

AT A REGULAR MEETING OF THE DEVELOPMENT REVIEW COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD IN THE BUILDING E CONFERENCE ROOM AT 4:00 P.M. ON THE 3rd DAY OF DECEMEBER, TWO THOUSAND THREE.

ROLL CALL

Mr. John Hagee
Mr. Joe McCleary
Mr. Joe Poole

ALSO PRESENT

Mr. David Anderson, Senior Planner
Mr. Matthew Arcieri, Planner
Ms. Karen Drake, Senior Planner
Mr. Christopher Johnson, Senior Planner

MINUTES

Following a motion by Mr. McCleary and a second by Mr. Hagee, the DRC approved the minutes from the October 29, 2003, meetings by a unanimous voice vote.

Case No. SP-127-03. New Town – Old Point National Bank: Request for Modification to Perimeter Setback

Mr. Anderson presented the staff report stating the project requires DRC requires for a future modification to a setback that will encroached upon by the pending realignment of Ironbound Road. Mr. Anderson stated that staff was recommending approval of the request for modification to section 24-527(b) of the Zoning Ordinance due to the fact that the realignment, a County-initiated road improvement, would place undue hardship on the applicant. Following a motion by Mr. McCleary and a second by Mr. Poole, the DRC approved the request for modification by a unanimous voice vote.

Case No. S-99-03. Wellington, Section 5

Mr. Johnson presented the staff report stating the project requires DRC review of all major subdivisions with 50 or more lots. Mr. Johnson stated that staff was recommending deferral of the application until the next regularly scheduled DRC meeting on January 7, 2004, to allow time for the applicant to resolve several key environmental issues which may result in the need to relocate or eliminate lots and re-engineer a roadway. Mr. Hagee asked if the applicant supported staff's recommendation. Mr. Marc Bennett of AES responded that he understood the request and felt that the issues could be resolved by the next DRC meeting. He added that there was not enough time for project engineers to meet with Environmental staff to address key issues in advance of this meeting. Mr. McCleary stated that he supported

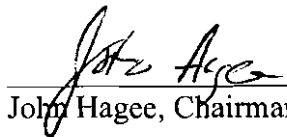
the request for deferral to allow adequate time to resolve the identified issues. Following a motion by Mr. McCleary and a second by Mr. Poole, the DRC unanimously recommended that the case be deferred until the January 7, 2004, DRC meeting.

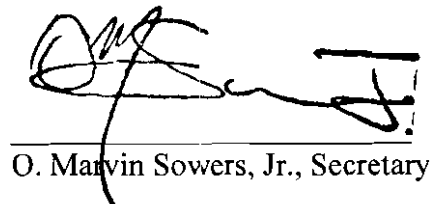
Case No. S-100-03/SP-131-03 Colonial Heritage Phase 2, Section 1

Ms. Drake presented the staff report stating this next section of Colonial Heritage was before the DRC because more than 50 residential units were proposed. Ms. Drake noted that two condominium buildings were proposed for the first time within the Colonial Heritage development in addition to the single family homes. While there were numerous outstanding comments from the various agencies, staff was confident that all the comments could be adequately addressed and staff recommended preliminary approval be issued for this case. Mr. Poole reiterated his concern about the existing magnolia trees and original house on the property be left standing. There being no further questions or discussions by the DRC and following a motion by Mr. McCleary that was seconded by Mr. Poole, the DRC voted unanimously to recommend preliminary approval be issued for this project subject to all agency comments being addressed.

Adjournment

There being no further business, the December 3, 2003, Development Review Committee meeting adjourned at 4:20 p.m.


John Hagee, Chairman


O. Marvin Sowers, Jr., Secretary



associated developers incorporated
land development, management, planning, & investment



November 21, 2003

David Anderson
James City County Planning Dept.
101 Mounts Bay Rd.
Williamsburg, VA 23185

Dear Mr. Anderson:

Please accept this letter as application for an exception/waiver to allow extension of overhead power across Lake Powell Road to serve Kensington Woods subdivision. The extension will involve setting one power pole on the northern corner of the Kensington Woods property. All on-site electric, telephone and cable television lines will be underground. All existing service along Lake Powell Road is provided via overhead lines, and there are multiple overhead crossings. The adjacent property to the proposed crossing is currently undeveloped.

If there are any questions, please call me.

Sincerely,

A handwritten signature in black ink, appearing to be "H. Stephens", written over a horizontal line.

Henry Stephens
President

cc: Bill Raymond, Virginia Power

N/F
RANDOLPH
A. COLEMAN, JR.
T.M. # (48-3) (1-22)

678 LF OF 3"
(SCHD. 80 PVC)
FORCE MAIN

EX. FENCE
APPROXIMATE
LOCATION OF
EX. 6" JCSA
FORCE MAIN

EX. WATER
METER
EX. SAN
CLEANOUT

12" RCP
666.887

EX. TELE
PEDESTAL

3
GRINDER PUMP
CONNECTION (TYP.)

2
5/8" WATER
METER (TYP.)

10' SEP. (TYP.)

STA. 10+15 "WET TAP"
1-12" x 8" TAPPING TEE
1-8" G.V. & V.B.
1-8" 11-1/4" BEND

STA. 9+89 "WET TAP"
1-6" x 3" TAPPING TEE
1-3" G.V. & V.B.

EX. 15" RCP
INV=70.71

EX. 15" RCP
INV=70.85

EX. TELE
PEDESTAL

EX. 15" RCP
INV=73.71

EX. POWER POLE
EX. GRAVEL
DRIVE

38
10' DRAINAGE
& UTILITY
EASEMENT

BRIXTON ROAD 44' VDOT RAW

20' JCSA
UTILITY
EASEMENT

EX. TREE

SEE PAVEMENT PATC
ROADS DETAIL MATC
PAVEMENT SECTION 1
(SEE SHEET 13)
EX. MAILBOX

REMOVE EX. FIRE 1
1-6" 45° BEND AN
MAIN (EXISTING AN
INCLUDING 5' ON E
MAIN IN LAKE POW
MR. MARK HILL, FI
● (757) 220-062
HYDRANT OUT OF
HYDRANT ASSEMBLY
WITHIN A MAXIMUM

LAKE POWELL ROAD S.R. 617 (VARIABLE

Subdivision-112-02

Kensington Woods Overhead Utility Waiver

Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Henry Stephens, Associated Developers Inc.

Land Owner: Henry Stephens, Associated Developers Inc.

Proposed Use: 40-lot subdivision

Location: 2705 Lake Powell Road

Tax Map/Parcel No.: (48-3)(1-16)

Primary Service Area: Inside

Parcel Size: 10.895 acres

Existing Zoning: R-2, General Residential, Cluster

Comprehensive Plan: Low Density Residential

Staff Contact: David Anderson Phone: 253-6685

OVERVIEW

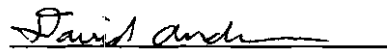
The applicant is requesting a waiver to allow the extension of overhead power across Lake Powell Road to serve the Kensington Woods subdivision. The extension will involve setting one power pole on the north corner of the Kensington Woods property and running overhead power to an existing power pole across Lake Powell Road. All on-site electric, telephone and cable television lines will be underground.

REASON FOR DRC REVIEW

Section 19-33 of the Subdivision Ordinance requires all utilities, including, but not limited to, wires, cables, pipes, conduits and appurtenant equipment for electricity, telephone, gas, cable television or similar service, to be placed underground. Exceptions to this requirement must be reviewed by the DRC.

STAFF RECOMMENDATION

Staff recommends approval of the application since existing service along Lake Powell Road is provided via overhead lines, and there are existing overhead crossings. Additionally, the property adjacent to the proposed crossing is currently undeveloped.


David Anderson

attachments:

1. Overhead Utility Waiver Request Letter
2. Map Showing Utility Crossing

Subdivision-101-03

Ford's Colony Section 35

Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Charles Records, AES Consulting Engineers

Land Owner: Drew Mulhare, Realtec Inc.

Proposed Use: 98-lot subdivision

Location: Centerville Road (across from existing Ford's Colony)

Tax Map/Parcel No.: All of (36-2)(1-1), (36-2)(1-1B), (36-2)(1-2), (36-2)(1-3), and a portion of (30-3)(1-2)

Primary Service Area: Inside / Outside

Parcel Size: 417.8 acres

Existing Zoning: A-1, General Agricultural

Comprehensive Plan: Low Density Residential / Rural Lands

Staff Contact: David Anderson Phone: 253-6685

OVERVIEW

Ford's Colony is proposing to develop a 417.8 acre tract of land across Centerville Road into 98 single-family lots. The proposed development requires DRC review for two waiver requests and for the granting of preliminary approval.

CUL-DE-SAC STREET LENGTH EXCEPTION REQUEST

Section 19-52 of the Subdivision Ordinance specifies that cul-de-sac streets should not exceed 1,000 feet in length. The applicant is requesting an exception from the DRC to permit cul-de-sac streets in excess of this length. VDOT has recommended the DRC not grant the exception due to concerns regarding the large number of residents who would be impacted in the event access was denied at the entry intersection in emergency conditions. Staff supports VDOT's concerns and recommends the DRC not grant the exception request at this time in order to allow discussions to take place between the applicant and VDOT to discuss this concern.

CONVENTIONAL SEPTIC SYSTEM WAIVER REQUEST

Section 19-60 of the Subdivision Ordinance specifies that lots where public sewer is not available shall be served by conventional septic tank systems. The applicant has requested an exception from the DRC to allow the selected use of alternative septic systems for the proposed development. The applicant has stated that the final lot-by-lot determination of drainfield locations has not yet taken place, and it is not yet known which lots or how many lots will need alternative septic systems. The septic system waiver application requires a letter from the Health Department or an AOSE stating that the soils on the property proposed for use of the

alternate septic system have been evaluated and are (1) not suitable for the use of a conventional system and are (2) suitable for use of the proposed system before a waiver can be granted. Prior to the final lot-by-lot determination being completed, this information is not known. As such, staff recommends the DRC not grant the waiver at this time in order to allow the final lot-by-lot determination of the drainfield locations to be completed. Additionally, the applicant must specify which alternative system is proposed to be used.

STAFF RECOMMENDATION - PRELIMINARY APPROVAL

Staff recommends that the DRC defer consideration of preliminary approval for this application until the next regularly scheduled DRC meeting on January 28, 2004. Deferral of this application should allow the applicant some time to address several key issues noted below. When staff has reviewed revised drawings, a recommendation will be forwarded to the DRC for consideration of preliminary approval.

The Environmental Division does not recommend granting preliminary approval due to several significant issues. Please reference the attached advanced Environmental comments from Scott Thomas for a description of these issues.

VDOT's concerns regarding the cul-de-sac lengths may require major revisions to be made to the plans. As such, staff does not recommend granting preliminary approval until this issue has been resolved.

Staff has not yet received final comments from Environmental, JCSA, or the County Engineer. Staff will provide the DRC with these comments at the meeting on January 7, 2003 if they are received by that time.

David Anderson

attachments:

1. Cul-de-sac street length exception request letter
2. Conventional septic system waiver request
3. Septic system waiver application
4. Agency comments received to date
5. Subdivision Plan

Case No. SP-143-03
New Town United Methodist Church
Staff Report for the January 7, 2004 Development Review Committee Meeting

Summary Facts:

Applicant: Mark Richardson, AES Consulting Engineers
Land Owner: Board of Missions of United Methodist Church

Proposed Use: House of Worship

Location: 5209 Monticello Ave, (next to the WJCC Courthouse)
Tax Map/Parcel: (38-4)(1-48)

Primary Service Area: Inside
Parcel Size: 5.56± Acres

Existing Zoning: M-1, Limited Business/Industrial
Comprehensive Plan: Mixed Use: New Town

Reason for DRC review: The Church proposes offsite parking in the existing Williamsburg/James City County Courthouse Parking Lot


Staff Contact: Karen Drake (757) 253-6685

Staff Recommendation:

AES Consulting Engineers has submitted the site plan for Phase I of the New Town United Methodist Church. The Church is proposed to be ±20,600 square feet and the minimum number of parking spaces required by the James City County Zoning Ordinance is provided on site, 81 spaces, 4 of which are handicapped spaces.

However, the New Town Methodist Church expects their congregation to grow and has designed the first phase of their new church to accommodate future expansions of the church facilities. Parking for the expanding congregation and future phases will be located on the Williamsburg/James City County Courthouse property. The New Town United Methodist Church already has a shared parking agreement with James City County for use of up to 300 Courthouse parking spaces on the weekend and up to 150 Courthouse parking spaces on week nights.

Staff finds the location of the buildings, parking spaces and the two different uses of the property, a Courthouse and House of Worship, to be complimentary in nature. Staff recommends that the Development Review Committee permit off-site parking as needed and in accordance with the shared parking agreement between the New Town United Methodist Church and the Williamsburg/James City County Courthouse.


Karen Drake
Senior Planner

Attachments:
1.) Site Plan (Separate)

Subdivision 106-03 / Site Plan 141-03. Colonial Heritage, Phase 2, Section 3
Staff Report for the January 7, 2004, Development Review Committee Meeting

SUMMARY FACTS

Applicant: Richard Smith, AES Consulting Engineers

Landowner: U.S. Home, Inc.

Proposed Use: 66 lot subdivision (45 single-family lots, 21 attached townhouse units)

Location: Off Richmond Road via Colonial Heritage Blvd; Stonehouse District

Tax Map/Parcel No.: (24-3)(1-32)

Primary Service Area: Inside

Project Area: ± 15.09 acres

Existing Zoning: MU, Mixed Use, with Proffers

Comprehensive Plan: Low Density Residential


Reason for DRC Review: Section 19-23 of the Subdivision Ordinance requires DRC review for all major subdivisions with 50 or more lots.

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

STAFF RECOMMENDATION

Staff finds that the proposed residential units are consistent with the approved conceptual plan for Land Bay and the approved Colonial Heritage Master Plan. JCSEA review comments will be forwarded as soon as they are made available. Based on preliminary review of the drawings, JCSEA engineers indicated that they had not encountered any issues which would prevent them from recommending preliminary approval at this time.

Staff recommends that the DRC recommend preliminary approval of the subject to agency comments.


Christopher Johnson

Attachments:

1. Agency Comments
2. Subdivision Plan (separate attachment)

S-106-03. Colonial Heritage, Phase 2, Section 3
Additional Agency Comments

Planning:

1. Please provide an updated unit count on the cover sheet for all phases of the development which have been submitted for review to date.
2. Please revise General Notes 22 and 23 to reference the James City County *Subdivision Ordinance*, not the Zoning Ordinance.
3. Please add a note to the plans which states that the building setback requirements shown on the preliminary plat are established by Colonial Heritage, LLC or reference the Home Owner Association document which establishes the setback requirements for the development.
4. Please label all sidewalks and pedestrian pathways/bikeways shown on the overall plan of development and preliminary plat.
5. Please clarify the land use summary table on the overall plan of development by stating the number of single-family units proposed and the number of townhouse units proposed in this phase of the development.
6. The proposed street names Tarpley's Tavern Road and Wadsworth Street are acceptable to the County. An alternative street name must be submitted for Avery Green Terrace as it is similar to an existing street in the County and may cause confusion for emergency personnel.
7. Prior to final approval, please ensure that the water source cash contribution has been submitted as required by the Proffers. This contribution should be made payable to the James City Service Authority.
8. Prior to final approval, please ensure that the EMS equipment/signalization and the community impact cash proffers have been submitted. These contributions should be made payable to the James City County Treasurer.
9. Prior to final approval, per Section 19-29 (I) of the Subdivision Ordinance, please submit GIS data for the subdivision, in accordance with the "GIS Data Submittal Requirements for Major Subdivisions" policy. Please note that this provision shall apply at the time of plat approval.

JCSA

1. Comments will be forwarded as soon as they are made available.

Environmental

1. Please refer to the attached memorandum dated December 23, 2003.

Fire Department:

1. The plans are approved as submitted.

County Engineer:

1. The plans are approved as submitted.

**ENVIRONMENTAL DIVISION REVIEW COMMENTS
COLONIAL HERITAGE PHASE 2, SECTION 3 (66 LOTS)
COUNTY PLAN NO. S - 106 - 03 / SP - 141 - 03
December 23, 2003**



General Comments:

1. A Land Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. A Subdivision Agreement, with surety, shall be executed with the County prior to recordation of lots.
3. Water and sewer inspection fees must be paid prior to the issuance of a Land Disturbing Permit.
4. Wetlands. 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.)*
5. A Standard Inspection / Maintenance agreement is required to be executed with the County due to the proposed onsite stormwater conveyance systems associated with this project.
6. Streetlights. A streetlight rental fee for nine (9) lights must be paid prior to the recordation of the subdivision plat. It is unclear if the streetlight as shown at the west entrance with the Phase 2 boulevard on Sheet 7 is a streetlight proposed for the boulevard plan or for the Phase 2, Section 3 plan of development.
7. Land-Disturbing. As this site is highly dependent on and relies on infrastructure and stormwater conveyance and management facilities associated with other plans that have yet to commence, specifically the Phase 2 Boulevard Plan (County Plan No. SP-97-03) and the Massie Farm Pond # 5 plan (County Plan No. SP-2-03), a land-disturbing permit cannot be issued for this phase of the project until these improvements are in place and functional so as increased runoff from this site can be conveyed, handled and treated properly. There will be no consideration for releasing land-disturbing for this site until the Phase 2 wetland permit is received for the Massie Pond, the pond is functioning at a minimum as a temporary sediment basin and the outfall stormwater piping system associated with the Phase 2 road is in place and functional to accept drainage from this site.
8. Overall Map. On the overall Colonial Heritage Projects map on Sheet 2, add information for the Golf Course Plan (SP-86-03) and show the County site plan number for Phase 2, Section 1 (SP-131-03).
9. Tabulation. The break down of Phase 2 projects on the bottom-left corner of the cover sheet does not have any values listed for natural open space, nor does it have any information for the Phase 2 Boulevard project. Revise as necessary.

Erosion & Sediment Control Plan:

10. Temporary Stockpile Areas. Show the location of any temporary soil stockpile, staging and equipment storage areas (with required erosion and sediment controls) on Sheet 9 or indicate on the plans that none are anticipated for the project site. Also, show any related temporary soil stockpile areas to be used for golf course construction within the limits of mapping for this plan of development.
11. Limits of Work. Show and label a distinct limit of work (clearing and grading) around the site periphery on Sheets 3, 9, 11 and 12. Be sure to include work associated with installation of erosion and sediment controls and onsite or offsite utility connections. Ensure disturbed area estimates match land-disturbance inclusive within the limits of work.
12. Phase 1 E&SC. It is unclear on the Phase 1 erosion and sediment control plan and sequence of construction if Golf Course Hole 1 and 9 grading and drainage will proceed prior to the start of this plan. Sequencing of the golf course work in advance of Phase 2, Section 3 could have a major impact on the Phase 1 erosion and sediment control plan for this site. The sequence on Sheet 9 should give indication (as Step # 1) as to whether the golf course grading/drainage is to be completed in advance of work on this plan.
13. Phase 1 E&SC. The drainage area shown for design of the sediment basin on the Phase 1 E&SC plan on Sheet 9 (14.2 acres) appears incorrect. The Phase 2, Section 3 site area itself is 15.10 acres plus additional offsite areas from Golf Course Hole 1 and 9, the Phase 1 Boulevard and the Residence Clubhouse which will contribute to the onsite sediment basin, regardless of whether Golf Course Sediment Basin 9-2 is in place or not. It would appear that actual drainage area, including these offsite sources, could well be over 25 acres. The temporary sediment basin must be sized for the maximum drainage area to be expected to the basin, whether this is prior to or following development of upslope areas, unless diversion dikes are used to divert upslope (clean) water around this site to reduce the drainage area to the basin. *(Note: Basins in series do not result in reduction of drainage area to the downstream basin - cumulative drainage area must be used for design. Also, if assumptions are made that the golf course holes are to be graded and drainage installed to reduce area to the basin, then it must be clear in the sequence of construction that work on the Phase 2, Section 3 site cannot commence until that work is complete.)*
14. Sediment Basin. The Environmental Division reserves the right to provide further review and comment on the design of the primary temporary sediment basin for the project once the maximum design drainage area is nailed down. In the interim, some preliminary design comments are being offered. In the "reservoir report" for Sediment Basin # 2-3 in the design report, information in the computer model is not consistent with information presented on construction detail Sheet 15. The size of the outlet barrel, the size of the dewatering orifice, the elevation of the riser crest and the width of the emergency spillway do not match between the computer model and the construction plan.
15. Sequence of Construction. The sequence of construction shall indicate that grading/development on Lots 1 and Lots 37 through 43 shall be delayed until it is determined that Temporary Sediment Trap # 1 and Temporary Sediment Basin # 1 can be removed from service. These sediment trapping measures shall not be prematurely removed in order to continue with site development at the expense of proper onsite erosion and sediment control. Also, Step # 5 of the sequence of

construction on Sheet 9 indicates use of temporary pipes/outfalls into the sediment basin from installed onsite storm drainage piping systems. These configurations must be shown on the erosion and sediment control plan.

16. Construction Entrance. A second rock construction entrance must be shown at the west entrance to the site.
17. Sediment Removal. Provide a note on the erosion and sediment control plan for this site, or within the sequence of construction, that all onsite and connecting offsite stormwater drainage piping systems must be cleaned and flushed of all sediment accumulated as a result of land-disturbance and construction activity from this site.
18. Safety. The sediment basin will vary from about 6 ft. to 14 ft. in excavated depth. If it is anticipated that nearby lots/units may be occupied while the basin is in service, then temporary safety fence in accordance with Minimum Standard 3.01 of the VESCH will be required. *(If it is not anticipated that any of the units/lots will be occupied prior to removal of the basin, then safety fencing will not be required unless there is a chance that the basin could be accessed by pedestrian traffic from along the Phase 2 boulevard.)*

Stormwater Management / Drainage:

19. Overall Drainage Plan. Overall drainage plan Sheet 10 shows one primary stormwater piping system outfall from the site. This outfall is at the Phase 2 boulevard. On Sheet 10, show the offsite drainage networks for Golf Course Holes 1 and 9, by effective use of graying or half-toning, and provide label references to County site plan numbers (ie. SP-86-03, SP-97-03, etc.) for which those storm systems are proposed under. Also, at offsite storm drainage system connection SS # 23-2, provide labels or notes to indicate which offsite BMP (using master plan and County site plan number designations) provides treatment for the onsite stormwater systems associated with this plan of development. It should be clear which master planned BMP(s) provides service to this site.
20. Drainage Easements. According to the *James City County Environmental Division, Stormwater Drainage Conveyance Systems, General Design and Construction Guidelines*, the minimum width for the private drainage easement along the 24-inch storm drain between Lots 20 and 21 should be 20 ft., not 15 ft. as shown. Make this correction on preliminary plat Sheet 6 and drainage plan Sheet 12. Also, based on the alignment of several of the onsite stormwater drainage pipes, it appears that portions of private drainage easements will be necessary on Lots 1, 14, 19, 31, 44, 65 and 66 as the storm drains plus a minimum of 10 ft. on each side will traverse across the lot lines. Also, the alignment of the 4 ft. wide bottom width channel across the back of Lots 32-43 (and along Common Open Space # 2) encroaches into the back of those lots, resulting in the need for a portion of a private drainage easement to be situated along the back of those lots.
21. Storm Design. In the "storm sewer computations" in the design report, runoff coefficients (C factors) of 0.40 and 0.45 was used for many of the pipe computations. Firstly, a runoff coefficient of 0.40 to 0.45 seems rather low for the road and lot development conditions presented (average lot area 7,500 square feet). Also, these values are not consistent with runoff coefficients (C factors) as presented in the "stormwater inlet computations" in the design report. The lowest C factor used for inlet design was 0.50. The inlet and storm computations must reflect consistent design information.

23. **Inlets.** Ensure the DI-7 inlet grates SS # 23-60, SS # 23-29 and SS # 23-43 are of sufficient opening size to prevent the back up of drainage within Swale # 1, Swale # 2 and Swale # 3 for the design and check storm. Ponding at these inlets could directly result in backyard or structure flooding.
24. **Stormwater Channels.** Stormwater conveyance channel computations in the design report for Swale # 1, # 2 and # 3 show adequacy for erosion resistance for the 2-year storm and adequacy for capacity for the 10-year storm. However, assumptions in the design report indicate that each of the swales are to be a minimum of 1 ft. deep. Provide a typical section or construction information on the plans to indicate a minimum construction depth of 1 ft. Also, computations in the design report for the Swale # 2 channel segment between Lots 44 to 47 shows a design slope of 1.8 percent; however, the construction plan shows 1.21 percent. Ensure a decreased construction slope will still provide required capacity (channel normal depth below 1 ft.).

SUMMARY FACTS

Applicant: Scott Acey of MSA, PC

Landowner: RML III Corporation

Proposed Use: 96 townhomes

Location: 8844 Pocahontas Trail

Tax Map/Parcel No.: (59-2)(1-4); (59-2)(1-5A); and (59-2)(1-5)

Primary Service Area: Inside

Parcel Size: 13.7 acres

Existing Zoning: R-5, Multi-family Residential with proffers

Comprehensive Plan: Low Density Residential

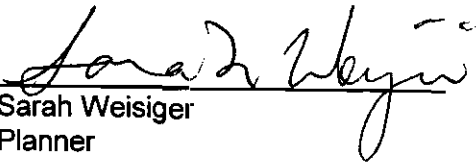
Reason for DRC Review: The development proposes more than 50 lots.

Staff Contact: Sarah Weisiger, Planner Phone: 253-6685

STAFF RECOMMENDATION:

Staff cannot recommend preliminary approval at this time because of a lack of important environmental data on the project including an environmental inventory, an erosion and sediment control plan in accordance with state standards, and compliance with the County's stormwater management criteria. Due to possible changes in lot configuration that could occur as the applicant addresses agency comments, staff believes that more time is needed to prepare the plan for preliminary approval and recommends deferral of this case until the next DRC meeting. Agency comments are attached.

The environmental inventory is one of the primary assessment tools to determine adequacy of a project. The applicant has not provided information on soils, slopes and Resource Protection Areas (RPA). Without this information, staff cannot determine the suitability of a project. Also, staff recommends a sediment basin and possibly sediment traps to control the area of disturbance during construction, these have not been provided in the plan. In addition, the proposed stormwater management facility, an infiltration basin, has a high failure rate. Staff recommends another type of facility be used and be located further away from the on-site stream.


Sarah Weisiger
Planner

Attachments:

1. Agency comments
2. Site Plan (separate attachment)

AGENCY COMMENTS
FOR
CASE NO. SP-140-03. POCAHONTAS SQUARE

Planning:

1. On the cover sheet, please indicate the number of townhouse units proposed.
2. A lighting plan and details of the type of lighting to be used must be included with the site plan. Please reference Section 24-57 (c)(3) and Section 24-314(i) of the James City County Zoning Ordinance for lighting requirements. Please include a separate sheet to show illumination patterns and include location of light poles and/or building mounted lights on layout plans and landscape plans.
3. Please show community mailbox locations.
4. Please show location of recreation playground area and playground equipment. (See Sec. 24-314.)
5. On the cover sheet, please indicate the amount of open space that is required and the amount of open space that is provided.
6. On Sheet 2.1, please indicate the location of the underground storage tanks. Also, please provide me with information regarding the status of the removal of the storage tanks and soil analysis of the site.
7. On Sheets C3 and C4, the lines indicating zoning districts are not correct. The zoning for Brookside Haven to the east is R-5.
8. See additional comments from the Landscape Planner in attachment dated December 18, 2003.
9. Please number all proposed units.
10. Please include street names on all plans.
11. In Proffer # 10, Sidewalk Design must meet Planning Director approval. The proposed sidewalk width of 5 feet is not acceptable. A minimum of 6 feet is necessary to allow for the overhang of vehicles and still have space for pedestrians to pass. Further, the Master Plan calls for a 6 foot wide sidewalk. Please revise accordingly.
12. Please provide a cross-section detail of the parking lot, curb and sidewalk on the plans.
13. Please provide a cross-section detail of the pedestrian trail on the plans.

14. Please show location of non-developable area on plan. See Sec. 24-312 of the Zoning Ordinance for a definition of developable/non-developable area.
15. For specifications for handicap parking, please refer to Section 24-56 of the Zoning Ordinance. Revise plans accordingly, especially with respect to size of spaces, signage and curb cuts.
16. Please provide additional sidewalk curb cuts, CG-12 HC ramps, in areas next to handicap spaces and at corners such as the southeast corners of the development.
17. The southeast corner of development where the pedestrian trail meets the sidewalk and parking area should be revised to provide a visible area for safer pedestrian crossing, including a sidewalk curb cut. The corner across from it should also be changed to include a sidewalk curb cut.
18. On Sheets 3.1 and 4.1, please show the line for the Route 60 Landscape Buffer as described in Proffer #6, measured 50 feet from the edge of right-of-way after the proposed turn lanes are installed.
19. Please identify on the plans all of the mature and specimen trees in the setback areas that are proposed to be disturbed for the pedestrian trail. See Proffer #11.
20. The small gap between the back of the rear lot line of the first townhome at right of entrance and the lot behind it should be either eliminated or widened for pedestrian traffic.

Environmental:

1. See attached memorandum, dated December 29, 2003.

Newport News Water Works:

1. Comment will be forwarded to you as soon as they are made available.

James City Service Authority:

1. See attached memorandum, dated December 22, 2003.

Virginia Department of Transportation:

1. Transitions to accommodate addition of left turn lane on Pocahontas Trail (Route 60) are not in accordance with VDOT Standards. Transitions and lane widths must be per VDOT Road Design Standards, please refer specifically to Appendix C (C-5.11).
2. Sight distance does not meet VDOT minimum standards. Plans currently show sight distance as 325', minimum on 40 mph two lane roadway is 400'. Actual line of sight distance must be shown on the plans. Please refer to

“VDOT’s Minimum Standards for Entrances to State Highways” for additional information.

3. Entrance must be at a 90° angle with Pocahontas Trail (Route 60).
4. Provide existing Pocahontas Trail (Route 60) pavement typical information on plans. Proposed pavement typical must match existing.
5. Mill and overlay of Pocahontas Trail (Route 60) will be required for the entire length of roadway work for site.
6. Pocahontas Trail (Route 60) must remain in a shoulder-ditch design. Current plans show piping of the ditch along both sides of the site. The only piping that will be allowed will be for the entrance, and we feel that approximately 100’ of pipe will be sufficient.
7. No manholes will be allowed within the roadway.
8. Drainage computations must be provided and must be in accordance with 2003 VDOT Drainage Manual.
9. Provide pre and post development drainage area map.
10. Drainage computations must be stamped and signed by Professional Engineer.
11. To accomplish appropriate transition and roadway shoulder-ditch design, it appears that additional right of way and relocation of some sidewalk will be required.
12. Provide typical section for relocated ditch line(s) to include side slopes.
13. Pavement width for right turn lane must be 12’, gutter pan and/or curb is not included.
14. Provide posted speed limit on the plans.
15. Fire hydrant, power poles and other fixed objects must be a minimum of 18’ beyond the edge of travel lane or behind the ditch line.
16. Adequate right of way must be dedicated for roadway maintenance purposes. Normally the right of way line will extend approximately 5’ beyond the ditch line, however engineering judgment should be used to determine desired location.
17. Right of way must be dedicated in 5’ increments.

18. Provide a stop sign in accordance with MUTCD R1-1 Standard (30" x 30") at entrance onto Pocahontas Trail (Route 60).
19. Provide note on the plans stating, "VDOT does not assume responsibility for maintenance of the detention/retention pond or its structure, and shall be saved harmless from any damages".
20. It will be necessary to saw cut the existing pavement longitudinally along Pocahontas Trail (Route 60) to ensure that the pavement typical throughout the new roadway is constant.

Fire Department:

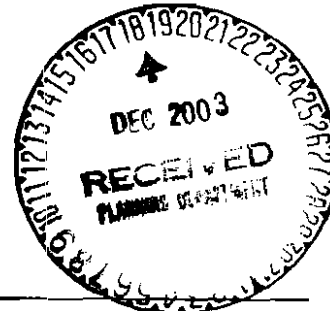
1. Add two hydrants midway down each entrance way.
2. Relocate hydrant on east entrance way to bend in road closest to Pocahontas Trail.

County Engineer:

1. The plans have been reviewed and no comments are offered.

INTEROFFICE MEMORANDUM

TO: SARAH WEISIGER
FROM: LEE SCHNAPPINGER, LANDSCAPE PLANNER *LS*
SUBJECT: SP-140-03, POCAHONTAS SQUARE
DATE: 12/18/2003



I have reviewed SP-140-03, the site plan for Pocahontas Square, and have the following comments:

1. To allow more room for the plant material, building perimeter planting can be installed to the side and rear of the buildings as well as the front.
2. The parking lot trees are required to be at least 35% evergreen, achieving a minimum of 40 feet in height at maturity.
3. Condition 11 of the rezoning proffers states that "the trail shall be located to avoid mature or specimen trees where reasonably feasible". No mature or specimen trees have been identified in the east and west yards to indicate their relation to the pedestrian trail. If none exist in these areas, please note this on the plan.
4. The east and west buffers adjacent to LB and R-5 zoning are required to be planted with the general area planting rate. Generally, if the 35' buffer is shown to be undisturbed, as on the west side of the property, additional planting is not required. The buffer to the east side is being graded into, requiring the general landscape area planting rate. Credit can be received for existing trees within the buffer.

The buffer adjacent to R-8 is to be undisturbed and 50' in width. A modification will need to be obtained to locate the pedestrian trail within this buffer and grade as proposed in this area. Locating the mature and specimen trees in this area and showing them on the plan along with the proposed trail location would be beneficial.

5. There is no planting shown on the site plan in areas shown on the Master Plan.— near *stormwater mgmt facility,*



MEMORANDUM

Date: December 22, 2003

To: Sarah Weisiger, Planner

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

Subject: SP-140-03, Pocahontas Square (Construction Plan Submittal)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on December 4, 2003. Quality control and back checking of the plans and calculations for discrepancies, errors, omissions, and conflicts is the sole responsibility of the professional engineer and/or surveyor who has signed, sealed, and dated the plans and calculations. It is the responsibility of the engineer or surveyor to ensure the plans and calculations comply with all governing regulations, standards, and specifications. Before the JCSA can approve these plans for general compliance with the JCSA Standards and Specifications, the following comments must be addressed. We may have additional comments when a revised plan incorporating these comments is submitted.

General Comments:

1. All 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 the JCSA "Standards and Specifications Water Distribution and Sanitary Sewer Systems" dated April 2002. All details shall be in accordance with the above referenced standards. Provide call-outs for the items indicating HRPDC or JCSA applicable detail references such as "Dual Sanitary Sewer Service Connections, SS_15". Revise drawings accordingly.
2. These plans shall be submitted to Newport News Waterworks for review and approval of compliance with Waterworks "Materials and Construction Standards" manual.
3. The proposed fire hydrant locations shall be approved by the James City County Fire Department.
4. Show and label any existing septic tanks and drain fields on the plan. If these exist, plans shall be submitted to the local Virginia Department of Health (Ms. Valerie Jordan at 757-253-4813) for review and approval of septic tank removal/abandonment.
5. Provide street names on all plans.

6. Show and label parcel Lot numbering for clarity and reference among the plans.

Sheet C1.1

1. Site Data: Water and sewer calculations shown do not reflect the actual number of dwelling units shown on the plan (96 total). Verify and revise calculations accordingly.
2. Add the following note to the plan: "Any existing unused wells shall be abandoned in accordance with State Private Well Regulations and James City County Code."
3. The applicant shall provide the Water Conservation Standards (as noted under Conditions, Item #3 of the Title Sheet) for JCSA review and approval. Should the Applicant have any questions or require additional information regarding water conservation standards or guidelines for new developments, please contact Mrs. Beth Davis, Environmental Education Coordinator, at (757) 253-6859.
4. It is recommended that the sewer main be placed at the quarter point of the road.

Sheet C6.1:

1. The design engineer shall revise the design to incorporate more dual sanitary sewer service laterals (refer to HRPDC detail SS_15). It appears that dual connections can be provided for a large portion of the development.
2. Sewer laterals shall terminate at the property line for each town home.
3. Provide baseline stationing on the plan for coordination with the profiles.
4. Several sanitary sewer lateral connections are labeled as water service connections and water meters. Verify and revise accordingly.
5. Show the proposed storm sewer system on the utility plan. The sanitary sewer system shall have a minimum horizontal separation of 5 feet from storm sewer structures and pipes. Revise plan accordingly.
6. JCSA Exclusive Utility easements (refer to JCSA standards Section 2.5) shall be provided for the proposed sewer mains and laterals. Revise the plan accordingly.
7. Add a note to the plan indicating that the sanitary sewer system pipe bedding shall be in accordance with HRPDC Detail EW_01.

Sheet C6.2:

1. Refer to Sheet C6.1 comments.
2. Sta 18+25 (+/-): A minimum separation of 10 feet shall be provided between the proposed water service connection and sanitary sewer lateral.

3. Sanitary Manhole MH 5 to MH 4: Verify that a minimum vertical separation of 18" will be maintained between the proposed sanitary sewer laterals and the 36" storm sewer crossing.

Sheet C6.3:

1. Sta 14+85 (+/-): A minimum vertical separation of 18" shall be provided between the waterline and sewer main crossing. Revise profile accordingly.

Sheet C6.4:

1. Onsite Sewer Profile:
 - a. Sanitary Manhole MH 1: It appears the lateral connecting to this manhole will conflict with its crossing of the waterline (a minimum vertical separation of 18" shall be provided). Verify and revise accordingly.
 - b. The profile scale does not agree with the graphic scales shown on the plan. Verify and revise accordingly.
2. Offsite Sewer Profile:
 - a. Sanitary Manhole MH9 to Exist MH: The pipe slope and length shown contradicts Sheet C6.2. Verify and revise accordingly.
 - b. The proposed grading shown is not reflected on Sheet 5.2. Clarify why grading is to occur in this area and if it is limited to the 10' clearing limit shown on the plan sheets. Revise accordingly.

Sheet C8.1:

1. General Notes, Note 2: Delete note in its entirety.
2. Modify the JCSA "5.1 General Notes for Water Distribution and Sanitary Sewer Systems" to address only the sanitary sewer system since water is provided by Newport News Waterworks. Standard notes A thru D and F thru M (modified) shall be included on the plan.

Sheet C8.3:

1. Delete the Typical Water Meter Installation (W13.0) and Water Meter Setting (W14.0) details from the plan as these are JCSA details and not applicable to the Newport News Waterworks system. Revise plan accordingly.
2. The design engineer shall confirm that the HRPDC details shown for water distribution are acceptable to Newport News Waterworks. Revise plan accordingly.

Sheet C8.4:

1. Show only those JCSA/HRPDC details which have been modified for the sanitary sewer system design. The design engineer shall note the change(s) made on the plan, if any. Refer to General Comment, Note #1 above for plan labeling requirements. Revise drawing accordingly.
2. Refer to Sheet C8.3, Note 2 above.

Sheet L1.1 and L1.2:

1. Sign and date professional seals affixed to the plans.
2. Proposed utilities and utility easements shall be shown on the plans. Review of the plans will be provided once this information has been added.
3. Add the following note to the plan and revise landscape plan to comply: "Shrubs shall be minimum of 5 feet, and trees a minimum of 10 feet, from the center of JCSA sewer pipelines."

Sanitary Sewer Data Sheet:

1. Item 5b: Flow listed contradicts the number of town home units x 300 GPD. Verify and revise accordingly. Revise 5d accordingly.
2. Item 5e: Total peak flow shall be 400% of the average design flow per JCSA standards Section 2.10 D.3. Revise accordingly.

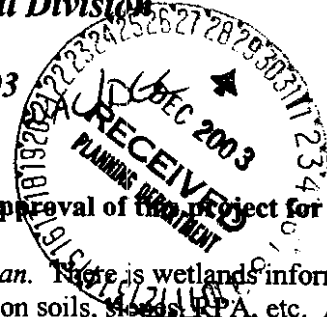
Please call me at 253-6836 if you have any questions or require any additional information.

James City County Environmental Division

Pocahontas Square

County Plan No. SP-140-03

December 29, 2003



The Environmental Division does not recommend preliminary approval of the project for the following reasons:

- *There was no environmental inventory submitted with the plan.* There is wetlands information on the existing conditions sheets C2.1 and C2.2 but nothing on soils, slopes, RPA, etc. As the Environmental Inventory is one of the primary assessment tools to determine the adequacy of a project, the lack of this information does not allow for an analysis of the suitability of the project for the site.
- *The lack of an adequate erosion and sediment control plan.* The submitted plan uses primarily silt fence to control over nine acres of disturbance, which is not in accordance with Minimum Standard # 6 of the Virginia Erosion and Sediment Control regulations, and the Minimum Standards & Specifications of the Virginia Erosion and Sediment Control Handbook (VESCH). A sediment basin and possibly sediment traps are required to control the amount of disturbance that will be generated by this project.
- *Compliance with the County's stormwater management criteria has not been properly demonstrated.* The 10-point calculation procedure was not applied correctly and the type of BMP selected has not been properly supported with the necessary documentation – specifically soils information. It is strongly recommended that a different type of stormwater management facility be utilized for this project as infiltration basins have a high failure rate potentially leaving the affordable housing community with a long-term maintenance burden that they may not be able to manage. Also, as a sediment basin will be necessary for this project, a dual use facility such as a wet pond that can be used as a sediment basin during construction will be more economical than constructing separate sediment and infiltration basins. An infiltration basin cannot be used as a sediment basin during construction.

General:

- 1) A Land-Disturbing Permit and Siltation Agreement, with surety, are required for this project.
- 2) A Subdivision Agreement, with surety, shall be executed with the County prior to recording of lots.
- 3) Water and sewer inspection fees, as applicable, must be paid in full prior to issuance of a Land-Disturbing Permit.
- 4) A Standard Inspection/Maintenance agreement is required to be executed with the County due to the proposed stormwater conveyance systems and Stormwater Management/BMP facilities associated with this project.
- 5) Streetlights: Provide a streetlight plan in accordance with established County requirements and ensure that a streetlight is provided at the intersection of the project entrance road with Pocahontas Trail.

- 6) **Responsible Land-Disturber Notification.** Provide the name of an individual who will be in charge of and responsible for carrying out the land-disturbing activity. Permits or plans without this information are deemed incomplete and not approved until proper notification is received.
- 7) **Miss Utility.** Provide standard notes requiring contact of Miss Utility prior to any utility or site work excavations.
- 8) **A Geotechnical Report,** prepared by a professional engineer, is required to be submitted for the BMP design prior to issuance of a Land-Disturbing permit for the project. This is especially important for an infiltration type BMP facility such as proposed for this project. A report is referenced in the basin design calculations but none was provided.
- 9) **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.
- 10) **Interim Certification.** If the BMP facility is to serve a dual purpose function as a sediment basin, interim construction certification will be required. Refer to current County guidelines for requirements.
- 11) **Wetlands.** 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.)*
- 12) **VPDES.** The land disturbance for the project exceeds one (1) acre. Therefore, it is the owner's 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.
- 13) **VDOT.** It appears a VDOT CE-7 (temporary construction entrance permit) may be required. Contact the Williamsburg Residency, Permits and Subdivisions at 757-253-4832 for further information.
- 14) **Plan Number.** Please reference the assigned County plan number (SP-140-03) on all subsequent submissions.
- 15) **Site Tabulation.** Provide proposed impervious cover estimate in the site tabulation for the project.
- 16) **Watershed.** Provide a note on the cover sheet of the plans indicating that the site lies in the Skiffes Creek watershed.

- 17) Professional seal and signature is required on final and complete approved stormwater management plans, drawings, **technical reports** and specifications.
- 18) Site Information. Per county information, the three lots proposed for demolition and construction are mislabeled in size. Our records show the parcel with ID# 5920100005A is 1.515 acres in size, parcel with ID# 5920100005 is 5.67 acres in size, and parcel with ID# 5920100004 is 6.255 acres in size. This yields a difference of 0.297 acres in the overall site area less than the plans indicate. Please update site statistics information provided.
- 19) Dumpster Locations. Show the proposed dumpster pad locations and how drainage from these locations will be handled.
- 20) Demolition Requirements. Provide a note on the demolition plan requiring that all material removed from the site be disposed of in a state approved landfill.

Chesapeake Bay Preservation:

- 21) Environmental Inventory. Provide an environmental inventory in accordance with Section 23-10(2) of the Chesapeake Bay Preservation ordinance. Components include tidal wetlands, tidal shores, non-tidal wetlands in RPA, resource protection areas, non-tidal wetlands in RMA, hydric soils and slopes 25 percent or greater.
- 22) RPA. Provide the limits of the 100' RPA existing at the rear of the site. The plans currently show clearing within the limits of the RPA for the purposes of clearing for the installation of drainage features relating to stormwater management and the sewer extension. However, the removal of vegetation within the limits of the RPA for these purposes is not permitted per Section 23-9(c)(1) of the James City County Code without an exception being granted. Therefore, submit a written request for an exception to disturb the RPA for the installation of these improvements. If the buildings, the BMP, and associated grading extend into the RPA, the plans will have to be revised to eliminate these impacts.
- 23) Steep Slope Areas. Section 23-10(2) of the Chesapeake Bay Preservation Ordinance requires delineation of areas with slopes 25 percent or greater. If land disturbing activities are to encroach into these areas, a written request for an exception must be submitted to this department for approval.
- 24) RPA Signs. Include provisions on the plan for installation of signs identifying the landward limit of the RPA. Refer to Section 23-9(c) of the Chapter 23 Chesapeake Bay Preservation ordinance.

Grading Plan:

- 25) Proposed Grading. Section 24-145(8) of the Chapter 24 Zoning ordinance and Section 19-27(f) of the Chapter 19 Subdivision ordinance requires existing and proposed contours to be shown for development plans. Although road profiles and spot elevations were provided on the plan, proposed contours were shown only in certain isolated areas. A complete grading plan that ties proposed grades to the existing grades are necessary to indicate how grading is to be conducted in areas outside the proposed roadway, in areas in close proximity to the tree save areas, and to determine drainage patterns. Also, it is indicated that several perimeter trees are to be protected against construction related damage; however, both cut and fill are proposed in these areas for the installation of drainage features and building pads. These factors raise concern pertaining to the

long term health of these trees or whether they can be saved at all. It is also a concern that steep slopes may result along the edge of these tree protection areas. Proposed contours for these areas would help identify the problem areas and reduce the potential for contractor confusion during site clearing and grubbing operations.

- 26) Site Clearing/Fills. Limits of clearing should be restricted to only those areas necessary to install erosion and sediment controls and for grading associated with intended site development. In general, this alters the natural drainage patterns at the site and conflicts with the intent of the Chesapeake Bay Preservation ordinance, which encourages the preservation of natural ground cover and indigenous vegetation. Refer to sections 23-9(a), 23-9(b) (2) and 23-10(3) of the Chesapeake Bay Preservation ordinance. Revise the plan as necessary to accommodate existing site drainage and natural cover and topography.
- 27) Grading Plan. Revise grading of the stormwater conveyance channel entering the BMP from the southeast providing slopes no steeper than 3:1 or else mat them in accordance with VESCH requirements.

Erosion & Sediment Control Plan:

- 28) Design Checklist. Please provide a completed standard James City County Erosion and Sediment Control and Stormwater Management Design Plan Checklist, specific to this project. The intent of the checklist is to ensure the plan preparer has provided all items necessary for a complete and expeditious review.
- 29) Standard E&SC Notes. Place the revised James City County Erosion Control Notes dated 7/06/01 on Sheet C8.2. Contact the Environmental Division at 757-253-6639 if you need a hard or electronic copy of the standard notes.
- 30) Soils Data. Provide a map and brief descriptions of all soil types associated with the project based on the James City and York Counties and the City of Williamsburg Soil Survey (issued 1985). List erodibility and erosion factors for identified soil mapping units within the limits of construction.
- 31) E&SC Narrative. Provide an erosion and sediment control narrative in accordance with VESCH requirements. The narrative should include important site, adjacent parcel, soil and development information, specific control and stabilization measures, and explain how the site E&S measures are to be maintained throughout the duration of construction.
- 32) Critical Soils. Identify if any hydric or critical erosion soil areas exist at the project site per criteria in Chapter 6 of the VESCH.
- 33) 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.
- 34) Offsite Land Disturbing Areas. Identify any offsite land disturbing areas including borrow, waste, or disposal sites (with required erosion and sediment controls) or indicate on the plans that none are anticipated for this project.

- 35) Limits of Work. Show and label a distinct limit of work (clearing and grading) around the site periphery. Be sure to include work associated with installation of erosion and sediment controls, onsite or offsite utility connections, and stormwater management pipe outfalls. Ensure disturbed area estimates match land-disturbance inclusive within the limits of work.
- 36) Sequence of Construction.
- A. The SOC on the demolition plan does not indicate that any demolition is to take place.
 - B. Step 2 indicates that perimeter protection is to be installed and maintained throughout construction while step 3 indicates that clearing only be accomplished in areas shown on plans. Explain how the perimeter protection is to be installed in vegetated areas and how State Minimum Standards #4 is to be satisfied.
 - C. If the infiltration basin is still utilized upon resubmission of the plan, item 11 will need to be modified to state that the bottom of the basin will be tilled up before seeding of the grass.
 - D. If infiltration basin is to be used, the basin will need to be temporarily stabilized following initial grading mentioned in item 4.
 - E. A sediment basin will be required and needs to be mentioned in item 2.
- 37) E&SC Plan. The erosion control plan presented is not adequate. Nearly nine acres of disturbed area, as stated on the title sheet, is being controlled with silt fence and six rock check dams. This is unacceptable and does not meet state regulations and criteria. Provide an adequate erosion and sediment control plan in accordance with the latest edition of the Virginia Erosion and Sediment Control Handbook. Sediment traps, sediment basins, diversion dikes, and other methods of sediment control shall be implemented into the E&SC plan as needed to treat stormwater runoff from disturbed areas prior to its release into the adjoining stream which leads directly to the Skiffe's Creek Reservoir. Drainage area maps will be required for all proposed structural practices, and channel adequacy will be required for any and all man made ditches and swales.
- 38) Pocahontas Trail Improvements.
- A. Provide rock check dams at sufficient intervals (100 ft. suggested) in the ditch along Pocahontas Trail. This will protect downstream properties until associated storm drainage structures are in place and functional.
 - B. Provide more topographic information so that it can be determined what erosion control measures are needed to control the road widening and drainage improvements. It appears that silt fence will be necessary in several locations.
 - C. Some of the ditch work on the northeast side of the road adjacent to the project's northwest corner is on private property outside the ROW. An easement or an expanded ROW is necessary to accomplish this work.
 - D. Provide inlet or culvert inlet protection for all drainage structures in the ROW.
- 39) Inlet Protection. All storm sewer inlets installed during construction shall be protected so that sediment-laden runoff cannot enter the conveyance system without filtering or treatment. Provide storm drain inlet protections in accordance with VESCH, Minimum Standard 3.07.
- 40) Outlet Protection. Provide riprap outlet protection for all pipe, culvert and storm drain outfalls and for pipes leading into BMP facilities. Provide all dimensions as required by VESCH minimum standards and specifications 3.18 and plate 1.18-1 specifying riprap class (Class I min.) 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.

- 41) Safety Fence. Use of orange colored safety fence in accordance with VESCH Minimum Standard 3.01 may be warranted along the frontage of the site to maintain pedestrian safety. Due to the site's proximity to existing family dwellings, sidewalks, and Pocahontas Trail, it should be stipulated in the plans that safety/construction fence be in place to limit access by pedestrians at the end of each working day and that it must be installed at all points accessible to the public. In addition, safety fence will be required around the sediment basin because of its close proximity to residences.
- 42) Tree Protection. Tree protection devices must comply with the provisions of Minimum Standard & Specification 3.38 and 3.01 of the VESCH. Provide note on plans or add detail to sheet C8.2.
- 43) Dust Control. As stated in Sequence of Construction item 3, specify dust control measures to be used during the construction process in accordance with Minimum Standard 3.39 of the VESCH. Dust control may be warranted due to the proximity of work to Pocahontas Trail and adjacent residences.

Stormwater Management / Drainage:

- 44) Design Checklist. Please provide a standard James City County Erosion and Sediment Control and Stormwater Management Design Plan Checklist. Contact the Environmental Division for a current version.
- 45) Drainage. Drainage easements of adequate width are necessary to ensure offsite drainage can be maintained through the proposed onsite storm drainage system. Refer to Item 7 of the *James City County Stormwater Conveyance Systems (Non BMP related) General Design and Construction Guidelines*.
- 46) Drainage Culverts. Eliminate the culvert pipe and all references to it from the plans between structures A1 and A2 as this will allow the site to drain untreated to Skiffes Creek. The water needs to be diverted to a sediment basin instead.
- 47) Easements. Provide a note on the plans indicating that any and all drainage easements designated on the plan shall remain private.
- 48) Low-Impact Design. Consider use of low-impact development (LID) design techniques, in addition to end-of-pipe water quality/quantity treatment to reduce the volume and frequency of runoff from the development site 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.
- 49) BMP Type. It is strongly recommended that the BMP be changed from an infiltration basin to a wet pond. Information was not submitted to verify that the soils are suitable for use with an infiltration basin and infiltration facilities have one of the highest failure rates of the BMP types. The homeowners association will be burdened with an expensive corrective action when the BMP fails. As a sediment basin will be required to control the site and the infiltration BMP cannot be used for this purpose, it will be more economical to construct one facility that serves both sediment control and permanent stormwater purposes. All requirements of the County's BMP Design Manual and the state Stormwater Management Manual must be addressed in the design of an infiltration facility.

- 50) **BMP Points.** Assigned BMP point values indicated in Table 1 of the County BMP manual assumes all features consistent with the manual are provided such as pretreatment forebays, aquatic shelves, stream channel protection volume, pond buffers, etc. As full point credit value is being taken for the BMP in the calculation worksheet, all applicable design features must be present.
- 51) **BMP Configuration.** Include provisions in the layout of the BMP to protect and provide for adequate screening, separation and buffer from adjoining properties or the general public's view. Provisions may include use of innovative structural design, berms, landscaping or curvilinear shaping to make the facility have a more aesthetic appearance, complement the existing topography and blend with the natural character of the site. Refer to Chapter 24 Zoning, Section 24-98(d) and Chapter 19 Subdivisions, Section 19-70 for general criteria. This could become more of a concern if the basin is redesigned as a wet pond and the typical riser/barrel configuration is used.
- 52) **Pond Buffers.** A pond buffer needs to be provided that extends 25 feet outward (landward or upland) from the 100-year design high water surface elevation of the pond. Also, at least 50 feet of setback is recommended between the design high water and any permanent building, dwelling unit or structure; and facilities such as embankments, control structures and design high water should not be located within lot area or perimeter buffers as required by zoning (such as right-of-way buffers, setbacks, landscape buffers, etc.) unless previous approval is obtained.
- 53) **BMP Pretreatment.** For an infiltration facility, the BMP pretreatment requirements have not been adequately addressed. A sediment forebay or other equivalent measure is required with a volume of at least 25% of the water quality volume.
- 54) **Pond Hydraulics.** The plans state that a design storage elevation for the 100-year storm is 53.73 but no calculations were provided to verify that design elevation. It does not seem feasible that the 100-year storm with a volume of 242,242 cubic feet will be discharged through the 24" RCP with an invert of 52.2 with a rise in elevation of only 1.5 feet. Please examine and revise as necessary. Also, see the next comment regarding stream channel protection. The volume required for that design aspect is greater than provided for the 100-year storm.
- 55) **Stream Channel Protection Criteria.** The County's stream protection criteria is 24-hour detention of the 1-year, 24-hour storm, not achieving a net increase in runoff from pre-development levels. The 1-year storm event must be contained and allowed to draw down over a minimum of 24 hours. It appears from the stage-discharge data that the storage of the 1-year volume is not achieved until elevation 54. Therefore, the basin does not meet this requirement and is not adequate for the other storm events either.
- 56) **Tailwater Conditions.** The stormwater system enters the infiltration basin below the 1-year storm water surface elevation; therefore, tailwater conditions must be taken into consideration in the system calculations for all design rainfall events.
- 57) **Freeboard.** It is the County's requirement that at least one foot of freeboard be provided between the 100-year storm event and the lowest point in the top of the bank surrounding the BMP. Please revise the BMP to conform to these standards.

- 58) Concrete Outlet Barrel. Specify watertight reinforced concrete pipe meeting the requirements of ASTM C361 or ASTM C76 for the pond outlet barrel. Indicate size, class, length, slope, invert elevations of the pipe and joint type as required.
- 59) Anti-Vortex/Trash Rack Device. Provide a trash rack and anti-vortex device at the intake of the pond outfall pipe. Use of an inclined, removable bar rack matching the pond side slope such as a modified EW-11 (with horizontal bars), or a concrete sleeve or hood-type unit is recommended.
- 60) Structure A1.
A. The 6-inch pipe needs to be at elevation 46 not 50.
B. The 24-inch pipe is not mentioned in the storm sewer schedule.
- 61) Pond Construction. Provide notes or details showing specific construction requirements for the pond and recommended methods of excavation (from the sides with small tracked vehicle...). Include requirements for sub-grade preparation, achieving final grade, tilling of the basin bottom prior to seeding (if it remains as an infiltration basin), fill material type and placement, soil compaction with proctor requirements for fill areas, and pipe bedding/backfill details/requirements as applicable for an infiltration basin. Provide information for the underdrain system including pre-washed or double pre-washed VDOT 57 stone.
- 62) Outfall Protection. Due to the high velocities and the sensitivity of the outfall location, it is recommended that a small stilling basin be installed with a level spreader at the outfall of the storm drain system into Skiffes Creek. This will reduce the outflow velocities and reduce the risk of wetland disturbance resulting from concentrated flows due to land development.
- 63) Maintenance Plan. The maintenance plan for the stormwater management/BMP facility provided on sheet C5.2 needs to be modified by incorporating items from the attached sample maintenance plan for an infiltration facility. Section 23-10(4) of the Chesapeake Bay Preservation Ordinance requires stormwater management plans to include a long-term schedule for inspection and maintenance of stormwater management/BMP facilities. The maintenance plan for the BMP needs to be provided on the construction plans. The County is currently in the planning stage of developing an annual BMP inspection program and a maintenance plan is a crucial component for future success of the program.
- 64) Storm Drain Computations. Storm system computations and the information provided on the plans reflect that a substantial portion of the stormwater conveyance system is proposed for installation at slopes less than those allowed under Section 19-50 of the James City County Code (min. slope is 0.2%). These slopes need to be adjusted to conform to these standards.
- 65) Storm Drain Computation. Using the Continuity Equation ($Q=VA$) for pipe flow under normal flow conditions, the majority of the system also does not achieve a scouring velocity of 2 ft/sec which disagrees with the calculations provided. Further, the calculations reflect that "Station / Line to Line" segments 1 to END, 11 to 10, and 14 to 13 are exceeding the flow full pipe capacity for the design storm. In addition, the combined 25.53 CFS from structures A3 and A11 to structure A2 is not routed through the remainder of the system and several of the inverts provided in these calculations do not agree with those provided on the plans. Please adjust pipe sizes, slopes, and plan references as needed to bring the system into conformance with all applicable regulations providing a full set of completed design calculations that agree with accompanying plans.

- 66) Storm Drain Computations. No calculations have been provided for the drainage system for the widening of Pocahontas Trail.
- 67) Inlet/Storm Drain Computations. The inlets need to ensure that the spread is limited to half the travel lane width. Inlet A8 does not meet this criteria.
- 68) Stormwater Conveyance System. Provide information on the plans pertaining to the pipe segment leading to structure A1 from the BMP and the pipe segment leading from structure A1 to the outfall in proximity to Skiffes Creek including inverts, slope, material, and, for all drainage piping on the plans, the classification of RCP.
- 69) Drop Inlets. It appears that the majority of the VDOT DI-1 drop inlets proposed do not meet the minimum depth requirement specified in the latest edition of the VDOT Road and Bridge Standards and Specifications. Please adjust/modify the plans as needed to conform to the applicable standards.
- 70) Drop Inlets. If "standard curb inlet" and "Double curb inlet" refers to HRPDC detail #DS_04, state such on the plan grading and drainage plan sheets. If not, please provide a detail for the structure.
- 71) Curb and Gutter. Specify on the plans where the 30" and 24" Curb and Gutter is proposed for installation.
- 72) Street Drainage. There is some confusion as to the grading of the private road between stations 23+90 and 24+50 on the southwestern side of the road. The plans indicate that the road be constructed at 2% slope from center to edge and the plans indicate a reverse curb at this location with matching grades on both sides providing positive drainage to a point with no catch basin. Please make modifications to plans as needed for the current grading provides for pooling of stormwater at this location.
- 73) Manhole Structures. Provide a detail for steps that meet VDOT requirements and state that all manholes over 4' in depth shall have steps installed per the detail.
- 74) Stormwater Piping. Update information provided on plans so that pipe slope, length, and inverts agree. For example, the call out for the stormwater pipe leading from structure A22 to A20 states that 61' of 15" RCP is to be installed at 0.23% with inverts at the structures of 58.42 and 58.03. This equates to 0.64%. Correct as needed.
- 75) Stormwater Conveyance Channel Computations. Provide calculations to support the design of all stormwater conveyance channels and swales. Include drainage areas, times of concentration, runoff coefficients or curve numbers, and intensities for the 2- and 10-year design events and channel design assumptions (slopes, lining, sideslopes, etc.).
- 76) RCP Pipe. Show class required for all proposed onsite reinforced concrete pipe storm drains and culverts. Consider dead and live loads and cover depths during and following construction.
- 77) IS-1 Shaping. Inlet shaping is recommended for all storm drain structure due to the minimum slope proposed throughout the system. Inlet shaping will help to minimize and prevent debris buildups due to changes in pipe alignment. Use notes or details to specify inlet shaping at all

structures in accordance with VDOT Standard IS-1. In addition, if final depths of the inlets are greater than 4 ft., include provisions for steps in accordance with VDOT Standard ST-1.

- 78) **Overflow Path.** Show the general anticipated overflow path should the storm drain system or BMP fail or become clogged or if the design storm is exceeded. The path should be a safe escape route that will not impact downstream property or structures.
- 79) **Pond Landscaping.** Provide a landscaping plan with details as necessary to address landscaping and stabilization in and around the BMP. Indicate any special plantings, vegetation, seeding, mulching, sequences of construction or stabilization methods required to support deep water, shallow water, and shoreline fringe zones associated with the BMP. Refer to Minimum Standard 3.05 of the VSMH for additional detailed guidance. Additionally, article II, Division 4, Landscaping of the Chapter 24 Zoning ordinance of James City County requires all BMP facilities that will be visible from roads, adjoining properties or open to the public's view be designed such that structural components are hidden or adequately screened from public view, the facility is well landscaped and appears more natural than man-made, and are sensitive to the character of the site and surrounding properties.
- 80) **Geotechnical.** Provide information (preliminary soil evaluations, logs, test results, reports, etc.) as necessary to substantiate that existing soils beneath the infiltration basin are adequate for the installation of an infiltration facility.
- 81) **Storm Drain Notes.** A note should be added to the improvement plans that all materials and construction within public right-of-way is to follow VDOT Standards and Specifications and indicate whether remaining onsite storm drain work, outside the right-of-way, is to follow VDOT standards for material and construction. If not, information shall be provided on the plans with details as appropriate for construction such as material type, specifications and installation requirements (backfill, compaction, etc.).
- 82) **Stormwater Management Plan.** For water quality, stream channel protection and stormwater management requirements of James City County, please refer to Chapter 8 and Chapter 23 of the James City County Code, the James City County Guidelines for Design and Construction of Stormwater Management BMP's (manual) and the design plan checklist.
- 83) **SWM Calculations.**
 - A. Provide information to support all RCNs, especially the post-development RCNs of 70 and 82. The post-development RCNs seem low for the intensity of the development and the pre-development RCN.
 - B. Structures in the calculations are not labeled consistent with the plan for MH-1, MH-2, etc.
 - C. Provide a map to show where the various drainage areas are located – PROP1, PROP2, etc.
 - D. It is not clear what the undisturbed by-pass area is.
- 84) **Meeting.** Due to the crucial nature of the comments, especially those related to stormwater management and the erosion control plan, it is highly recommended that a meeting be held between Environmental Division staff and the plan preparer prior to the next submission. Contact the Environmental Division at 253-6670 and ask for either Bill Cain or Darryl Cook.
- 85) **Given the amount and type of comments generated by this review, it is likely that additional comments will be generated on the resubmission of this plan.**

DEVELOPMENT REVIEW COMMITTEE ACTION REPORT
Meeting of January 7, 2004

Case No. S-112-02

Kensington Woods Overhead Utility Waivers

Mr. Henry Stephens of Associated Developers, Inc. has applied for a waiver to allow the extension of overhead power across Lake Powell Road as part of the proposed forty lot Kensington Woods subdivision at 2705 Lake Powell Road. The parcel is further identified as parcel (1-16) on James City County Tax Map (48-3). The Subdivision Ordinance requires DRC review for utility waivers.

DRC Action: The DRC recommended approval of the waiver.

Case No. S-101-03

Ford's Colony Section 35

Mr. Charles Records of AES Consulting Engineers, on behalf of Realtec Inc., submitted a subdivision plan proposing a 98 single family lots on 417.8 acres on Centerville Road. The parcels for subdivision are further identified as parcels (1-1), (1-1B), (1-2), and (1-3) on James City County Tax Map (36-2). The proposed development requires DRC review as it proposes more than fifty lots and for two waiver requests.

DRC Action: The DRC recommended approval of the Cul-De-Sac length waiver request, recommended deferral of the Septic System Waiver request, and recommended deferral for preliminary approval.

Case No. SP-143-03

New Town United Methodist Church

Mr. Mark Richardson of AES Consulting Engineers, on behalf of the Board of Missions of United Methodist Church, submitted a site plan proposing the construction of a house of worship in New Town. The parcel is located at 5209 Monticello Avenue and is further identified as parcel (1-48) on James City County Tax Map (38-4). DRC review is necessary because the church proposes offsite parking in the existing Williamsburg/James City County Courthouse parking lot.

DRC Action: The DRC unanimously voted to permit off site parking by the New Town United Methodist Church on the adjacent Williamsburg James City Courthouse property in accordance with the existing agreement.

Case No. S-106-03/SP-141-03 Colonial Heritage Phase 2, Section 3

Mr. Richard Smith of AES Consulting Engineers, on behalf of U.S. Homes, submitted a subdivision plan proposing a 66-lot subdivision in Phase 2 of Colonial Heritage. The 66 lots are further divided into 45 single family lots and 21 attached townhouse units. The proposed subdivision is located off Richmond Road via Colonial Heritage Boulevard. The parcel is further identified as parcel (1-32) on James City County Tax Map (24-3). DRC review is required for all major subdivisions with fifty or more lots.

DRC Action: The DRC recommended that preliminary approval be granted subject to resubmittal of plans which address agency comments.

Case No. SP-140-03

Pocahontas Square

Mr. Scott Acey of MSA, on behalf of RML III Corporation, has submitted a plan for 96 townhomes on 13.7 acres. The proposed development is located at 8844 Pocahontas Trail. The site is further identified as parcels (1-4), (1-5A), and (1-5) on James City County Tax Map (59-2). DRC review is required for all subdivisions or site plans proposing fifty or more units.

DRC Action: The DRC deferred the case until their Jan. 28 meeting.

**JAMES CITY COUNTY
DEVELOPMENT REVIEW COMMITTEE REPORT**

FROM: 12/1/2003

THROUGH: 12/31/2003

I. SITE PLANS

A. PENDING PRELIMINARY APPROVAL

SP-144-98	Williamsburg Pottery Warehouse/Retail Building
SP-116-99	New Town, Wmbyg./JCC Courthouse SP Amendment
SP-087-01	The Vineyards Ph. 3 at Jockey's Neck
SP-089-01	Ewell Station Storm Water Management Fac. Mod.
SP-116-01	Powhatan Secondary - Ph. 7, Sanitary Sewer Ext.
SP-112-02	Ford's Colony Recreation Park
SP-045-03	Noah's Ark Vet Hospital SP Amendment
SP-052-03	Kingsmill Access Ramp for Pool Access Bldg.
SP-056-03	Shell Building - James River Commerce Center
SP-063-03	District Park Sports Complex Parking Lot Expansion
SP-077-03	JCC Courthouse Bioretention Demonstration Project
SP-079-03	Tequila Rose Walk-in Cooler
SP-082-03	Williamsburg Winery-Gabriel Archer Tavern
SP-086-03	Colonial Heritage Golf Course
SP-087-03	Busch Gardens Maintenance Storage Building
SP-095-03	KTR Stonemart
SP-105-03	Colonial Heritage Construction Office
SP-108-03	Fieldstone Parkway Extension
SP-127-03	New Town - Old Point National Bank
SP-129-03	Busch Gardens Oktoberfest Expansion
SP-131-03	Colonial Heritage Ph. 2, Sec. 1
SP-132-03	Windy Hill Market Gas Pumps & Canopy SP Amendment
SP-136-03	GreenMount Industrial Park Road Extension
SP-139-03	New Town Block 8, Ph. 1
SP-140-03	Pocahontas Square
SP-141-03	Colonial Heritage - Ph. 2, Sec. 3
SP-142-03	St. Bede's - Lighting
SP-143-03	New Town - United Methodist Church
SP-144-03	Building Specialties Warehouse Expansion
SP-145-03	Williamsburg National 13 Course Expansion
SP-147-03	J.H. Fisher Offices and Warehouse
SP-148-03	Marketplace Shoppes Ph. 4 SP Amendment
SP-149-03	Quality Inn Kingsmill - Breakfast Room
SP-150-03	Windsormeade Marketplace

B. PENDING FINAL APPROVAL

SP-027-02	120' Stealth Tower--3900 John Tyler Highway
SP-061-02	Powhatan Plantation Recreation Bldg Amd

EXPIRE DATE

6/13/2004
6/18/2004

Tuesday, January 06, 2004

Page 1 of 4

SP-144-02	J.W. Crossing, Ph. 2	2/20/2004
SP-005-03	Hankins Farm Water and Sewer Extension	5/27/2004
SP-009-03	Energy Services Group Metal Fabrication Shop	11/14/2004
SP-015-03	Monticello Woods Community Center	4/10/2004
SP-035-03	Prime Outlets, Ph. 5-A & 5-B - SP Amendment	4/30/2004
SP-049-03	James River Commerce Center Columbia Drive	5/19/2004
SP-050-03	Wmbg-Jamestown Airport T-Hanger & Parking Exp.	7/29/2004
SP-053-03	George Nice & Sons Fill Project	8/ 8/2004
SP-066-03	Colonial Heritage Ph. 1, Sec.1, SP Amendment	6/20/2004
SP-075-03	James City County Fire Station No.2	7/14/2004
SP-089-03	Ford's Colony - Country Club Redevelopment Plans	8/ 4/2004
SP-091-03	Colonial Heritage Ph. 1, Sec. 5	8/ 4/2004
SP-092-03	Ford's Colony - Westbury Park, Recreation Area #2	9/ 8/2004
SP-107-03	Colonial Heritage Golf Maintenance Facility	9/24/2004
SP-112-03	Faith Baptist Church Recreation Building	11/19/2004
SP-114-03	Thayer-Smith Self Storage	10/ 2/2004
SP-116-03	Kingsmill - Armistead Point	11/19/2004
SP-128-03	Monster Storage	12/ 5/2004
SP-130-03	Wythe-Will Distributing Company, LLC	11/12/2004
SP-134-03	Ironbound Center 4	12/15/2004
SP-135-03	Custom Culinary Connections	12/ 2/2004
SP-138-03	New Town - Prudential-McCardle Office Building	12/29/2004

C. FINAL APPROVAL

		DATE
SP-030-03	Old Capitol Lodge Site Plan Amendment	12/ 3/2003
SP-097-03	Colonial Heritage Boulevard, Ph. 2	12/15/2003
SP-118-03	New Town Block 2 Amendment	12/18/2003
SP-122-03	St. Bede's Catholic Church Prayer Garden	12/29/2003
SP-126-03	Busch Gardens - Italy Bridge Renovation	12/ 8/2003
SP-133-03	CoreSix Precision Glass Employee Recreation Area	12/ 2/2003
SP-137-03	Williamsburg Winery Sewer Collection System	12/ 4/2003
SP-146-03	CoreSix Precision Glass SP Amendment	12/29/2003

D. EXPIRED

EXPIRE DATE

II. SUBDIVISION PLANS

A. PENDING PRELIMINARY APPROVAL

S-062-98	Ball Metal Conservation Easement
S-104-98	Skiffes Creek Indus. Park, VA Trusses, Lots 1,2,4
S-013-99	JCSA Mission Bank ROW Acquisition
S-074-99	Longhill Station, Sec. 2B
S-110-99	George White & City of Newport News BLA
S-091-00	Greensprings West, Plat of Subdv Parcel A&B
S-032-01	Subdivision and BLE Plat of New Town AssociatesLLC
S-008-02	James F. & Celia Ann Cowles Subdivision
S-031-02	Bruce's Super Body Shop, Lot 2 subdivision
S-086-02	The Vineyards Ph. 3 BLA Lots 1, 5-9, 52
S-008-03	Norge-Fenton Mill BLA
S-058-03	Ford's Colony - Sec. 10, 171-172
S-062-03	Hicks Island - Hazelwood Subdivision
S-063-03	102 Lands End BLA + BLE
S-066-03	Stonehouse, BLA & BLE Parcel B1 and Lot 1, Sec. 1A
S-067-03	Ford's Colony Sec. 33, Lots 1-49
S-083-03	Columbia Drive Subdivision
S-086-03	James River Commerce Center Stormwater Mgt.
S-091-03	Village Housing at the Vineyards Ph. 3, Lot 36- 37
S-094-03	Brandon Woods Parkway ROW
S-097-03	Stonehouse Community Recreation Center 2-D
S-098-03	Stonehouse Glen, Sec. 1-
S-099-03	Wellington, Sec. 5
S-100-03	Colonial Heritage Ph. 2, Sec. 1
S-101-03	Ford's Colony - Sec. 35
S-106-03	Colonial Heritage Ph. 2, Sec. 3
S-107-03	Stonehouse Conservation Easement Extinguishment
S-108-03	Leighton-Herrmann Family Subdivision
S-109-03	Eagle Tree Farms Lot 13 Resubdivision
S-113-03	7260 Osprey Drive Subdivision
S-114-03	New Town - Block 2, Parcel F
S-115-03	Eagle Tree Farm Lot 12
S-116-03	Stonehouse Glen, Sec. 2

B. PENDING FINAL APPROVAL

	EXPIRE DATE	
S-037-02	Village Housing at the Vineyards, Ph. 3	5/ 5/2004
S-039-02	Powhatan Secondary, Ph. 6-C	5/ 8/2004
S-052-02	The Retreat--Fence Amendment	6/18/2004
S-076-02	Marion Taylor Subdivision	10/ 3/2004
S-094-02	Powhatan Secondary Ph. 7-C	12/30/2004
S-112-02	Kensington Woods	2/ 6/2004

S-015-03	Season's Trace Winter Park Lots 51-74	4/15/2004
S-021-03	Stonehouse Sec. 2-C Easements	5/ 2/2004
S-033-03	Ferwick Hills, Sec. 2	10/31/2004
S-044-03	Ferwick Hills, Sec. 3	6/25/2004
S-049-03	Peleg's Point, Sec. 5	7/ 3/2004
S-055-03	Colonial Heritage Ph. 1, Sec. 5	8/ 4/2004
S-056-03	Colonial Heritage Ph. 1, Sec. 4	9/23/2004
S-057-03	Ford's Colony - Sec. 34	8/19/2004
S-068-03	Williamsburg Farms	12/18/2004
S-073-03	Colonial Heritage Ph. 2, Sec. 2	10/ 6/2004
S-076-03	Wellington, Sec. 4	11/ 3/2004
S-077-03	James Terrace, Sec. 10, Lots 4-6	10/ 1/2004
S-078-03	Monticello Woods - Ph. 2	11/ 3/2004
S-084-03	Liberty Property Limited Partnership	10/23/2004
S-092-03	Plat of Subdivision and BLA Ford's Colony	11/ 4/2004

C. FINAL APPROVAL

DATE

S-107-02	Greensprings West, Ph. 3-C	12/ 3/2003
S-041-03	Williamsburg Physicians Center - Parcel D	12/ 2/2003
S-047-03	Greensprings West Ph. 4C	12/ 1/2003
S-059-03	Colley Avenue Associates, LLC (Green Cove)	12/17/2003
S-071-03	Fire Station 2 BLE	12/22/2003
S-082-03	Monticello Woods - Lots 6-18, 31-38, 113 & 130	12/17/2003
S-085-03	Stonehouse at Williamsburg LLC	12/ 3/2003
S-093-03	Neck-O-Land Acres, Lots 1 & 2	12/ 1/2003
S-096-03	James F. Cowles Subdivision Plat 1	12/12/2003
S-103-03	903 Penniman Road BLA	12/ 4/2003
S-104-03	8631 Croaker Rd. - P.W. Development, Inc.	12/15/2003
S-105-03	94 Meadowcrest Trail BLE	12/ 3/2003
S-110-03	Ford's Colony - Parcel D-2, Part 1 BLA	12/11/2003
S-111-03	Ford's Colony - Sec. 10A, Lot 1	12/12/2003
S-112-03	Ford's Colony Sec. 1 Block D Lots 2A, 2B, 2&3 BLE	12/11/2003

D. EXPIRED

EXPIRE DATE

AGENDA

DEVELOPMENT REVIEW COMMITTEE

January 7, 2004

4:00 p.m.

JAMES CITY COUNTY GOVERNMENT COMPLEX

Conference Room, Building E

1. Roll Call
2. Minutes
 - A. Meeting of December 3, 2003
3. Consent Items
 - A. S-112-02 Kensington Woods Overhead Utility Waivers
4. Cases
 - A. S-101-03 Ford's Colony, Sect. 35
 - B. SP-143-03 New Town United Methodist Church
 - C. S-106-03/SP-141-03 Colonial Heritage Phase 2, Sect. 3
 - D. SP-140-03 Pocahontas Square
- 4 Adjournment