2006

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I have reviewed the landscape plan for SP-141-04, Carolina Furniture Warehouse and have the following comments;

1. On 2-25-05 staff reviewed and offered comments on this landscape plan contained in the site plan for SP-141-04. As of 12-6-06 staff has not received any responses to these comments. Please respond to the comments in writing, and revise the plan as necessary. The two comments from the last submission are listed below.
1. Up to 50% of adjacent to building plants can be transferred to another area. However existing plants that are not adjacent to a building can not be considered transferred plants. It appears that this is what the applicant is attempting to do on notes 6 & 7 in the adjacent to building table on sheet L2.
2. BMP's are required to be planted in a naturalistic style that makes them appear to be more natural than man made. Staff feels that the 8 deciduous trees and the straight line of 5 Cleyera japonicas fail to accomplish this goal. This requirement can be found in ordinance 24-98 D (3) (4).



## MEMORANDUM

TO: David W. German, Planner

FROM: John T. Black, Jr., Fire Marshal

JB

DATE: December 18, 2006

RE: SUP- 146-06 Carolina Furniture Warehouse

### COMMENTS:

- 1) Sheet C7 shows "Detector Check Assembly". Plan advises "See detail sheet C10". No detector check assembly shown on C10. Detail is actually found on Sheet C15. Detail is otherwise acceptable.
- 2) A fire hydrant is needed within 50 feet of Fire Department Connection (detail on C15 indicates location of FDC at Detector Check Assembly vault) on the same side of travel.

Note: Privately owned utilities, e.g. water and sewer lines and private fire service mains, shown on this plan are regulated by the Virginia Uniform Statewide Building Code (USBC) and enforced by the Code Compliance Division. These privately owned utilities must comply fully with the International Plumbing Code, the National Fire Prevention Association Standard 24, and the Virginia Statewide Fire Prevention Code. Contractors working from this plan are cautioned not to install or conceal privately owned site utilities without first obtaining the required permits and inspections.





ENVIRONMENTAL DIVISION REVIEW COMMENTS  
CAROLINA FURNITURE WAREHOUSE  
COUNTY PLAN NO. SP - 146 - 06  
January 24, 2007

06  
MDW/SJT

*Our Division recommends granting preliminary approval for the project for the January 31, 2007 DRC meeting with conditions. Conditions include: # 1) subject to agency comments; # 2) Copies of executed and recorded permission for offsite work and an executed and recorded shared BMP maintenance agreement are provided; #3) appropriate Chesapeake Bay Exceptions are pursued; and # 4) subject to the plan preparer providing a tabulation that offsite impervious cover as used for BMP water quality design included modest assumptions for future development of offsite areas which contribute to the proposed onsite dry pond BMP. Information from # 4 was requested via a telephone request to the plan preparer on January 23, 2007. The following comments pertain to issuance of a Land-Disturbing Permit and Final Site Plan approval for the project.*

**General:**

1. Agreement. A copy of the executed and recorded agreement entitled "Agreement", which provides the applicant for the Abe's Mini-Storage project (SP-150-04) permission to perform work on the Carolina Furniture parcel, is required before a Land-Disturbing permit can be issued for the project.
2. Agreement. A copy of the executed and recorded shared maintenance agreement entitled "Easement and Declaration of Covenants for Inspection/Maintenance of Drainage System" is required before Final Site Plan approval can be issued for the project.
3. Wetlands. Previous comment # 3 was not addressed. Provide evidence that any necessary wetlands permits have been obtained, have not expired or are not necessary for this project.
4. Provide a general note on the plan to indicate that coordination may be necessary with the owner, applicant or designated contractor associated with the Abe's Mini-Storage site, County Plan No. SP-150-04.

**Chesapeake Bay Preservation:**

5. RPA Buffer. The current work plan as proposed for Abe's Mini-Storage includes constructing the offsite stormwater basin and stormwater conveyance piping system to create a receiving facility for concentrated runoff and increased volume associated with the Abe's Mini-Storage site. This basin and stormwater conveyance system will be used for the Carolina Furniture site. Early work for the Abe's Mini-Storage site is reflected in graphical format on Sheet C3 of the Carolina Furniture Warehouse plan SP-146-06 which also coincides with the Phase 1 erosion and sediment control plan for clearing the Carolina Furniture site. Our Division has three comments on this plan:
  - 5a. All clearing as shown within the "limit of disturbance" shown on Sheet C3 of the Carolina Furniture plan SP-146-06 is not necessary for Abe's Mini-Storage early work. Only areas necessary for advance installation of the stormwater basin (temporary sediment basin) and



associated stormwater conveyance piping system (to the Abe's site) need to be cleared for the advance Abe's Mini-Storage work.

- 5b. Sheet C3 of the Carolina Furniture plan SP-146-06 shows clearing, grading and features associated with the principal flow control structure (barrel and outlet protection) within RPA buffer. This would require an administrative and/or bay board Chesapeake Bay Exception (CBE). As development of the Abe's site is critical to the placement of this basin and piping, a Land-Disturbing permit will not be issued for the Abe's Mini-Storage site until this exception request is approved. A Water Quality Impact Assessment (WQIA) is required to process this CBE. It is unclear which party – Abe's or Carolina Furniture- is responsible to process and obtain CBE approval; however, it is necessary regardless. *(Note: This issue was previously never an issue on the Abe's site plan because until now, there was never any offsite work which encroached on RPA buffer. This has however been a past and outstanding comment on the Carolina Furniture site plan SP-141-04/SP-146-06. Environmental Division comment # 10 dated January 21<sup>st</sup> 2005 requested that RPA impacts be minimized and a WQIA be submitted. Division comment # 12 dated March 18<sup>th</sup> 2005 requested a WQIA again. Based on the current Carolina Furniture plan SP-146-06 submission, previous comment # 12 was not addressed. No WQIA has been presented for review.)*
- 5c. Sheet C3 of the Carolina Furniture plan SP-146-06 shows clearing into the RPA buffer for an approximate 250 ft. long by 50 ft. wide area (12,500 square feet) along the west limit of work of the Carolina Furniture site. This will not be allowed for advance work associated with the Abe's Mini-Storage site. If it is to proceed under the provisions of the Carolina Furniture site plan, administrative and/or bay board approval of a Chesapeake Bay Exception (CBE) is required. *(Note: This area may be difficult to obtain a CBE if not demonstrated that work in this area has been minimized and other alternatives exist.)*
6. WQIA. Previous comment # 12 was not addressed. Provide a water quality impact assessment (WQIA) due to impacts to RPA and/or RPA buffer: clearing within the RPA buffer; grading in the RPA buffer; installation of the pond barrel and outlet protection in RPA buffer; installation of the pond access path in RPA buffer; site grading (fill) for a warehouse and two mini-storage units in RPA buffer; and possible improvement and/or outlet protection at the end of the existing paved channel at the south end of the site in RPA buffer. Refer to Sections 23-7(b) and 23-11 of the Chesapeake Bay Preservation ordinance for WQIA requirements. *(Note: Impacts as proposed will result in both administrative and Chesapeake Bay Board reviews and approval. Based on our review of the project thus far, some initial guidance can be offered as it relates to the WQIA. RPA buffer impacts appear excessive for the project, especially that related to site clearing within RPA buffer due to site grading (fill) situated to the west of the two 4,800 sf mini-storage building units and the 11,000 sf warehouse unit.)*
7. General. It appears the area just to the north and west of the sediment basin/dry pond BMP, between the existing tree line east to the RPA buffer line and the area between the RPA buffer line east to the limit of work may be an area where RPA buffer mitigation planting could be an option to help offset RPA buffer impacts. *(Note: This area is approximately 140 feet northwest of the center of the proposed pond and is approximately 100 ft. long and 50 ft. wide.)*

8. General. It is possible that RPA impacts associated with the stormwater basin only may fall under the provisions of Section 23-12 of the County's Chesapeake Bay Preservation ordinance (for non-conforming structures). However, it would need to be demonstrated that it is solely the existing stormwater management basin area that is being used, altered or expanded and not new area. Under this scenario, RPA impacts associated with the stormwater basin may fall under administrative review and not Chesapeake Bay Board review. *(Note: This only applies to the stormwater basin impacts only.)*
9. Steep Slope Areas. Section 23-5 of the Chesapeake Bay Preservation Ordinance does not allow land-disturbing activities to be performed on slopes 25 percent or greater. It appears that steep slope areas are impacted at the location of the existing stormwater management basin (County BMP ID Code PC 067); therefore, a request for a waiver or exception is required, in writing.
10. Environmental Inventory. Although an environmental inventory plan sheet was provided in the plan set, the inventory is incomplete. The inventory must clearly show whether or not components as listed under Section 23-10(2) of the Chesapeake Bay Preservation ordinance are present on the site, if they are impacted or not, and if impacted, the impacts need quantified (acres, square feet, linear feet, etc.). The "Environmental Inventory" table as provided in the lower middle of Sheet C2 is incomplete.
11. Label the existing stormwater management facility shown on Sheet C2 with County identification PC 067.

**Erosion & Sediment Control Plan:**

12. Limit of Work. The limit of work needs to include the area of work for the proposed 10' x 20' Class I riprap outlet protection and the end of the existing paved channel. This is at the far southwest corner of the site. This will affect the limit of work shown on Sheets C2 through C6.
13. Outlet Protection. The 10' x 20' Class I riprap outlet protection pad at the end of the existing paved channel needs to be installed when the Sediment Basin is installed. This is also true for the 36-inch pipe as proposed between storm drainage structures C2 and C1. Construction information needs to be shown on Sheet 3.
14. Sediment Basin. Previous comment # 14j was not fully addressed. Plan Sheet C3 and the sediment basin detail on Sheet C10 conflict with information. The plan shows the barrel from the dam as "existing 24-inch pipe" and the detail shows a new 36-inch RCP.
15. Sediment Basin. Previous comment # 15d was addressed for interior pond slopes for the final BMP basin. Label interior graded side slope of the sediment basin as intended (ie. 2H:1V, etc.) on Sheet C3 for initial sediment basin construction. Slopes greater than 3H:1V require matting.
16. The Phase I erosion and sediment control plan on Sheet C3 needs to show outlet protection at the end of the 36-inch pipe at storm drain Structure C1 at the southeast corner of the pond and at the end of the 15-inch temporary slope drain at the northwest corner of the pond.

**Stormwater Management / Drainage:**

17. General. No responses could be found in the December 1, 2006 comment-response letter for "Stormwater Management/Drainage" comments as issued by the Environmental Division dated January 21, 2005. This pertains to previous comments # 17 through # 24.
18. General. Provide labels on the plans, BMP detail sheet and BMP worksheet to indicate that the BMP as selected is a County type F-2 Dry Extended Detention pond.
19. Narrative. The total for BMP points as described in the "Stormwater Management" portion of the narrative in the design report does not match the BMP worksheet. The BMP worksheet shows a total of 16.52 points, while the narrative states 10.39 points.
20. Impervious Cover. The BMP worksheet shows that credit is being taken for offsite area in order to achieve 10-BMP points for the site. The current BMP worksheet shows the BMP serving 20.58 acres to obtain about 13.5 BMP points. From a BMP worksheet and 10-point perspective this is acceptable. However, follow-up BMP water quality design, consistent with the worksheet is required. In order to obtain credit for offsite areas, it must be demonstrated that the impervious cover assumption for water quality design in the BMP (ie. 11.48 acres in the design report) was based on modest assumptions for build-out, expansion or improvement in offsite areas in which the BMP serves. The premise for allowing offsite credit under the BMP point system is that offsite areas can expand and improve and water quality is provided by the master planned BMP. Therefore, it must be demonstrated that the 11.58 acres used for water quality design of the basin includes assumptions for future development of offsite areas which the BMPs serve. *(Note: A request to provide a breakdown of the impervious cover breakdown for BMP water quality design was relayed to the plan preparer via telephone conversation on January 23, 2007. If the 11.58 acres of impervious cover consists of 3.40 acres of onsite Carolina Furniture area and 8.18 acres of offsite existing (current) impervious cover, then when those offsite areas improve or expand, expansion areas would not be covered by the Carolina Furniture dry pond and they would need to provide water quality treatment onsite for their associated expansion activities. If this is the case, the Carolina dry pond design has no benefit beyond the existing BMP configuration as it would only be treating existing area, which the previous BMP already did.)*
21. Open Space Credit. The BMP worksheet shows 2.61 acres of Natural Open Space (NOS) credit achieving 3.00 BMP points. Areas claimed in the standard BMP worksheet shall be placed in dedicated conservation easement. Conservation easement areas cannot be disturbed during construction (cleared or graded). Provide a 11 x 17 exhibit in the design report to show areas to be dedicated as natural open space consistent with the BMP worksheet. Clearly show the area reserved for conservation easement on the site plan. Areas within maintained landscaping and active recreational areas are not eligible for open space credit.
22. Open Space. Extra BMP point credit of 0.15 points per 1 percent site area could be taken for the area situated between the RPA buffer line and the limit of work in the area situated directly north of the 11,000 square foot Warehouse Facility building (FF 98.60). Extra credit area must extend the RPA buffer. Existing wetland and RPA buffer area can only take credit using the 0.10 points per 1 percent method.

23. Conservation Easement. Previous comment # 20 was not addressed. Provide a conservation easement plat and standard County deed of easement for Natural Open Space areas as claimed in the BMP worksheet.

*Please note, a template for the standard County deed of easement and a marked up sketch of potential dedicated conservation easement area was emailed and faxed to the plan preparer on January 24, 2007.*

24. Pond Access. Provide a width dimension on the plan for the "pond access path" which is to be surface with reinforced turf per the details on Sheet C14.
25. Riser. The flat grate top unit as proposed for the principal spillway structure for the temporary sediment basin and dry pond BMP is generally not acceptable for use. James City County and the Virginia Stormwater Management Handbook (VSMH) do not recommend flat grates for trash racks due to clogging and maintenance problems. Structures with flow over the top should include a removable, non-clogging anti-vortex trash rack such as a sleeve or hood-type inlet or the riser should be recessed into the dam embankment with a sloped bar grate matching the dam face slope. Sloped grates should consist of inclined, larger bar unit such as a modified VDOT DI-7. For cap-type covers beehive, convex, basket type, inverted DI-5 type or similar applications, such as HDPE trash racks per Technical Bulletin # 7 of the VaDCR can be considered on a case-by-case basis. Provide appropriate riser, grate and bar details as applicable.
26. Freeboard. The dry pond does not meet freeboard requirements. For facilities with no emergency spillway there must be 2 feet of separation between the 100-year design high water elevation and top of dam elevation.
27. Concrete Outlet Barrel. Specify watertight reinforced concrete pipe meeting the requirements of ASTM C361 or ASTM C76 for the pond outlet barrel. Indicate class of pipe required.
28. Pretreatment. Previous comment # 23 was not addressed. The dry pond requires pretreatment. Also, it appears that there would be a short-circuiting problem with the BMP as the primary inflows (ie. Storm structures A-1 and C-1) are within about 65 feet of the riser structure. The baffle as provided for the sediment basin would not serve as a permanent pretreatment or short-circuit prevention mechanism.
29. RCP. Provide notes or construction information to indicate class requirements for all onsite reinforced concrete storm drainage pipe.
30. HDPE. Previous comment # 24d was not addressed. Use of corrugated polyethylene pipe is very dependent on proper installation methods. Provide specifications for the type of HDPE pipe to be utilized for the project (ie. AASHTO M294 Type S, etc.) and reference applicable standards for installation (VDOT, ASTM D2321, etc.). If not referenced to VDOT, ensure the construction plans has proper ASTM/AASHTO references for corrugated polyethylene pipe type, installation methods or appropriate installation details.
31. Storm Drainage. The following primary 12-inch pipe segments (within access, building and parking areas) would not meet minimum pipe size standards in accordance with County drainage standards: A7 to A6; A5 to A4; B9 to B8; B8 to B7; B7 to B4; B6 to B5; and B5 to B4. Incidental yard or building drain systems could be 12-inch if hydraulically adequate and greater

than 50 ft. length; however, primary access path and parking lot areas need to be minimum 15-inch pipe size. Refer to Item # 4.12 of the *James City County Environmental Division, Stormwater Drainage Conveyance Systems, General Design and Construction Guidelines*.



## MEMORANDUM



Date: January 2, 2007

To: David German, Planner

From: Timothy O. Fortune, P.E. - Senior Civil Engineer

Subject: SP-146-06, Carolina Furniture Warehouse (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on December 6, 2006. Quality control and back checking of the plans and calculations for discrepancies, errors, omissions, and conflicts is the sole responsibility of the professional engineer and/or surveyor who has signed, sealed, and dated the plans and calculations. It is the responsibility of the engineer or surveyor to ensure the plans and calculations comply with all governing regulations, standards, and specifications. Before the JCSA can approve these plans for general compliance with the JCSA Standards and Specifications, the following comments must be addressed. We may have additional comments when a revised plan incorporating these comments is submitted.

### **JCSA recommends Preliminary Approval.**

#### General Comments:

1. Per previous comment for JCC Case #SP-141-04, the Applicant will be required to provide a plat recording the water and sanitary sewer easements prior to JCSA's approval of this plan.
2. As previously noted, the plans will not receive JCSA approval until the Department of Environmental Quality (DEQ) approval has been received.
3. Revise Note 8 to reflect the title of the current JCSA Criteria manual.
4. All water and sanitary sewerage facilities to be dedicated to JCSA shall be designed and constructed in accordance with the HRPDC Regional Standards, Third Edition dated January 2003, and the JCSA "Design and Acceptance Criteria for Water Distribution and Sanitary Sewer Systems" dated August 2005. All details shall be in accordance with the above referenced standards. Provide call-outs for the items, either individually or tabularized, indicating HRPDC or JCSA applicable detail references such as "Water Meter Setting, JCSA W14.0". Revise drawings accordingly.
5. Since this project has a new case number, the applicant shall provide JCSA's Sanitary Sewer System Data Sheet and Design Checklist with resubmittal of the site plan.

6. Sign and date the professional seal on Sheet L2 or remove the seal from the plan based on the Landscape Certification stamp provided.

Sheet C6:

1. JCSA General Notes: Remove Note 5.2 as it does not apply to this project.

Sheet C7:

1. The Applicant shall provide JCSA's Buried Single Detector Check Valve (SDCV) at the Easement line instead of the Detector Check Vault shown on the plans. Reference JCSA W17.0 detail as part of the plan. If a fire suppression system is required for the building(s), then a detector check vault shall be shown downstream of the SDCV. JCSA does not own, operate nor has jurisdiction over detector check vault assemblies. If a vault is required due to fire suppression requirements, the Applicant shall contact JCC Code Compliance for their requirements.
2. Sta 10+00: Specifically require the Contractor to remove the existing 8x6 reducer at the connection point.
3. Per JCSA Criteria Special Provisions (Page 2 - Item #4), ball valves shall be used on proposed JCSA force mains smaller than 3-inches in diameter. Revise the plan label at the saxophone accordingly. Indicate (by stationing or distance from the existing manhole) where the ball valve and box are to be positioned. Describe connection requirements to the existing sanitary sewer manhole (core drill, kor-n-seal boot, etc). A note shall be added to the plan requiring the existing manhole to be vacuum tested upon completion of the new connection. Test shall be witnessed by JCSA.
4. The Applicant shall clarify if the baseline references for this sheet are the same as the roadway baseline shown on Sheet C4. It is recommended the same baseline be used to eliminate confusion or clearly provide stationing along the waterline if a separate baseline is intended.
5. Is the "10' Utility Easement" shown on the plan for an existing easement or is it proposed? Clarify which providers are intended for the easement. For the Applicant's reference, JCSA does not permit parallel installation of other utilities within its easements.
6. For clarity, label the existing 8 and 12-inch waterlines as "Existing".
7. Sta 13+66: Relocate the gate valve between the proposed water service line and the SDCV. This will permit JCSA to shut down the private fire hydrant main if necessary and not impact domestic service to the site.
8. The proposed Sequence of Construction for the waterline appears to require significant downtime and service disruption to existing customers. It is recommended the 8-inch waterline be constructed parallel to the existing main and tested prior to connecting to the existing 8-inch waterline. Existing services can then be reconnected with minimal disruption and sequencing required. The Applicant shall provide a detail which shows the parallel installation and separation required. Based

on the above, it is recommended the Sequence of Construction Notes be revised to include:

- a. Test hole the existing waterline at Sta 9+90 (+/-) to confirm it is an 8-inch main from Richmond Road. Contractor shall contact Mr. Chris Courson JCSA inspector at 757-592-1803 to witness the test hole. If the existing waterline is smaller than 8-inches, the Contractor shall cease utility work and contact the Engineer prior to constructing any waterline.
- b. Construct the proposed 8-inch waterline from Sta 10+05 to Sta 15+35. Flush and pressure test.
- c. Once acceptable laboratory tests are obtained, the Contractor shall notify JCSA and all businesses/residents at least 5 business days prior to performing the waterline shutdown. Waterline shutdown shall occur between Monday thru Thursday during normal business hours, unless otherwise authorized by JCSA. Work will not be permitted on weekends or holidays.
- d. Contact JCSA for valve closure (not to be performed by the Contractor).
- e. Connect to the existing JCSA waterline. Reconnect all existing services and fire hydrants. Abandon the existing 6-inch waterline in place.

9. Profile:

- a. Provide an air release valve at the waterline high point (around Sta 14+00).
- b. Describe how the existing fire hydrants are to be reconnected.

Sheet C8:

1. General Notes and Specifications, Note #1: The Applicant shall be aware that the proposed grinder pump station is private and therefore does not need to meet the requirements of JCSA. The JCSA Pump Station Standards referenced are more for pump station building construction than packaged pump systems.

Sheet C15:

1. Refer to General Comment #4 above. Standard details are only to be provided on the plans if they are modified. However if the Applicant desires to incorporate the standard details on the plan, the JCSA Special Provisions associated with each detail shall also be shown on the plan.
2. Remove the Detector Check Vault detail from the plan as JCSA no longer supports this detail as part of its standards (refer to Sheet C7, Comment #1). If a vault is required for this project, the Applicant shall contact JCC Code Compliance for their requirements. Attached is a copy of the JCC Code Compliance detail for reference.

**Note:** Comments below are re-iterated from JCSA's memorandum dated March 30, 2006 (JCC Case # SP-141-06) since they were not addressed as part of this submittal.

Water Data Sheet:

1. *Section 5: Area listed for office warehouse space appears not to reflect the site plan. Verify and revise accordingly.*
2. *Section 5b: Flow listed needs to be based on the IPC' calculations (divided by 4 to yield Average Day Domestic). Revise accordingly.*

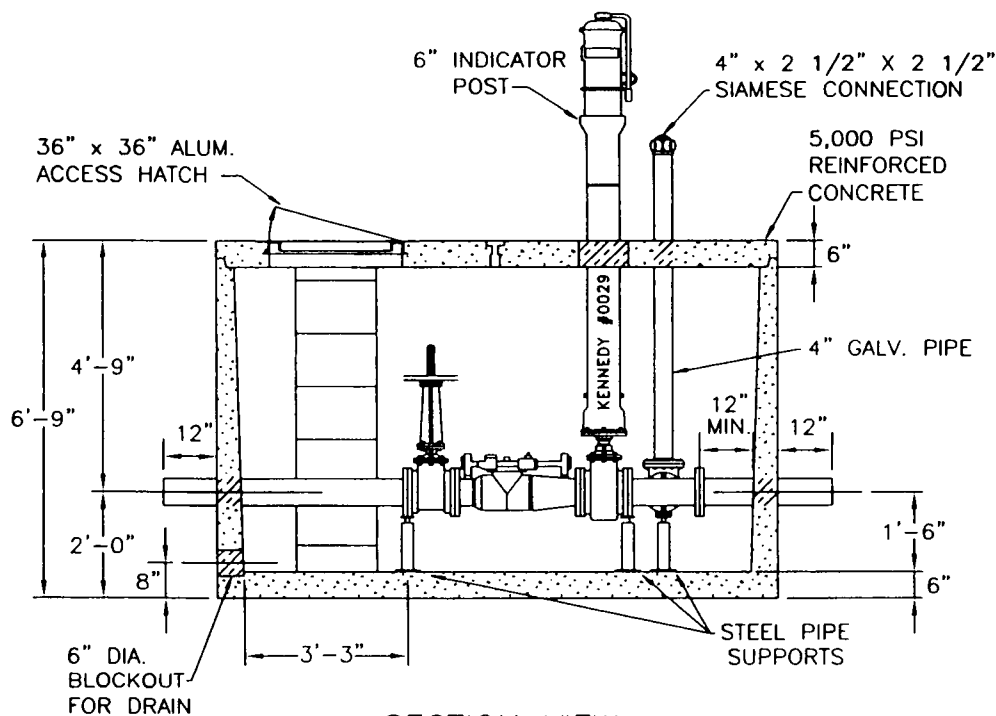
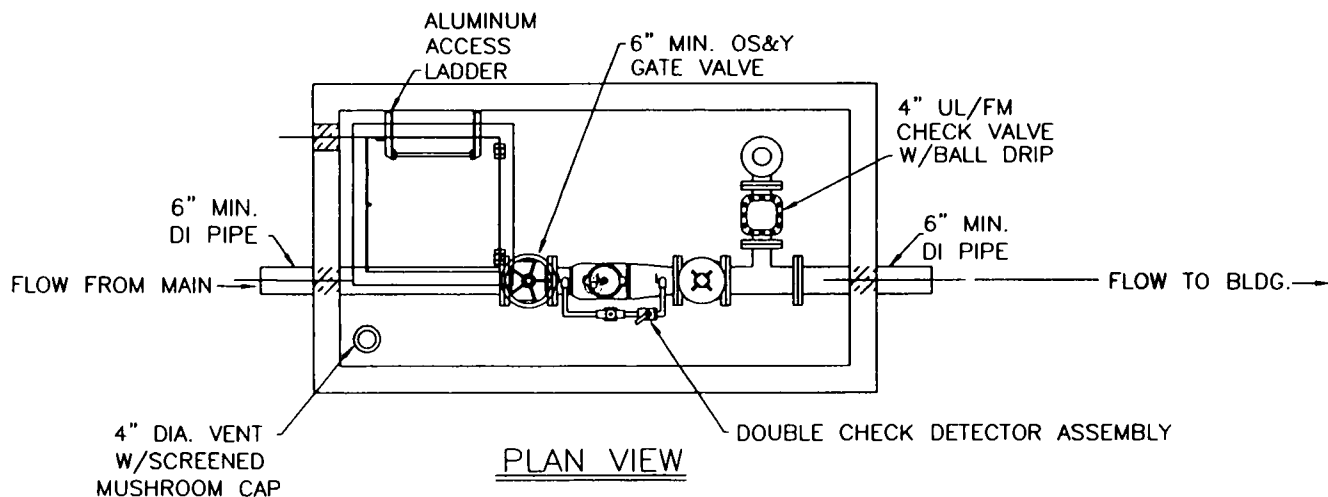


3. *Section 5e and 5h: As previously noted and verified by the data listed, the 2,500 gpm at 20 psi cannot be supplied to the site according to the hydrant flow test data submitted (1264 @20 psi). The Applicant shall verify that the proposed 8-inch line size will provide the 2500 gpm required or provide calculations with an approval letter from JCC Fire Department which justifies a reduction in the fire flow requirements for this development.*
4. *Section 6: The pipe material listed is not permitted by JCSA for use in waterlines. Revise to either reflect PVC or DIP.*
5. *Section 8: Annotate the 2 fire hydrants as being "Private".*

*Water Meter and Service line Sizing Calculations:*

1. *Indicate the service line velocities as part of the calculations. Provide a sketch which correlates to the pipe segments noted in the service line calculations.*
2. *Clearly indicate/annotate the selected meter size as part of the calculations.*

Please call me at 253-6836 if you have any questions or require any additional information.



NOTE:

1. IN ACCORDANCE W/USBC SECTION 101.2, THE BUILDING OFFICIAL IS THE AUTHORITY HAVING JURISDICTION FOR THE DESIGN AND CONSTRUCTION OF PRIVATE FIRE SERVICE MAINS INCLUDING THE APPROVAL OF THE DESIGN, LOCATION, IMPLEMENTATION AND INSPECTIONS.
2. VAULT DESIGN BY LICENSED ENGINEER, DESIGN MUST BE APPROVED BY BUILDING OFFICIAL.
3. THE POST INDICATOR VALVE MUST BE ELECTRONICALLY MONITORED.

**JCC**  
**CODE COMPLIANCE**

DOUBLE GATE, DOUBLE CHECK  
DETECTOR CHECK VAULT,  
ASSEMBLY AND ACCESSORIES

DWG NO. W17.0 SCALE:AS SHOWN  
DWN BY: DW DATE: 12-13-06

REVISION DATE	COMMENT

**CONCEPTUAL 01-07. New Town: Town Center Parking Overview**  
**Staff Report for the January 31, 2007 Development Review Committee Meeting**

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**SUMMARY FACTS**

Applicant: Mr. Larry Salzman

Land Owner: New Town Associates

Proposed Use: Mixed Use (Primarily Commercial & Residential)

Location: **New Town Section 2&4: Town Center**  
Block 2 (William E. Wood Building)  
Block 3 (Main Street)  
Block 5 (SunTrust Building/Corner Pocket)  
Blocks 6 & 7 (Movie Theater & Adjacent Parking Lot)  
Block 8 (Residential)  
Block 9 (Community Building)  
Block 10 (Mixed Use Buildings & Residential)

Tax Map/Parcel No.: (38-4) (1-50)

Primary Service Area: Inside

Parcel Size: +/- 86 acres

Zoning: MU, Mixed Use, with Proffers

Comprehensive Plan: Mixed Use

Reason for DRC Review: To allow for general off-site parking and shared parking for all of the blocks listed above as part of the quarterly review of off-site and shared parking at New Town.

**Project History:**

- Planning Commission: At their March 1, 2004 meeting, the Planning Commission approved the Development Review Committee's recommendation to approve off-site parking, shared parking and waive the minimum off-street parking requirements per the Zoning Ordinance as long as parking provided is in accordance with the New Town Design Review Guidelines for Block 2 and Block 5 of New Town, Section 2 & 4.
- Development Review Committee: Every quarter.

Staff Contact: Matthew J. Smolnik

Phone: 253-6685

**STAFF RECOMMENDATION**

The last review occurred on July 5, 2006 when the DRC approved shared parking for Blocks 2, 3, 5, 6, 7, 8, 9 & 10 of Section 2&4. The New Town shared parking plan is before the DRC for its quarterly review of calculations. It was decided by the members of the DRC at their July 5, 2006 meeting that the current quarterly review may be postponed until January 2007 in order to evaluate how well the shared parking concept operates with the holiday parking season. Staff recommends the DRC approve the January 2007 quarterly update for shared parking in New Town, Section 2&4, Blocks 2, 3, 5, 6, 7, 8, 9 & 10. Staff further recommends that the current system of quarterly parking updates be continued. The next quarterly review of the New Town shared parking review process will be due at the April 25th DRC meeting.

**Staff comments on the New Town Shared Parking Annual Update are in bold after each condition:**

1. New Town Associates establishes and updates a chart and accompanying site layout plan that details building square footage and use, Zoning Ordinance parking requirements, New Town Guidelines Parking Requirements, shared parking methodology and details the number of parking spaces allocated on-site and off-site. The chart should be structured in such a manner that illustrates that off-site parking is not allocated multiple times. The chart and accompanying site layout plan would be submitted for review and approval on a quarterly basis by staff and the Development Review Committee via the consent calendar. A quarterly review will allow for new lease negotiations to develop, construction of buildings and verification that the off-site and shared parking methodology is realistically working. DRC approval would be issued for a block by block waiver of parking requirements and to permit off-site parking.

**The quarterly update is attached for your review. The 2 p.m. peak demand for the above mentioned blocks is approximately 2,179 spaces, or approximately 89 spaces more than the total supply of 2,090 spaces. The applicant indicates that accurate and near final calculations of both supply and demand should be completed within 90-120 days. Staff finds the parking calculations satisfactory.**

2. A letter is submitted for review and approval by the County Attorney and shall be added to the attached parking overview that documents the permanent availability of the off-site and shared parking.

**The New Town Owner Association Documents which have been reviewed and approved by the County Attorney addresses the permanent availability of the off-site parking.**

3. Any change by New Town Associates to the shared parking methodology in the attached report on basic parking overview will be approved by the DRC at a quarterly review.

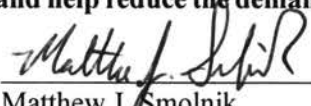
**There have been no changes in the methodology.**

4. If at any time New Town Associates does not responsibly update the master chart on a quarterly basis or the DRC does not find the updated parking figures acceptable, off-site parking review shall revert back to an individual building basis.

**To date, this condition has been met.**

5. In July of 2006, New Town Associates will conduct a study of the overall New Town parking supply and demand for the DRC to review and approve. In addition to evaluating this study, the DRC will review how frequently this overall study needs to be conducted, evaluate the entire parking review process and make any changes as necessary.

**The DRC reviewed the 2006 Annual New Town Shared Parking Update at the July 6, 2006 meeting and recommended approval to the Planning Commission. The applicant has stated that New Town Associates knows the use of all blocks, with the exception of Block 11 in the Town Center and they will be ready to complete the overall parking plan for the Town Center in the near future. Staff recommends that the current system of quarterly parking updates be continued with an annual review in July 2007. In accordance with their leases, tenants are currently reserving parking spaces throughout New Town based on their daily parking demand. Additionally, staff requests that information regarding the placement of bicycle racks be incorporated into the quarterly parking updates. Easy access to bicycle racks will help promote alternative means of transportation within New Town and help reduce the demands for automobile parking spaces.**

  
Matthew J. Smolnik

Attachments: 1. New Town Shared Parking Update – January 2, 2007