

AT A SPECIALLY CALLED MEETING OF THE DEVELOPMENT REVIEW COMMITTEE
OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD IN THE BUILDING C BOARD
ROOM AT 6:30 P.M. ON THE 6TH DAY OF MAY, TWO THOUSAND TWO.

1. ROLL CALL

Mr. John Hagee
Mr. Joe McCleary
Mr. A. Joe Poole, III
Ms. Peggy Wildman

ALSO PRESENT

Ms. Karen Drake, Planner

2. Case No. SP-51-02 Landmark Auto Parts, James River Commerce Center

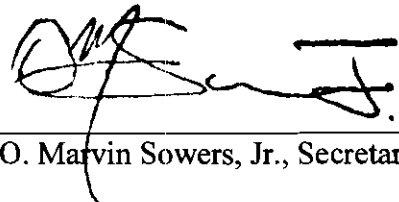
Ms. Drake presented the staff report and stated that the Landmark Auto Parts site plan was being expedited because of its location in the James River Commerce Center Park Enterprise Zone and that it was before the DRC because the size of the proposed auto parts distributor warehouse triggered automatic review. Ms. Drake then discussed the new developments since the staff report had been e-mailed to Committee members on May 3rd; the sidewalk would be built in conjunction with the building and a modification was not being requested, the height of the warehouse had been determined (less than 35') and the building setback lines were correct as shown, the County Engineer had submitted comments, and the Health and Fire Departments had approved the site plan. There being no further discussion or questions, Mr. Poole stated that while he would abstain from voting on this project due to his connection with Colonial Williamsburg, he thought that the proposed development would be an asset to the James River Commerce Park. Following a motion by Mrs. Wildman and seconded by Mr. McCleary, the Development Review Committee recommended unanimously that preliminary approval be granted for the Landmark Auto Parts warehouse contingent on agency comments being addressed.

3. Adjournment

There being no further business, the May 6th, 2002, Development Review Committee meeting adjourned at approximately 6:40 p.m.



John Hagee, Chairman



O. Marvin Sowers, Jr., Secretary

Site Plan 37-02. Williamsburg Crossing, Lot 11 - Retail/Office Building
Staff Report for the May 29, 2002, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Mr. Robert Mann of AES Consulting Engineers

Landowner: University Square Associates

Proposed Use: 14,900 square foot Retail/Office Building

Location: 5293 John Tyler Highway, Williamsburg Crossing Shopping Center, adjacent to Bruster's Ice Cream facing onto Route 199

Tax Map/Parcel No.: (48-1)(22-11)

Primary Service Area: Inside

Parcel Size: approximately 0.731 acres

Existing Zoning: B-1, General Business, with an approved special use permit

Comprehensive Plan: Mixed Use

Reason for DRC Review: Section 24-149 of the Zoning Ordinance requires that site plans which do not have an approved conceptual plan, as set forth in Section 24-145, shall be reviewed by the DRC. The applicant is also requesting a rear yard setback waiver in accordance with Section 24-395 of the Zoning Ordinance.

Staff Contact: Christopher Johnson, Senior Planner Phone: 253-6685

On May 1, 2002, the DRC recommended deferral of this application due to traffic safety concerns for the parking bay adjacent to the drive aisle and concerns over screening of potentially objectionable features from the Route 199 Community Character Corridor. The applicant and the property owner were not able to attend the May 1 meeting and have requested the opportunity to address questions and concerns raised at this meeting. Revised plans which address agency comments have not been submitted and architectural elevations are not available.

As seen on the attached site plan, this site is a relatively small parcel adjacent to the recently constructed Bruster's Ice Cream in the Williamsburg Crossing Shopping Center. A required 50-foot setback from Route 199 makes a sizeable portion of the parcel unbuildable. The applicant has proposed constructing a two-story retail/office building (7,450 f. footprint, 14,900 s.f. gross). The applicant is requesting an eight foot rear yard setback reduction to accommodate the proposed building. Such a request is possible under Section 24-395 of the Zoning Ordinance provided that the building is constructed:


- a) as part of a multi-unit structure in which the units share common walls, or constructed as part of a multiple-structure commercial development; and
- b) the entire development has been planned and designed as a comprehensive coordinated unit under a single master plan.

The Commission may grant a waiver, at its discretion, from the yard setback requirements, upon finding that:

- 1) the overall complex or structure, if considered as a single unit, meets all of the requirements of Section 24-394;
- 2) adequate parking is provided as per the requirements of this chapter and, where determined necessary by the commission, adequate easements or other agreements are recorded to guarantee access and maintenance of the parking areas and other common areas;
- 3) adequate provisions are made to assure compliance with Article II, Division 3 of this chapter and, where determined necessary by the commission, adequate easements, or agreements are recorded to allow grouping of signs on one standard, placement of signs in common areas or other appropriate arrangements made necessary because of the reduced yard area of the individual units; and
- 4) the complex or structure is adequately designed and serviced from the standpoint of safety, and that the county fire chief certifies that the fire safety equipment to be installed is adequately designed and the county building official certifies the complex is designed to conform to the BOCA Code, so as to offer adequate protection to life and property.

STAFF RECOMMENDATION

Staff finds that the above criteria will be met during the normal course of plan review and recommends that approval of the requested setback waiver. Additionally, staff recommends the DRC recommend preliminary site plan approval subject to the attached agency comments.


Christopher Johnson

Attachments:

1. Location Map
2. Agency Comments
3. Site Plan (separate attachment)

SP-37-02. Williamsburg Crossing, Lot 11 - Retail/Office Building
Additional Agency Comments

Planning:

1. In order to ensure adequate pedestrian connection between the outparcels along Route 199, the proposed 5-foot sidewalk should be extended at both ends of the proposed building through the landscape islands. Handicap curb ramps must also be provided on both ends of the extended sidewalk.
2. The shared parking agreement referenced in the parking calculations on the cover sheet must be executed prior to final site plan approval, not at the issuance of a building permit.
3. Provide documentation for review by the County Attorney which ensures that a shared parking agreement does not violate the Lease Agreement between Food Lion and University Square Associates for the parking area in front of Food Lion.
4. If the existing power pole at the north corner of the parcel is to be relocated per the applicants ongoing discussions with Virginia Power, please identify the new location on the plans.
5. The plans do not identify a location for a dumpster pad. Please ensure that adequate access can be provided to a future dumpster pad location should one become necessary at this location.
6. Please indicate the location for any freestanding sign which is proposed for this parcel.
7. The plans show a parking bay that stretches along the Route 199 right-of-way which will influence the future development of the adjacent parcel 24. Staff has not received a conceptual plan for the future development planned for parcel 24. Please provide information which supports the orientation of the parking bay in the manner shown on the plans.
8. The Japanese Redleaf Barberry should be a minimum of 22 inches in height at the time of planting. The Crepe Myrtle and River Birch should be specified at an 8' minimum height.
9. Along the right-of-way planting area, sixteen more shrubs should be provided as indicated by the Landscape Requirements chart provided.
10. The mix of trees in the parking area should include at least 50% deciduous shade trees with a minimum caliper of 2" at the time of planting. In addition, 35% of these trees should be evergreen.
11. The general planting area in the front, rear, and side yards, should contain a minimum of 35% deciduous shade trees with a minimum caliper of 2" and at least 35% large evergreen trees.
12. Planting should be provided to screen any utility or unsightly components on the building exterior from the Route 199 right of way. If these areas are not going to be shown on the plan, a note should be included in the drawings to ensure these areas are planted before a final Certificate of Occupancy can be received.

13. The Planning Director has conditionally approved the landscape modification requests submitted with this application provided the applicant provides the appropriate mix of shade trees and large evergreen trees along Route 199 and there is an effort to coordinate with the developed parcel to the northwest to create a smooth transition for the landscaping provided along the right-of-way.

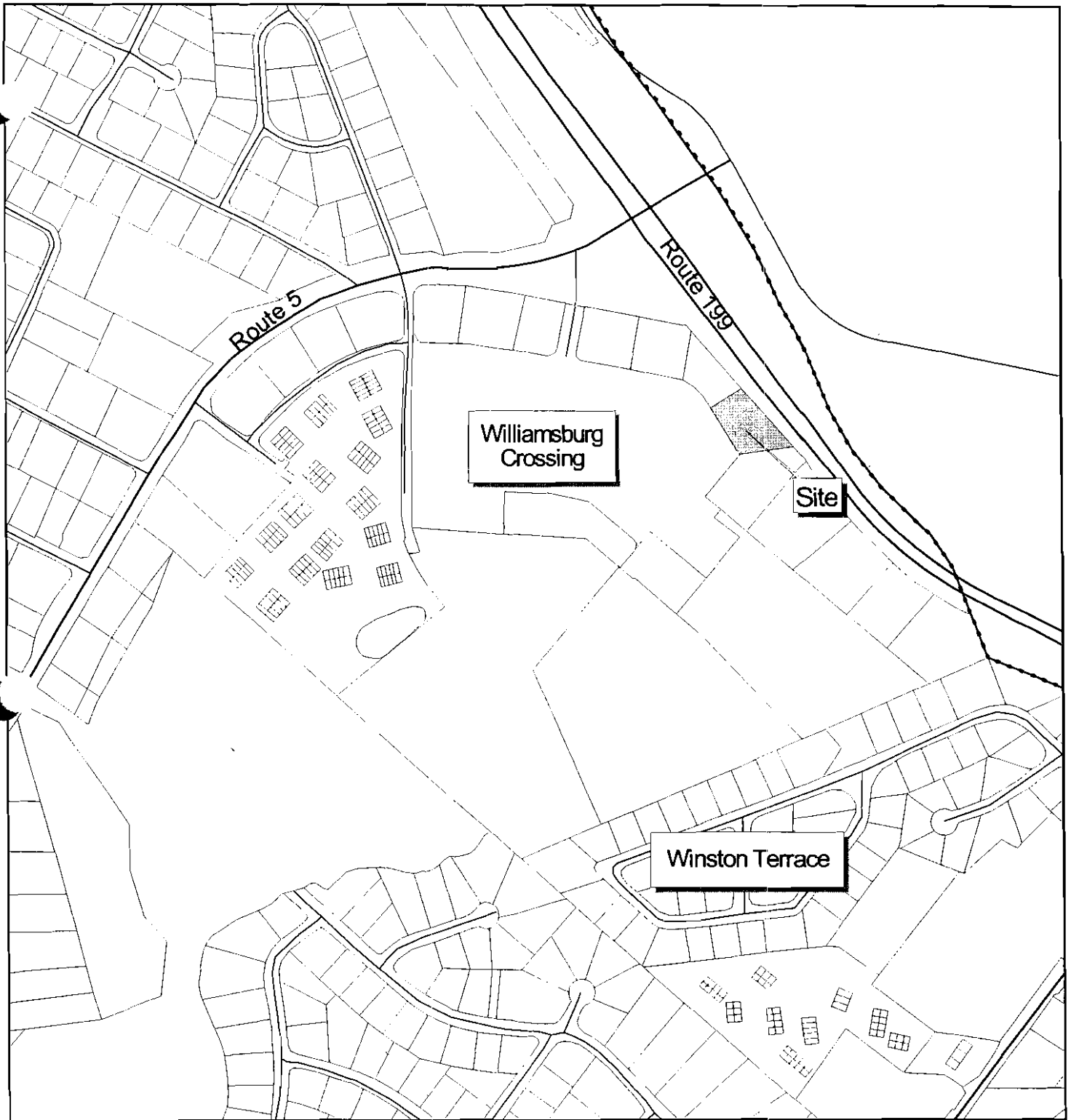
Environmental:

1. A Land Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. Provide a Silt Sack™ or equivalent at Storm Sewer Structure #1A due to the traffic volume that this area will experience. Provide detail and maintenance schedule for the Silt Sack™.
3. Label Parcel 24.
4. Remove the swale on the north side of the proposed structures. This area is proposed to be a planting bed and can sheet flow over the sidewalk. Provide spot elevations and flow arrows to indicate this proposed condition.
5. Provide more information regarding the adequacy of the downstream drainage system to accept the runoff from this project. Demonstrate that the starting water surface elevations are based on the flow levels of the downstream system and those drainage calculations.

JCSA:

1. Please refer to the attached memorandum, dated April 24, 2002.

The County Engineer, Fire Department, and Health Department have approved the plans as submitted.



Case No. SP-37-02
Williamsburg Crossing - Lot 11
Retail/Office Building

500 0 500 1000 1500 Feet





MEMORANDUM



Date: April 24, 2002

To: Christopher Johnson, Senior Planner

From: Keith Letchworth - Engineering Specialist

Subject: SP-37-02, Williamsburg Crossing, Retail/office Building, Lot 11

We reviewed the plans for the above project you forwarded on March 28, 2002 and noted the following comments. We may have additional comments when a revised plans incorporating these comments is submitted.

General

1. Provide a completed water data sheet.

Sheet No. 2

1. Since the water main was recently constructed, JCSA will allow the appurtenances to be relocated based on the following conditions:
 - A. The Contractor shall provide a 1 year warranty to JCSA for all work, parts, and materials related to the water main.
 - B. Contractor shall clean and inspect all items proposed for relocation to insure proper operation and no defects or damage exist. Any damaged or defective parts or materials shall be replaced by the Contractor/Developer at their expense.
 - C. Fire hydrants, blow-off valves (assemblies) and flushing connections installations shall be witnessed by JCSA personnel prior to backfilling.
 - D. All relocated water system appurtenances shall be disinfected per JCSA standards prior to installation.
2. Existing fire hydrant to be removed from the existing **shut** gate valve. Gate valve shall than be blind flanged and the operating nut removed. The gate valve shall be restrained to the tee or bolted directly to the tee. The gate valve and tee shall than be encased.in concrete.
3. The proposed fire hydrant shall be installed by use of a tapping sleeve and valve with the existing fire hydrant then installed, after completion of Note no. 1 of this list. Provide a sequence of construction on the plans for both the removal and the reinstallation of the fire hydrant.

4. Call off on the plan the location of where the sewer lateral changes from JCSA ownership to private. Show the existing sewer easement.
5. Complete showing the existing 16" water main within the existing JCSA easement.
6. The water meter shown on this plan for Bruster's is not correct, either show in correct location or delete water meter box from plan.

Sheet No. 4

1. Per JCSA standards no trees, shrubs, structures, fences or obstacles shall be placed within a JCSA easement or in a right of way with JCSA utilities. Provide a minimum of 5 feet of separation for shrubs and 10 feet minimum separation for trees from JCSA water and sewer utilities. Revise plan accordingly.
2. No shrubs shall be planted around fire hydrant.

Please call me at 253-6814 if you have any questions or require any additional information.

**C-62-02. 301 Racefield Road. Public Utilities Waiver Request
Staff Report for May 31, 2002, Development Review Committee Meeting**

SUMMARY FACTS

Applicant: John Butler

Location: 301 Racefield Drive; Stonehouse District
Tax Map/Parcel: (3-3)(2-3)
Parcel Size: ± 4.231 acres

Existing Zoning: A-1, General Agricultural
Comprehensive Plan: Rural Lands

Primary Service Area: Outside

Reason for DRC Review: Requested waiver of Section 24-200 of the James City County Zoning Ordinance requiring that new utilities be placed underground.

Staff Contact: Karen Drake Phone: 253-6685

STAFF RECOMMENDATION

Mr. John Butler is requesting a waiver of Section 24-200 of the James City County Zoning Ordinance requiring new utilities be placed underground so that "approximately four utility poles" can be installed along three tenths of a mile on Racefield Drive from the existing overhead utility poles at 245 Racefield Drive to a house under construction at 301 Racefield Drive. Upon reaching a utility pole located on the corner of 301 Racefield Drive, the utilities would be buried underground to the house.

There is existing overhead service to the house at 245 Racefield Drive from the Racefield Subdivision. The applicant has verbally stated that the property owner to the west of 301 Racefield, refused to grant permission to his property to draw power from the west, and in the attached letter, the applicant explains that he is requesting the waiver because it would cost approximately \$20,000 to run underground utilities.

The Fire Department did not have any objections and the Health Department had no objections provided that a ten-foot separation is maintained between the utilities, proposed septic drain field and the proposed well area. VDOT commented that all power poles need to be 9.5' back from the roadway curb or back of the drainage ditch. This requirement will destroy the overhead tree canopy on Racefield Drive. VDOT also commented that the owner needs to secure a Land Use Permit prior to any work being performed within the state's right of way and that an accounts receivable number will be set up to provide for inspection services.

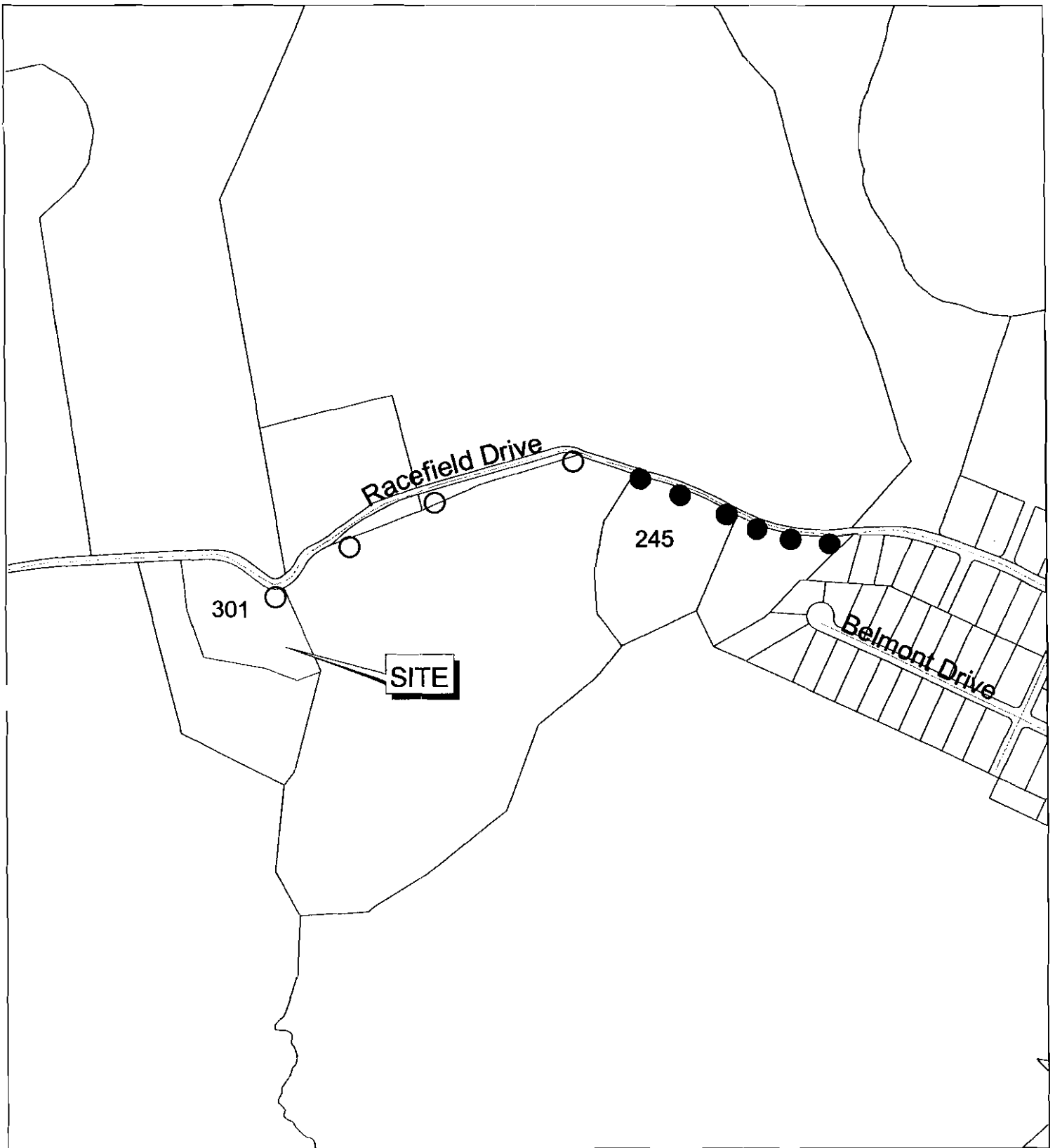
The Zoning Ordinance states, "in consideration of voltage requirements, existing overhead service, existing tree cover and physical features of the site and the surrounding area, the planning commission may waive requirements for underground utilities upon a favorable recommendation of the development review committee."

Staff does not recommend approval of the waiver request, as it will set a precedent for extending overhead utilities along a public road. Staff does acknowledge that the property in question is located outside the typical subdivision and rural roads at times have above ground utilities, therefore the precedent is fairly narrow.


Karen Drake

Attachments:

1. Location Map
2. Applicant's Letter



Case No. C-62-02
301 Racefield Drive
Public Utilities Waiver Request

- = Proposed Utility Poles
- = Existing Utility Poles



W. John Butler Carpenter & Builder, Inc.
P.O. Box 102
Toano, Virginia 23168

April 22, 2002



Marvin Sowers/DCR
James City County
P. O. Box 8784
Williamsburg, Virginia 23187

Reference: 301 Racefield Drive
DRC Meeting date May 29, 2002

Persuant to section 24-200 Public Utilities to run the necessary overhead electrical service to 301 Racefield Drive, Lot 3 Mertens Subdivision starting at 245 Racefield Drive, Lot 2 Mertens Subdivision. There will be approximately four poles set.

At the present time we have overhead service from the Racefield subdivision to our primary residence at 245 Racefield Drive, Lot 2 Mertens Subdivision.

Properties are zoned A-1, and are on a state maintained gravel road. The Highway Dept. has indicated to us that it will remain a gravel road.

We are requesting a waiver because Virginia Power has advised us that the cost for underground service would be approximately \$20,000.00 and there is already existing overhead service in and around the property area.

Your kind consideration and assistance in this matter is greatly appreciated.

Sincerely,

W. John Butler
W. John Butler Carpenter & Builder, Inc.

Conceptual Plan 63-02

Robinson Subdivision Ordinance Exception Request

Staff Report for the May 29, 2002, Development Review Committee Meeting

Summary Facts

Applicant: Mr. Barry Robinson (contract purchaser)

Land Owner: Mr. Thomas Mikula

Proposed Use: 3 lot subdivision for single family homes

Location: 2264 Lake Powell Road

Tax Map/Parcel: (48-3)(1-39)

Primary Service Area: Inside

Parcel Size: Approximately 14.4 acres

Existing Zoning: R-8, Rural Residential

Comprehensive Plan: Low Density Residential

Brief history of the site: An existing house (built in 1918 according to Real Estate Assessments) is located on the property which uses a conventional septic tank system.

Mr. Barry Robinson recently purchased the adjoining 8.5 acre lot (2258 Lake Powell Road) for his own use for constructing one single family home.

Mr. Robinson is now the contract purchaser of this 14.4 acre property. Attached is Mr. Robinson's request letter for the Subdivision Ordinance exception. Mr. Robinson states in his letter that he would like to purchase this property "to control how it will be developed to protect the investment" he has made.

In order to make the purchase economically feasible, Mr. Robinson would like to subdivide the 14.4 acre property into a total of three lots for sale as single family home sites.

Reason for DRC review:

Although this parcel is located inside the Primary Service Area, no public sewer is available; therefore, the Subdivision Ordinance requires the lots be served with a conventional septic tank system (i.e., a hold tank and drainfield).

The entire 14.4 acre site has been evaluated by an Authorized On-Site Evaluator (i.e., a professional recognized by the Health Department as being qualified to determine septic tank acceptability). Only one area of the parcel has soils which are acceptable for a septic tank location. However, the location is only large enough for one conventional septic tank system, under the new State guidelines. Since each lot must be served by its own septic system, the property is limited to one single family home. Mr. Robinson has stated that this would make the purchase of the property economically unfeasible for him.

However, the "Puraflow" septic system requires a significantly smaller footprint. With a Puraflow system, up to three primary and three back up locations, each fully meeting current Health Department regulations, could be located within the acceptable soils area.

Therefore, Mr. Robinson is requesting the use of the Puraflow septic systems, which would in turn allow him to subdivide the property into three lots (one lot would be 3.08 acres, the second lot would be 6.94 acres, and the third lot would be 3.8 acre). A conceptual subdivision plat is attached.

The Health Department has reviewed the proposal and has approved the request, contingent upon local government approval.

The Subdivision Ordinance states that the Commission may grant an exception to any requirement of the chapter, but not unless first receiving a recommendation from the DRC and upon finding that:

- a.) strict adherence to the ordinance requirement will cause substantial injustice or hardship;
- b.) the granting of the exception will not be detrimental to public safety, health, or welfare, and will not adversely affect the property of others;
- c.) the facts upon which the request is based are unique to the property and are not applicable generally to other property so as not to make reasonably practicable the formulation of general regulations to be adopted as an amendment to the ordinance;
- d.) no objection to the exception has been received in writing from the transportation department, health department, or fire chief; and
- e.) the hardship or injustice is created by the unusual character of the property, including dimensions and topography, or by other extraordinary situation or condition of such property. Personal, financial, or self-inflicted hardship or injustice shall not be considered proper justification for an exception.

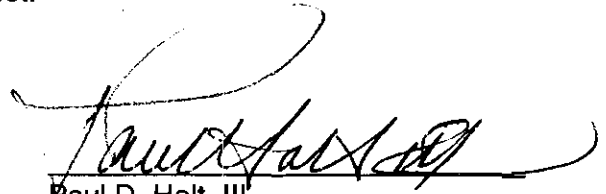
Staff Contact: Paul D. Holt, III Phone: 253-6685

STAFF RECOMMENDATION

From the facts presented, staff finds the following:

- a.) Staff believes that strict adherence to the ordinance would not cause a substantial injustice or hardship. The lot remains useable; enough "good" soil exists for this property to be used for one single family home using a conventional septic tank system;
- b.) The use of the Puraflow system would not be detrimental to the public safety, health or welfare and will not adversely affect the property of others;
- c.) The proposed use of the Puraflow system would not be unique to this property;
- d.) No objection to the proposal has been submitted from the health department; and
- e.) No hardship or injustice is present to prevent the use of this property. However, the unique soils characteristics of the site (i.e., such a small area of useable soil) does limit the subdivision of the property. Staff finds this a financial limitation.

While staff does not object to the proposed subdivision of the property (it meets all other by-right subdivision requirements), since the request does not substantially meet the requirements listed above, staff does not recommend approval of the request.

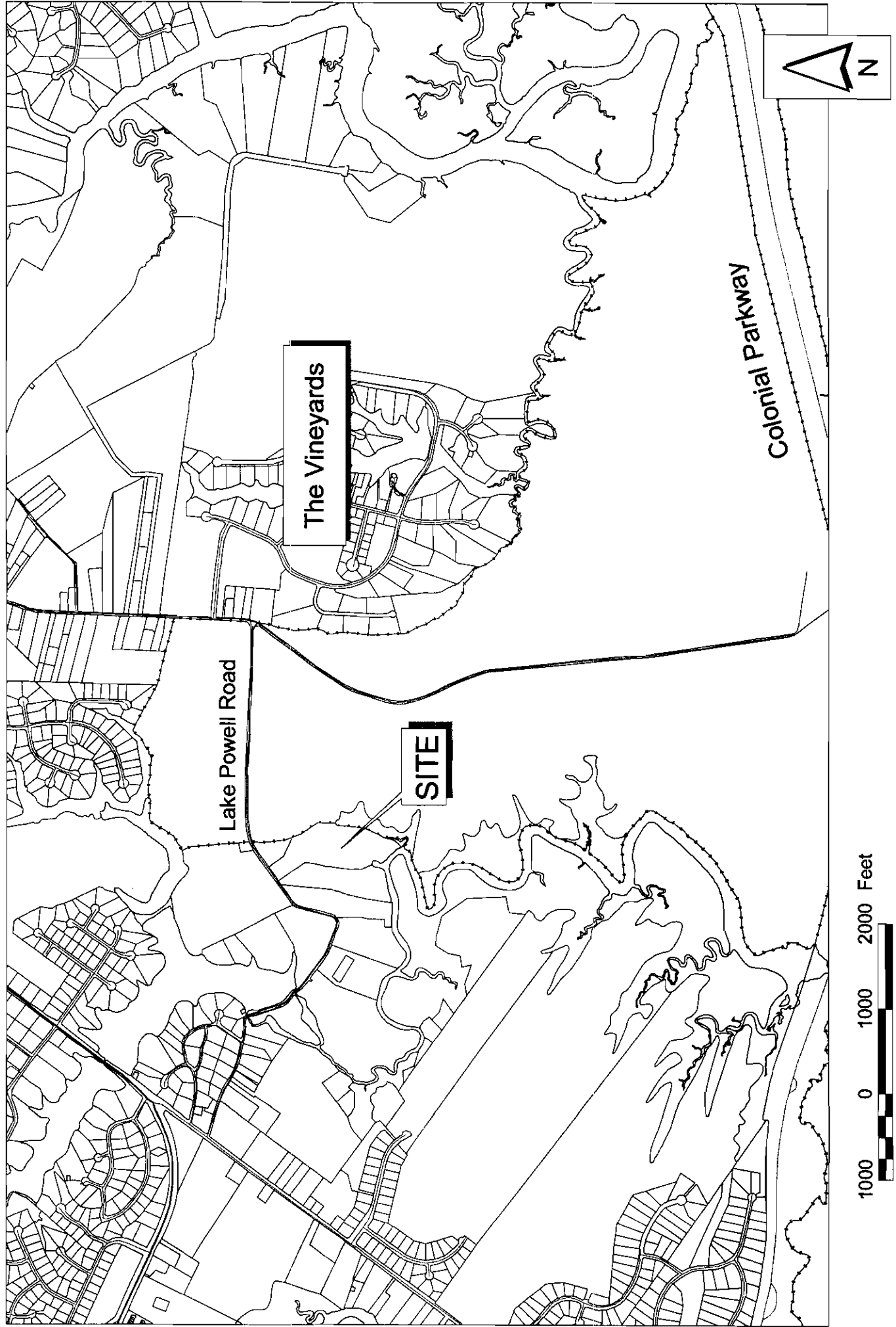


Paul D. Holt, III

attachments:

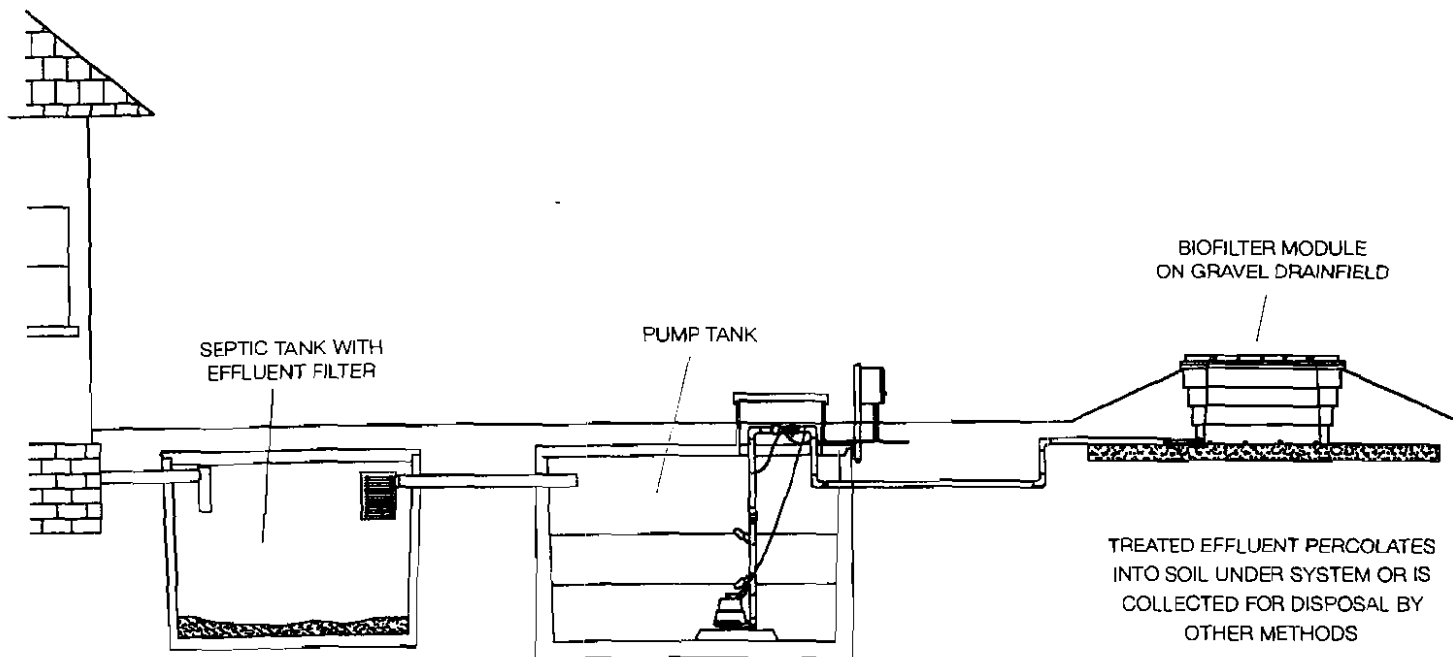
1. Location Map
2. Diagram of a Puraflow septic system
3. Request letter from Mr. Robinson, dated April 22, 2002
4. Conceptual subdivision plat

C-63 32. Robinson Subdivision Ordinance Exception Request





PEAT BIOFILTER for Wastewater Treatment



How Puraflo® Works

The wastewater flows from the building into a watertight septic tank where solids settle. The liquid then continues to the pump tank where it is pumped to the modules and is evenly distributed over the surface of the biofibrous peat. The waste liquid is treated by natural microorganisms as it percolates down through the peat. It emerges from the base as a clear, odorless liquid which is safely dispersed into the environment by a shallow gravel bed, trenches, spray or drip irrigation, or other approved disposal method.

The percolation area required by Puraflo® is substantially less than other systems due to the quality of treatment.

The very low maintenance and long life of the system ensures that the patented Puraflo® Biofilter will be the most cost effective solution for years to come.

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**Barry Robinson
101 Mill View Circle
Williamsburg, Virginia 23185**



April 22, 2002

Mr. Paul D. Holt, III
101 E. Mounts Bay Road
Williamsburg, Virginia 23187-8784

Subject: Approval request for Puraflo septic systems for proposed lots 1, 2 and 3, presently known as Parcel 2, of the Mrs. Lousie G. Waltrip Estate, 2264 Lake Powell Road. Tax Map # (48-3) (1-39). Property is zoned R8, and is located in the primary service area and is comprised of 14.42 acres.

Dear Mr. Holt,

This letter is submitted for your consideration in the approval of 3 Puraflo type septic systems for the above properties. These lots have been defined in the proposed plat (Subdivision of Barry and Vickie Robinson, Parcel 2, dated 3-26-2002 by Thomas Land Surveying) which was submitted on March 28th of this year for preliminary comments (Exhibit A-1).

The specific request for the Puraflo systems are as follows:

- Lot 1 comprising of ~ 3.1 acres and an existing single family home – one back up 4 BR Puraflo septic system.
- Lot 2 comprising of ~ 6.9 acres – one primary and one back up 4 BR Puraflo septic system.
- Lot 3 comprising of ~ 3.8 acres – one primary and one back up 4 BR Puraflo septic system.

As you know in February my wife and I purchased the adjacent property, 2258 Lake Powell Road, with plans to build our home. We since decided to purchase the subject property to control how it will be developed to protect the investment that we are making.

The relative large size of the subject parcel as compared to other nearby parcels, its location in the county, topography, zoning, and the JCC subdivision ordinance were considered in making the decision to subdivide the property as described. We feel that the proposed subdivision is the best use of the property, as it will result in very low density and private parcels. These parcels will all require single family dwellings of residential nature that will be consistent with the surrounding properties.

An "Authorized Onsite Soil Evaluator" (AOSE) has certified the sites as in compliance with state requirements for Puraflo septic systems (Exhibits B-1, B-2 & B-3). These certification statements along with the applications for the approval of the Puraflo systems

for all 3 lots were submitted to the JCC Health department on April 17th, 2002. Approval by the Health department is expected by May 8, 2002.

The AOSE certifies the sites are acceptable for 4 bedroom homes using a Puraflo type septic systems under the Virginia Department of Health Sewage Handling and Disposal Regulations. However, an existing JCC ordinance does not allow the Health department to issue a permit for a Puraflo system without JCC planning department concurrence. Puraflo systems are relatively new, however, they have been used successfully in Virginia and in James City County for a number of years.

It appears as if an anomaly currently exist between state and local ordinances in that Puraflo systems are allowed by the state but not by the JCC ordinance. I understand that this is a matter of interpretation of this local ordinance on a case by case basis.

Please consider approval for this request based on the following factors:

- The subject properties are located in a very unique section of the county, see exhibits C1 & C2. The property is rural in nature but is located very close to Colonial Williamsburg and Jamestown. The uniqueness is in the fact that all homes in the area are single family and are on large pieces of property resulting in a rural setting. I, along with other owners in the area, believe that this environment should be maintained in the future. Approving this site for the Puraflo septic system is best use of the property, allowing low density single family homes to be built, thus "locking" the parcels up and preventing high density housing development, which would be inevitable at some point in the future.
- The JCC health department and the state health department support this type (Puraflo) of septic system.
- The property is located in the primary service area of the county and therefore based on the local ordinance some alternative type of septic systems are already allowed. For example, low pressure distribution or shallow placed drain field with a sand filter. The Puraflo septic system in function is very similar to the shallow based drain field with sand filter. Both use a secondary pretreatment process. The only difference is that the Puraflo system pretreatment uses peat, which is more efficient allowing it to require less area to be installed. In addition, the Puraflo has two distinct advantages: first, due to its increased efficiency it minimizes the disturbance of the property to install, minimizing environmental impact; second, it requires less maintenance due to its reduced number of components.
- The Puraflo system also has significant advantages compared to conventional systems due to its peat pretreatment process, which minimizes the impact on the environment.
- Several Puraflo systems are successfully operating in JCC at present. This information was inputted by Halcyon, an engineering company that designs the Puraflo systems. In

addition, the JCC Health department confirmed that there are several PuraFlo systems successfully operating in the county at present.

Thank you for taking the time to consider this matter. I respectfully request that JCC approve these requests based upon the above factors. If you have any questions please call me at one of the numbers below.

Sincerely,



Barry Robinson

757-345-3220 Home
757-875-7327 Work
757-291-6018 cell
757-888-5190 pager

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LOCATION OF
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BY WILLIAMSBURG
ENVIRONMENTAL
GROUP

PROPERTY LINE IS
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LOCATION OF WETLANDS
DELINEATED BY WILLIAMSBURG
ENVIRONMENTAL GROUP

PROPERTY LINE IS
MEAN LOW WATER

PIER
N 37°45'18" W 291.94'
TIE LINE ONLY
DECK

MILL CREEK

APPROXIMATE LOCATION
OF FLOOD ZONES PER
FLOOD INSURANCE RATE MAP

ZONE AE
(ELEV. 8.5)
ZONE X

100' RPA
BUFFER



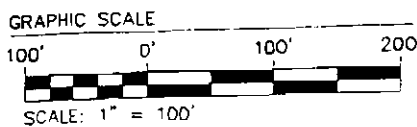
LOT 2
302,869 SQ. FT.
6.948 AC

25' INGRESS
/ EGRESS
EASEMENT
FOR LOT 2
LOT 3
167,136 SQ. FT.
3.837 AC

PARCEL 3
TAX MAP # (48-3)(1-40)
358,298+/- SQ. FT.
8.225+/- ACRES

25' INGRESS
/ EGRESS
EASEMENT
FOR LOT 1

LOT 1
134,494
3.088 AC



25' STRIP HEREBY DEDICATED
TO JAMES CITY COUNTY
FOR R/W IMPROVMENTS

LAKE POWELL ROAD
0.6 MILE± TO
STATE RT 617

TH

Site Plan 49-02

SunTrust Office Building

Staff Report for the May 29, 2002, Development Review Committee Meeting

Summary Facts

Applicant: Mr. Mark Richardson of AES, Consulting Engineers

Land Owner: New Town Associates

Proposed Use: Three-story office building

Location: New Town - Section 4 (across from the Courthouse on Monticello Ave.)

Tax Map/Parcel: (38-4)(1-50)

Primary Service Area: Inside

Parcel Size: This office building will be located within a block that is approximately 7.5 acres in size.

Existing Zoning: Mixed Use, with proffers

Comprehensive Plan: Mixed Use

Reason for DRC review: 1.) The building size exceeds 30,000 square feet
2.) The applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance

Staff Contact: Paul D. Holt, III Phone: 253-6685

STAFF RECOMMENDATION

This 60,000 square foot, three-story office building will be located within Section 4 of New Town. The preliminary building plans and the preliminary site plan has been reviewed by the New Town Design Review Board (DRB) and approved as being compatible and complimentary with the adopted Design Guidelines.

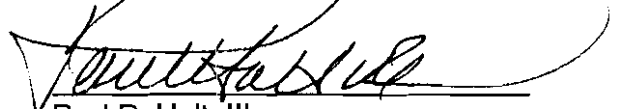
Regarding the parking space requirements, the Zoning Ordinance requires that a minimum of 1 parking space be provided on-site for each 250 square feet of office space. Therefore, for this particular building, 240 parking spaces are required.

However, the adopted Design Guidelines for New Town call for a maximum parking space ratio for offices/banks of 1 parking space for each 333 square feet of building space (or 180 spaces for this building). The applicant has therefore requested that a waiver be granted by the Commission. Section 24-59(g) of the Zoning Ordinance states that:

"A property owner may be granted a waiver by the Planning Commission from the minimum off-street parking requirements if it can be shown that due to unique circumstances a particular activity would not reasonably be expected to generate parking demand sufficient to justify the parking requirement."

While staff finds the parking demand would be sufficient to justify the parking requirement, the lack of on-site parking spaces is mitigated by development-wide shared parking and additional on-street parking which is provided on every street. The functionality of the on-street parking and shared parking lots is furthered by the urban block-pattern design of New Town, as well as the modified grid layout of the streets. Staff recommends the waiver from the minimum off-street parking requirements be granted.

Regarding preliminary site plan approval, staff does not recommend that it be granted at this time. During site plan review, the Environmental Division discovered a potential land use conflict which could ultimately impact the parking lot design. More specifically, staff believes a conservation easement was previously created as mitigation as part of the required wetlands permit for the Courthouse BMP facility. The limits of this Conservation Easement and a portion of the parking lot overlap. Staff recommends that resolution be brought to this issue prior to the issuance of preliminary site plan approval.


Paul D. Holt, III

attachments:

1. Agency review comments
2. Site plan (separate)

Agency review comments for
Site Plan 49-02
SunTrust Office Building

Planning:

1. Please note that the site plan must be reviewed by the Design Review Board (DRB). The DRB meets the 3rd Thursday of every month. The next regularly scheduled meeting of the DRB will be on May 16th. Please note the 10 day deadline and that it is the applicant's responsibility to coordinate and distribute the plan information to the DRB members and staff. Please let me know at which DRB meeting you would like to present the site plan.
2. *Landscaping*. Some of the Yaupon Holly are labeled as IV and others are labeled as YH on the drawing. The Plant List has them listed as IV. Please correct and clarify.
3. *Landscaping*. The plant quantities for JP, JPC, and JDP on the drawing do not correspond to those on the Plant List. Please correct and clarify.
4. *Landscaping*. All of the landscaping (including the quantities of landscaping that exceed County requirements) must meet the minimum planting sizes listed in the Design Guidelines. Revise the plan accordingly.
5. *Landscaping*. The parking area is required to have 35% large evergreen trees as part of the required mix.
6. *Landscaping*. A modification will be required for the right of way buffer that would normally be 30 feet in width.
7. Provide street names for review.
8. Please label and identify the general area of the "Woodland Preserve," as shown on the approved Master Plan.
9. Specifically label and identify the JCSA sewer easement and include on this site plan, General Note #1 from the approved Master Plan.
10. To what extent is General Note #3 on the approved Master Plan being implemented with this site plan.
11. The right of way widths are not correct, per the approved Design Guidelines. Revise accordingly (Reference comments on SP-50-02 NT, 2/4 road & utilities for more info).
12. Please verify that the proposed gravel walking path is allowed within the wetlands.

29. The high pressure sodium lights proposed are not a recommended light type of the Guidelines (x-ref DG 6.6, pg. 19). These lights require specific approval by the DRB.
30. Is the lighting plan inclusive of all exterior lights?
31. In the parking lot calculations, what is the number of parking spaces that will be shared with other users?

VDOT:

1. Please refer to the enclosed comment letter, dated May 2, 2002.

Environmental:

1. Please refer to the enclosed comments, dated May 8, 2002.

County Engineer:

1. Pipe the existing uncontrolled 48" outfall to the new stormwater management pond on an interim basis until additional downstream stormwater management facilities are available.
2. The clearing limits shown for the existing sanitary sewer is shown to be about 20 feet wide. The actual clearing limits vary from 50 feet to about 100 feet in width. Revise the plans accordingly to accurately show the clearing limits on all plan sheets.

Fire:

1. The site plan, as submitted, is approved. However, please note that the "Fire Flow Estimate Form" is incorrect. Fire flow estimation is 1750 GPM vs. 1190 GPM. Also, the construction type and coefficient of 0.6 is incorrect. The construction type based on BOCA "2C" classification is "non-combustible" or "all-metal" with a coefficient of 0.8.

JCSA:

1. Please refer to the enclosed comments, dated May 19, 2002.

Site Plan 48-02**New Town Office Building**

Staff Report for the May 29, 2002, Development Review Committee Meeting

Summary Facts

Applicant: Mr. V. Marc Bennett of AES, Consulting Engineers

Land Owner: G-Square (Bush Construction has executed a long term lease for the use of this property)

Proposed Use: Five-story office building
(This is the same case the Planning Commission and BOS reviewed and approved under Case No. Z-5-00)

Location: 5241 Monticello Avenue
(Corner of Monticello Avenue and Ironbound Road Relocated)

Tax Map/Parcel: (38-4)(1-2A)

Primary Service Area: Inside

Parcel Size: Approximately 1.17 acres

Existing Zoning: B-1, with proffers

Comprehensive Plan: Mixed Use

Reason for DRC review: 1.) The building size exceeds 30,000 square feet
2.) The applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance

Staff Contact: Paul D. Holt, III Phone: 253-6685

STAFF RECOMMENDATION

Staff finds the site plan substantially in accordance with the Master Plan that was presented during the rezoning. The project consists of a 32,578 square foot (s.f.) office building (25,623 s.f. of net office space) with indoor parking, on-site parking, on-street parking, and an underground stormwater management system; all adjacent to the site for the JCSA water storage and booster facility.

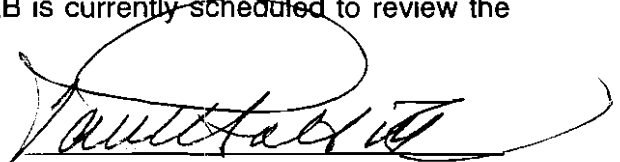
The Zoning Ordinance requires that a minimum of 1 parking space be provided on-site for each 250 square feet of office space. Therefore, for this particular building, 102 parking spaces are required. However, the property is only large enough to accommodate 79 parking spaces on site (61 regular parking spaces and 18 parking spaces under the building). Section 24-59(g) of the Zoning Ordinance states that:

"A property owner may be granted a waiver by the Planning Commission from the minimum off-street parking requirements if it can be shown that due to unique circumstances a particular activity would not reasonably be expected to generate parking demand sufficient to justify the parking requirement."

While staff finds the parking demand would be sufficient to justify the parking requirement, the lack of on-site parking spaces is mitigated by additional on-street parking provided on Ironbound Road. Up to 23 parking spaces can be provided on-street, bringing the total parking spaces available to this building up to 102.

This on-street parking scenario is consistent with what was presented during the rezoning. The Virginia Department of Transportation has reviewed the on-street parking scenario and has approved it.

For these reasons, staff recommends that preliminary approval be granted to this project and that the waiver from the minimum off-street parking requirements be granted. For the DRC's information, the final architectural information for the building must still be reviewed and approved by the New Town Design Review Board (DRB). The DRB is currently scheduled to review the project at its June 20, 2002, meeting.



Paul D. Holt, III

attachments:

1. Agency review comments
2. Site plan (separate)

Agency review comments for
Site Plan 48-02
New Town Office Building

Planning:

1. Proffer #8 states that the final building plans and site plans shall be consistent with the conceptual plans as determined by the DRB. Please let me know at which DRB meeting you would like to present the site plan. The DRB meets the 3rd Thursday of every month. The next regularly scheduled meeting of the DRB will be on May 16th. Please note the 10 day deadline and that it is the applicant's responsibility to coordinate and distribute the plan information to the DRB members and staff.
2. Please submit the water conservation standards required by Proffer #10.
3. Please coordinate the removal of the fence along Monticello Ave with VDOT (ref. Proffer #7). Also, prior to final approval, a reimbursement check shall be provided to the County and the new fence design must be specifically reviewed and approved by the DRB.
4. Is the lighting plan inclusive of all exterior lights? (Ref. Proffer 6).
5. Cover sheet: Please correct the typo in the "Project Description."
6. Correct General Note (Sheet 1) to read that the property is zoned B-1, *with proffers*.
7. Correct the text that reads "25' Minimum building setback by variance." No variance was granted, as defined, by the BZA. A setback "reduction" was granted by the Development Review Committee, as permitted by Section 24-393 of the Zoning Ordinance.
8. Provide a "Do Not Enter" sign at the right-in only entrance, such that the sign faces northbound traveling traffic on Ironbound Road Relocated.
9. In the Site Statistics, provide FAR ratio and building coverage calcs, as required by the B-1 Zoning Ordinance.
10. Provide handicapped ramps where the right-in only entrance crosses the existing sidewalk.
11. Correct the references to Ironbound Circle on the landscape plan.
12. Provide a catalog cut of the type of light fixture to be used in the parking lot.
13. Remove all references and calculations to required parking spaces at 3 per 1,000 s.f. There is no Ordinance provision for this ratio - the ordinance requires 4 per 1,000.

14. Provide bicycle parking (ref. Section 24-60).
15. Please include a note on the plans stating that all new utilities shall be placed underground.
16. Include a note on the plans stating that all new signs shall be in accordance with Article II, Division 3 of the James City County Zoning Ordinance.
17. Add a note to the plans stating that "Any old wells that may be on site that will not be used must be properly abandoned according to State Private Well Regulations."
18. It shall be the applicant's responsibility to obtain the necessary VDOT planting permit.
19. The Savannah Holly is labeled as both SH and IAS on the drawing and referred to as IAS on the plant list. Please make the labels consistent.

VDOT:

1. Please refer to the enclosed letter, dated April 29, 2002.

Real Estate Assessments:

1. If the owner would like to use a Monticello Avenue address, a formal request must be made in writing.

JCSA:

1. Please refer to the enclosed comments, dated May 13, 2002.

Environmental:

1. Please refer to the enclosed comments, dated May 10, 2002.

Fire:

1. No fire department connection, and hydrant within 50' of the connection, is shown. (The detail is shown however). Revise accordingly.
2. Fire sprinklers will be required for the basement parking (per building code) and may be required for the interior standpipe system. Identify the height distances from the uppermost floor level to the pavement elevation at the southeast corner of the parking lot.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4451 IRONBOUND RD.
WILLIAMSBURG, VIRGINIA 23188-2621



Philip A. Shucet
Commissioner

April 29, 2002

J. W. Brewer
Acting Resident Engineer

Paul Holt
James City County Planning
P.O. Box 8784
Williamsburg, VA 23187

Ref: New Town Office Building
SP-48-02
Route 615, James City County

Dear Mr. Holt:

We have completed our review of referenced site plan and offer the following comments:

1. The Route 615 one-way entrance throat shall be 14-20' wide and the right turn flare shall be 12' wide.
2. The Route 615 bikeway pavement structure that runs in front of the one-way entrance shall be the same pavement design as the entrance.
3. The sidewalk that is located parallel to Route 615 west shall have a two foot buffer strip between back of the curb and the sidewalk. All sidewalks need to be handicap accessible. Show a detail for this in accordance with VDOT standards.
4. Provide a stop bar for the south entrance.
5. No "on street parking" will be allowed on Route 615.
6. Entrance curb and gutter shall be CG-6.
7. A planting agreement will be required for all landscaping in VDOT's right of way.

When the above comments have been addressed, please submit two sets of revised plans to this office for further review. Should you have questions please contact me at 253-5146.

Sincerely,

John W. Barr
Assistant Resident Engineer

JWB/jwb



MEMORANDUM

Date: May 13, 2002
To: Paul Holt, Planner
From: Michael D. Vergakis, P.E., Chief Engineer - Water
Subject: SP-048-02, New Town Office Building

A handwritten signature in black ink, appearing to read "Michael Vergakis", is written over the "From:" line of the memorandum.

We have reviewed the plans for the above project you forwarded on April 26, 2002 and noted the following comments. We may have additional comments when a revised plan incorporating these comments is submitted.

1. **General Comments:**

- A. For water and sanitary sewerage facilities to be dedicated to JCSA shall be designed and constructed in accordance with the HRPDC, Regional Standards, Second Edition dated June 2001, and JCSA "Standards and Specification Water Distribution and Sanitary Sewer System" Dated April 2002. All details shall be in accordance with the above standards. Only show details, which require modifications and identify those modifications on the details or special details related to the specific work not covered in the standards. Provide call outs for the structures indicating HRPDC or JCSA applicable detail references such as "1 - 4" Double Gate, Double Check Detector Check Assembly, W-17.0"

2. **Water Data Sheet:**

- A. Complete items 5d through 5h. This project requires a hydraulic analysis to ensure proper sizing of the water services and to ensure adequate water pressures and flows are available for domestic and fire requirements. JCSA recognizes these values may change upon the completion of the water storage and booster facility. However, completing the requested

information will provide useful information on the systems capabilities with respect to this development.

- B. Complete item 8: Provide the number of hydrants to be constructed to support this facility. One hydrant is shown on Sheet 7.
- C. Revise the flow based on comment 3.a. below.

3. **Water Meter and Service Line Sizing:**

- A. Lavatory fixture unit value of 0.7 was shown but it is listed as a private use fixture. A fixture unit value of 2.0 is used for a public facility. Revise the calculations based on a fixture unit value of 2.0 for a lavatory in a public setting. The revised flow should be 73 gpm.
- B. Dual water meter to a single user is not acceptable. Resize the meter for a single meter service.
- C. Suggest resizing the water service line to at least a 2-inch diameter or larger service line to reduce losses through the service piping.

4. **Sanitary Sewer Data Sheet:**

- A. There is a large variation in calculations of peak flows between the water and sanitary sewer data sheets. JCSA recognizes the different methods for each calculation. The Engineer should evaluate the use of using the design flow calculations in the Standards as the bases for the grinder pump design. The design flows indicated in the Standards are generalized and do not convey what fixtures and uses may be incorporated into a specific facility. In addition, the grinder pump and force main designs must be submitted to the Virginia Department of Health (VDH) and Department of Environmental Quality (DEQ). The design calculations shall meet their requirements and will be acceptable to JCSA when approved by VDH and DEQ.

5. **Grinder Pump, Force Main Calculations:**

- A. Grinder pump, force main system, and calculations shall be forwarded to VDH and DEQ for approval and issuance of the "Certificate to Construct" and the issuance upon completion for the "Certificate to Operate". JCSA review is only for acceptance to JCSA and not as an agent of VDH or DEQ. JCSA shall be copied on all submittals and correspondence with VDH and DEQ.

- B. JCSA will not accept the dedication for the force main or accept flows from the facility until VDH and DEQ issue a "Certificate to Operate" for this project.
 - C. Calculations: The calculations suggested a 10-hour duration but used 12-hour duration in the calculations. Revise accordingly
6. **Cover Sheet:**
- A. Project Description: Suggest revising to add the word "a" to the second sentence between the words "...building and "a" "long Ironbound..." Also suggest identifying what storm control system will be implemented in the last sentence.
7. **Sheet 1:**
- A. Misspelled word in Note 7.
8. **Sheet 2:**
- A. Misspelled word in the call out for the existing parking area to be removed. Are should be area. Revise accordingly.
9. **Sheet 7:**
- A. Note B. of the General Notes: Add, "for all materials", after, "... shall submit shop drawings..."
 - B. Provide reference notes to the call outs for specific details such as for the fire hydrant, valve boxes, water meters settings, etc. as noted above under the general comments.
10. **Sheet 8:**
- A. Remove the detail W17.0 as noted above. Refer to the details in the JCSA and HRPDC Standards. Show only details for work not covered in the JCSA and HRPDC Standards or details of the standards where modifications are required. If modifications are required to a referenced detail then highlight those modifications.

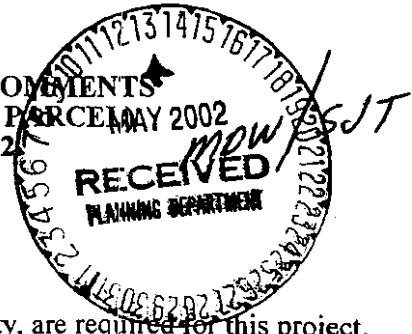
11. **Sheet 11:**

- A. Remove the detail manual air release valve and refer to the JCSA and HRPDC Standards.
- B. The details for the grinder pump are the old details. The grinder pump detail was revised on January 1, 2002.

12. **Sheet 12:**

- A. Force main piping to be dedicated to JCSA shall conform to the HRPDC and JCSA standards for materials, installation, testing and as-built record drawings. If notes are required to describe on-site force main notes for the sections force main and grinder pump on site, then delineate the notes as applicable to on-site. The force main and pump station must be reviewed and approved by VDH and DEQ prior to JCSA accepting flows.

ENVIRONMENTAL DIVISION REVIEW COMMENTS
NEW TOWN OFFICE BUILDING (LOT 1 PARCELMAY 2002
COUNTY PLAN NO. SP - 048 - 02
May 10, 2002



General Comments:

1. A Land-Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. Water and sewer inspection fees, as applicable, must be paid in full prior to issuance of a Land-Disturbing Permit.
3. A Standard Inspection / Maintenance agreement is required to be executed with the County due to the proposed stormwater conveyance systems and stormwater management/BMP facility associated with this project.
4. Record Drawing and Construction Certification. The stormwater management/BMP facility as proposed for this project will require submission, review and approval of a record drawing (as-built) and construction certification prior to release of the posted bond/surety. Provide notes on the plan accordingly to ensure this activity is adequately coordinated and performed before, during and following construction in accordance with current County guidelines. *(Note: As facility design utilizes use of underground pipe units rather than that of a typical County type C-4 schematic design, the record drawing will need to reflect critical features as constructed such as bottom elevation, depth/elevation of sand and stone backfill and materials installed. Some of this as-built information may need to be collected during the course of construction in conjunction with testing/observation necessary for construction certification of the facility. Contact the Environmental Division at 757-253-6639 if there are any specific questions about certification requirements for this facility.)*
5. Site Tabulation. Provide a proposed disturbed area estimates and a total sum of impervious area for Lot 1 and Lot 2 (percent impervious) in the site tabulation for the project.
6. Underground Fuel Tank. Sheet 2 indicates an oil fill cap within the demolition zone. Removal of any underground fuel tanks shall be in accordance with applicable federal and state regulations. Should any contaminated soils be discovered due to leaks in the underground fuel tank, ensure this condition will not adversely affect use of an underground infiltration BMP as proposed.

Erosion and Sediment Control:

7. Temporary Stockpile Areas. Show any temporary soil stockpile, staging and equipment storage areas (with required erosion and sediment controls) or indicate on the plans that none are anticipated for the project site.
8. Offsite Land Disturbing Areas. Based on Sheet 2, it appears there will be considerable amount of and different types of waste generated by demolition activities. Identify any offsite land disturbing areas including waste or disposal sites (with required erosion and sediment controls) or indicate on the plans that none are anticipated for this project.
9. Limits of Work. Show and label a distinct limit of work (clearing and grading) around the site periphery on Sheet 2 including demolition activities, grading and installation of erosion and sediment control measures, entrance roads, utility connections, Ironbound Road improvements, signs, etc.

10. Sequence of Construction. Please make the following modifications or clarifications to the sequence of construction on Sheet 3:
- 10a. Step 2. Modify to include the word "initial" between install and perimeter erosion control measures.
 - 10b. Step 3. "Not earthmoving" should be "No earthmoving". Clarify if this step includes the removal of the oil tank. If it does, please state that fact.
 - 10c. Step 4. Leave existing asphalt (to be removed) over the proposed infiltration facility as long as possible to protect the BMP area until the infiltration trench is ready to be constructed.
 - 10d. Step 6. Provide for temporary stabilization of parking areas where possible at Step 6 rather than waiting until building construction is near completion in Step 10.
 - 10e. Steps 10 & 11. It may be more practical to install storm drainage piping and inlet protections prior to fine grading and placing of stone in parking areas.
11. Culvert Inlet Protection. Check the drainage area to the culvert inlet protection (CIP) as proposed at the upstream (inlet) side of the 42-inch RCP culvert across Ironbound Road. A sediment trap type CIP may be warranted especially if drainage area to this location exceeds 1 acre. Also, as this is the primary outfall from the site, this type of CIP may offer more effective sediment control during construction activities. Refer to Plate 3.08-2 of the VESCH.
12. Safety Fence. The location of safety fence as shown on Sheet 2 for protection of the BMP area will conflict with access at the construction entrance off of Ironbound Road during initial demolition and sitework activities. A large bolded or boxed note at the BMP area on Sheet 3 referring to Step 4 of the construction sequence may be helpful.
13. Outlet Protections. Add outlet protection in accordance with Minimum Standard & Spec. 3.18 and 3.19 of the VESCH at the outfall end of the 24-inch drain from SS # 1-2; at the outfall end of the new 24-inch entrance culvert; and at the area where the 42-inch sidewalk culvert and 10" BMP outlet pipe outfall and converge at the inlet side of the existing 42-inch culvert across Ironbound Road.
14. BMP Construction. Group C requirements of the County BMP manual and Minimum Standard & Spec. 3.10 of the VSMH state that infiltration measures should not be constructed or placed into service until the entire contributing drainage area has been stabilized. Therefore, Steps 12 and 13 of the construction sequence on Sheet 3 cannot follow Step 11.

Stormwater Management / Drainage:

15. Infiltration Design. Page 3 of the Earthworks geotechnical report (Project No. 1001) dated August 9th 2001 indicates that for maximum effectiveness "the infiltration structure be located in the vicinity of I-3 with a bottom depth (bottom of gravel base layer) of 10 feet." Based on existing topography, this would result in the bottom of the gravel base layer being roughly around El. 85 to 87 as existing ground in the vicinity of the proposed underground BMP ranges from about El. 85.5 to El. 87+. Based on the typical infiltration trench detail on Sheet 9, design shows 6' of depth from finished grade to the bottom of the # 57 stone layer and 7' of depth to the bottom of the clean sand layer. Grading plan Sheet 3 shows finished grade in the area above the underground BMP around El. 97 or El. 98 which would result in a bottom of # 57 stone layer at El. 91 or 92 and bottom of sand layer at El. 90 or 91. Thus it initially appears the design bottom elevation of the underground BMP is roughly 4 or 5 feet too high to meet optimum conditions as specified in the geotechnical report.
16. BMP Construction. Page 3 of the Earthworks geotechnical report (Project No. 1001) dated August 9th 2001 indicates that it is considered essential that the geotechnical engineer be called on to observe the excavation (of the BMP) prior to backfilling with gravel and in order to assure appropriate subgrade materials are exposed in the bottom of the BMP excavation. Provide notes on the plan or on the Infiltration Trench detail on Sheet 9 to ensure this is performed during construction and to support the construction certification.

17. BMP Design. Configuration of the outlet structure for the underground BMP as shown on page 7.02 of the PondPack model shows use of a free outfall scenario for downstream tailwater associated with the BMP. Ensure backwater at the roadside channel and upstream end of the existing 42-inch culvert across Ironbound Road will not create a tailwater condition for the BMP which will affect routing results of discharges, water surface elevations and infiltration capabilities as shown in the PondPack model.
18. BMP Design. No information was presented in the design hydraulic report about the 100-year postdevelopment storm event routed through the BMP structure. It needs to be shown that the underground BMP system (and bypasses) can safely pass or overflow the 100-year storm event without undue flooding to the site or without threatening the integrity of the BMP or onsite storm drainage system.
19. BMP Detail. Provide more information on the type or specification for separation filter fabric required between the gravel envelope and side wall and bottom soils in the underground BMP facility.
20. WSEL. Show design water surface elevations for the BMP on the plan sheet and typical detail sheet for the 1-, 2- and 10-year events associated with the BMP. It is unclear how the design water surface elevations as indicated in the design report relate to the typical section provided for the BMP on Sheet 9 (ie. depth in pipes or # 57 stone layer).
21. Storm Structure SS # 1-2. Plan Sheet 4 shows a 24-inch storm drain bypass from Structure SS # 1-2 for tank overflow and draining purposes. The invert of the 24-inch bypass is 0.7 ft. above the invert elevation of the 15-inch pipe which leads to the underground BMP. Describe the methodology used in setting the invert elevation of the bypass pipe. Describe if a control valve or other mechanism is required on the 24-inch bypass pipe, if operation of the bypass is outlined in O&M manuals for the tank site and what assurances are there that the bypass pipe will not divert normal storm flow away from the BMP rather than to the BMP.
22. HDPE Pipes. Clearly indicate pipe type and joint requirements for the corrugated polyethylene pipes to be utilized for the underground BMP (ie. AASHTO M294, etc.). Ensure structural design and installation of the pipes is consistent with the provisions of ASTM D2321 and the Corrugated Polyethylene Pipe Association. Ensure the pipes are structurally adequate to handle dead and live loads associated for a final cover depth of 2 feet as shown on the detail on Sheet 9 for pipe deflection, buckling, bending stress and bending strain.
23. Storm System. Storm drain computations in the design report show 12-inch pipe size at 4 percent required between pipe segment SS # 2-7 and SS # 2-6. Construction plan Sheet 4 shows 6-inch at 4 percent.
24. Storm System. Check the slope shown for the 12-inch pipe segment between SS # 2-3 and SS # 2-2 on Sheet 4.
25. Storm Drain Pipe. The new 24-inch culvert across the entrance is shown to be RCP, yet the 15-inch pipe segment between SS # 1-2 and SS # 2-1 is shown as corrugated polyethylene pipe. Ensure corrugated polyethylene pipe material is structurally adequate to handle loads across the site entrance. Also, most of the pipe segments for interior portions of the storm drainage system were shown using HDPE (corrugated polyethylene pipe) except for pipe segment SS # 2-4 to SS # 2-3, which is specified as RCP. Ensure the pipe material type for this segment is that which is intended.

26. Culvert Computations. Mannings computations were provided showing the existing and proposed circular and elliptical culverts around the site have adequate capacity. Analyses should also consider headwater due to inlet or outlet control to ensure backwater does not overflow channels and impact onsite or public roadways or structures. Provide culvert and headwater charts or computations as applicable. Refer to Section 5.0 of the JCC Environmental Division, Stormwater Drainage Conveyance Systems, General Design and Construction Guidelines.
27. Low-Impact Design. Consider use of low-impact development design techniques, in addition to end-of-pipe water quality/quantity treatment, to reduce the volume and frequency of runoff to the proposed underground stormwater management facility. *(This includes disconnection of impervious areas, increasing time of concentration flow paths, minimizing storm drain pipe and encouraging other onsite infiltration by use of bioretention, especially at the large central island situated in the main parking area).*



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

4451 IRONBOUND RD.
WILLIAMSBURG, VIRGINIA 23188-2621

Philip A. Shucet
Commissioner

May 2, 2002

J. W. Brewer
Acting Resident Engineer

Paul Holt
James City County Planning
P.O. Box 8784
Williamsburg, VA 23187

Ref: SunTrust Building
New Town Block 3
SP-49-02
Off Route 615, James City County



Dear Mr. Holt:

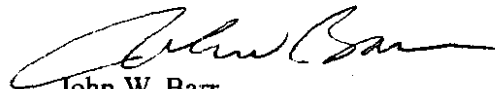
We have completed our review of referenced site plan and offer the following comments:

1. All roadway lanes shall be 12' wide.
2. Sight distance shall be checked and shown on the plans.
3. Provide VDOT General Notes as shown on attached.
4. Show radii information for the all entrance and intersection locations.
5. Right of way widths shall be in five-foot increments.
6. Typical pavement detail is not up-to-date. Surface mix should be SM-9.5A. The base mix should be BM-25.0. The subbase should be aggregate base material, Type I, Size #21-A or B.
7. Provide a typical cross section detail for Roads "A", "B", and "C".
8. South entrance on Road "B" does not meet VDOT's minimum standard for entrances.
9. Southeast entrance on Road "A" does not meet VDOT's minimum standard for entrances.
10. Provide stop bars for all entrances.
11. Street light poles and fire hydrants shall be 9.5' behind the back of curb.

12. Provide drainage calculations for all proposed roadway areas.
13. Provide a pavement striping plan for all new roads and turn lanes.
14. Provide speed limit signs in accordance with MUTCD.
15. Show existing entrances, street connections, etc., that are located along existing roadway that may be affected by the development.
16. Show VDOT right of way information in the land use summary table.
17. Provide an updated master plan for the development of this New Town complex.
18. There shall be a 2-foot buffer between the back of curb and the sidewalk.

Once the above comments have been addressed, please submit two sets of revised plans for further review. Should you have any further questions please contact me at 253-5146.

Sincerely,



John W. Barr
Assistant Resident Engineer

JWB/jwb
Attachment

ENVIRONMENTAL DIVISION REVIEW COMMENTS
SunTrust Building, New Town Block 3
SP-049-02
May 8, 2002 MDW/DEC



Note: Due to the conflict of this site plan with a conservation easement created as part of the required wetlands permit mitigation for the Courthouse BMP facility, preliminary approval of this site plan is not recommended.

General Comments

1. A Land Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. Provide a master plan of the entire New Town Sections 2 and 4 showing the location of this site in relation to the remainder of the site.
3. VPDES. It appears land disturbance for the project may exceed five (5) acres. Therefore, it is the owners responsibility to register for a General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Construction Activities, in accordance with current requirements of the Virginia Department of Environmental Quality and 9 VAC 25-180-10 et seq. Contact the Tidewater Regional Office of the DEQ at (757) 518-2000 or the Central Office at (804) 698-4000 for further information.
4. Powhatan Creek. This project is situated in the Powhatan Creek watershed. Please note, the James City County Board of Supervisors, by resolution dated February 26th, 2002, adopted in concept 8 goals and 24 priorities associated with the Powhatan Creek Watershed Management Plan. However, as this site was planned and rezoned prior to the adoption of this Management Plan, this plan is not subject to the contents of that plan. For future submissions, the owner, applicant, developer and plan preparer/engineer should be advised of and completely review the goals, priorities (tools) and entire contents of this Plan, including sub-watershed maps, as layout and design of the future projects could be affected by the Plan. Refer to the Watershed Management Plan and its associated sub-watershed maps for environmental sensitive areas, features and/or recommendations that may apply to the sub-watershed in which the project area is situated. *Specific items that apply include: RPA extension area; land conservation of RTE species; special stormwater criteria; and better site design criteria.*
5. Powhatan Creek. The stormwater master plan states that to the extent practicable, the owner will evaluate the use of civic spaces, parking islands and other landscape areas as water quality enhancement features. Please discuss this plan requirement and how it was applied to this site.
6. Design Checklist. Please provide a completed standard James City County Erosion and Sediment Control and Stormwater Management Design Plan Checklist.
7. Retaining Wall. Be advised that the modular block retaining wall will need a separate building permit from the office of Code Compliance.
8. Low-Impact Design. Consider use of low-impact development design techniques, in addition to end-of-pipe water quality/quantity treatment to reduce the volume and frequency of runoff from the site development to the proposed stormwater management facility. These techniques, including use of bioretention, are well-documented by CBLAD, the Center for Watershed Protection, the USEPA, Prince Georges County, Maryland, and the Department of Conservation and Recreation.
9. Interior Road System. The interior road system and associated appurtenances are not yet built, nor approved to be built. Provide notes on the plans referencing the site plan number.
10. Archaeological Sites. Show the extent of and provide an update to the significance of the defined archaeological site on the tract and potential impacts to the site by the proposed development of this site.

11. RTE Species. Show the locations of all known small whorled pogonia populations on or adjacent to the site or state that there are none (per the approved proffers).

Wetlands

12. Prior to initiating grading or other on-site activities on any portion of a lot or parcel, all wetland permits required by federal, state and county laws and regulations shall be obtained and evidence of such submitted to the Environmental Division. Refer to Section 23-9(b)(8) and 23-10(7)(d) of the Chapter 23 Chesapeake Bay Preservation ordinance. *(Note: This includes securing necessary wetland permits through the U.S. Army Corps of Engineers Norfolk District and under the Virginia Department of Environmental Quality non-tidal wetlands programs, which became effective October 1st 2001.)*
13. Easement. Show the location of the conservation easement that was created to partially meet the wetlands permit requirements for the Courthouse BMP. Provide evidence that the Corps of Engineers has granted permission to fill and impact their restrictive easement for the new parking lot.

Chesapeake Bay Preservation

14. Environmental Inventory. Although an environmental inventory plan sheet was provided in the plan set, an inventory showing whether or not components as listed under Section 23-10(2) of the Chesapeake Bay Preservation ordinance was not provided/listed. An inventory should list the components and state whether there are impacts or not.

Erosion and Sediment Control

15. Downstream BMP Protection. Include provisions on the E&SC plan to monitor the existing offsite BMP for signs of sedimentation, specifically during or as a result of construction on this site. As this facility is not to be used for sediment control, the contractor should be aware that additional onsite or offsite controls may be necessary to protect the BMP from degradation. This may include additional E&SC measures, sediment removal, cleaning and coordination with the owner, engineer, or the County.
16. Construction Entrance. The proposed construction entrance would not be adequate as shown if the road project is not approved. Therefore, provide a note on the plan stating that if the SunTrust Building is built first, or the two projects are built concurrently, then the construction entrance will be located off Monticello Avenue.
17. Outlet Protections. Provide riprap outlet protection for all pipe outfalls and diversion dike outlets leading into the existing sediment basin. Specify riprap class and thickness, pad dimensions and amount of stone to be used in accordance with requirements of the VESCH, Minimum Standards 3.18 and 3.19. The riprap should extend to the bottom of the basin.
18. Perimeter Control. The western diversion dike (along the existing sanitary sewer easement) leading into the existing sediment basin will not function as intended until the parking lot fill is in place. In order to get the drainage to flow into the basin, a combination of diversion dike and swale (a la right-of-way diversion) is needed in order to get the drainage into the basin after initial clearing and site disturbance. This diversion dike will need to be reinstalled at the end of each day until such time as the entire fill is in place. Provide the appropriate notes on the plan and construction sequencing to ensure that the contractor understands the critical nature of this particular diversion dike.
19. Diversion Dike Outlets. Provide slope drains or some other method to convey the water from the end of the diversion dikes into the sediment basin without eroding.
20. Silt Fence. Provide for super silt fence on the western portion of the project site, adjacent to the existing BMP. This will provide an extra measure of protection for the existing BMP from the

parking lot fill. Provide the appropriate detail on the detail sheet.

21. Sequence of Construction. Modify the item for the removal of the sediment basin to include "only with Environmental Division E&S inspector's written approval".

Stormwater Management

22. Show the location of the offsite stormwater management/BMP facility used to control this development site. Provide a note on the plans describing the facility and who is the owner. In addition, reference the approved plan (County Plan No. SP-125-97) for the facility and BMP ID Code number (JCC BMP ID Code: PC-173).
23. Maintenance Easement. Show the maintenance and access easement around the offsite facility extending from a public or private road.
24. Pond Buffers. Show the pond buffer that extends 25 feet outward (landward) from the 100-year design high water surface elevation of the offsite BMP/pond.
25. BMP Analysis. The existing BMP adjacent to this site (County BMP ID Code: PC 173) was designed as an offsite facility to serve the Williamsburg-JCC Courthouse (County Plan No. SP-125-97) as well as surrounding area associated with the Newtown-Casey tract, Monticello Avenue and Ironbound Road. Under the old point system designation, the facility was designed as design type 2 facility to provide 24-hour extended detention for water quality for a 1-inch rainfall over the entire drainage area of 109.5 acres. The design anticipated an impervious cover of 70 percent within the watershed. The current plan of development suggest a considerable loss of stormwater volume within the BMP due to earthen fill and a retaining wall structure. Full engineering evaluation of the subject BMP is necessary, including hydraulic analyses, to ensure the encroachment will not affect stormwater function and structural integrity aspects of the existing stormwater management facility. Evidence should be presented to show no effects to originally established design parameters for quality and quantity control and that displacement of design storm water surface elevations (levels) do not impact existing or proposed master plan structures or property.
25. This site is covered under the interim stormwater management plan approved for the Casey/New Town area as outlined in a letter dated November 18, 1997, from Williamsburg Environmental Group to the County. One of the provisions of the plan is that only 65 acres can be allowed to develop within the watershed of the BMP#2 (Courthouse BMP). The developer needs to provide a tracking method to show how much development has occurred to date in the watershed and how much each site plan adds to that total so it can be determined when an addition BMP is required.



101-E Mounts Bay Road
P.O. Box 8784
WILLIAMSBURG, VIRGINIA 23187-8784

Memorandum

To: Paul Holt, Planner

From: Michael D. Vergakis, P.E., Chief Engineer - Water

Date: 05/19/02

SUBJECT: SP-49-02. SunTrust Office Building (New Town)

We have reviewed the plans for the above project you forwarded on April 26, 2002 and noted the following comments. We may have additional comments when a revised plan incorporating these comments is submitted.

1. **General Comments:**

- A. For water and sanitary sewerage facilities to be dedicated to JCSA shall be designed and constructed in accordance with the HRPDC, Regional Standards, Second Edition dated June 2001, and JCSA "Standards and Specification Water Distribution and Sanitary Sewer System" Dated April 2002. All details shall be in accordance with the above standards. Only show details on these plans, that require modifications and identify those modifications on the details, also only show special details related to specific work not covered in the standards. Provide call outs for the items indicating HRPDC or JCSA applicable detail references such as "1 - 4" Double Gate, Double Check Detector Check Assembly, W-17.0"
- B. Provide the General Notes as outlined in Section 5 of the Standards.

2. **Water Data Sheet:**

- A. Complete items 5d through 5h. This project requires a hydraulic analysis to ensure proper sizing of the water services and to ensure adequate water pressures and flows are available for domestic and fire requirements.

- B. Provide documentation that JCC Fire Department acceptance of the reduction of fire flows for this facility from 2,500 gpm to 1,190 gpm.
- C. Verify footages for the 6-inch and 8-inch mains.

3. **Sanitary Sewer Data Sheet:**

- A. Revise the linear footage for the 6-inch lateral based on comments below.

4. **Cover Sheet:**

- A. Revise General Notes 16 and 17 to reflect the general note in the standards Section 5.1.A.

5. **Sheet 3:**

- A. Why are there 2 relocated dead-end blow off assemblies located in future building pad areas?
- B. Provide an 8-inch gate valve and box at about sta. 0+60, Waterline "A".
- C. Callout for the 8-inch valve on the Waterline "A" is labeled as a 1- 8" x 8" x 8" tee, revise accordingly.
- D. Include in call outs the reference numbers for the details as described in a previous comment 1.A., listed above.
- E. Label water mains to match the profile views and provide stationing for listed items.
- F. Relocate sanitary sewer lateral to connect to the main line not to the manhole as shown.
- G. Provide a slope for the sanitary sewer lateral.

6. **Sheet 6:**

- A. Provide connection for the sanitary sewer lateral to the main line and not to the sanitary sewer manhole as shown. Said alignment shall have a minimum 5-feet of separation from the proposed street light.

To: Paul Holt, Planner
For: SP-49-02
05/19/02

Page 3 of 3

7. **Sheet 9:**

- A. Add an 8-inch gate valve and box to approximately Sta. 0+60, Waterline "A".
- B. Provide a 0+00 at the beginning stationing for Waterline "A-1"
- C. Verify stationing for dead-end for Waterline "A-1". Revise accordingly.
- D. Verify stationing for the 8-inch 90 degree bend on Waterline "A-3" Revise accordingly
- E. Verify stationing for the dead-end for Waterline "B". Revise accordingly.

WATER DATA SHEET

Date: 4/22/02

1. Project Name: Suntrust Building (New Town Block 3)
2. Project Location: Block 3 New Town
3. Engineer: AES Consulting Engineers
4. Source of Water: 8" stub located at block 3 entrance off Road 'A'
5. Design Population (Number and Type of Dwellings): 3 story office building
 - 5a. Industrial: _____
 - 5b. Domestic: 57 gpm (PEAK)
 - 5c. Fire Flow: 1190
 - 5d. Pressure Maximum: _____
Minimum: _____
 - 5e. Computed Design Flow (Fire + Max. Day Domestic): TBD gpm avail @ _____ psi
 - 5f. Computed Flow (Fire + Avg. Day Domestic Available): _____ gpm @ 20 psi
 - 5g. Computed Peak Hour Domestic Demand: _____ gpm avail @ _____ psi
 - 5h. Actual Fire Flow Available: _____ g.p.m. @ 20 psi Hydrant No. _____
6. Water Distribution System Piping:

Pipe Diameter (Inches)	Length (Feet)	Material (DI, PVC, etc.)
8"	306 ?	DI
6"	181 ?	DI

7. Water Meter Assemblies: 1-1/2" (Size), 1 (Number)
 _____ (Size), _____ (Number)
 _____ (Size), _____ (Number)
 _____ (Size), _____ (Number)
8. Number of Hydrants Required: 3

SEWER DATA SHEET
APPENDIX "B"

Date 4/22/02

I. Project Name: Suntrust Building (New Town Block 3)

II. Project Location: Block 3 New Town

III. Engineer: AES Consulting Engineers

IV. Point of Connection to Authority System: Manhole located in Road 'A'

V. Design Population (Number and Type of Dwellings): 3 Story Office Building

VI. Average Design Flow: 60,000 sf x 0.10 gpd/sf / 8 hr day = 12.5 gpm ¹² _{8.33}

VII. Peak Design Flow: 12.5 gpm x 4.0 peak factor = 50 gpm ^{8.33} _{33.33}

VIII. Pipe Material: PVC

IX. Pipe Diameter: (Inches) Length (Feet)

4" (laterals)

6"

8"

10"

12"

15"

18"

21"

24"

57

revise

TOTAL FEET 57

X. Manholes: (A) Standard (Number) Average Depth
(B) Drop (Number) Average Depth

XI. (A) Pump Stations Size (GPM)
(B) Force Main (Size Length) (Feet)

DEVELOPMENT REVIEW COMMITTEE ACTION REPORT

Meeting of May 29, 2002

Case No. SP-37-02 Williamsburg Crossing Lot 11

On May 1, 2002 the DRC recommended deferral on the application due to screening and traffic safety concerns. The case comes to the DRC because the applicant and owner were not able to attend the May 1st meeting and requested an opportunity to address the questions and issues generated at that meeting.

DRC Action: The DRC recommended preliminary approval subject to conditions and agency comments. Additionally, the DRC recommended that a waiver be granted to allow an 8-foot rear setback reduction.

Case No. C-62-01 301 Racefield Drive Public Utilities Waiver Request

Mr. John Butler requested a waiver of section 24-200 of the JCC Zoning ordinance to place approximately four overhead utility poles along Racefield Drive, Tax Map #(3-3) (2-3). Since his application, the applicant has worked with Virginia Power for an alternate location to place the overhead utility lines across private property on an old roadbed, thus not affecting the tree canopy on Racefield Drive.

DRC Action: The DRC recommended unanimously that a waiver be granted so that overhead utilities could be placed from 245 Racefield Drive, across private property to 301 Racefield Drive.

Case No. C-63-02 Robinson Septic Tank Waiver Request

Mr. Barry Robinson requested the DRC grant a waiver to the subdivision ordinance in order to install a PuraFlo type septic system on the three lots he wishes to create on 2264 Lake Powell Road (14.4 acres), further identified as Tax Map #(48-3) (1-39). The waiver is necessary because the subdivision ordinance requires that each of the new lots utilize a conventional septic tank system. While only one lot is currently capable of utilizing a conventional system, the PuraFlo system has a smaller drainfield and could be utilized on all three lots.

DRC Action: The DRC recommended approval of the request by a vote of 3-0.

Case No. SP 48-02 New Town Office Building

Mr. Marc Bennett of AES Consulting Engineers requested the DRC review the five-story office building to be constructed at 5241 Monticello Avenue (the corner of Monticello Avenue and Ironbound road relocated) further identified as Tax Map # (38-4) (1-2A). DRC approval was necessary because the building size exceeds 30,000 square feet and the applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance (Section 24-59 (g)).

DRC Action: The DRC recommended by a vote of 3-0 that preliminary approval be granted, that the waiver request for the minimum off-street parking requirements be granted, and that the waiver from the side yard setback requirements be granted, contingent upon a determination by the Zoning Administrator that the Zoning Ordinance requirements allowing for the setback reduction apply to this development.

Mr. Marc Richardson of AES Consulting Engineers requested the DRC review the three-story office building to be constructed across from the Courthouse on Monticello Avenue, further identified as Tax Map # (38-4) (1-50). DRC approval was necessary because the building size exceeds 30,000 square feet and the applicant has requested a waiver from the minimum off-street parking space requirements of the Zoning Ordinance (Section 24-59 (g)).

DRC Action: The DRC recommended approval of the waiver request from the minimum off-street parking requirements and recommended preliminary approval, subject to the withholding of any Land Disturbing Permit until such time the Courthouse BMP wetlands mitigation plan has been resolved.

**JAMES CITY COUNTY
DEVELOPMENT REVIEW COMMITTEE REPORT**

FROM: 5/1/2002

THROUGH: 5/29/2002

I. SITE PLANS

A. PENDING PRELIMINARY APPROVAL

SP-144-98	Williamsburg Pottery Warehouse/Retail Building
SP-116-99	New Town, Wmbg./JCC Courthouse SP Amendment
SP-051-01	Zooms Gas Station
SP-087-01	The Vineyards Phs. 3 at Jockey's Neck
SP-089-01	Ewell Station Storm Water Management Fac. Mod.
SP-100-01	Williamsburg Crossing Frontage Road
SP-109-01	Monticello Avenue Extended - SP Amendment
SP-116-01	Powhatan Secondary - Ph. 7, Sanitary Sewer Ext.
SP-121-01	Frances S Rees Subdivision Utility Additions
SP-003-02	New Zion Baptist Church-addition & parking lot exp
SP-007-02	Season's Trace - Winter Park Section 2
SP-009-02	Hairworks Beauty Salon Parking Space Addition
SP-015-02	Season's Trace Winter Park Section 1 SP Amendment
SP-018-02	Williamsburg Plantation Sections 7&8 Units 134-183
SP-019-02	Williamsburg Plantation Sec 9,10,11 Units 184-251
SP-020-02	Charlie's Antiques Expansion/Storage Site
SP-023-02	JCSA/NNWW Interconnection
SP-027-02	120' Stealth Tower--3900 John Tyler Highway
SP-032-02	Ewell Hall Water System Improvements
SP-037-02	Williamsburg Crossing Lot 11 Retail/Office Bldg
SP-045-02	Powhatan Plantation Maintenance Bldg SP Amend
SP-046-02	Gallery Shoppes Concrete Pad Addition
SP-048-02	New Town Office Building
SP-049-02	SunTrust Office Building
SP-050-02	New Town Sec 2 & 4 - Road/Utility Infrastructure
SP-052-02	Villages at Powhatan Phase 5 SP Amendment
SP-056-02	Spotswood Commons SP Amendment
SP-057-02	Colonial Heritage/US Home Richmond Rd Improvements
SP-058-02	Busch Gardens Royal Palace Stage Extension
SP-059-02	Villages at Powhatan - Ph. 3 & 4, SP Amendment
SP-061-02	Powhatan Plantation Recreation Bldg Amd
SP-062-02	WindsorMeade Way Road Construction Plan
SP-063-02	Fowler's Lake Dam Modification Exception Request
SP-064-02	JCSA Route 199 Water Storage Tank Drainage Line
SP-066-02	Grace Covenant Presbyterian Church

SP-067-02	Powhatan Place Townhomes Amendment
SP-071-02	Voice Stream Tower- Exit 231 off I-64
SP-072-02	JCSA Water Treatment Plant
SP-074-02	Smoke House Restaurant- Busch Gardens
SP-075-02	US Home/Colonial Heritage Blvd, Phs 1
SP-076-02	Future Church Parcel- Powhatan Secondary
SP-077-02	Williamsburg Landing-Kern Addition
SP-078-02	Smith Memorial Baptist Church-Family Life Center

B. PENDING FINAL APPROVAL		EXPIRE DATE
SP-063-01	Williamsburg - Jamestown Airport, Apron Expansion	3/21/2003
SP-085-01	Greensprings Apartments and Condominiums	11/5/2002
SP-105-01	Voice Stream Wireless - Regional Jail Co-Location	11/9/2002
SP-110-01	Williamsburg Christian Academy	12/3/2002
SP-127-01	Avid Medical Expansion	2/4/2003
SP-128-01	JCC Government Center- Registrar & Mapping Trailer	1/7/2003
SP-002-02	Williamsburg-Jamestown Airport Hangar Additions	2/8/2003
SP-006-02	Johnston Medical Clinic	4/19/2003
SP-014-02	Marketplace Shoppes, Ph 3, Village Service Station	3/8/2003
SP-016-02	JCC District Park Entrance Road - Hotwater Coles	11/6/2002
SP-017-02	Williamsburg Landing	4/5/2003
SP-025-02	Monticello Interceptor Forcemain - Section A	4/8/2003
SP-035-02	Jamestown 4-H Educational Center	4/24/2003
SP-036-02	McKinley Office Building	5/6/2003
SP-043-02	Villages at Powhatan Phase 1&2 SP Amendment	5/22/2003
SP-044-02	Ford's Colony, Sect. 31, BMP #1 Regrading Plan	5/8/2003
SP-047-02	US Home/Colonial Heritage temporary sales trailer	5/16/2003
SP-051-02	Landmark Auto Parts	5/6/2003
SP-053-02	Lafayette High School - One Trailer	5/28/2003
SP-054-02	Jamestown High School - One Trailer	5/28/2003
SP-055-02	D.J. Montague Elementary School Trailer	5/28/2003
SP-060-02	Villages at Powhatan SP Amd Phs 6 & 7	5/30/2003

C. FINAL APPROVAL		DATE
SP-041-01	Ruby Tuesday at Monticello Marketplace	5/6/2002
SP-008-02	Ironbound Water Storage and Booster Facility	5/8/2002
SP-021-02	Kingsmill Resorts, Laundry Facility SP Amendment	5/2/2002
SP-022-02	Kingsmill Resorts, Tennis Ctr. Renovation SP Amend	5/2/2002
SP-039-02	Quarterland Commons Phs X, SP Amendment	5/16/2002
SP-040-02	McLaw Place SP Amendment--Lighting Plan	5/15/2002
SP-041-02	Powhatan Park Phs 2 SP Amendment--Removal of Fence	5/2/2002
SP-042-02	Voicestream Wireless Tower Extension	5/22/2002
SP-068-02	Bruce's Super Body Shop - Landscape Amendment	5/22/2002

SP-069-02	Club Busch Gardens 2002	5/22/2002
SP-070-02	Go Karts Plus- Site Improvements	5/20/2002
SP-073-02	Festa Italia Merchandise Shed - Busch Gardens	5/28/2002
D. EXPIRED		EXPIRE DATE
SP-002-01	JCC HSC Parking Area Expansion	3/5/2002

II. SUBDIVISION PLANS

A. PENDING PRELIMINARY APPROVAL

S-062-98	Ball Metal Conservation Easement
S-013-99	JCSA Mission Bank ROW Acquisition
S-074-99	Longhill Station, Section 2B
S-086-99	Peleg's Point, Section 5
S-110-99	George White & City of Newport News BLA
S-006-00	Ewell Station, Lots 1, 4 & 5
S-086-00	Ford's Colony Section 30 Lots 1-68
S-091-00	Greensprings West, Plat of Subdv Parcel A&B
S-103-00	Villages at Powhatan - Powhatan Secondary
S-032-01	Subdivision and BLE Plat of New Town AssociatesLLC
S-055-01	White Oaks - Albert & Miriam Saguto, BLA
S-073-01	Fernbrook, JCSA Pump Station/Gabrowski BLA
S-077-01	Ford's Colony - Section 32 (Lots 72-78, 93-129)
S-093-01	Olde Towne Timeshares Conservation Easement Plat
S-099-01	Stonehouse, Mill Pond, Sect. 7-A, Ph. 1
S-102-01	Powhatan Place Townhomes-BLA Lots 51-56
S-109-01	Landfall at Jamestown, Phase 5
S-008-02	James F. & Celia Ann Cowles Subdivision
S-012-02	Peterson Subdivision
S-023-02	Stonehouse, Mill Pond Run right-of-way
S-031-02	Bruce's Super Body Shop, Lot 2 subdivision
S-034-02	Villages at Powhatan, Ph. 3
S-035-02	Villages at Powhatan, Ph. 4
S-038-02	Villages at Powhatan Ph.4 Convey. Plat to Centex
S-046-02	Winter Park Prcl 2 division & BLA Prcl 1 Lot 37
S-047-02	Marketplace Shoppes, Parcel 3 & 4
S-048-02	Parcel 1A, Property of R.M. Hazelwood
S-049-02	James River Commerce Center Subdivision and BLA
S-050-02	Parcel 3, Ironbound Village Phase II
S-051-02	Ford's Colony, Section 12 Construction Plans
S-052-02	The Retreat--Fence Amendment

B. PENDING FINAL APPROVAL

EXPIRE DATE

S-034-00	The Pointe at Jamestown, Phase 2	6/5/2002
S-040-00	Westmoreland Sections 3 & 4	7/5/2002
S-045-00	Scott's Pond, Section 2	8/7/2002
S-036-01	Ironbound Village Construction Plans	8/7/2002
S-101-01	Greensprings West, Phase 4A	12/5/2002
S-104-01	The Retreat, Phase I, Section III	5/30/2003
S-022-02	George W. Roper & Jeanne F Roper, Parcel B	3/19/2003

S-024-02	Stonehouse, Fieldstone Parkway right-of-way & BLA	3/19/2003
S-027-02	Stonehouse, Lisburn, Sect. 5-A, Construction Plans	5/6/2003
S-030-02	Waterford at Powhatan Sec., Ph. 33, BLA	4/9/2003
S-036-02	Zsoldos Subdivision	4/9/2003
S-037-02	Village Housing at the Vineyards, Phase III	5/10/2003
S-039-02	Powhatan Secondary, Phase 6-C	5/8/2003
S-042-02	Lake Powell Forest Phase 4	5/23/2003
S-044-02	Ironbound Village plat	5/17/2003
S-045-02	The Pointe at Jamestown Section 2-A plat	5/30/2003

C. FINAL APPROVAL		DATE
S-087-01	Stonehouse, Hillcrest, Sect. 6-C, Ph. 1	5/7/2002
S-088-01	Jamestown Hundred- Lots 52-91	5/17/2002
S-114-01	Manning Family Subdivision	5/9/2002
S-014-02	Greensprings West Phase 3B Lots 160-179	5/8/2002

D. EXPIRED		EXPIRE DATE
S-077-97	Landfall at Jamestown, Phase V Construction Plans	4/23/1999
S-041-00	Powhatan Secondary, Phase 6-B	7/27/2001
S-058-00	Powhatan Secondary, Phase 7-A	10/2/2001
S-093-00	Monticello Woods (formerly Hiden Estates Phase I)	2/5/2002
S-037-01	Wellington Section II & III Construction Plans	5/7/2002

AGENDA

DEVELOPMENT REVIEW COMMITTEE

May 29, 2002

4:00 p.m.

JAMES CITY COUNTY GOVERNMENT COMPLEX

Conference Room, Building E

1. Roll Call
2. Minutes
 - A. Meeting of May 1, 2002
 - B. Meeting of May 6, 2002
3. Deferred Cases
 - A. SP-37-02 Williamsburg Crossing Lot 11
4. Cases
 - A. C-62-02 301 Racefield Drive Public Utilities Waiver Request
 - B. C-63-02 Robinson Septic Tank Waiver Request
 - C. SP-48-02 New Town Office Building
 - D. SP-49-02 SunTrust Office Building
4. Adjournment