

AT A REGULAR MEETING OF THE DEVELOPMENT REVIEW COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD IN THE BUILDING F CONFERENCE ROOM AT 5:45 P.M. ON THE 2ND DAY OF FEBRUARY, TWO THOUSAND FOUR.

ROLL CALL

Mr. Joe McCleary  
Mr. Joe Poole  
Ms. Peggy Wildman

ALSO PRESENT

Mr. David Anderson, Senior Planner  
Ms. Ellen Cook, Planner  
Ms. Karen Drake, Senior Planner  
Mr. Christopher Johnson, Senior Planner

Mr. Jack Fraley, Member of the Planning Commission

MINUTES

Following a motion by Mr. McCleary and a second by Ms. Wildman, the DRC approved the minutes from the January 7, 2004 meeting by a unanimous voice vote.

INTRODUCTIONS

Mr. Poole introduced Mr. Jack Fraley as the newest member to the Planning Commission whose first meeting would be later that evening. Mr. Fraley not having yet been appointed to a subcommittee was present to observe the Development Review Committee meeting.

Case No. S-099-03. Wellington, Sect. 5

Mr. Johnson presented the staff report stating that this project was deferred at the December 3, 2003, DRC meeting in order to allow time for the applicant to work with the Environmental Division on addressing several key issues regarding the presence of steep slopes and RPA that might change the number of lots in the development. The applicant has been corresponding with staff in the Environmental Division since that time but plans have not been resubmitted to address agency comments. Lots 221-225 and 254-260 continue to be the source of disagreement between the parties. The Environmental Director believes that Loop Road "A" will not need to be realigned and believes that remaining issues regarding the twelve lots will be resolved in the near future. Staff recommended that preliminary approval be granted for the project, with the exception of Lots 21-225 and 254-260, subject to resubmitted plans which address all agency comments. Staff will administratively approve the remaining twelve lots at a later date. There being no further discussion and following a motion by Mr. McCleary that was seconded by Ms. Wildman, the DRC voted unanimously

to recommend preliminary approval for the development, with the exception of Lots 221-225 and 254-260, subject to agency comments.

Case No. S-101-03. Ford's Colony Section 35

Mr. Anderson presented the staff report stating that the outstanding Environmental issues have been addressed and that the Environmental Division recommended preliminary approval be granted. Mr. Anderson noted that it was recently discovered that the plans proposed connecting the independent water system to the JCSA Central Water System in order to provide adequate fire flows. This is not permitted as the system needs to be totally independent. As such, staff recommended preliminary approval with the following condition.

“The proposed independent water facility needs to provide for the domestic demands and the fire flow demands for all lots outside the PSA and cannot be connected to or supplemented in any way by the JCSA Central Water System. All lots outside the PSA shall be served exclusively by the proposed independent water facility.”

There being no further discussion and following a motion by Mr. McCleary that was seconded by Ms. Wildman, the DRC unanimously recommended preliminary approval with the recommended condition.

Case No. C-158-03. Earnie Waters Septic System Waiver

Ms. Cook presented the staff report stating that the applicant requested an exception to Section 19-60 of the Subdivision Ordinance to allow a remote, low pressure distribution septic system for the lot at 7262 Osprey Drive in Chickahominy Haven. The applicant, Aaron Small, has proposed the use of a remote drainfield at 7265 Osprey Drive to serve this lot. Staff recommended approval of the exception request. Mr. McCleary asked about the nature of a low pressure distribution septic system. Mr. Small of AES briefly explained how a low pressure distribution system compares to a conventional septic system. There being no further discussion and following a motion by Mr. McCleary that was seconded by Ms. Wildman, the DRC unanimously recommended approval of the septic system waiver.

Case No. SP-143-03. New Town United Methodist Church

Ms. Drake presented the staff report stating that when the New Town United Method Church was before the DRC last month for a shared parking waiver, the site plans mistakenly showed the zoning of the site to be M-1, Limited Business/Industrial District. However the site was rezoned in 1997 to MU, Mixed Use. The proposed Church building fronts on Monticello Avenue and per the James City County Zoning Ordinance, structures shall be located 50 feet or more from any existing or planned public right-of-way which is 50 feet or greater in width. AES Consulting Engineers is requesting that the front building setback line be reduced to 30 feet which is the minimum building setback distance recommended in the New Town Design Guidelines. Additionally, a fifty foot undisturbed setback shall be maintained around the perimeter of a mixed use district, or between the proposed Church, the AVI building and the Courthouse Green. AES Consulting Engineers requests that this perimeter building setback be reduced to 30 feet and the landscape buffer to 15 feet. This setback reduction is in accordance with the New Town Design Review Guidelines and helps to integrate the mixed use development with adjacent development. Mr. McCleary confirmed that the New Town

United Methodist Church has already been approved by the New Town Design Review Board. There being no further discussion and following a motion by Mr. McCleary that was seconded by Ms. Wildman, the DRC voted unanimously that the building setback requirements for the New Town United Methodist Church be modified and reduced to 30' along Monticello Avenue and 30' feet with a 15' landscape buffer along the West and South sides.

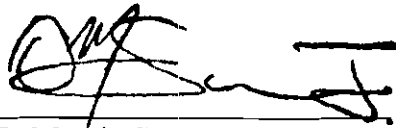
Case No. SP-150-03. WindsorMeade Marketplace

Mr. Johnson presented the staff report and highlighted the history for this project at the DRB, Planning Commission and Board of Supervisors in 2003. Shopping Centers require the review of the DRC. Mr. Johnson stated that the plans call for approximately 163,000 square feet of retail floor area and do not currently propose any development of the outparcels planned along WindsorMeade Way or Monticello Avenue. Staff stated that VDOT comments would take some time to resolve but they had been discussed extensively during the public hearings for this project and the plans were consistent with the Master Plan approved during the rezoning of the site. Staff recommended that preliminary approval be granted subject to agency comments. Mr. McCleary asked if the remaining occupied residential dwelling unit on Olde News Road would remain or be demolished. Mr. Arch Marston of AES stated that the dwelling unit would ultimately be demolished in a later phase of development. Mr. McCleary questioned the location of the dumpster pad adjacent to the BMP on the northern portion of the development. Mr. Marston stated that the project engineers had made considerable effort to locate dumpster pads in order to maintain an orderly traffic pattern within the development and to minimize the impacts on adjacent property to the greatest extent possible. Mr. Jim Gresock of S.L. Nusbaum stated that the dumpster pad sites would all be screened with architectural features and landscaping similar to the adjacent Monticello Marketplace. Mr. Poole stated that the perimeter buffers along Route 199 and Monticello Avenue were particularly hard hit during Hurricane Isabel and asked what measures could be taken to supplement the remaining buffers. Mr. Gresock stated that a final decision had not yet been made as to how best to supplement the remaining buffers but special care would be taken to screen the development to the best extent possible. Mr. Poole stated that he would like to see as much landscape material as possible in the areas that had been depleted by the hurricane. There being no further discussion and following a motion by Ms. Wildman that was seconded by Mr. McCleary, the DRC voted unanimously to recommend preliminary approval for this project subject to agency comments.

Adjournment

There being no further business, the February 2, 2004, Development Review Committee meeting adjourned at 6:15 p.m.

  
Mr. Joe Poole, Acting Chairman

  
O. Marvin Sowers, Jr., Secretary

**Conceptual Plan 32-04**

**JCC Communications Towers**

Staff Report for the February 25, 2004 Development Review Committee Meeting

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**SUMMARY FACTS**

**Applicant:** Mr. Richard Miller, Fire Chief

**Landowner:** Virginia Peninsula Regional Jail: Virginia Peninsula Regional Jail Authority  
Landfill: James City County  
Hankins Industrial Park: Nice Commercial Properties LLC

**Proposed Use:** Three communications towers, 280 feet tall at the Virginia Peninsula Regional Jail, 380 feet tall at the JCC landfill and 380 feet tall in the Hankins Industrial Park serving as part of the JCC 800-MHz trunked radio system.

**Location:** Virginia Peninsula Regional Jail: Merrimac Trail  
Landfill: Jolly Pond Road  
Hankins Industrial Park: 129 Industrial Boulevard

**Tax Map/Parcel No.:** Virginia Peninsula Regional Jail: (60-1)(1-11)  
Landfill: (30-1)(1-4)  
Hankins Industrial Park: (12-4) (1-62A)

**Primary Service Area:** Virginia Peninsula Regional Jail: Yes  
Landfill: No  
Hankins Industrial Park: Yes

**Existing Zoning:** Virginia Peninsula Regional Jail: R-8, Rural Residential  
Landfill: A-1, General Agriculture  
Hankins Industrial Park: M-2, General Industrial

**Comprehensive Plan:** Virginia Peninsula Regional Jail: Federal, State & County Land  
Landfill: Federal, State & County Land  
Hankins Industrial Park: General Industry

**Reason for DRC Review:** Section 15.2-2232 of the Virginia State Code requires Planning Commission review of any public area, facility or use not shown on the adopted Comprehensive Plan. This code states that no facility shall be allowed unless the commission determines that the location, character and extent of the facility is "substantially" in accord with the adopted Comprehensive Plan.

**Staff Contact:** Matthew Arcieri, Planner Phone: 253-6685

STAFF RECOMMENDATION

The three tower special use permits were approved by the Board of Supervisors on February 10, 2004.

Staff finds the proposal consistent with the Comprehensive Plan because:

1. By developing a regional system with York County, the proposal satisfies goal four of the public facilities element, "Emphasize efficient facilities and service delivery systems and develop public facilities as components of regional systems where feasible."
2. The Regional Jail and landfill towers are public facilities owned and operated by James City County on land designated Federal, State & County Land on the Comprehensive Plan.
3. The Hankins tower is located in an established industrial park that, since providing maximum coverage for the radio system partially dictates the location of this tower, affords it acceptable buffering in accordance with its General Industry designation.

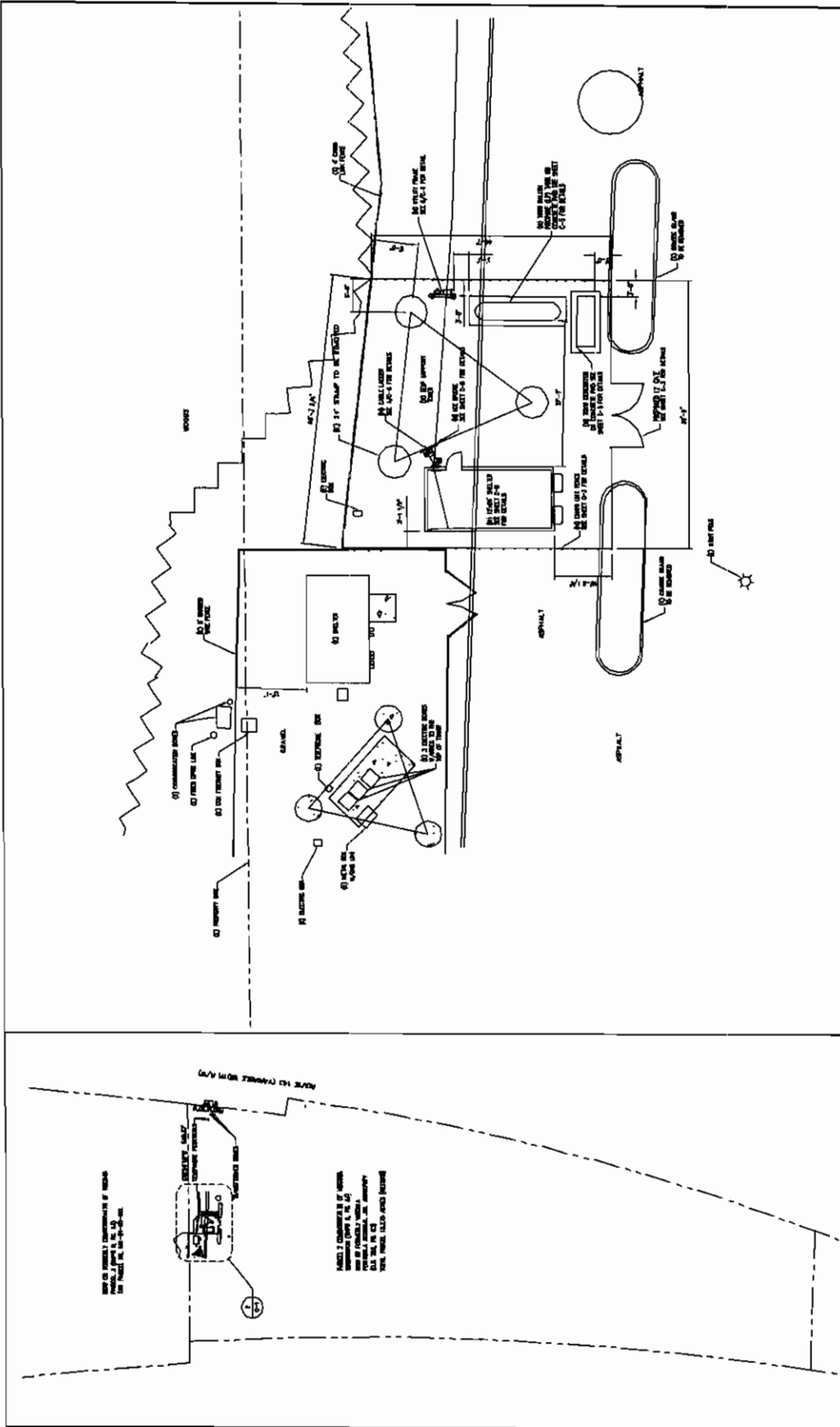
Staff recommends the DRC find all three towers consistent with the Comprehensive Plan.

  
Matthew Arcieri

Attachments:

1. Tower layouts





<b>KEY PLAN</b>		1"=100'-0"		1		<b>SITE LAYOUT PLAN</b>		1/8"=1'-0"		2																	
<b>URS</b> United Research & Services, Inc. 1000 North 17th Street, Suite 100 Ft. Worth, Texas 76107 Phone: (817) 784-1111				<b>RECONSTRUCTION</b> BOSCO INTERNATIONAL, INC. WILLIAMSBURG, VA 23185				<b>MOTOROLA</b> MOTOROLA SYSTEMS INTEGRATION 2513 BALLARD WAY ELLSWORTH, MI 49829 PHONE: (410) 203-0319 FAX: (410) 780-0381																			
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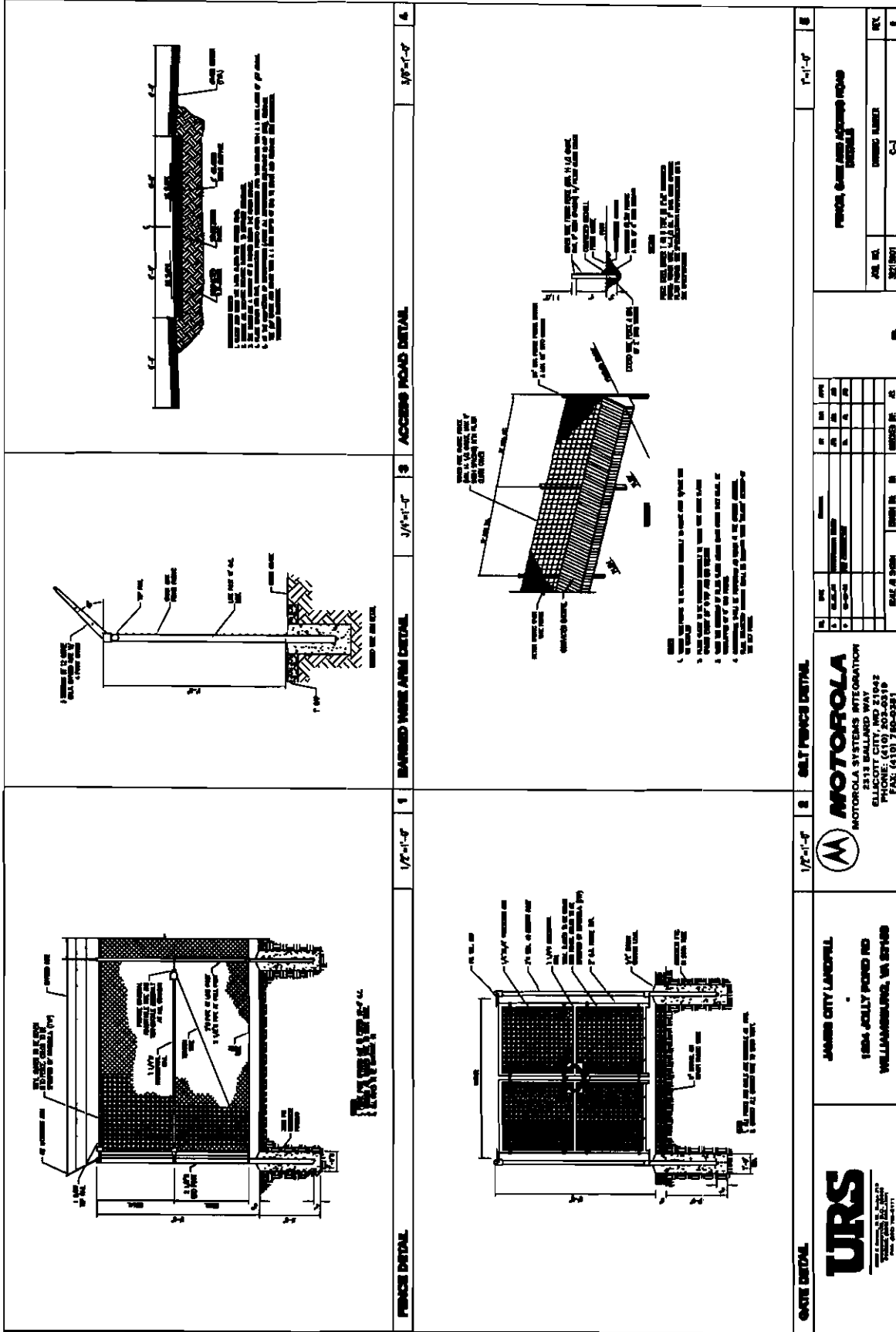


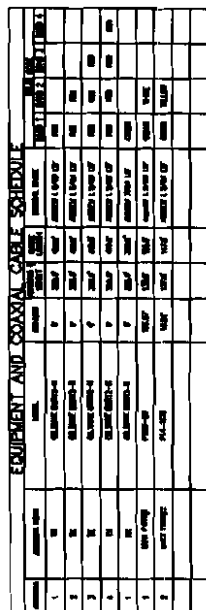




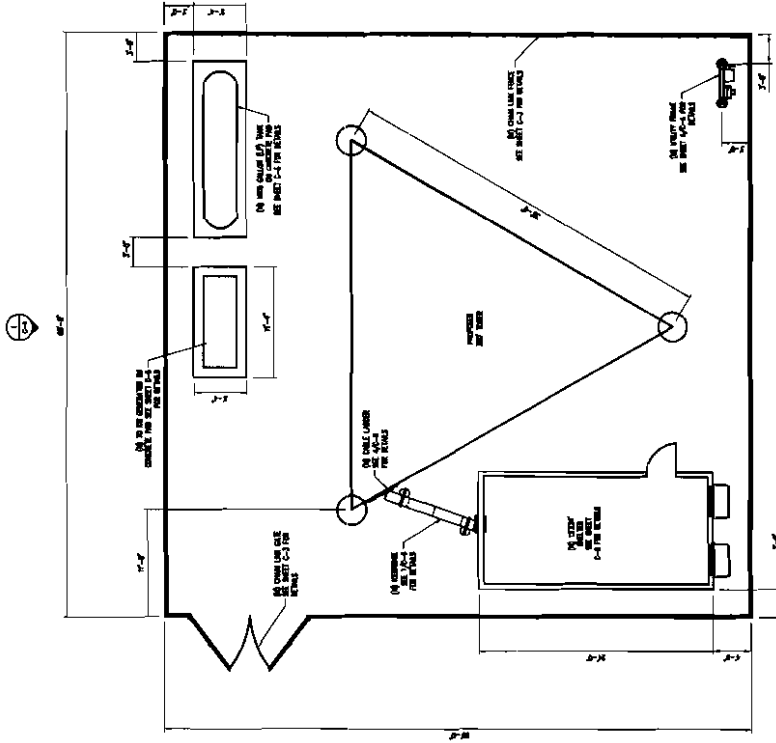




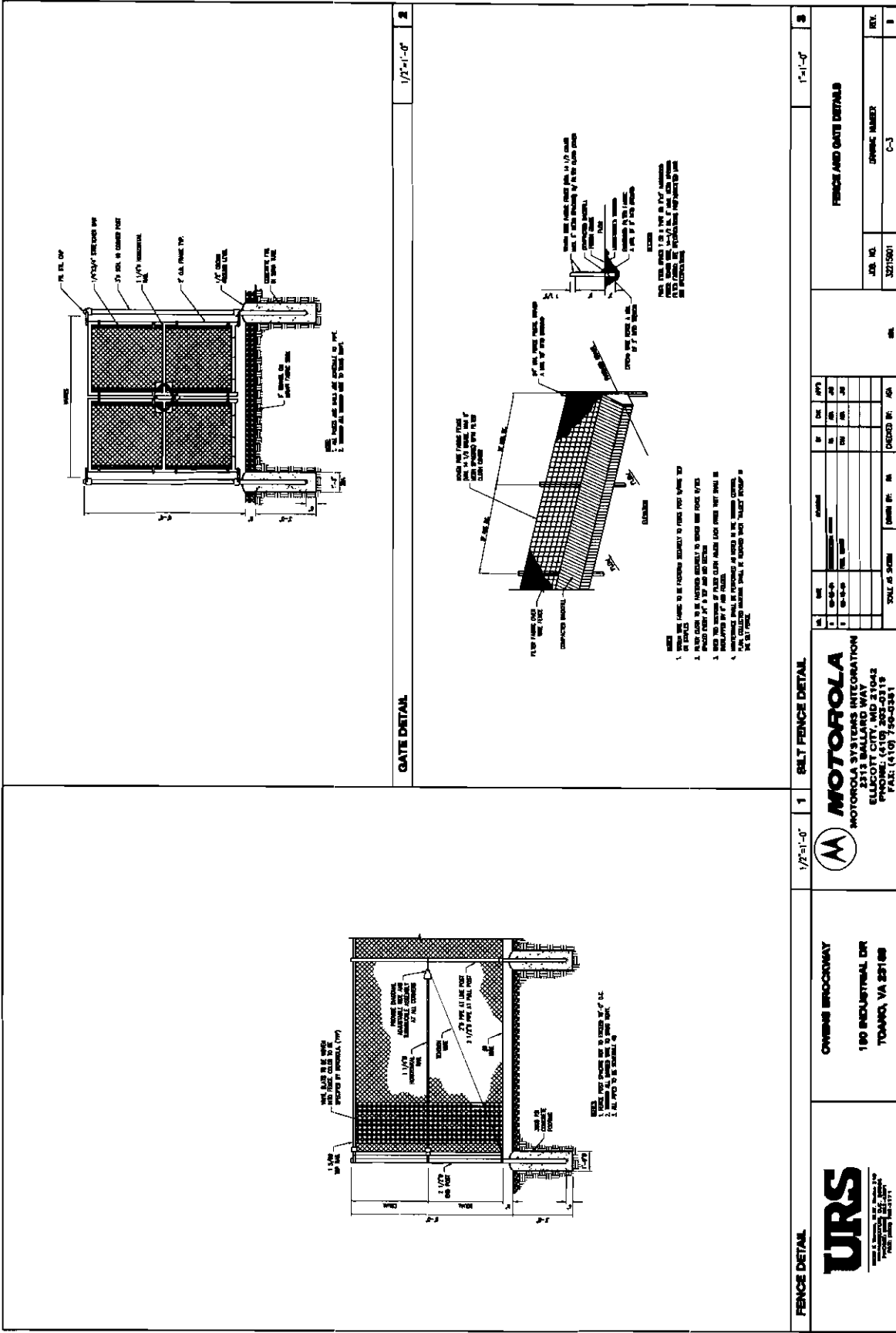


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PROJECT NO. 01-01-91		PROJECT NAME MOTOROLA SYSTEMS INTEGRATION		PROJECT LOCATION 150 INDUSTRIAL DR, TOLLAND, VA 22168	



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**URS**  
UNITED STATES OF AMERICA  
 FEDERAL GOVERNMENT  
 PROJECT NO. 327-0011

**CHENING BROOKWAY**  
**180 INDUSTRIAL DR**  
**TOANOK, VA 22188**

**MOTOROLA**  
 MOTOROLA SYSTEMS INTEGRATION  
 180 INDUSTRIAL DR  
 ELLICOTT CITY, MD 21042  
 PHONE: (410) 303-0319  
 FAX: (410) 790-0381

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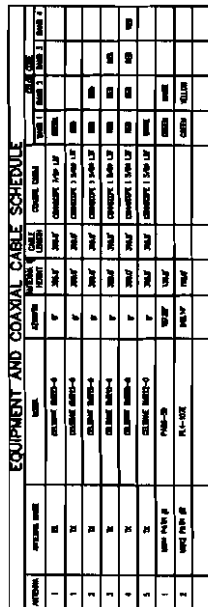
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 <b>URS</b> <small>URS &amp; ASSOCIATES, INC., 4000 N. 19th Avenue, Suite 100, Aurora, CO 80010  PHONE: (303) 733-4000 FAX: (303) 733-4001</small>		<b>OWENS BROOKWAY</b> <b>180 INDUSTRIAL DR</b> <b>TOANO, VA 23186</b>		 <b>MOTOROLA</b> <small>MOTOROLA SYSTEMS INTEGRATION</small> <b>10000 N. 19th Avenue, Suite 100, Aurora, CO 80010</b> <b>ELLICOTT CITY, MD 21042</b> <b>PHONE: (410) 203-0316</b>		<table> <tr> <th colspan="2">EQUIPMENT</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> <th colspan="2">CABLE</th> </tr> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> <th>NO.</th> <th>DESCRIPTION</th> </tr> <tr> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> <td>1</td> <td>10-0-0-0</td> </tr> <tr> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> <td>2</td> <td>10-0-0-0</td> </tr> </table>												EQUIPMENT		CABLE		CABLE		CABLE		CABLE		CABLE		CABLE		CABLE		CABLE		NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	NO.	DESCRIPTION	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	1	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	2	10-0-0-0	<table> <tr> <td>TOANO ELEVATION AND EQUIPMENT SCHEDULE</td> <td>REV</td> </tr> <tr> <td>DATE: 10/1/83</td> <td>REV</td> </tr> <tr> <td>BY: J. J. J.</td> <td>REV</td> </tr> <tr> <td>BY: J. J. J.</td> <td>REV</td> </tr> </table>		TOANO ELEVATION AND EQUIPMENT SCHEDULE	REV	DATE: 10/1/83	REV	BY: J. J. J.	REV	BY: J. J. J.	REV
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**Subdivision 6-04 / Site Plan 9-04. Colonial Heritage, Phase 1, Sections 3 & 3A**  
**Staff Report for the February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Richard Smith, AES Consulting Engineers

**Landowner:** U.S. Home, Inc.

**Proposed Use:** 86 lot subdivision (comprised of a mix of single-family detached, single-family attached, duplex and triplex residential units)

**Location:** Colonial Heritage, a master planned community (across from the Williamsburg Pottery on Richmond Road); Stonehouse District

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

**Primary Service Area:** Inside

**Project Area:** Section 3 is approximately 17.25 acres  
Section 3A is approximately 14.18 acres  
Total acreage  $\pm$  31.43 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 residential lots

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

**STAFF RECOMMENDATION**

The development plans for Sections 3 and 3A were reviewed by the DRC in November 2002 and preliminary approval was granted by the Planning Commission on December 2, 2002. Preliminary approval expired on December 2, 2003 for both the site plan and subdivision applications when the applicant failed to record a final plat, request an extension of preliminary subdivision approval or submit the proffer payments necessary to receive final site plan approval.

The applicant submitted new site plan and subdivision applications earlier this month for Sections 3 and 3A. Given the expiration of preliminary approval, the resubmitted development plans require DRC review.

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

  
Christopher Johnson

**Site Plan 129-03**

**Busch Gardens Oktoberfest Expansion**

**Staff Report for the February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Ronnie Osborne of LandMark Design Group

**Land Owner:** Busch Entertainment Corporation

**Proposed Use:** An approximately 40,000 square foot pre-manufactured metal building to contain a state-of-the-art amusement attraction.

**Location:** 7851 Pocahontas Trail

**Tax Map/Parcel No.:** (51-4)(1-9)

**Primary Service Area:** Inside

**Parcel Size:** 381.71 acres (gross); 1.38 acres (project area)

**Existing Zoning:** M-1, Limited Business/Industrial District

**Comprehensive Plan:** Limited Industry

**Reason for DRC Review:** Section 24-147 of the Zoning Ordinance states that the Development Review Committee shall consider site plans that propose a single building or group of buildings which contain a total floor area that exceeds 30,000 square feet.

**Staff Contact:** Ellen Cook                      Phone: 253-6685

**STAFF RECOMMENDATION**

Phase I of the proposed building would consist of a 39,810 square foot building housing a state-of-the-art amusement attraction. Phase II of this building would add themed elements to the exterior of the building. The proposed building would be located entirely within Busch Gardens, and would replace an existing ride structure.

Staff finds that the proposed building would have minimal impact on surrounding areas due to its location well within Busch Gardens property lines, and well below the height of existing adjacent amusement attractions. On February 10, 2004 the Board of Supervisors approved a special use permit and height limitation waiver for this building and its associated themed elements. Staff recommends that the DRC grant preliminary approval subject to agency comments.

**Attachments:** Location Map, Agency Comments

  
Ellen Cook

SP-129-03 Busch Gardens Oktoberfest Expansion  
Additional Agency Comments

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Planning:

1. On the cover sheet, please add a note stating that this plan is subject to conditions associated with special use permit 22-03 and height limitation waiver 2-03.
2. Please add a note to the cover sheet stating that "All elements of this building shall be limited to a maximum height of 80 feet above grade."
3. Please note that prior to a final Certificate of Occupancy, a lighting plan must be submitted to, and approved by, the Planning Director or his designee.

Environmental:

*General:*

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. VPDES: It appears project activities during or following construction may warrant the need for a General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater Associated with Industrial Activity. It is the owner's responsibility to register and comply with the provisions of the general permit in accordance with the current requirements of the Virginia Department of Environmental Quality and 9 VAC 25-151-10 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. Plan Number. Please reference the assigned County plan number (SP-129-03) on all subsequent submissions.

*Erosion and Sediment Control Plan:*

5. E&SC Narrative. Provide a brief erosion and sediment control plan narrative in accordance with VESCH requirements. The narrative should include important site information as well as specific control and stabilization measures as proposed for the site. Include a brief description of site soils, since no soils map was provided. The narrative can also be used to address environmental inventory requirements as per Section 23-10(2) of the Chesapeake Bay Preservation ordinance.

Sequence of Construction. Provide a sequence of construction outlining installation of erosion and sediment control measures for the project and associated site and utility work. Include perimeter areas required for installation of erosion and sediment control and utility connections.

7. Rock Construction Entrance. The entrance shown is directly atop a proposed trench drain which shows no inlet protection. If the construction entrance is to be placed directly on top of the proposed drain, damage may occur requiring it to be replaced. Please provide information pertaining to the installation of this device including information on sequencing.
8. Inlet Protections. The inlet protection is mislabeled on the northwestern portion of the site. The current leader points to "building sewer" connection point. Please correct.
9. Perimeter Control. The entire site drains generally from southwest to northeast. Install silt fence to protect the tree save area and extend this southeast to the existing 1-story stucco games building to protect the perimeter especially during the initial stages of construction.

*Stormwater Management/Drainage:*

10. Low-Impact Design. Consider use of low-impact development (LID) design techniques in addition to the existing 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 the use of bioretention, disconnection of impervious areas, etc. are well-documented by CBLAD, the Center for Watershed Protection, the USEPA, Prince Georges County, Maryland, and the Department of Conservation and Recreation. There is an area just north of the 1-story stucco games building that could be converted into a bioretention area.

11. Storm Drain Calculations. Provide calculations for the storm drain systems receiving drainage from this project. Impervious areas are being increased and it needs to be verified that the receiving system is adequate for the 10 year flow.

**Fire:**

Please show the location of the Fire Department connection and all hydrants which would be used to satisfy required fire flow.

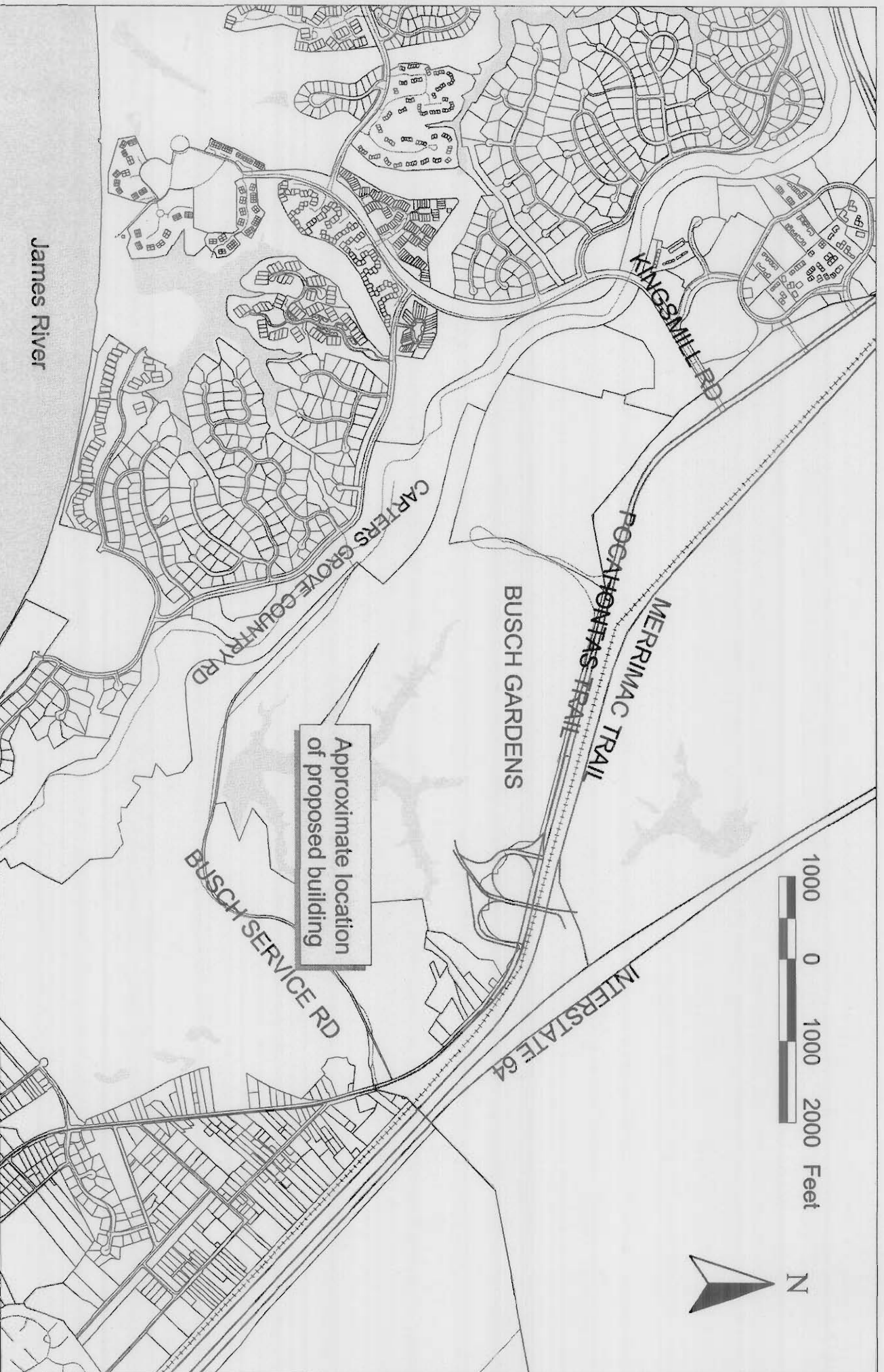
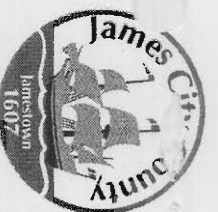
**Health:**

Plans are approved conditional upon abandonment of any unused wells in accordance with State of Virginia private well regulations and proper plan review and permits are obtained for restaurants, hotels, or pools.

**Landscaping:**

The plan contains plant material labeled as IC on sheet L-1 that is not included on the Plant Schedule on sheet L-2. It appears to be the Emily Brunner Holly, shown as IE on the Plant Schedule. Please correct the labels for clarification.

# Case No. SUP-22-03/HW-2 03, Busch Gardens Oktoberfest Expansion



**Brandon Woods Temporary Sales Sign Extension Request**

Staff Report for the February 25, 2004 Development Review Committee Meeting

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**SUMMARY FACTS**

**Applicant:** Mr. Larry Cooke, Brandon Woods

**Land Owner:** Brandon Woods Condominium Association

**Location:** John Tyler Highway at Brandon Woods Parkway

**Tax Map/Parcel No:** (47-1)(2-1A)

**Primary Service Area:** Inside

**Existing Zoning:** R-1, Limited Residential


**Comprehensive Plan:** Low Density Residential

**Reason for DRC review:** On February 3, 2003, the DRC approved a temporary sales sign for Brandon Woods. The sign is located at the entrance to Brandon Woods at John Tyler Highway, and was permitted for a period of one year. The sign has since expired and the applicant has requested a one-year extension for the current sign.

**Staff Contact:** David Anderson Phone: 253-6685

**STAFF RECOMMENDATION**

Staff recommends the DRC grant approval of the one-year extension request.

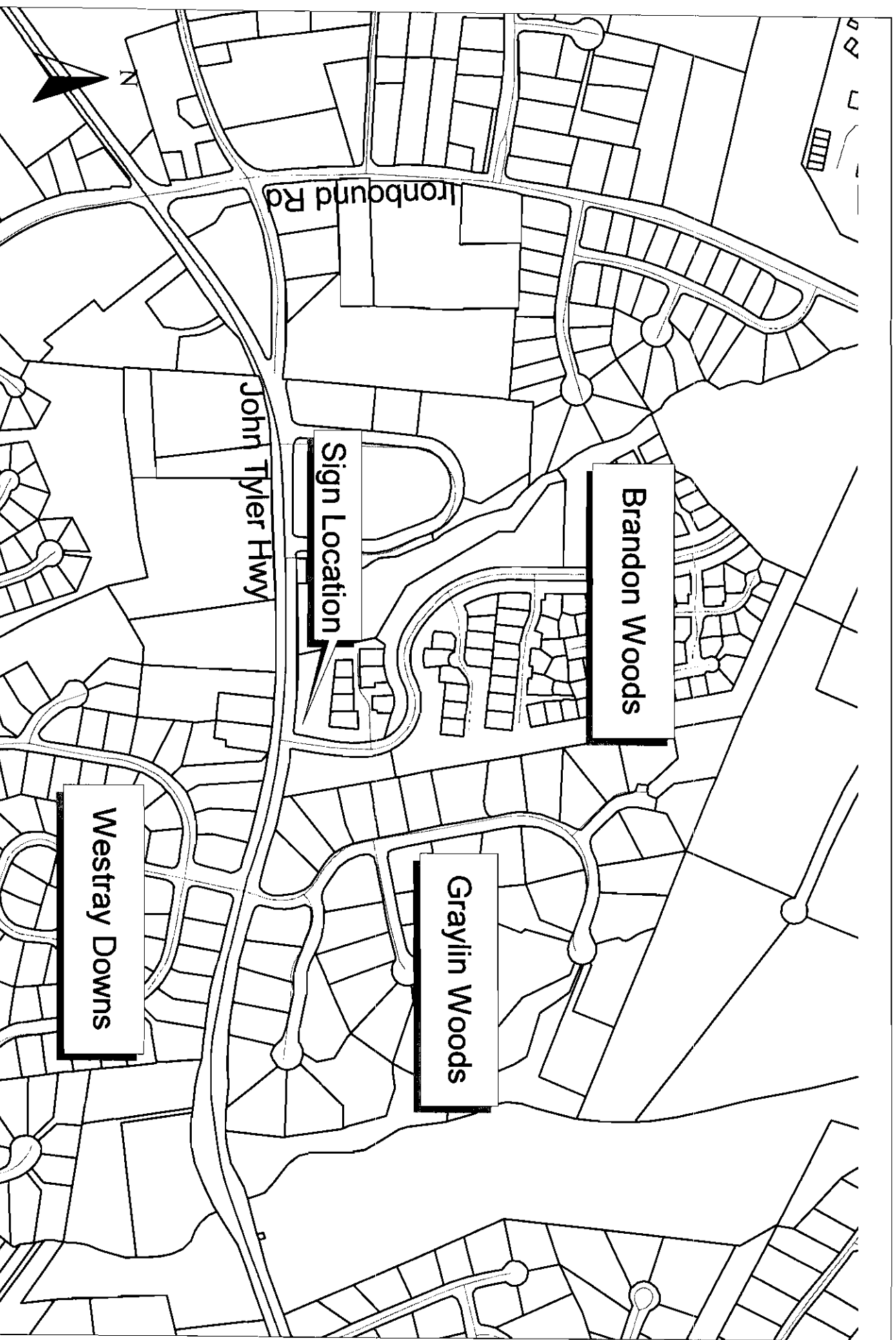
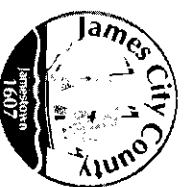
  
David Anderson

**Attachments:**

1. Location Map
2. Extension Request Letter
3. Photograph of existing sign

# Brandon Woods Temporary Sales Sign Extension Request

Photos Copyright State of Virginia, 2002







# BRANDON WOODS

The New Benchmark In Excellence.

February 19, 2004

Mr. Dave Anderson  
James City County  
Planning Department – Design Review Committee

Re: Brandon Woods Entry Sign

Dear Mr. Anderson:

We request that we receive a one-year extension for the current signage at our entrance on Route 5. We are beginning construction of our final phase of houses (23 homes) in March of this year. We anticipate being sold out within twelve months of the start of construction, possibly sooner. Construction of the new homes with revisions to the existing models underscores the need for our present sign copy.

We request this matter be presented to the Design Review Committee at their February 25, 2004 meeting.

Respectfully submitted,

Brandon Woods L.P.  
Myrl L. Hairfield





BRANDON WOODS

*NEW*

SHOWCASE HOMES

**Site Plan 03-04. WindsorMeade Villas**

**Staff Report for February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Jason Grimes, AES Consulting Engineers

**Landowner:** James Franklin, Virginia United Methodists Homes, Inc.

**Proposed Use:** 96 single family units and club house

**Location:** West of Route 199 with an entrance from Monticello Avenue

**Tax Map/Parcel No.:** (38-3)(1-34A)

**Primary Service Area:** Inside

**Parcel Size:** 105.9 acres (project will be on approximately half of parcel)

**Existing Zoning:** MU (Mixed Use) with Proffers

**Comprehensive Plan:** Mixed Use

**Reason for DRC Review:** The development proposes a group of buildings which contain a floor area that exceeds 30,000 square feet.

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

**OVERVIEW:**


The proposed WindsorMeade Villas are part of a retirement community located in the New Town development on the west side of Route 199 and north of WindsorMeade Marketplace. Windsor Hall, which is located on the same parcel, is also under review by the DRC at this time. Windsor Hall and the Villas will be accessed from Monticello Avenue.

**STAFF RECOMMENDATION:**

Staff notes that this site plan does not conform to the approved Master Plan, Case No. MP-2-01, in the following ways: the site plan does not include any alleys; the layout of streets has changed; the location of a stormwater facility has been changed; the area labeled "community green space" has been taken out; and, the master plan shows a mix of single and two-family units whereas the site plan only has single family units. The DRC is being asked to determine if the changes are sufficiently in accordance with the Master Plan.

Staff finds that the footprint of the development has remained the same and that the street layout is generally in accordance with the master plan; the alleys, while a welcome amenity, appear less important without the maximum number of units allowed, 125 versus the proposed 96; and, the proposed stormwater facility is no longer in a wetland area. If the open spaces behind villas are to serve as community open space as they appear to do, staff believes that change will be generally in accordance with the Master Plan.

Staff therefore recommends preliminary approval of this plan subject to agency comments.

  
Sarah Weisiger  
Planner

Attachments:

1. Agency comments
2. Location map

# SP-3-04, WindsorMeade Villas



AGENCY COMMENTS  
FOR  
CASE NO. SP-003-04. WINDSORMEADE VILLAS  
February 25, 2004

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Planning:

1. On the cover sheet, please correct the zoning designation to MU (Mixed Use) with proffers (JCC Case No. Z-2-01 / MP-2-01).
2. This property is subject to the New Town guidelines and New Town Development Review Board approval. Copies of the site plan have been sent to New Town DRB Chairman, Bob Magoon.
3. Please include a general layout plan sheet. Clearly delineate the extent of the area for which site plan approval is being sought including the limits of property lines with adjacent owners and the approximate "boundary" with the adjacent part of the development. This should also include streets, sidewalks, units, setbacks, buffer areas, limits of clearing, and location of endangered species preserve.
4. Please correct the tax map number for this property. It appears that the parcels' correct map number is (38-3)(1-34A).
5. Please add the following note to the cover sheet: "All roads shall be private right-of-ways and shall not be maintained by James City County of the Virginia Department of Transportation (VDOT).
6. Please note the following information on the cover sheet: the approximate project area of the site for WindsorMeade Villas and the residential density for the Villas site.
7. Please number units on all plans.
8. Please use "single family units" on the cover sheet in place of "villas" for proposed units
9. Staff notes that this site plan does not conform to the approved Master Plan, Case No. MP-2-01, in the following ways: the site plan does not include any alleys; the stormwater facility has been located elsewhere; and, the master plan shows a mix of single and two-family units whereas the site plan only has single family units. The DRC will be asked to determine if the site plan is generally consistent with the Master Plan.
10. Is there any approved conservation plan for small whorled pogonia area? If so, please submit a copy. Identifying small whorled pogonias on the development

plans and developing a conservation plan for them is part of Proffer #16 of Case No. Z-2-01.

11. Prior to final site plan, the Per Unit Contribution for water supply must be received. (Proffer 13).
12. Prior to final site plan approval, all documents guaranteeing age restrictions on the community must be submitted to the County Attorney for review and approval.
13. On Sheet L-1, please clearly show the full extent of the width of the landscape buffer to Route 199. Show the right-of-way line with Route 199. (Proffer 11).
14. It may be desirable to specify the use of a male cultivar of the Gingko tree for the project to avoid fruit litter from female trees in the future.
15. Will the club house and lawn be serving to meet recreation area requirements? (See Sec. 24-526 of the Zoning Ordinance.) If so, please place a note on the cover sheet under "recreation area."
16. Also in the above referenced section of the Zoning Ordinance, it is stated that: Existing features such as specimen trees, wildlife habitats, watercourses, historical sites and similar irreplaceable assets shall be preserved to the maximum extent possible. Are there any specimen trees within the developed area of the site? Will any of these trees be preserved?
17. In addition to differences between this site plan and the master plan noted in comment #9 above, the site plan lacks a designated community green space. Will the open areas behind units be used as community open space? If so, please label them on the plans.

James City Service Authority:

1. Please see attached memorandum dated February 10, 2004.

Environmental:

1. Please see attached memorandum dated February 13, 2004.

Health:

1. No comments.

Fire:

1. Approved.



## MEMORANDUM

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Date: February 10, 2004

To: Sarah Weisiger, Planner

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

Subject: SP-003-04, WindsorMeade Villas (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on January 20, 2004. 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.

Preliminary approval is granted by JCSA.

### General Comment:

1. The Applicant shall refer to and coordinate with comments issued for other phases of this development (i.e. JCC Case #SP-004-04, SP-005-04, etc).
2. Per JCSA Standards and Specifications Section 2.11 for this type of development, a fire flow demand of 1000 gpm is required for the single family units and 2500 gpm for the proposed clubhouse. Applicant shall confirm the existing JCSA water system will provide the fire flow volume and duration as specified by the JCC Fire Department and/or make necessary improvements to the existing water system to meet those requirements. Any fire flow other than that listed above must be approved by the JCC Fire Department with appropriate documentation submitted to JCSA for verification.
3. The design engineer shall provide the current JCSA "General Notes for Water Distribution and Sanitary Sewer Systems", in their entirety, on the plan. Revise accordingly.
4. The proposed fire hydrant locations shown shall be reviewed and approved by the James City County Fire Department.



Sheet 1:

1. Revise Note 9 to read as follows: "Any existing unused wells shall be abandoned in accordance with State Private Well Regulations and James City County Code. Permits can be...."
2. Add a note to the plans stating "Only JCSA personnel are authorized to operate valves on the existing main."
3. Owner/Developer Information: Provide contact name.

Sheet 5:

1. It is JCSA policy that on-site sanitary sewer mains for master metered sites remain private and the responsibility of the Owner/Developer up to the first common downstream manhole exiting the site. Based on the proposed sewer layout, this occurs at sanitary sewer manhole San #MH-1. Therefore, the design engineer shall revise the proposed JCSA easement to terminate a minimum of 5' upstream of San #MH-1. Label sanitary sewer mains upstream of San #MH-1 as "Private on-site sewer". JCSA's site plan review is limited to those utilities being dedicated to the Authority, as defined above.
2. Revise pedestrian bridge alignment to reflect comments issued by JCSA for Windsor Hall (JCC Case # SP-004-04) dated 2/6/04.
3. Provide 10' horizontal separation between the sanitary sewer lateral for Bldg 10 and the water service connection for Bldg 7.
4. Label the existing JCSA Exclusive Utility Easement for the Ford's Colony Section 30 sanitary sewer main for consistency among the plans.
5. San MH #23: The sanitary sewer data listed (inverts, drop manhole requirement, watertight, etc) contradicts site plans for Windsor Hall (JCC Case #SP-004-04) and WindsorMeade Villa Entrance and Sewer (JCC Case #SP-005-04). The design engineer shall verify and revise the manhole data provided to be consistent among each site plan.

Sheet 6:

1. JCSA Water Main Sta 47+70 (+/-): Verify the station listed for the 45-degree elbow as it appears to contradict the baseline stationing. Revise accordingly.

Sheet 7:

1. Provide 10' horizontal separation between the sanitary sewer lateral for Bldg 29 and the water service connection for Bldg 76.
2. JCSA Water Main Sta 10+28 (+/-): Show and label a valve at this location to meet JCSA's requirement for valve spacing (refer to JCSA standards Section 2.26.C).
3. Based on the plan submitted, it appears that a pool is not proposed as part of the clubhouse area. The applicant shall verify and respond accordingly.

4. JCSA Water Main Sta 52+07 (+/-): Revise layout to utilize two 45-degree bends instead of the 90-degree bend shown.
5. Label the proposed clubhouse water meter size as part of the plan.

Sheet 8:

1. Provide 10' horizontal separation between the sanitary sewer lateral for Bldg 87 and the water service connection for Bldg 45.

Sheet 9:

1. Provide 10' horizontal separation between San MH #14 and the water service connection for Bldg 36.
2. JCSA Water Main Sta 10+50 (+/-): Revise plan and profile such that the proposed ARV is located outside of the sidewalk and from over the Private 4" water main. Revise accordingly.
3. Offsite Sewer Sta 11+00 to Sta 11+70 (+/-): The proposed modular retaining wall shown shall be located outside of the proposed JCSA Exclusive utility easement. Either adjust the location of the JCSA water main, with easement centered thereon, to meet this condition or relocate the retaining wall accordingly.
4. Sta 45+15 (Private): Location of proposed air release valve contradicts the profile on Sheet 20. Verify and revise accordingly.

Sheet 10:

1. Provide 10' horizontal separation between the sanitary sewer lateral for Bldg 96 and the water service connection for Bldg 57.

Sheet 18:

1. It appears that a minimum vertical separation of 18-inches is not maintained between the proposed water main(s) and sanitary sewer laterals serving Bldg #19, 20, 23 and 27. The design engineer shall verify and revise the profiles accordingly.
2. Sta 18+60 to Sta 19+25 (+/-): Revise the profile to provide a minimum vertical separation of 18-inches between the sanitary sewer main and private water main.
3. Sta 22+87 (+/-): Show and label a minimum vertical separation of 18" between the JCSA water main and Private water main crossing.
4. Sta 22+87 (+/-): Clarify the proposed 36" storm sewer crossing shown. Plan layout does not reflect crossing.

Sheet 19:

1. Sta 29+99 and Sta 30+04 (+/-): Layout of Private water main fittings shown contradicts Sheet 7. Verify and revise accordingly.

2. Sta 36+10 (+/-): The proposed sand cushion shown does not meet the requirements of JCSA standards (from invert of lower pipe to the spring line of upper pipe). Provide a detail or description of how the sand cushion is to be constructed.
3. It appears that a minimum vertical separation of 18-inches is not maintained between the proposed 6" water main and sanitary sewer laterals serving Bldg #91, 92 and 93. The design engineer shall verify and revise the profiles accordingly.

Sheet 20:

1. It appears that a minimum vertical separation of 18-inches is not maintained between the proposed 6" water main and sanitary sewer laterals serving Bldg #83, and 85. The design engineer shall verify and revise the profiles accordingly.
2. Sta 47+54 (+/-): It appears that the proposed JCSA water main may conflict with the 4" private water main crossing. A minimum separation of 18" shall be provided. Verify and revise accordingly.

Sheet 21:

1. Outer Loop Road Profile:
  - a. Sta 52+07 (+/-): Show and label a minimum vertical separation of 18" between the proposed JCSA water main and Private water main crossing.
  - b. Sta 54-90 (+/-): Show and label a minimum vertical separation of 18" between the Private water main and San MH #5 crossing.
2. South Clubhouse Profile:
  - a. Sta 10+38 (+/-): Verify the pipe size and invert shown for the storm sewer crossing as it appears to contradict the plan.
  - b. It appears that a minimum vertical separation of 18-inches is not maintained between the proposed water main and sanitary sewer laterals serving Bldg #32 and 69. The design engineer shall verify and revise the profiles accordingly.

Sheet 22:

1. Sta 17+29 (+/-): It appears that a minimum vertical separation of 18-inches is not maintained between the proposed water main and sanitary sewer lateral serving Bldg #84. The design engineer shall verify and revise the profiles accordingly.
2. Sta 19+48 (+/-): Show and label the sanitary sewer crossing on Outer Loop Road as part of the profile.

Sheet 23A:

1. Sta 10+00 (+/-): Revise label to be an 8x6 tee for the fire hydrant connection.
2. Sta 10+50 (+/-): Show and label the Private 4-inch water main crossing as part of the profile. Refer to Sheet 20, Comment # 2 above.
3. Graphical location of the 24" storm sewer contradicts the information provided on Sheet 14. Verify and revise accordingly.

4. Sta 15+15 (+/-): Ford's Colony Section 30 plans show the existing water main stub to be around Elevation 78.0. Verify and revise accordingly.

Sheet 23:

1. One Way Loop Profile:
  - a. Sta 10+38 (+/-): Storm sewer size shown contradicts the plan. Verify and revise accordingly.
  - b. Sta 15+65 (+/-): Storm sewer size and elevation shown contradicts the plan. Verify and revise accordingly.
2. WindsorMeade Way Profile:
  - a. Sta 43+45 (+/-): Profile lists an air release valve instead of a blow off valve to be removed. Verify and revise accordingly.
  - b. Sta 44+00 to Sta 44+38 (+/-): Layout of the proposed water main fittings does not reflect the design on Sheet 6. Verify and revise accordingly.
  - c. Provide sand cushion detail or description in accordance with JCSA standards Section 2.21.
  - d. Sta 43+45 to Sta 44+65 (+/-): Ductile iron pipe shall be provided for the proposed JCSA water main within the fill area and extend a minimum of 40 feet into native material. The design engineer shall confirm limits. Revise profile accordingly.

Sheet 26:

1. Concrete Master Meter Vault detail:
  - a. The proposed layout utilizing a pressure reducing valve is not acceptable. A detector meter with backflow prevention device shall be provided at this location (Neptune Protectus III).
  - b. Provide means for draining the vault either by gravity flow or through installation of sump pump. Discharge point shall be shown on the plan(s).
2. The HRPDC and JCSA details list is duplicated on Sheet 5. Revise accordingly.

Landscape Plans:

1. Show all proposed utilities including service connections on the landscape plan(s) for verification of any conflicts.

Sanitary Sewer Data Sheet:

1. Section 5: Provide calculations substantiating the demands noted.
2. Section 6 & 7: Revise tabulations to reflect line lengths and manholes being dedicated to JCSA. Refer to Sheet 5, Comment #1 above.

Water Data Sheet:

1. Section 5b: Provide water demand calculations for verification of the domestic demand shown.
2. Section 5C: Refer to General comments, Note 2 above.

3. Section 6: Water main lengths and sizes shown do not reflect the plans submitted. The design engineer shall include fire hydrant 6" piping lengths as part of the table. Only those water mains and hydrant connections being dedicated to JCSA shall be included. Verify and revise accordingly.
4. Section 7: Provide water demand calculations for verification that the proposed clubhouse water meter and master meter are adequately sized.
5. Section 8: Include only those hydrants which connect to the JCSA water main as part of this section.

Water Distribution Hydraulic Analysis:

1. Provide in the model any irrigation demands that might be applied to the development. If no irrigation demands are included in the model, then provide a formal instrument of how irrigation will not be allowed for this development
2. Provide the fire flow test utilized for Ford's Colony Section 30 as part of the report.
3. Provide a summary page or description which outlines the nodal point demands used in the model, including any irrigation requirements. Clarify the demand shown for Node J-FC as part of the summary. Does the demand shown include more than Ford's Colony Section 30 (68 homes) and if so, to what extent?
4. Provide calculations substantiating the demand shown at Node H-1 for Windsor Hall.
5. The hydraulic model submitted for WindsorMeade Way Road Construction (JCC Case # SP-093-03) indicated a demand at Node J-4 of 72.9 gpm for a future 350 apartment complex. Verify and revise model accordingly.
6. Pipe Report:
  - a. Pipe lengths do not correspond to plan design for pipe segments P-3 thru P-6, P-71 and P-83. Verify and revise accordingly.
  - b. It appears the pipe size shown for pipe segment P-72 contradicts the plan. Verify and revise accordingly.
  - c. The design engineer shall verify the pipe materials included in the model reflect the plan. Verify and revise accordingly.
  - d. Clarify why the "control status" of pipe segment FC-1 is closed for average day demand and max day demand, but open for the fire flow analyses.
  - e. Fire Flow Analysis: Provide documentation that the 2250 gpm fire flow shown for Nodes H-1 thru H-10 (Windsor Hall) is acceptable to the Fire Department. Refer to General Comments, Note 2 above.
  - f. Fire Flow Analysis: Per JCSA standards, a fire flow of 2500 gpm will be required for the Clubhouse. Refer to General Comments, Note 2 above and revise the model accordingly.

Water Conservation:

1. Comments relating to compliance with the water conservation standards will be addressed under a separate transmittal.

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

**ENVIRONMENTAL DIVISION REVIEW COMMENTS**  
**WINDSORMEADE VILLAS**  
**COUNTY PLAN NO. SP - 03 - 04**  
*February 13, 2004*

**General:**

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. Wetlands. Provide evidence that any necessary wetlands permits have been obtained, have not expired or are not necessary for this project. Refer to Chapter 23 Chesapeake Bay Preservation ordinance, Section 23-9(b)(9) and 23-10(7)(d). The permit that the Environmental Division has on file shows fewer impacts to wetlands than the current plan of development for this site. *(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 1<sup>st</sup> 2001.)*
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. Record Drawing and Construction Certification. The stormwater management/BMP facilities as proposed for this project will require submission, review and approval of record drawings (as-builts) and construction certifications 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.
6. Interim Certification. Due to the characteristics and dual purpose function of Villa BMP #1, interim construction certification will be required. Refer to current County guidelines for requirements. *(Note: The embankment for this basin may have been initially constructed under approved County site plan SP-93-03.)*
7. VPDES. It appears land disturbance for the project may exceed 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.
8. Site Tabulation. Provide a total site area for this portion of the project (as defined by metes and bounds as shown on Sheets 2, 3, and 4) and an impervious cover estimate. If over 60 percent, it should be demonstrated that it is in compliance with the Chesapeake Bay ordinance or consistent with the overall approved master plan intent.

9. Watershed. Provide a note on the cover sheet of the plans indicating which County watershed, sub-watershed and/or catchment for which the project is situated in. *(Note: It appears the project is situated in Sub-Watershed 209, Catchments 209-101-1 of the Powhatan Creek Watershed.)*
10. Modular retaining walls are proposed for the project along the southern perimeter and adjacent to proposed Villa BMP #2. The retaining wall adjacent to BMP # 2 will be subjected to saturation during lower frequency storms. Indicate what measures will be provided to ensure the integrity of foundation of the proposed retaining wall in the location adjacent to BMP # 2. All of the proposed modular retaining walls shall be reviewed for compliance and building permit purposes with Codes Compliance.

**Chesapeake Bay Preservation:**

11. Environmental Inventory. An environmental inventory was provided on Sheet 2. The inventory needs to show the limit of work (clearing and grading) in the southwest portion of the site adjacent to Villa BMP # 1. Also, show the extent of the proposed modular retaining walls and show an outline for Villa BMP #2.
12. Steep Slopes. A waiver for steep slope impacts, in writing, is necessary regardless of whether the subject slope is natural or man-made. A disturbed, man-made slope of 25 percent or more will erode in the same manner as a denuded natural slope.

**Erosion & Sediment Control Plan:**

13. 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.
14. Limits of Work. Show and label a distinct limit of work (clearing and grading) around the entire site periphery. 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. On Sheet 4, the final limits of clearing should include the waterline tie to Ford's Colony and the final limits of clearing should not extend into area identified as non-RPA wetlands along the southern boundary of the project site and the "Endangered Specie Preserve" in the northeast corner of the site.
15. E&SC Plan. The Phase I erosion and sediment control plan as presented on Sheet 3, which will handle initial clearing and grading operations, has three temporary sediment traps ( # 2, # 3 and # 4) which are interior to the site. It initially appears that the locations of these traps will conflict with future site grading and site improvements. For example, temporary sediment trap # 3 which has a bottom at El. 80 is situated in an area that is proposed to be filled to Elev. 91.5 (11 ft. of fill). Address whether an erosion and sediment control plan as such will provide for adequate protection during all phases of the land-disturbing activity.



16. Sequence of Construction. The following comments pertain to the sequence of construction as presented on Sheet 3.
  - 16a. The sequence of construction fails to include when Sediment Trap #1 will be removed.
  - 16b. Reference offsite utility work related to the Ford's Colony waterline tie and the associated erosion and sediment control measures within the sequence of construction.
17. Perimeter E&S Controls. The site's existing slopes along the southern boundary of the project site average around 4 to 10 percent and slope lengths behind the silt fences are generally less than 100 ft. The runoff potential due to this amount of upslope "exposed" drainage area (which is greater than 3 acres) combined with the site's existing slopes and slope lengths behind the silt fences will pose maintenance concerns for silt fence. This scenario also increases the risk for "disturbed" site runoff to enter into the adjacent non-RPA wetlands. It is recommended that if silt fence is going to be used at this location as presented, that the area along the southern boundary of the Villa Project Site be graded in stages and immediately stabilized with erosion control slope matting as grading operations proceed following placement of the proposed sediment traps and basins. EC-3 turf-reinforcement matting is preferred as these slopes may be subject to concentrated runoff until the onsite storm drainage system is installed and functional. *(Note: Also adjust the sequence of construction accordingly to reflect staged grading and use of erosion control matting.)*
18. Temporary Sediment Basin (Villa BMP # 1). Submit Sediment Basin Design Data Sheets and associated computations to ensure this sediment basin design is in compliance with Minimum Standard & Specification 3.14 of the VESCH.
19. Temporary Sediment Basin (Villa BMP # 2). Include calculations for sizing of the dewatering orifice invert and size based on a 6-hour drawdown. Refer to Minimum Standard & Specification 3.14 of the VESCH. The included calculations for the temporary sediment basin indicate a diameter of 4" for the dewatering orifice. The detail entitled Sediment Basin # 2 (to be converted to Villa BMP #2) on Sheet 25 of the plans indicates a diameter of 3". Include calculations and correct the calculation sheets or the detail as necessary.

**Stormwater Management / Drainage:**

20. BMPs. Label all permanent BMPs as proposed for this site consistent with the BMP worksheet and nomenclature in the County BMP manual. For example, if wet extended detention ponds are to be used consistent with the overall master plan 10 point worksheet, label on the plans as wet extended detention pond, County type A-3 BMP, 10 point BMP.
21. Open Space Credit. Provide a conservation easement plat for all Natural Open Space areas as claimed in the master plan BMP worksheet and exhibit Sheet 1 "BMP Point Display" as provided in the design report.
22. Pond Benches. Provide a written request, in writing, to vary from minimum bench width standards for the aquatic and safety benches as provided within Villa BMP # 1 and Villa BMP # 2. Safety bench requirements may be waived if interior pond sideslopes are 4H: 1V or flatter.

23. Pond Buffers. Assigned BMP point values assume all features consistent with the County BMP manual are provided such as pretreatment forebays, aquatic shelves, stream channel protection volume, pond buffers, etc. As full 10 point credit value is being taken for Villa BMP # 2 in the calculation worksheet, all applicable design features must be present. It does not appear that a pond buffer, meeting the County BMP manual requirements will be present along the north and east sides of the basin due to the location of the retaining wall. Clarify how the loss of the pond buffer/setback will be mitigated. The same is also true for Villa BMP # 1, as the Outer Loop Road will be situated in the pond buffer along the east side of the facility.
24. Villa BMP # 2. Provide a detail within the plans for principal spillway and the proposed grate top unit (described as a modified DI-11 sitting on a 60" diameter manhole) for Villa BMP # 2. Provide appropriate riser, grate and bar details as applicable
25. BMP Designs. For stage-storage purposes, the invert of the lowest control orifice is zero storage. For extended detention (dry) basins, this corresponds to the bottom of the facility. For retention (wet) basins, this corresponds to elevation of the permanent (normal) pool. It appears from the stage-storage-discharge tables provided for Villa BMP #1 and #2 that zero storage corresponds to the bottom of the basins when it should correspond to the elevation of the permanent pool. Correct or provide additional evidence that this is not the case. *(Note: This may result in the basins being severely undersized for stream channel protection control purposes.)*
26. Stage-Storage. Please confirm that the permanent pool elevation for Villa Pond #2 is actually at El. 70.0' (as shown of plan Sheet 16) and not at El. 69.0'. Note that the invert of the 3" orifice is identified on the detail Sheet 25 at El. 69.0'. Review and revise the plans as necessary to show consistent information.
27. Pond Tailwater. Tailwater conditions directly downstream of the SWM/BMP facilities was not considered in any of the hydraulic routing for the both Villa Pond # 1 and # 2. Due to the presence of downstream wetlands, evaluate the potential for tailwater conditions at the outlet of the barrel and subsequent effects a tailwater condition may have to the outlet discharges and design water surface elevations for each of the BMP. Incorporate tailwater conditions in the hydraulic models in the design report as appropriate and/or justify the use of no tailwater conditions.
28. Emergency Spillway. Provide a detail or typical section for the 10 ft concrete emergency spillway shown on the plans for Villa BMP #2.
29. Riser Structure. The riser structure for Villa BMP # 2 is described as a 60" manhole. Provide details of how the modified EW-11A principal spillway crest is attached to the 60" manhole and provide details of the base that will anchor the riser structure firmly to the base and prevent floating.
30. Concrete Riser and Barrel. Specify watertight reinforced concrete pipe meeting the requirements of ASTM C361 or ASTM C76 for the reinforced concrete pipe riser and outlet barrel for Villa BMP # 1 and # 2. Provide dimensions and specifications for size of the anchor bases for both BMP risers. Include provisions or labels for access and steps within the risers for maintenance purposes. *(Note: Description of concrete outlet barrel, 50 ft of 24" concrete pipe, on plan Sheet 16 for Villa BMP # 2 is not consistent with details, 50 ft of 30" concrete pipe, on plan Sheet 25.*

*Calculations in the design report for Villa BMP # 2 indicate a length of 100 ft. for the concrete outlet barrel. Provide consistency throughout and make corrections as necessary.)*

31. Flotation Computations. Provide flotation (buoyancy) computations for the riser and base structures for both BMPs. A minimum factor of safety of 1.25 is recommended.
32. Low Flow Orifice Protection. Provide a non-clogging trash rack for the low flow orifices for both BMPs. HDPE trash racks per Technical Bulletin 7 of the VaDCR can be considered for review on a case-by-case basis.
33. Low Flow Orifice. Correct the specified length for the 3" Schedule 80 PVC pipe shown on the details for Sediment Basin 2 and Villa Pond # 2 on Sheet 25. The pipe extends under the 3:1 fill slope of the basin dam and also under a 6' safety bench and an additional 6' aquatic bench. The length specified of 10' is obviously incorrect.
34. Pond Drain/Valve. Include provisions for both BMPs to provide a pond drain and valve system that is capable of completely or partially draining the entire facility within 24 hours for future maintenance purposes. This is consistent with County BMP manual requirements. Include specifications for valve size, type and materials and supporting hardware.
35. Stilling Basin. Provide details for the stilling basin as proposed at the outfall of Villa BMP # 2. Also, on the initial and overall erosion and sediment control plan Sheets 3 and 4, label all outlet protections and stilling basins at storm drainage system and BMP outfalls consistent with VESCH Chapter 3 keys and symbols.
36. Adequate Outflow. Outflows from SWM/BMP facilities must be discharged to an adequate and well-defined channel. Facilities discharging onto flat areas with no defined channel usually require an onsite channel to be provided which can adequately convey design flows (discharges). Refer to VSMH page 5 - 61. *(Note: According to topography shown on the plans, both BMP outfalls are directed directly onto uniform slopes upland of wetlands, not natural defined receiving channels).*
37. HGL Computations. The tail water elevation utilized in the storm sewer tabulation computations for the system draining into Villa BMP # 2 (ie. System 2) should be corrected from El. 67.25 to correspond to the 10-yr depth of the routed pond calculations of El. 74.41, or at a minimum the 2-year water surface elevation of the pond. Ensure depths of flow at the inlets or inlet surcharging due to hydraulic grade or inlet/orifice control will not create an undesirable condition for intended uses at the site.
38. Stormwater Conveyance Channels. Reference the "Typical Swale Detail" shown on Sheet 25 to grading and drainage plan sheets as necessary. Identify or label EC-2 lined grassed swales (adjacent to landscaped berm) on grading and drainage plan Sheets 15 and 17. Clarify if all swales shown on the grading and drainage plans are to receive EC-2 lining.
39. Storm Drain Profiles. If storm drain (sewer) profiles are not to be provided within the project plan set, please check to ensure that minimum cover is maintained for all storm segments and all storm segment pipe wall types (if HDPE) or wall thicknesses (if RCP) are adequate and designed for maximum heights of cover.

40. Storm Design. The pipe segment length in the design report between storm drainage structure SS # 1-46 and SS # 1-47 is 50 feet; however, the length shown on the construction plans is 168 feet. Ensure the pipe segment (and corresponding downstream pipe segments) are of correct size for a larger pipe run which would have greater friction losses. Also, there are two storm drain structure labels for SS # 1-40 on Sheet 15.
41. Inlet Calculations: Some of the performance curves for DI-1 and DI-7 (from the VDOT Drainage Manual) as used to compute inlet depths are mislabeled and reference drop inlet drainage structures. Review for accuracy and revise to identify the correct drainage structure.
42. Inlet Depths. Inlets SS # 1-1, # 1-2 exceed 9' in depth and do not meet minimum depth requirements per VDOT standards for DI-2E and DI-2D drop inlets. Specify DI-2EE and DI-2DD to comply with VDOT Standards. Inlet SS # 2-1 exceeds 9' in depth and should be specified as DI-2AA to comply with VDOT Standards.
43. Drop Inlet Type. Inlet SS # 1-7 is specified as a DI-2B. In order to comply with VDOT Standards specify as a DI-2D since it has a 36" outlet pipe.
44. Inlet Grates. Specify inlet grate type to be used with VDOT Standard DI-7. Recommend Grate A, type III for use in pedestrian areas not subject to traffic loading unless there are concerns for pedestrian safety-access then use Grate type B.
45. Inlet Depths. Where inlets are greater than 4 ft., use notes or details to include steps in accordance with VDOT Standard ST-1.
46. IS-1 Shaping. 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 storm drain structures where changes in pipe alignments occur at structures in accordance with VDOT Standard IS-1.
47. End Treatment. In accordance with Items 4.17 and 5.10 of the *JCC Stormwater Drainage Conveyance Systems (Non-BMP related) General Design and Construction Guidelines*, provide standard headwalls for the ends of the storm drain systems at the following locations: the 42" pipe entering Villa BMP # 1 and the 24" pipe entering Villa BMP #2.
48. Pond Landscaping. On landscaping Sheet L-2, remove trees shown within 25 ft of the principal spillway structure for Villa BMP #2. Refer to Minimum Standard 3.05 of the VSMH for additional detailed guidance.
49. Miscellaneous. Due to the close proximity of Villa BMP # 1 to Outer Loop Road, it is highly recommended that a guiderail be installed along Outer Loop Road, between approximate road stations 17+30 and 18+70 right.
50. Geotechnical. Provide information (preliminary soil evaluations, logs, test results, reports, etc.) as necessary to substantiate that existing soils beneath Villa BMP's # 1 and # 2 are adequate to sustain a permanent pool as intended for water quality purposes.

**Site Plan 04-04**

**WindsorMeade - Windsor Hall**

**Staff Report for the February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Jason Grimes, AES Consulting Engineers

**Land Owner:** United Methodist Homes, Inc.

**Proposed Use:** Approval of 121,000 square foot residential facility containing 94 apartments, 16 assisted living units, 24 bed dementia facility and 20 bed skilled nursing facility.

**Location:** WindsorMeade Way

**Tax Map/Parcel No.:** (38-3)(1-34)

**Primary Service Area:** Inside

**Parcel Size:** 105.9 acres

**Existing Zoning:** MU, Mixed Use, with Proffers

**Comprehensive Plan:** Mixed Use

**Reason for DRC Review:** The development proposes a building whose floor area exceeds 30,000 square feet.

**Staff Contact:** Matthew Arcieri Phone: 253-6685

**STAFF RECOMMENDATION**

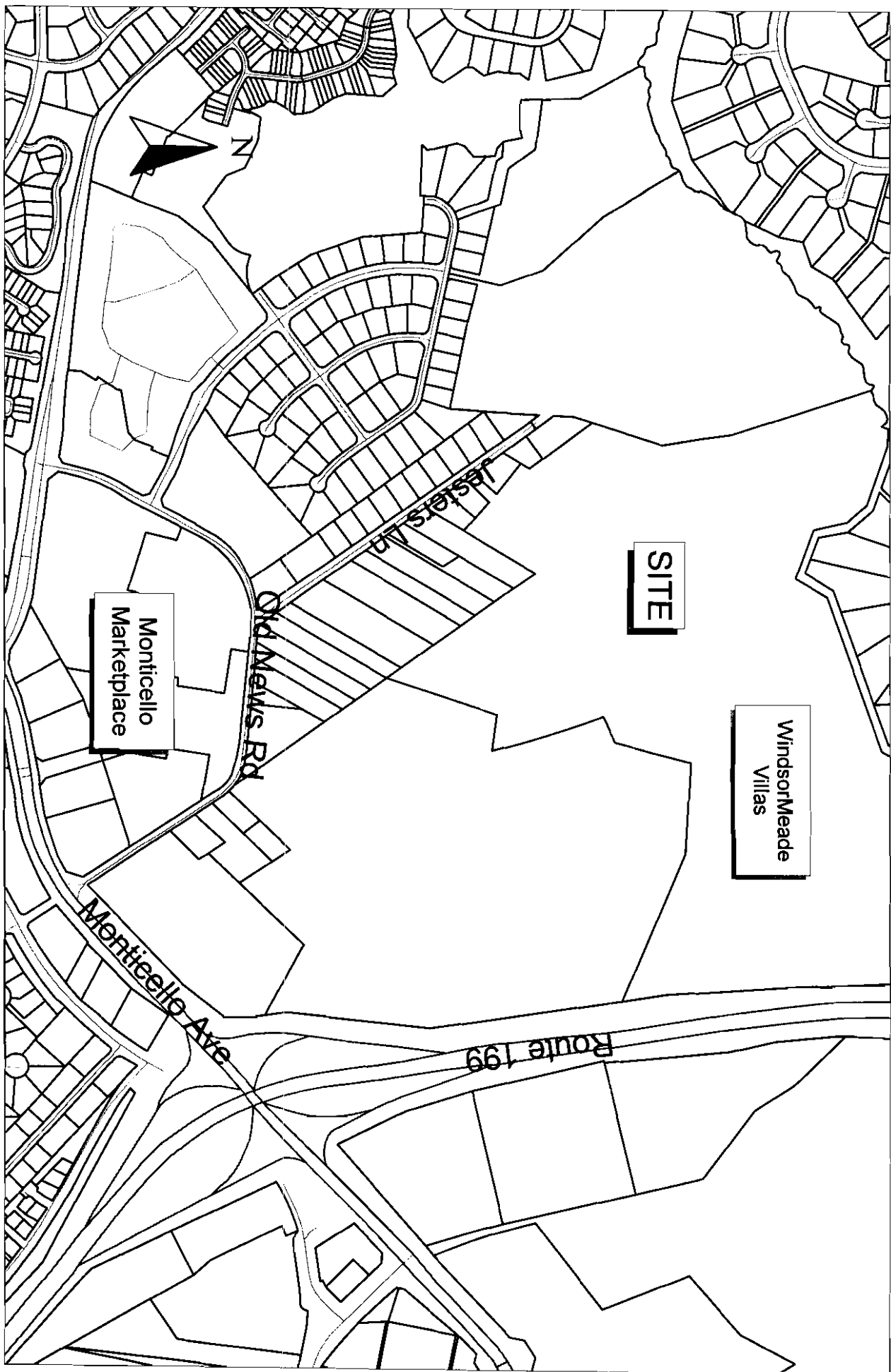
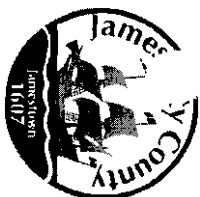
Staff recommends the DRC grant preliminary approval subject to agency comments.

  
Matthew D. Arcieri

**Attachments:**

1. Location Map
2. Plan (separate)
3. Agency comments

# SP-4-04, WindsorMeade - Windsor Hall



## AGENCY COMMENTS

### Planning:

1. This plan proposes more than 30,000 square feet and will be reviewed by the Development Review Committee on February 25, 2004 at 4PM.
2. Copies of this site plan have been sent to New Town DRB Chairman, Bob Magoon. Any comments will be provided directly to the applicant.
3. What is the maximum height of the proposed structure?
4. Please correct the tax map number of this property. It appears that the parcel's correct map number is (38-3)(1-34A). Please delete "A remainder of tax map (38-4)(1-1); (38-4)(1-7)"
5. Please correct the zoning to MU (Mixed Use), with proffers (JCC Case No. Z-2-01/MP-2-01).
6. Please add the following note to the cover sheet: "All roads shall be private right-of-ways and shall not be maintained by James City County or the Virginia Department of Transportation (VDOT)."
7. On the cover sheet under site data, please provide the non-residential square footage for Windsor Hall.
8. Parking:
  - a. In accordance with the 1 bedroom apartment parking requirements in the zoning ordinance, staff recommends 141 spaces for the independent living apartments (1.5 spaces per unit).
  - b. Staff concurs with the recommended parking for assisted living, dementia and skilled nursing.
  - c. Please revise the calculations to include parking required for staff. Staff recommends one space for each employee at the largest shift.
  - d. Based on the above revisions, handicapped requirements may increase.
  - e. In accordance with 24-59 (a), please submit evidence that demonstrate the adequacy of the parking garages for accommodating parking, adequate ingress and egress out of the vehicle and interior access to the residential units.
  - f. It appears, even after parking calculations are revised based on staff comments, that there will be parking provided in excess of requirements. Staff strongly recommends reducing surface parking if possible.
9. On sheet L-1, please delineate the lighting restriction area as proffered and shown on the approved master plan. Note that all lighting within this area shall not exceed fifteen feet – some proposed fixtures may need to be shorter.
10. Please provide the status of the Small Whorled Pogonias conservation plan. If a conservation plan has been approved please provide a reference copy.
11. Please provide the status of the "Town Square". Prior to land disturbance, the owners of the property adjacent to the WindsorMeade entrance must bond this improvement, in accordance with the proffers.

12. Prior to final approval all documents guaranteeing age-restrictions on the community must be submitted to the County Attorney for review and approval.
13. Prior to final approval, the water source cash contribution shall be required. This should be made payable to the James City Service Authority. Please note that the per lot amount must be adjusted by the CPI in accordance with the proffers. Please submit these calculations to John McDonald for approval.

Landscaping:

1. Evergreen shrubs are required to be 18" in height or spread at the time of planting. Some of the proposed shrubs are specified at smaller than this required size. Please revise.
2. Condition 9 for WindsorMeade requires a buffer planted at 133% adjacent to the lots along Jesters Lane. The plant material currently provided on the plan does not meet this requirement (exclusive of existing plant material). Please provide information about any existing trees that are being used for credit in this area.

JCSA:

1. Please see the attached comments dated February 6, 2004.

Environmental:

1. Please see the attached comments dated February 19, 2004.





## MEMORANDUM



Date: February 6, 2004

To: Matthew Arcieri, Planner

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

Subject: SP-004-04, WindsorMeade - Windsor Hall (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on January 20, 2004. 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.

Preliminary approval is granted by JCSA.

### General Comments:

1. The Applicant shall refer to and coordinate with comments issued for other phases of this development (i.e. JCC Case #SP-003-04, SP-005-04, etc).
2. Per previous comment, 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, either individually or tabularized on the plan, for the items indicating HRPDC or JCSA applicable detail references such as "Connection into Existing Manholes, SS\_08". Revise drawings accordingly.
3. Add the following note to the plan: "The plumbing inside the buildings must be inspected by Mr. John Wilson, JCSA Utility Projects Special Coordinator at (757) 259-4138, for potential cross connections. Any cross connections must be protected by the appropriate backflow prevention device(s)".
4. For this type of development, a fire flow demand of 2500 gpm is required per JCSA Standards and Specifications Section 2.11. Applicant shall confirm the

existing JCSA water system will provide the fire flow volume and duration as specified by the JCC Fire Department and/or make necessary improvements to the existing water system to meet those requirements. Any fire flow other than that listed above must be approved by the JCC Fire Department with appropriate documentation submitted to JCSA for verification.

5. The design engineer shall provide the current JCSA "General Notes for Water Distribution and Sanitary Sewer Systems" in their entirety, on the plan. Revise accordingly.
6. The proposed fire hydrant locations and emergency access road shown shall be reviewed and approved by the James City County Fire Department.

Sheet 1:

1. Revise Note 9 to read as follows: "Any existing unused wells shall be abandoned in accordance with State Private Well Regulations and James City County Code. Permits can be...."
2. Add a note to the plans stating "Only JCSA personnel are authorized to operate valves on the existing main."
3. Owner/Developer Information: Provide contact name.

Sheet 6A:

1. It is JCSA policy that on-site sewer mains for master metered sites remain private and the responsibility of the Owner/Developer up to the first common downstream manhole exiting the site. Based on the proposed sewer layout, this occurs at sanitary sewer manhole #WH-9. Therefore, the design engineer shall revise the proposed JCSA easement to terminate a minimum of 5' upstream of San MH #WH-9. Label sanitary sewer mains upstream of manhole #WH-9 as "Private on-site sewer". JCSA's site plan review is limited to those utilities being dedicated to the Authority, as defined above.
2. Revise/remove the note in the upper left hand corner of the plan to reflect Comment #1 above.
3. The proposed cooling tower drain line connection into the proposed sanitary sewer system is not acceptable. In accordance with the JCSA Regulations Governing Utility Service, no person shall discharge uncontaminated cooling water into any public sewer.

If the proposed flushing of the cooling tower has contaminants, approval from the Hampton Roads Sanitation District is required prior to discharge into a public sanitary sewer system. Applicant shall submit an Industrial Waste Permit to Mr. Terry Moore at Hampton Roads Sanitation District (HRSD) for approval and acceptance of contaminated waste discharge from the cooling tower (carbon copy JCSA the permit submittal for our records). Likewise, add the following note to the plan: "Owner shall contact Terry Moore at HRSD (833-1750) to collect and

analyze samples from the cooling tower in accordance with HRSD's evaporative cooling equipment discharge policy".

Sheet 7:

1. Provide a tee with a 4" vertical standpipe and a cast iron clean-out frame and cover to be used as a sampling station for the proposed grease trap near sanitary manhole #WH-1. This sampling station should be located within 5 feet of the grease trap on the effluent side. It is recommended that a detail be added to the plan clearly depicting this requirement.
2. Add the following note to the plans: "The proposed grease trap must be inspected by John Wilson, JCSA Utility Special Projects Coordinator, at (757) 259-4138".
3. JCSA will not own nor maintain the proposed fire detector check assembly, however periodic flow inspections will be performed. The designer shall:
  - a. Add the following note to the plans: "The Owner shall implement an annual performance evaluation/inspection of the backflow prevention device and coordinate with John Wilson, JCSA Utility Special Coordinator, at (757) 259-4138. The backflow preventer shall be tested, maintained and operated in accordance with JCSA Standards".
  - b. Provide on the drawings the make and model number of the proposed backflow prevention device for verification it meets JCSA standards.
  - c. Add the following note to the plans: "Prior to JCSA acceptance of the water system, all pertinent information (Ex. serial numbers) for the fire meter vault with detector check and touch pad on the fire main shall be provided to JCSA Customer Services (Contact No. 253-6800) and the touch pads are verified for compatibility with the JCSA Operations AMR readers (Contact No. 259-6094)." The developer shall supply the water meter and touch pad for the proposed fire service main.

Sheet 13:

1. Plan & Profile Sta 10+89 (+/-): JCSA's responsibility ends at the master meter vault. Revise the note describing connection to the existing water main to reflect this condition.

Sheet 14:

1. Sta 18+80 (+/-): The configuration shown for the fire detector check assembly with the post indicator valve outside of the vault contradicts JCSA detail W17.0. Revise accordingly.

Sheet 15:

1. Sta 24+50 (+/-): Provide an air release valve at this location as it is a high point in the line.

Sheet 17:

1. Sta 39+15 (+/-): Provide an air release valve at this location as it is a high point in the line.

Sheet 18:

1. San MH # WH-9:
  - a. Revise rim elevation to be approximately 12" to 18" above grade. Revise plan accordingly.
  - b. Invert out elevation shown contradicts the profile description. Verify and revise accordingly.
2. San MH #WH-10:
  1. Revise manhole to extend 12" to 18" above grade. Clarify why sanitary manhole MH #WH-9 is watertight and MH #WH-10 is not. If a shallow manhole is required for this location, show and label accordingly.
3. Pedestrian Bridge: The Applicant shall provide a formal instrument which specifically states that JCSA will only be responsible for the piers and bracing which support the sewer bridge. The pedestrian walkway, its associated cross bracing and piles beyond the sewer bridge requirement shall be the responsibility of the Owner/Developer. Attached is a sample agreement for the Applicants consideration in developing. A copy shall be provided to JCSA for review and approval prior to final approval of these plans.
4. Revise the proposed pedestrian bridge alignment to provide a minimum horizontal separation of 10' with sanitary manhole MH #23. This revision shall be coordinated with the WindsorMeade Villa Entrance site plan (JCC Case #SP-005-04).

Sheet 19:

1. MH #W12 to #13 Profile: Show and label the private 8" waterline crossing with the private sanitary sewer main. It appears that 18" minimum vertical separation will not be maintained per VDH requirements. Verify and revise accordingly.

Sheet 22:

1. Section detail:
  - a. Revise detail to require a 3"x8" beam support at each pile bent for the sanitary sewer main.
  - b. A pipe saddle (90 to 120-degrees) shall be provided on each 3"x8" beam. Revise accordingly.
  - c. Show and label a neoprene pad between the proposed pipe strap and sewer main.

Landscape Plans:

1. It appears that several trees are proposed over the 8" private water line at several locations. It is recommended that appropriate separation (suggest 10') be provided to prevent damage to the water main and facilitate future maintenance of the line if required.

Sanitary Sewer Data Sheet:

1. Section 5: Provide calculations substantiating the flows noted.

2. Section 6 & 7: Revise sections to reflect line lengths and manholes being dedicated to JCSA. Refer to Sheet 6A, Comment #1 above.

Water Distribution Hydraulic Analysis:

1. Refer to JCSA comments issued on 2/5/04 for WindsorMeade Villa Entrance and Sewer site plan (JCC Case # SP-005-04) concerning the hydraulic model.

Water Conservation:

1. Comments relating to compliance with the water conservation standards will be addressed under a separate transmittal.

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

# SAMPLE AGREEMENT

## BRIDGE MAINTENANCE AND COST SHARING AGREEMENT

THIS BRIDGE MAINTENANCE AND COST SHARING AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2002, by and between JAMES CITY SERVICE AUTHORITY, a Virginia municipal corporation ("JCSA") and KINGSMILL COMMUNITY SERVICE ASSOCIATION, a Virginia nonstock corporation ("KCSA") (JCSA and KCSA are referred to collectively herein as, the "Parties"), provides as follows:

### RECITALS

R-1. JCSA is an authority organized and existing for the purpose of delivering water and sewer service within James City County, Virginia, as provided by the Virginia Water and Sewer Authorities Act § 15.2-5100 *et seq.* of the Code of Virginia (1950), as amended and is duly authorized to enter into this Agreement.

R-2. KCSA is a Virginia nonstock corporation, in good standing, and duly authorized to enter into this Agreement on behalf of its members.

R-3. KCSA is the owner of three (3) pedestrian footbridges (collectively, the "Bridges") in Kingsmill on the James, located in James City County, Virginia, attached to which are certain sanitary sewer lines (collectively, the "Sewer Lines") (collectively, the Sewer Lines and the Bridges are referred to herein as the "Facilities").

R-4. The Parties have agreed to apportion the costs of inspecting, maintaining, repairing and replacing the Facilities as provided for herein (the "Costs").

NOW, THEREFORE, in consideration of the promises contained herein and other good and valuable consideration, the adequacy, sufficiency, and receipt of which are hereby acknowledged, the Parties agree as follows.

#### 1. The Bridges.

a. The Ensigne Spence Foot Bridge shall mean the bridge more particularly described in Exhibit A attached hereto.

b. The Braywood Foot Bridge shall mean the bridge more particularly described in Exhibit B attached hereto.

c. The Macauley Mini-Park Utility and Foot Bridge shall mean the bridge more particularly described in Exhibit C attached hereto.

## **2. The Support Structure of the Bridges.**

a. The support structure (the "Support Structure") of the Bridges shall mean the concrete foundation, cross braces, flange columns, joints, stringers, splice plates, retaining walls, backwalls, cross beams, piles, pile caps, bolts, nuts, screws and all other elements of the Bridges below the decking boards.

b. KCSA shall be responsible for inspecting the Support Structure, however, upon reasonable determination by JCSA that the Support Structure needs to be inspected, repaired or replaced, JCSA shall send written notice of such need to KCSA, and KCSA shall perform such inspection within ten (10) days of receipt of the notice. KCSA shall inform JCSA of the results of such inspection within five (5) days of completion.

c. All inspections, repairs, maintenance and replacement of the Support Structure shall be coordinated by KCSA and any individual or entity chosen to perform such work shall be selected by KCSA and agreed to by JCSA according to Section 8 of this Agreement.

d. The costs of inspecting, maintaining, repairing and replacing the Support Structure shall be agreed upon by KCSA and JCSA prior to commencement of the work and shall be apportioned as follows:

- i. JCSA shall be responsible for fifty percent (~~60%~~).
- ii. KCSA shall be responsible for fifty percent (~~40%~~).

## **3. The Pedestrian Walkway.**

a. The pedestrian walkway (the "Pedestrian Walkway") shall mean all of that portion of the Bridges above and including, the decking boards and all railings attached to the Support Structure.

b. KCSA shall be responsible for inspecting the Pedestrian Walkway, however, upon reasonable determination by JCSA that the Pedestrian Walkway needs to be inspected, repaired or replaced, JCSA shall send written notice of such need to KCSA, and KCSA shall perform such inspection within ten (10) days of receipt of the notice. KCSA shall inform JCSA of the results of such inspection within five (5) days of completion.

c. All inspections, repairs, maintenance and replacement of the Pedestrian Walkway shall be coordinated by KCSA and any individual or entity chosen to perform such work shall be selected by KCSA according to Section 8 of this Agreement.

d. The Costs of inspecting, maintaining, repairing and replacing the Pedestrian Walkway shall be apportioned as follows:

- i. KCSA shall be responsible for one hundred percent (100%).

#### 4. The Sewer Facilities.

a. The sewer facilities (the "Sewer Facilities") shall mean the Sewer Lines and all of the connections that attach the Sewer Lines to the Support Structure and the Pedestrian Walkway.

b. JCSA shall be responsible for inspecting the Sewer Facilities, however, upon reasonable determination by JCSA that the Sewer Facilities must be inspected, repaired, or replaced, JCSA shall notify KCSA of such inspection and/or repairs, in writing, at least thirty (30) days prior to the commencement of the inspection and/or repairs, unless such work is required for an emergency, in which case JCSA shall give such notice as is reasonable under the circumstances.

c. Upon reasonable determination by KCSA that the Sewer Facilities need to be inspected, repaired, or replaced, KCSA shall send written notice of such need to JCSA, and JCSA shall perform such inspection within ten (10) days of receipt of the notice. JCSA shall inform KCSA of the results of such inspection within five (5) days of completion.

d. All inspections, repairs, maintenance and replacement of the Sewer Facilities shall be coordinated by JCSA and any individual or entity chosen to perform such work shall be selected according to Section 8 of this Agreement.

e. The Costs of operating, inspecting, maintaining, repairing and replacing the Sewer Facilities shall be apportioned as follows:

- i. JCSA shall be responsible for one hundred percent (100%).

#### 5. Term.

a. This Agreement shall commence on the date of execution and continue in force for a period of ten (10) years (the "Initial Term"), and shall automatically renew for periods of ten (10) years (the "Renewal Terms") for a total of four (4) Renewal Terms.

b. Either party may terminate this Agreement by providing ninety (90) days written notice of the intent to terminate prior to the expiration of the Initial Term or the expiration of one of the Renewal Terms.

#### 6. Payment.

a. Upon completion of any inspection and/or repairs, or replacement, of the Support Structure, KCSA shall provide to JCSA, in writing, an invoice or bill (the "Invoice") for the Costs of the inspections and/or repairs.

b. JCSA shall have thirty (30) days from the date the Invoice is sent by KCSA to make payment in full.

c. All checks shall be made payable to "KCSA" at the address provided for in Section 11 hereof.



**7. Removal of the Facilities.**

a. In the event that JCSA removes the Sewer Facilities from one or more of the Bridges, this Agreement shall terminate as to the Bridge(s) in question and KCSA shall assume full responsibility for the remaining Facilities as to the Bridge(s) in question.

b. In the event that KCSA removes the Pedestrian Walkway from one or more of the Bridges, this Agreement shall terminate as to the Bridge(s) in question and JCSA shall assume full responsibility for the remaining portion of the Support Structure as to the Bridge(s) in question.

c. Prior to the removal of any portion of the Facilities, the party that intends on performing such removal shall provide one hundred eighty (180) days notice prior to the removal to the other party.

d. If the Parties agree to remove any of the Facilities in total as to one or more of the Bridges, the Costs of removing the Facilities shall be shared as follows:

i. JCSA shall be responsible for fifty percent (50%).

ii. KCSA shall be responsible for fifty percent (50%)

(1) Upon removal, KCSA shall provide to JCSA, in writing, an invoice or bill (the "Removal Invoice") for such removal

(2) JCSA shall have thirty (30) days from the date the Removal Invoice is sent by KCSA to make payment in full.

(3) All checks shall be made payable to "KCSA" at the address provided for in Section 11 hereof.

**8. Completion, Performance and Warranties.**

a. All contractors, county or state employees, or other individuals or entities selected by the Parties to perform work on the Facilities shall be financially and technically capable of completing any and all work that is performed on the Facilities.

b. The Parties shall ensure that all work performed on the Facilities is completed in a timely fashion and is completed in a workmanlike manner.

9. **Damage.** The Parties agree that after any work is performed on the Facilities, including the inspection, maintenance, repair or removal of the Facilities, the party which performs, or has the work performed on its behalf, shall be responsible, at its sole cost and expense unless otherwise agreed in advance, for the immediate repair of any damage resulting from such work.

**10. Miscellaneous.**

a. This Agreement, including the Recitals and Exhibits, which are incorporated herein by reference, contains the entire Agreement between the Parties and is intended as a complete integration of all prior or contemporaneous agreements, oral or written between the Parties.

b. No amendment or modification to this Agreement shall be valid unless in writing and executed by the Parties.

c. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

d. The Parties shall execute and deliver such further instruments, and shall undertake and do such further acts and things as may be required to carry out the intent and purposes of this Agreement.

e. This Agreement may be executed in multiple counterparts, each of which shall constitute one and the same instrument.

f. Any party defaulting hereunder shall be liable to the other party for all costs of enforcing this Agreement, including, without limitation, reasonable attorneys' fees, court costs, expert witness fees, and interest on all sums collected at the prevailing rate.

g. Nothing in this Agreement shall be deemed to be a gift to the public or for any public use or purpose whatsoever, it being the intention of the Parties hereto that nothing in this Agreement shall confer either expressly or impliedly upon any person, other than the Parties hereto and their successors and assigns, any rights or remedies or by reason of this Agreement. KCSA reserves the right to close the Bridges at any time for the purpose of preventing rights from accruing to the general public.

h. This Agreement can only be terminated by an agreement in writing, executed and acknowledged by the Parties or their successors and assigns.

**11. Notices.** All notices hereunder shall be in writing, and shall be given by hand delivery, by national overnight delivery service, by telecopier or by first class mail, postage prepaid, and shall be deemed given when sent or mailed to the following:

If to JCSA:

General Manager  
James City Service Authority  
P. O. Box 8784  
Williamsburg, VA 23187  
Fax No. (757) 253-6850

With a copy to:

County Attorney  
James City County, Virginia  
P.O. Box 8784  
Williamsburg, VA 23187-8784  
Fax No. (757) 253-6833

a. If to KCSA:

Director, KCSA  
Kingsmill Community Services Association  
300 McLaws Circle, Suite 105  
Williamsburg, VA 23185

With a copy to:

Elizabeth L. White, Esq.  
Kaufman & Canoles, P.C.  
1200 Old Colony Lane  
Williamsburg, VA 23185  
Fax No. (757) 259-3838

b. Either party may designate other persons or places for receipt of notice by written notification to the other party in accordance with the terms hereof.

c. If any notice required under this Agreement is sent via telecopier, a copy of such notice must also be sent via first class mail, postage prepaid.

*(Signatures appear on the following page.)*



ENVIRONMENTAL DIVISION REVIEW COMMENTS  
WINDSORMEADE WINDSOR HALL  
COUNTY PLAN NO. SP - 04 - 04  
February 19, 2004

MDW/SJT

1. A Land Disturbing Permit and Siltation Agreement, with surety, are required for this project.
2. Water and sewer inspection fees must be paid prior to the issuance of a Land Disturbing Permit.
3. Wetlands. Provide evidence that any necessary wetlands permits have been obtained, have not expired or are not necessary for this project. Refer to Chapter 23 Chesapeake Bay Preservation ordinance, Section 23-9(b)(9) and 23-10(7)(d). The permit that the Environmental Division has on file shows fewer impacts to wetlands than the current plan of development for this site. *(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 1<sup>st</sup> 2001.)*
4. An Inspection/Maintenance Agreement shall be executed with the County for the BMP facilities associated with this project.
5. 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.
6. VPDES. Land disturbance for the project will exceed one (1) acre. 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.
7. Watershed. Provide a note on the cover sheet of the plans indicating which County watershed, sub-watershed and/or catchment for which the project is situated in. *(Note: It appears the project is situated in Sub-Watershed 209, Catchments 209-101-1 of the Powhatan Creek Watershed.)*
8. Site Information. Provide an overall location map sheet which shows the location of this portion of the project relative to the overall project. A sheet similar to the "BMP Point Display" sheet in the design report is a good example. Provide a total site area for this portion of the project (as defined by metes and bounds as shown on these plan sheets), an impervious cover estimate and a percent impervious value. If over 60 percent, it should be demonstrated that it is in compliance with the Chesapeake Bay ordinance or consistent with the overall approved master plan intent.

9. Site Information. Provide reference to County site plan numbers for the WindsorMeade Villa site plan (SP-03-04), the WindsorMeade Villa entrance road and sewer plan (SP-05-04) and WindsorMeade Way road (SP-93-03) on Sheet 2 and any other applicable sheets where this information is required to show inter-connection.
10. Plan Sheets. It appears plan Sheets 11 and 12 were missing from the Environmental Division review set. Also, ensure all grading and drainage plan sheets have proper match line information. Sheets 9, 10, 13 and 17 appear to have missing match line sheet information.
11. Retaining Walls. An extensive amount of modular retaining walls are proposed along the east side of the project and along Windsor Hall Drive. Ensure these wall systems are properly designed for saturated conditions that may be present due to adjacent non-tidal wetlands. All walls as shown shall be reviewed for building permit purposes with Codes Compliance.

**Chesapeake Bay Preservation:**

12. Steep Slopes. Environmental Inventory Sheet 3 shows that no steep slopes (> 25 percent) are present on the site; thus, there are no impacts. It appears natural steep slopes may be present in the area between Windsor Hall Drive approximate road stations 37+00 to 38+00, between contour El. 50 and El. 60. Please confirm if slopes exceed 25 percent at this location and if they are within the limits of work. Adjust the environmental inventory as appropriate if 25 percent slopes are present.

**Erosion & Sediment Control Plan:**

13. 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.
14. E&SC Plan. The Phase I erosion and sediment control plan as presented on Sheet 4, which will handle initial clearing and grading operations, has two temporary sediment traps (# 2 and # 3) and a connecting series of temporary diversion dikes which are interior to the site. It initially appears that the locations of these traps and dikes will conflict with future site grading and site improvements. For example, Temporary Sediment Trap # 3 which has a bottom at El. 66 is situated in an area that is proposed to be filled and a building constructed to Elev. 82 (over 10 ft. of fill from natural ground). Address whether an erosion and sediment control plan as such will provide for adequate protection during all phases of the land-disturbing activity.
15. E&SC Plan. It is preferred that all silt fence situated between the defined limits of work and delineated non-tidal wetland areas be super-silt fence and any constructed fills along the east side of the project, including embankments for the BMPs, be immediately stabilized with EC-3 turf-reinforcement matting once constructed. *(Note: One of the primary goals of the erosion and sediment control plan for this site should be optimum protection of the non-tidal wetland systems situated along the east side of the project.)*
16. E&SC. Provide erosion and sediment control plan measures on Sheet 4 for land-disturbing operations associated with the pedestrian/sewer bridge crossing to WindsorMeade Villas.

17. **Sediment Basins.** Sheets 4 and 5 indicate that Hall BMP 1 and Hall BMP 2 will serve as temporary sediment basins for the project. Although the design report provides a Sediment Basin Design Data Sheet for this basin, it appears that the design drainage area (16.05 acres) would be considerably more under first clearing and grading conditions. Based on the pre- and postdevelopment drainage maps in the design report (Sheets 1 and 2), once the temporary diversions are installed, it appears at least about 25 acres would drain to TSB 1 (Hall BMP 2). The basin(s) must be sized to handle the maximum amount of drainage area to be expected during all phases of the project.
18. **Temporary Diversions.** As previously stated, many of the temporary diversion dikes associated with the Phase I E&SC plan on Sheet 4 are interior to the limit of work and will conflict with site grading and improvement activities. Also, as perimeter devices, the north diversion dike to Hall BMP 2 has two places where the diversion goes uphill along the limit of work and existing topography. Also, slope protection at the ends of the diversion dikes into Hall BMP 2 is currently shown as 5' x 5' riprap pads. The slope protections must extend along the entire graded interior side slope of the receiving basins to the normal pool. Outlet protections are not the preferred measure to meet Minimum Standard # 11.
19. **Windsor Hall Drive.** The Phase I E&SC plan on Sheet 4 must be clear and specific about measures to be provided along Windsor Hall Drive. As this will be primary access to the development site, the erosion and sediment control plan must provide adequate protection to the wetlands until the road walls, fill and drainage system are installed and functional. This includes use of super-silt fence along the downstream toe, but not across the culvert outlet which has a substantial drainage area. Also, the temporary diversion to Hall BMP 2 must be a right-of-way diversion in accordance with Minimum Standard & Spec. 3.11 of the VESCH across the road corridor. Also, the temporary stream crossing area on Sheet 4 should give clear reference to Minimum Standard & Spec. 3.24 of the VESCH.
20. **Sequence of Construction.** Step 2 of the sequence of construction and notes on Sheet 4 give an option to install Hall BMP 1 for sediment trapping purposes. The notes state "clear area only for pond and temporarily stabilize until storm sewer is constructed and pond is required". If the upper basin is not constructed and the slope area is cleared, the only control is silt fence (or super-silt fence) along the east limit of work adjacent to the wetlands. If the basin is not constructed and the area is cleared, there will be approximately 350 ft. of slope length draining to the silt fence. This is not consistent with Minimum Standard & Spec. 3.05 of the VESCH. It is recommended that the upper Hall BMP 1 basin be graded in as part of the Phase I E&SC plan to provide for optimum sediment control of the site. Also, BMP labels for the upper and lower pond (Hall BMP 1 and 2) are reversed on Sheet 5. Based on the master plan, the upper pond is BMP 1 and the lower pond is BMP 2.
21. **Outlet Protections.** Ensure all construction information is shown for all outlet protections (OP's). 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. Use of Class I riprap, minimum, is recommended for all outlet protection pads and ensure all d50 sizes are correct for selected rock size. Also, for the road culvert at Windsor Hall Drive Sta. 11+75 show headwall/endwall requirements for the pipe ends and riprap size required for the outlet protection pad. It would appear a 10' x 10' outlet protection pad is severely undersized for the pipe size and expected flows. Provide computations for the sizing of the outlet protection per VESCH requirements

22. Trench Drains. Provide a detail for how inlet protection is to be accomplished for the three onsite DI-12C trench drains.

**Stormwater Management / Drainage:**

23. Offsite Credit. If credit is being taken for offsite area to the Hall BMPs, then remember that any future development on these parcel(s) must have a mechanism to effectively make connection to this BMP. The drainage divides shown on postdevelopment drainage map Sheet 8 is not consistent with the intent to include offsite area. The drainage divide shown for the area to storm structure SS # 1-16 is not consistent with the overall postdevelopment drainage map. Subarea 1-16 to storm structure SS # 1-16 is only 1.78 acres, when offsite area itself is about 4.2 acres. If offsite credit is taken, the Storm System # 1 must be able to handle estimated flow from offsite sources, specifically the following storm structures and connecting pipe segments which lead to Hall BMP # 1: SS # 1-16 to SS # 1-15 to SS # 1-9 to SS # 1-4 to SS # 1-3 to SS # 1-2 to SS # 1-1 to SS # 1-0 (outfall at BMP). Also, a private drainage easement would be necessary so offsite tracts could connect to storm structure SS # 1-16, or another similar inlet, and along the entire onsite storm drainage system to the receiving BMP. *(Drainage easements of adequate width are necessary to ensure offsite drainage can be maintained through the proposed onsite storm drainage system.)*
24. BMPs. Label all permanent BMPs as proposed for this site consistent with the BMP worksheet, the master stormwater plan (BMP map) and nomenclature in the County BMP manual. For example, if dual wet extended detention facilities are to be used, label on the plans as a wet extended detention ponds, County type A-3 BMP, 10 point BMPs. *(Note: It is understood that structural BMP point credit is being taken for both BMP facilities as a single basin.)*
25. Open Space Credit. Provide a conservation easement plat for all Natural Open Space areas as claimed in the master plan BMP worksheet and exhibit Sheet 1 "BMP Point Display" as provided in the design report.
26. Primary Culvert. The "Hall Crossing" culvert must be sized appropriately for temporary stream crossing conditions per Minimum Standard & Spec. 3.24 of the VESCH and under final postdevelopment drainage conditions for the permanent culvert. Based on information in the design report, the 60-inch culvert crossing was modeled as a stormwater management basin (ie. using storage routing). Design information in the design report for Reservoir No. 4 (WM Hall Crossing) does not match construction information for the culvert on plan Sheet 13. If not a VDOT roadway, ensure design of this culvert-obstruction is consistent with Item 5.0 of the *James City County Environmental Division, Stormwater Drainage Conveyance Systems, General Design and Construction Guidelines*. As this is the primary roadway into the site, the main concerns about this culvert are that the design or check storms do not overtop the roadway and that headwater/backwater does not affect existing or proposed upland structures, including drainage systems and the roadway for Windsor Meade Way. *(Note: Provide headwater/backwater and sizing computations as appropriate for the culvert, both during temporary conditions and permanent developed conditions. Tailwater conditions in the receiving wetland system must be a consideration in the hydraulic design of the culvert.)*

27. Wetland Impacts. Based on the drainage design report, the "Hall Crossing" culvert was modeled as a stormwater management facility, rather than a culvert. This is not consistent with the stormwater master plan, as this road crossing was not intended to be a stormwater detention facility nor were upland impacts due to storm pooling considered in the non-tidal wetlands permit. This is especially true for the 1-year storm water surface elevation which appears to not have been presented to the USACOE as wetland impact area. It is shown based on routings that the 1-year storm will rise to El. 49.18 which is 2.68 feet above the invert of the culvert. The same is also true for Hydrograph No. 6 in the design report which is for the 60-inch culvert across WindsorMeade Way road sta. 31+25 (County Plan No. SP-93-03) and Hydrograph No. 18, which is the 60-inch culvert across the Villa road sta. 42+25 (County Plan No. SP-05-04).
28. Upper Pond. For the upper pond Hall BMP 1, it is unclear why pond data in the design report for Reservoir No. 7 (Hall BMP 1 Upper) does not show a tailwater elevation in the hydraulic model for the pond. The downstream invert elevation of the 36-inch pipe which connects to Hall BMP 2 is 9 ft. below the normal pool elevation of the pond.
29. Lower Pond. For the lower Hall BMP 2, show the riser size and dimensions for the outlet stilling basin on the detail on Sheet 20.
30. Pond Benches. Provide a written request, in writing, to vary from minimum bench width standards for the aquatic and safety benches as provided within Hall BMP 1 and Hall BMP 2. Provide information to substantiate granting of a waiver request.
31. Pond Buffers. A pond buffer should be provided for Hall BMP 1 and 2 that extending 25 feet outward (landward or upland) from the 100-year design high water surface elevation of the pond. Due to Windsor Hall Drive, a substantial amount of pond buffer is lost for Hall BMP 2. Explain how this loss will be mitigated or how additional landscaping could be used to provide an enhanced buffer.
32. Drainage Plan. Drainage map Sheet 8 shows drainage subarea information used for inlet and storm pipe design. Based on the storm sewer computations a runoff coefficient of 0.70 was used for most of the site, except in highly impervious areas where higher coefficients were used. For the most part this appears reasonable, except for a few subareas where a runoff coefficient of 0.70 was used in a situation where most of the cover is impervious road and/or building areas. Examine the runoff coefficient as used for inlet/storm design at the following locations and confirm or make adjustments to storm inlet/pipe designs as necessary: Subareas 1-21, 1-18, 1-19, 1-23, 1-26, 1-34, 1-36, 1-37, 2-1, 2-2, 2-3 and 2-4.
33. Inlet SS # 1-37. Based on the stormwater inlet computations in the design report, it appears the spread at sump inlet SS # 1-37 (DI-2A) is an excessive distance into the travel lane. A larger inlet or an additional sump inlet structure may be necessary.
34. IS-1 Shaping. Inlet shaping is recommended for all storm drain structures.
35. Parking Garage. The storm drainage pipe size jumps in pipe size from 24-inch to 42-inch on the downstream end of storm drainage structure SS # 1-40. It is assumed that this is due to combined upslope street drainage and drainage from inside the parking garage. Firstly, label the parking garage on Sheets 8 and 16. Secondly, as there are no inlet computations in the design report for the DI-12C trench drains at SS # 1-5, SS # 1-25, SS # 1-32 and SS # 1-41, ensure the trench drain



inlets and all pipes that connect drainage from the parking garage area to the roadside storm drainage system are properly sized. Provide information on storm drainage assumptions from the parking lot area at these 4 locations.

36. Pipe Notes. Note # 13 on the cover sheet conflicts with "boxed" notes on all the road and utility plan sheets. Also, the road and utility plan sheets give an option for use of corrugated polyethylene pipe or RCP for onsite storm drains. Provide a detail for bedding and installation of the HDPE, corrugated polyethylene pipe should it be selected by the contractor.
37. Miscellaneous. Due to the use of retaining walls, the close proximity of Hall BMP 1 and BMP 2 and the depth of the normal pools, it is requested that guiderail be installed along those portions of Windsor Hall Drive where the BMPs could be directly accessed should a vehicular accident occur.

**Master Stormwater Management Plan (Design Report):**

*A master stormwater plan design report was submitted for the project with each of the following plans of development: WindsorMeade Villas (SP-03-04); Windsor Hall (SP-04-04); and the Villa Entrance and Sewer Plan (SP-05-04). The design report is entitled "WindsorMeade Overall - Calculations for the James City County Environmental Division". This master stormwater design report includes an "Overall BMP Point Display" and pre-and postdevelopment drainage maps as well as a comprehensive drainage (quantity control) analyses of the entire development site. The design report also includes stormwater management and drainage calculations specific to each individual plan of development. The following comments pertain to the "overall" master stormwater plan design report:*

38. The "BMP Point Display" map shows a hatching pattern for 14.83 acres of natural open space being taken as 0.15 points per acre NOS credit. Extra BMP point credit of 0.15 points per 1 percent site area only applies to natural open space conservation easements which accept and treat stormwater runoff per design specifications or those which directly border, buffer and are adjacent to wetland, mature forests or RPA. Existing non-tidal wetland areas cannot be given extra point credit per the current onsite open space credit system.
39. Hatching patterns as shown on the "BMP Point Display" map as "wetland buffer as required by the Corps permit", which is additional area outside existing delineated wetlands, is eligible to be taken as "extra credit" under the onsite open space credit system (ie. using the 0.15 points per 1 percent of site area method). However, these areas must remain undisturbed and be perpetually preserved.
40. The west "Endangered Species Preserve" could be eligible for "extra credit" under the open space system as it fully provides an expanded buffer to existing delineated non-tidal wetlands. However, only portions of the east "Endangered Species Preserve" would meet the criteria as the whole middle piece is not even connected to the onsite delineated wetland systems. The portions which are directly contiguous to and expand the buffer to existing delineated non-tidal wetlands could be considered as "extra credit" areas if it meets the intent of the BMP manual and does not go less than 35 ft. wide in connection. The middle area which appears to drain toward US 199 appears to not be eligible for extra credit unless it can be demonstrated that the area expands buffer to existing meaningful wetland systems along US 199.

41. It appears the Stormwater Management West 1 Basin, coincidental to County rezoning case Z-005-03 and BMP 1 as indicated on the WindsorMeade Marketplace site plan (County Plan No. SP-150-03) is not reflected on the Worksheet for BMP Point System and overall plan sheets as provided in the design report (ie. BMP Point Display and the pre- and postdevelopment drainage maps). It is our understanding that this BMP was to be incorporated into the overall WindsorMeade master development plan. Also, as it applies to the Windsor Hall plan (SP-04-04), the structural BMP credit for "offsite credit" should be removed as a line item from the BMP worksheet. Offsite credit should be added to the drainage area for Hall BMP 1 & 2 as shown on the worksheet and the point calculation adjusted accordingly. Based on the overall postdevelopment drainage map, drainage area to Hall BMP 1 & 2 is 27.40 acres (rather than 24.40 acres as shown) resulting in a weighted point value of 2.58 BMP points for the "Windsor Hall BMPs".
42. The drainage analyses shows a comparison of pre- versus postdevelopment conditions with development and BMPs for the entire site. All predevelopment analyses must reflect runoff curve numbers for the site as wooded in good condition, not fair conditions as shown in Areas 1 through 6. As most of the site is situated on HSG C soils, this would result in CN's of 70 as opposed to CN's of 73 which would affect the composite CN values and the peak discharges for pre-development conditions. *(Refer to 4VAC3-20-60 of the Virginia Stormwater Management Regulations and pages 4-30 and 4-31 of the VSMH).*
43. In the design report, postdevelopment hydrograph No. 11, which coincides with the location of the WindsorMeade Hall Crossing, shows a combination of hydrographs 7 (Reach 2), 8 (Area 2) and 9 (WindsorMeade Way BMP 2). The model also needs to show flow addition from Hydrograph 6, which is the WindsorMeade Way Crossing routed, in combination with the other hydrographs. It appears the model would be missing approximately 43.36 acres from Area 1 and WM Way BMP 1, which could have a substantial effect on the entire drainage analyses. In turn, this discrepancy will compound downstream giving skewed results at the ultimate analyses point. *(Note: A good indicator of a serious deficiency in the site hydraulic model is that the postdevelopment 100-year storm results are about 125 cfs lower than that in the predevelopment condition at the ultimate point of analyses, ie. Point of Concern 5.)*
44. Area 1 in the postdeveloped condition does not consider development of the WindsorMeade Marketplace site (SP-93-03) both from a cover condition and a BMP standpoint.
45. The hydraulic model must consider Reservoir No. 9 (Villa BMP 1) and Reservoir No. 10 (Villa BMP 2) as wet ponds, rather than dry ponds, with available storage from normal pool elevation upward. The overall hydraulic model show available storage to the bottom elevations of the basins. Refer to comment # 25 as issued under County Plan No. SP-03-04.
46. On the overall pre- and postdevelopment drainage maps, Sheets 1 and 2, label the timber wall BMP within Ford's Colony Section 30 as Dry Pond # 2 and list the approved County plan numbers for the 21.45 acre subwatershed as S-86-00 and amended S-99-02.

**Case No. C-07-03**  
**New Town: Town Center Parking Overview**  
**Staff Report for the February 25, 2004 Development Review Committee Meeting**

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***Summary Facts:***

**Applicant:** Larry Salzman  
**Land Owner:** New Town Associates

**Proposed Use:** Mixed Use (*Primarily Office, Residential and Retail*)

**Location:** New Town Section 2 & 4: Town Center  
*Block 2 (William E. Wood Building)*  
*Block 5 (SunTrust Building/Corner Pocket)*

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

**Primary Service Area:** Inside  
**Parcel Size:** ±83 Acres

**Existing Zoning:** Mixed Use with Proffers  
**Comprehensive Plan:** Mixed Use: New Town

**Reason for DRC review:** To allow for general off-site parking and shared parking for all of Block 2 and Block 5 buildings and to establish a quarterly process to automatically review off-site and shared parking at New Town.

**Staff Contact:** Karen Drake---(757) 253-6685

**Staff Recommendation:**

To date, the DRC has approved on a case by case basis off-site parking, shared parking and a waiver from the minimum off-street parking space requirements for the following buildings in Block 2 and Block 5 of the New Town Center:

1. SunTrust (SP-49-02. May 29, 2002 DRC Meeting)
2. Corner Pocket (SP-139-02. February 26, 2003 DRC Meeting)
3. William E. Wood (SP-57-03. May 28, 2003 DRC Meeting)

While engineering plans have not been submitted to the County, conceptual plans are either under review by the New Town Development Review Board for the majority of building sites in these two blocks or the lease is under negotiation for the remaining sites. The result is the attached, updated New Town, Town Center Parking Overview that details the New Urbanist concept of shared parking for the project, shared parking analysis and current parking usage in Blocks 2 and 5.

Due the importance of parking as a key marketing factor for New Town to succeed, staff is aware that New Town Associates is closely monitoring the available shared parking spaces for not just Block 5 and Block 2, but for all of New Town. And with the proffered New Town Section 2 and 4 Master Plan and New Town Design Guidelines, staff can track the remaining residential units and commercial square footage that can be constructed.

To facilitate the review now of this unique and important economic development project within James City County, as well as ensure that adequate parking is provided during construction and at full build out; staff recommends that a process be established that within New Town on a block by block basis the DRC grant approval for off-site parking as well as waive the minimum off-street parking space requirements. The Zoning Ordinance Requirements for each are as follows:

Per Section 24-59(g) of the Zoning Ordinance, 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. Any waiver granted by the planning commission shall apply only to the number of spaces required and shall not allow a greater building area than would have been possible had the original parking requirement been enforced.

For example, the number of parking spaces the Zoning Ordinance required for the SunTrust Building was that a minimum of one parking space be provided on-site for each 250 square feet of office space or 240 spaces. However the adopted New Town Design Guidelines calls for a maximum parking space ratio for offices/banks of one parking space for each 333 square feet of building space or 180 spaces for the SunTrust Building. While staff found that the parking demand would be sufficient to justify the parking requirement, the lack of on-site parking spaces is mitigated by the 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.

Per Section 24-55(b)(2) of the Zoning Ordinance, off-site parking spaces shall be permitted by the review of DRC which are not located on the same property or use they serve, provided that

1. All such parking shall be easily and safely accessible to pedestrians.
2. The rights of use of any such property and pedestrian walkways shall be provided for by ownership, easement or similar recorded covenant or agreement, approved as to form and content by the County attorney, in order to assure the permanent availability of such parking.

Per Section 24-59(e) of the Zoning Ordinance, shared use of required parking spaces may be permitted where two or more uses on the same or separate site are able to share the same parking because their parking demands occur at the same time. The Planning Director shall approve shared parking if the following documentation is approved as part of the site plan review:


1. The location of the shared parking areas shall be in compliance with off-site parking requirements listed above;
2. The names and addresses of the uses and of the owners or tenants that are sharing the parking;
3. The location and number of parking spaces that are being shared;
4. An analysis showing that the peak times of the uses occur at different times and that the parking area will be large enough for the anticipated demands of both uses; and
5. The rights of use of any such property and pedestrian walkways shall be provided for by ownership, easement or similar recorded covenant or agreement, approved as to form and content by the County attorney, in order to assure the permanent availability of such parking.

To comply with the Zoning Ordinance Requirements on a block by block basis, staff recommends:

1. New Town Associates establishes and updates a chart and accompanying site layout plan that details building square footage and use, Zoning Ordinance parking requirements, New Town Guidelines Parking Requirements, shared parking methodology and details the number of parking spaces allocated on-site and off-site. The chart should be structured in such a manner that illustrates that off-site parking is not allocated multiple times. The chart and accompanying site layout plan would be submitted for review and approval on a quarterly basis by staff and the Development Review Committee via the consent calendar. A quarterly review will allow for new lease negotiations to develop, construction of buildings and verification that the off-site and shared parking methodology is realistically working. DRC approval would be issued for a block by block waiver of parking requirements and to permit off-site parking.
2. A letter is submitted for review and approval by the County Attorney and shall be added to the attached parking overview that documents the permanent availability of the off-site and shared parking.
3. Any change by New Town Associates to the shared parking methodology in the attached report on basic parking overview will be approved by the DRC at a quarterly review.
4. If at any time New Town Associates does not responsibly update the master chart on a quarterly basis or the DRC does not find the updated parking figures acceptable, off-site parking review shall revert back to an individual building basis.
5. In July of 2005, New Town Associates will conduct a study of the overall New Town parking supply and demand for the DRC to review and approve. In addition to evaluating this study, the DRC will review how frequently this overall study needs to be conducted, evaluate the entire parking review process and make any changes as necessary.

Staff recommends that the DRC approve today off-site parking, shared parking and waive the minimum off-street parking requirements per the Zoning Ordinance as long parking provided is accordance with the New Town Design Review Guidelines for Block 2 and Block 5 of New Town.

Staff further recommends that the DRC accept the block by block parking review process based on the above conditions and conditional upon New Town Associates working together with staff during the next few months to develop the initial chart for the first quarterly review by the DRC in July, 2004.

  
Karen Drake  
Senior Planner

Attachments:

- 1.) New Town: Town Center Parking Overview

**SP-139-03**

**New Town Block 8, Phase IA**

**Staff Report for the February 25, 2004 Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Mr. Bob Cosby, AES Consulting Engineers

**Land Owner:** Mr. Bob Ripley, GCR, Inc.

**Location:** New Town Block 8, Phase I; adjacent to New Town Ave.

**Tax Map/Parcel No:** (38-4)(1-7)

**Primary Service Area:** Inside

**Existing Zoning:** MU, Mixed Use, with Proffers

**Comprehensive Plan:** Mixed Use

**Overview:** The plan proposes the first residential development in New Town, including 10 small-single-family homes and 24 townhouses.

**Reason for DRC review:** The plans require DRC review for the following reasons:

1. A shared parking waiver.
2. A modification to Section 24-527: Setback Requirements.
3. The granting of preliminary approval because the site plan proposes a group of buildings which contain a total floor area that exceeds 30,000 square feet.

**Staff Contact:** Dave Anderson      Phone: 253-6685

**STAFF RECOMMENDATION**

1. The zoning ordinance requires a minimum of 2.5 parking spaces per townhouse unit and 2 parking spaces per single-family residential unit. The plans dedicate 3 parking spaces per townhouse unit, but only one space per single-family residential unit. Therefore, the single-family residential units do not meet ordinance requirements. However, the additional parking space per unit will be provided through shared use of on-street parking and parking spaces in the surrounding parking lots. Due to the shared use of additional parking spaces, staff recommends approval of the waiver.
2. Section 24-527 of the zoning ordinance states that structures shall be located 50 feet or more from any existing or planned public road right-of-way which is 50 feet or greater in width. The building setbacks adjacent to New Town Avenue vary from 5' minimum on the Block 5 side and 10' minimum on the Block 8 side. Although these reduced width

setbacks do not meet zoning ordinance requirements, they are in accordance with the New Town Design Guidelines and are important in achieving the desired streetscapes in New Town. Therefore staff recommends approval of the modification request.

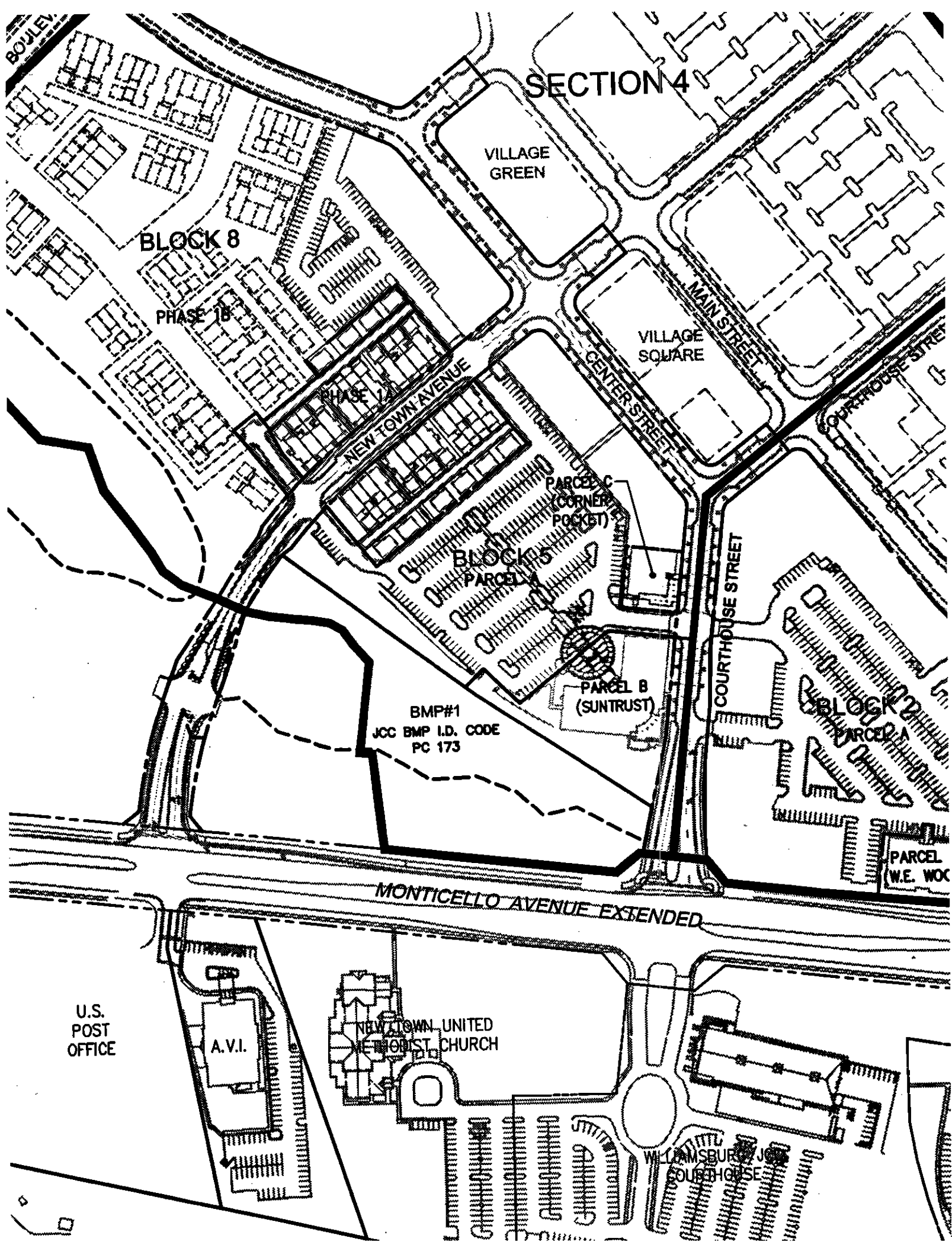
3. Preliminary Approval – This plan has already undergone one round of review and is currently undergoing a second round of review. VDOT has signed off on the plans, but Environmental and JCSA were not able to provide full second round comments at this time. In verbal discussions with each of these agencies, no significant issues were raised that would prohibit the granting of preliminary approval. Therefore staff recommends preliminary approval be granted contingent upon agency comments.

  
Dave Anderson

Attachments:

1. Location Map
2. Overall Plan of Development

SECTION 4



BLOCK 8

PHASE 1B

VILLAGE GREEN

VILLAGE SQUARE

NEW TOWN AVENUE

PARCEL C  
(CORNER POCKET)

BLOCK 5

PARCEL B  
(SUNTRUST)

BMP#1  
JCC BMP I.D. CODE  
PC 173

COURTHOUSE STREET

PARCEL  
W.E. WOK

MONTICELLO AVENUE EXTENDED

U.S.  
POST  
OFFICE

A.V.I.

NEW TOWN UNITED  
METHODIST CHURCH

WILLIAMSBURG JUNIOR  
HIGH SCHOOL



**Subdivision 2-04. The Settlement at Monticello, Phase 1 (Hidden)**  
**Staff Report for the February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Jim Bennett, AES Consulting Engineers

**Landowner:** Monticello Woods Active Adult, LLC

**Proposed Use:** 137 lot subdivision

**Location:** on the south side of Monticello Avenue across from the Monticello Woods subdivision; Berkeley District

**Tax Map/Parcel No.:** (37-4)(1-10)

**Primary Service Area:** Inside

**Project Area:** ± 67.71 acres

**Existing Zoning:** PUD-R, Planned Unit Development - Residential, with Proffers

**Comprehensive Plan:** Low Density Residential; Conservation Area

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

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

**STAFF RECOMMENDATION**

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

  
Christopher Johnson

**Attachments:**

1. Agency Comments
2. Development Plans

**AGENCY COMMENTS  
FOR  
CASE NO. S-2-04. THE SETTLEMENT AT MONTICELLO, PHASE 1 (HIDEN)**

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**Planning:**

1. Please submit articles of incorporation, bylaws, and restrictive covenants for the property owners association for review by the County Attorney in accordance with the proffers.
2. Prior to final approval of any plat for this development, the proffered cash contributions for road improvements and community impacts must be paid in accordance with the proffers.
3. Please provide evidence of any written request made by the developer to the County Financial Management Services Manager for verification of the per unit contribution(s) which are to be adjusted annually in accordance with the proffers.
4. Please submit evidence that the archaeological study for Area 2 has been reviewed and approved by the Virginia Department of Historic Resources in accordance with the proffers. No land disturbing activities may occur within Area 2 until evidence of the approval of a study has been provided.
5. Please label the James City County Greenway Trail and corresponding easement shown on all applicable plan sheets.
6. Where will suitable parking be provided for public access to the greenway trail?
7. Please identify the location of the proposed entrance sign on the plans. As a reminder, entrance signs and entrance features require Planning Director approval.
8. Please provide an update as to the submittal or review status of the water conservation standards which must be approved by the JCSA prior to approval of any plat for the development.
9. Prior to final approval, please submit all subdivision data in accordance with the "GIS Data Submittal Requirements for Major Subdivisions."
10. Lots 68-70 are encroaching on the required 50-foot landscape setback. Section 24-498 (a)(1)(e) states that all required buffers shall be exclusive of lots and remain undisturbed. Please revise the plans accordingly.
11. Please label all open space as Natural Open Space dedicated to James City County and submit a Deed of Easement to the County Engineer for review and approval when a plat is submitted for review.
12. Please submit proposed street names for review in accordance with Section 19-54 of the Subdivision Ordinance.
13. Please add a label to all roadway stubs as "Future Private Street Extension."
14. Please add the following note to the preliminary plat: "This right of way is platted with the intent of being extended and continued in order to provide ingress and egress to and from future subdivisions or adjacent property."
15. Please provide sidewalks in accordance with the requirements of Section 24-35 of the Zoning Ordinance.

16. On Sheet 29, provide a key for the type of trees to be planted and a list of trees suggested for the type of trees.
17. All berm and entrance plantings along Monticello Avenue should be shown on the plans. The plans do not currently show the full extent of the area.

VDOT:

1. It appears that with Phase One of the development a Traffic Signal Warrant Analysis will not be required. Please note that future development will require this analysis and VDOT and/or James City County can request a warrant analysis at any point in the development.
2. Dedicate 20' of Right-of-Way along Monticello Avenue for drainage improvements, sight distance and future traffic signal.
3. Provide pavement marking detail for entrance.
4. Provide typical pavement section for entrance.
5. Provide spread calculations for DI-3A at entrance (see sheet 16).
6. Provide VDOT General Notes (Revised 8-02) on plans.
7. Provide stop sign (MUTCD R1-1 Standard) and stop sign (24" width) at entrance.
8. We recommend that the entrance island width be reduced.
9. 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."
10. Monticello Avenue is Route 5000 at this location, not Route 321 as shown on the plans.
11. Provide sight distance for entrance on plans.
12. All internal roads are to remain private, and therefore were not reviewed to ensure compliance with VDOT Standards and Specifications.

Environmental:

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

JCSA:

1. Please refer to the attached memorandum dated February 18, 2004.

Fire Department:

1. The plans are approved as submitted.



## MEMORANDUM



Date: February 18, 2004

To: Christopher Johnson, Senior Planner

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

Subject: S-002-04, The Settlement at Monticello Phase 1 (Construction Plan)

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 January 22, 2004. 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. The plan shall be reviewed and approved by the James City County Fire Department. Per JCSA Standards and Specifications Section 2.11 for this type of development, a fire flow demand of 1000 gpm is required for the single family units and 2500 gpm for the proposed duplex units. Applicant shall confirm the existing JCSA water system will provide the fire flow volume and duration as specified by the JCC Fire Department and/or make necessary improvements to the existing water system to meet those requirements. Any fire flow other than that listed above must be approved by the JCC Fire Department with appropriate documentation submitted to JCSA for verification.
2. Show and label all existing and proposed JCSA easements.
3. Proposed driveways shall be shown as part of the Road and Utility plans. The design engineer shall locate the water meter boxes and sewer cleanouts outside of proposed driveways. Water meters shall maintain a minimum horizontal clearance of 2' from sidewalks and 18" from edge of driveway. Any water meters and sewer cleanouts located outside the proposed Private Right-of-Way shall be within a JCSA Exclusive Utility Easement.
4. Utilize dual service connections for water and sanitary sewer where possible.

5. The proposed water system and sanitary sewer system shall maintain a minimum horizontal separation of 5 feet from other utilities and structures, including storm sewer structures/pipes and street lights. Verify and revise plans accordingly to comply.
6. Revise waterline locations to be at the quarter point of all roads.

Sheet 9:

1. Per as-built records of Monticello Avenue, the existing waterline stub is a 6-inch waterline instead of the 8-inch line specified. The design engineer shall revise the waterline configuration to connect directly to the 12" waterline along Monticello Avenue. Revise the plans accordingly to comply.
2. Show and label gate valves on all fire hydrant settings per HRPDC detail WD\_06. Gate valve shall be located at the tee.
3. The Applicant shall confirm if water and sanitary sewer service is required for the guardhouse.
4. Per the concept plan (JCC Case #C-159-03) and as shown on Drawing 29, a sanitary sewer stub-out connection was provided for the future residential development phase west of Entrance Road Sta 13+03 (+/-). Verify if this segment is to be provided as part of this phase and revise drawings accordingly.
5. Relocate the 12" waterline gate valve shown at Sta 16+00 (+/-) to the tee at Sta 13+09 (+/-).
6. Sta 16+00 to Sta 18+00 (+/-): Revise waterline location to be at the quarter point of the road.
7. Waterline Materials List for Sta 10+81 to Sta 18+00: Revise the list to include the waterline stub-out at Sta 13+09 (+/-).
8. The note provided on the drawing concerning placement of water meters within a P.U.E. does not correspond to the plans submitted. A proposed P.U.E. is not shown on the site plans or preliminary plat. A JCSA Utility easement shall be provided for all water meters and sewer cleanouts located outside of the right-of-way. Revise plans accordingly.
9. Add the following notes on the plan concerning fire hydrant relocation:
  - a. Valve closure shall be by JCSA forces. The Contractor shall schedule this work with JCSA 72 hours before relocation and valve closure is required.
  - b. The JCC Fire Department shall also be notified prior to the start of the fire hydrant relocation and the time required to relocate this hydrant shall be approved by the fire department. This fire hydrant shall not be out of service longer than 72 hours.

- c. Contractor shall disinfect the fire hydrant in accordance with JCSA Standards Section 5.12, "Procedures when Cutting into or Repairing Mains".
  - d. If the existing fire hydrant is damaged during the relocation process, the Contractor shall provide a new fire hydrant with appurtenances at no cost to JCSA.
10. Revise the sanitary sewer cleanout note provided on the drawing to indicate that all sanitary sewer cleanouts shall be located outside of driveways, except where approved by JCSA.

Sheet 10:

- 1. Entrance Road:
  - a. Sta 10+00 (+/-): Relocate the 12-inch waterline gate valve shown to the opposite side of the tee.
  - b. Sta 23+35 (+/-): It appears the fire hydrant location shown will conflict with the proposed sidewalk and retaining wall. Verify and revise accordingly.
  - c. Sta 23+35 (+/-): Show and label a 12-inch waterline gate valve on the south side of the proposed cross.
  - d. Sta 25+77 (+/-): Relocate the 12-inch waterline gate valve shown to the opposite side of the tee.
- 2. Long Road First Left:
  - a. Provide 10' horizontal separation between the water service connection for Lot 65 and the sanitary sewer connection for Lot 4.
  - b. Sta 13+37 (+/-): Revise layout to use two (2) 45-degree elbows instead of the 90-degree elbow shown.
  - c. Provide 10' horizontal separation between the water service connection for Lot 71 and the sanitary sewer connection for Lot 9.
  - d. Provide 10' horizontal separation between the water service connection for Lot 73 and the sanitary sewer connection for Lot 24.
- 3. Short Road Second Left:
  - a. Provide minimum 5' horizontal separation between Lot 16 sanitary sewer lateral and storm sewer structure SS#1-9. Revise accordingly.
- 4. Short Road Third Left:
  - a. The proposed water service location for Lot 32 is unacceptable. Revise the connection to be off the 12-inch waterline or relocate the meter further up the 8-inch waterline such that it is not at the radial point.
  - b. Provide minimum 5' horizontal separation between the sanitary sewer connection for Lots 32 and 33 with the adjacent storm sewer structures.
- 5. Offsite Sanitary Sewer:
  - a. The proposed sanitary sewer main shall be centered in the proposed JCSA Utility easement. Revise accordingly.

- b. The pipe length shown for sanitary sewer segment MH#1-2 to MH #1-1 contradicts the profile shown on Sheet 25A. Verify and revise accordingly.

**Sheet 11:**

- 1. Entrance Road:
  - a. Sta 27+63 (+/-): Relocate the 12-inch waterline gate valve shown to the opposite side of the tee.
- 2. Entrance Road (South):
  - a. Provide 10' horizontal separation between the water service connection and sanitary sewer connection for Lot 86.
  - b. Sta 12+20 (+/-): Relocate the 12-inch waterline gate valve shown to the opposite side of the tee.
  - c. Provide pipe description for the sanitary sewer segment between MH #1-9 and MH #1-21.
  - d. Sanitary Manhole MH #1-21: Include stub-out Invert In elevation as part of the structure description.
  - e. Sanitary Manhole MH# 1-21 and the proposed waterline blow-off assembly extend outside the proposed right-of-way. Either revise the right-of-way to include these structures or provide a JCSA Utility easement accordingly.
- 3. Long Road First Left:
  - a. Provide 10' horizontal separation between the water service connection for Lot 80 and the sanitary sewer connection for Lot 41.
  - b. Provide minimum 5' horizontal separation between Lots 41, 52 and 82 water service connections and adjacent storm sewer structures. Revise accordingly.
  - c. It appears that two sanitary sewer connections are provided for Lot 82. Verify and revise to provide only one sewer connection.
  - d. Sta 22+67 (+/-): Relocate the 8-inch waterline gate valve shown to the opposite side of the tee.
  - e. Sanitary Manhole MH #1-5: Provide sanitary sewer lateral Invert In elevation as part of the structure description.
  - f. Sanitary Manhole MH# 1-20 and the proposed waterline blow-off assembly extend outside the proposed right-of-way. Either revise the right-of-way to include these structures or provide a JCSA Utility easement accordingly.
- 4. Left from Roundabout:
  - a. Provide water service to Lot 47.
  - b. Sanitary Manhole MH#1-12: Provide sanitary sewer lateral Invert In elevation as part of the structure description.
- 5. Left of Entrance Road South:
  - a. Provide 10' horizontal separation between the water service connection and sanitary sewer connections for Lots 55, 58 and 59.

6. It appears that the Roundabout waterline pipe lengths are not included in the Waterline Materials Lists. Verify and revise accordingly.
7. Right from Roundabout Sta 10+17 (+/-): Provide an 8-inch gate valve at the proposed 8" 45-degree elbow.

Sheet 12:

1. Right from Roundabout:
  - a. Provide 10' horizontal separation between the water service connection and sanitary sewer connections for Lot 93.
  - b. St 15+38 (+/-): Show fire hydrant gate valve directly behind the tee.
  - c. Sta 17+29 (+/-): Show and label an 8-inch gate valve on the west side of the proposed tee.
  - d. Water meter connection for Lot 120 is shown through a storm sewer structure. Revise layout to provide a minimum horizontal separation of 5'.
2. Looped Alley:
  - a. Pipe length shown for sanitary sewer segment MH#2-4 to #2-11 contradicts the profile on Sheet 25. Verify and revise accordingly.
  - b. Provide sanitary sewer and water service for Lots 135 and 136.
  - c. Provide 10' separation for water and sanitary sewer service connections for Lots 128 thru 131.
  - d. Water meter connection for Lot 133 is shown through a storm sewer structure. Revise layout to provide a minimum horizontal separation of 5'.

Sheet 13:

1. Revise water service connection for Lot 105 to provide 5' minimum separation from adjacent storm sewer structure.
2. Show and label all existing JCSA utility easements.
3. The water meter locations for Lots 113/114, the sanitary sewer connection for Lot 113 and the proposed waterline blow-off assembly are located outside the proposed right-of-way and JCSA utility easement shown. Either revise the right-of-way to include this appurtenance or provide a JCSA Utility easement accordingly.
4. Clarify how access to Lot 114 is to be provided (easement/right-of-way).
5. The design engineer shall confirm that Lots 116 thru 120 can be served by gravity sewer and still maintain a vertical clearance of 18-inches with the waterline crossing. It is recommended that either minimum finished floor elevations be noted on the plan to assure that Lots are served by gravity sewer or revise the profile(s) accordingly to meet the conditions noted above.

Sheet 21:

1. Refer to Sheet 9, Comment #1.



2. Sta 13+09 (+/-): Show and label the proposed 8" waterline stub-out serving the Future Residential Area. Provide a profile of the stub-out as part of the plans.
3. Show and label beginning and ending stationing for ductile iron pipe placement.
4. Sta 15+75 (+/-): Show and label minimum vertical separation of 18-inches between the storm sewer and waterline crossing.
5. St 16+00 (+/-): Show and label the proposed fire hydrant connection shown on Sheet 9.
6. Sta 16+08 (+/-): Show and label the existing sanitary sewer crossing as part of the profile.
7. Provide ductile iron pipe for waterline segment Sta 19+75 to Sta 21+00 to eliminate short runs of differing pipe material. Revise accordingly.
8. Show and label 36" minimum cover over the proposed water line for consistency among the plans.
9. Sta 22+23 and Sta 24+53 (+/-): Show and label 18" minimum clearance between the proposed waterline and storm sewer crossing.
10. For ductile iron pipe within fill areas, the design engineer shall provide instructions, details and field test requirements on the plan to ensure zero settlement will occur over or under the waterline.
11. Sta 23+35 (+/-): Waterline fittings described at this location contradicts the plan. Verify and revise accordingly.

**Sheet 22:**

1. Entrance Road North Profile:
  - a. Provide a matchline reference to Sheet 21.
  - b. Show and label 36" minimum cover over the proposed water line for consistency among the plans.
  - c. Sta 27+05 (+/-): Verify the storm sewer pipe size shown. Revise accordingly.
2. Entrance Road South Profile:
  - a. Provide sanitary sewer lateral inverts as part of the structure descriptions for MH #1-11 and MH #1-9.
  - b. The design engineer shall verify the Invert In and Invert Out for sanitary manhole MH#1-9 as they contradict upstream data provided. Revise accordingly.
  - c. Label sanitary manhole MH#1-21 as 60" diameter for consistency among the plans. Baseline offset noted for the structure contradicts the plan. Revise accordingly.
  - d. The design engineer shall confirm that Lot 87 sanitary sewer lateral will maintain 18" minimum vertical clearance at its crossing with the water

main and still provide gravity sewer service to the Lot. Verify and revise accordingly.

3. Left of Entrance Road South Profile:
  - a. Sanitary manhole MH #1-9: Baseline offset noted for the structure contradicts the plan. Provide the sanitary sewer lateral invert as part of the structure description. Revise accordingly.
4. Roundabout:
  - a. Show and label 36" minimum cover over the proposed water line for consistency among the plans.
  - b. Sta 11+60 and Sta 12+35 (+/-): Revise waterline descriptions shown to reflect pipe size.
  - c. Sta 13+00 (+/-): Provide a matchline reference to the Entrance Road North profile.

**Sheet 23:**

1. Sta 9+91 (+/-): Label waterline station and fittings for consistency among the plans.
2. Sta 10+13 (+/-): It appears that a minimum cover of 36-inches is not maintained over the waterline at this location. Likewise, a minimum vertical separation of 12" shall be maintained at utility crossings when using a sand cushion. The design engineer shall revise the profile(s) to meet these conditions. Verify and revise accordingly.
3. Provide sanitary sewer lateral inverts as part of the structure descriptions for MH #1-17 and MH #1-19.
4. San MH #1-19: The design engineer shall verify that 18" vertical separation will be maintained with sanitary sewer lateral to Lot 8 and the proposed 8" waterline. Verify and revise accordingly.
5. Sta 18+21 (+/-): Waterline fittings described at this location contradicts the plan. Verify and revise accordingly.
6. Sta 19+50 (+/-): Show and label 18" minimum clearance between the proposed waterline and storm sewer crossing.
7. Show the existing ground line up to sanitary manhole MH #1-20.
8. Sanitary Manhole MH #1-20: Verify the Invert Out elevation show as it appears to contradict design data provided on the plan. Revise accordingly.

**Sheet 24:**

1. Short Road Second Left Profile:
  - a. Sta 12+16 (+/-): Show and label 18" minimum clearance between the proposed waterline and storm sewer crossing.

- b. Provide sanitary sewer lateral invert as part of the structure description for MH #1-15.
  - c. The sanitary sewer pipe material shown (PVC) contradicts Sheet 10. Verify and revise accordingly.
- 2. Short Road Third Left:
  - a. Show and label 36" minimum cover over the proposed water line.
  - b. Sta 10+50 (+/-): Show and label 18" minimum clearance between the proposed waterline and storm sewer crossing.
  - c. Revise sanitary sewer pipe material to be ductile iron pipe due to overall depth of sewer.
  - d. San MH#1-2: Rim elevation shown contradicts the plan. Verify and revise accordingly.
  - e. Sta 13+37 (+/-): It appears the proposed waterline connection elevation contradicts the profile shown on Sheet 23. Verify and revise accordingly.
- 3. Left from Roundabout Profile:
  - a. Show and label 36" minimum cover over the proposed water line for consistency among the plans.
  - b. Stationing shown for the proposed air release valve contradicts the plan. Verify and revise accordingly.
  - c. Sta 12+89 (+/-): It appears the proposed waterline connection elevation contradicts the profile shown on Sheet 23. Verify and revise accordingly.
- 4. Right from Roundabout Profile:
  - a. Provide sanitary sewer lateral invert as part of the structure description for San MH #2-10.
  - b. Sta 13+72 (+/-): It appears the graphical location of the 18" storm sewer contradicts Sheet 19 design data. A minimum vertical separation of 18" shall be provided with the waterline and sewer. Verify and revise accordingly.

Sheet 25:

- 1. Right from Roundabout:
  - a. Identify/label the additional dashed lines shown along the existing ground line.
  - b. The design engineer shall provide the complete waterline profile to Sta 22+65 (+/-).
- 2. Looped Alley:
  - a. Show and label 36" minimum cover over the proposed water line for consistency among the plans.
  - b. Sta 10+47 (+/-): Show and label 18" minimum clearance between the proposed waterline and storm sewer crossing.
  - c. San MH #2-11: Baseline offset noted for the structure contradicts the plan. Verify and revise accordingly.
  - d. Provide sanitary sewer lateral invert as part of the structure description for San MH #2-12, #2-13, #2-15 and #2-16.

- e. Stationing shown for the proposed air release valve contradicts the plan. Verify and revise accordingly.
- f. San MH #2-6: Baseline station and offset contradicts the plan. Verify and revise accordingly.

**Sheet 25A:**

- 1. Offsite Sanitary Profile - MH #2-2 to Existing MH:
  - a. Provide sanitary sewer lateral invert as part of the structure description for San MH #2-1.
  - b. Label sanitary sewer connection requirements to the existing manhole as part of the profile.
  - c. Revise sanitary sewer pipe segment San MH #2-1 to EX MH from PVC to ductile iron pipe (DIP) due to less than 3' of cover.
  - d. The 15" storm sewer crossing shown at Sta 11+30 (+/-) is not reflected on the plan. Verify and revise accordingly.
- 2. Offsite Sanitary Profile - Existing MH to MH #3-1:
  - a. Label sanitary sewer connection requirements to the existing manhole as part of the profile.
  - b. Sta 12+50 (+/-): Show and label the proposed storm sewer crossing.
- 3. Offsite Sanitary Profile - Existing MH to MH #1-2:
  - a. Label sanitary sewer connection requirements to the existing manhole as part of the profile.
  - b. San MH #1-1 to #1-2: Revise sanitary sewer pipe from PVC to (DIP) due to depth exceeding 16'.

**Sheet 26:**

- 1. Revise Typical Sections to show the waterline at the quarter point of each roadway.

**Landscape Drawings:**

- 1. Add the following note to the plan and revise landscape plans accordingly to comply: "No building or permanent structures shall be constructed within JCSA easements. No trees, shrubs, structures, fences or obstacles shall be placed within an easement which would render the easement inaccessible by equipment. Shrubs shall be minimum of 5 feet, and trees a minimum of 10 feet, from the center of water and sewer pipelines."
- 2. Provide landscape plans for the entire development so that compliance of Note 1 above can be verified by the JCSA.

**Water Conservation Standards:**

- 1. Per the proffers, the Applicant shall be responsible for developing water conservation standards to be submitted to and approved by the James City Service Authority and subsequently for enforcing these standards. The standards shall address such water conservation measures as limitations on the installation and use of approved landscaping design and materials to promote water conservation and minimize the use of public water resources. Attached please find the Water

Conservation Guidelines, approved by the Board of Supervisors June 25, 2002, and the approved plant list.

Because the Guidelines refer to landscaping, irrigation and plant material, the James City Service Authority (JCSA) shall approve the standards prior to final plan approval. Please contact Mrs. Beth Davis, JCSA Environmental Education Coordinator at (757) 253-6859, as early in the landscape design process as possible.

Water Data Sheet:

1. Section 5C: Provide written approval from JCC Fire Department for the fire flow cited. Refer to General Comment, Note 1 above.
2. Section 6:
  - a. Provide 12" waterline PVC and DIP pipe lengths.
  - b. Include the Roundabout 12" waterline pipe length as part of the table. Refer to Sheet 11, Comment #6 above.
  - c. Include the 8" waterline stub-out near the entrance as part of the table. Refer to Sheet 9, Comment #7 above.
  - d. Verify the 4" waterline pipe length shown (appears to contradict the plan). Revise accordingly.

Sanitary Sewer Data Sheet:

1. Section 5b thru 5e: Per JCSA standards, indicate flows in gpm.
2. Section 6: Verify length of DIP shown. Revise pipe material lengths based on the review comments above.
3. Section 7: Verify the number of standard manholes being provided as part of this phase. Revise accordingly.

Water Distribution Hydraulic Analysis:

1. Summary page: An irrigation demand of 6.5 gpm/zone is noted in the title block of the table however calculations are actually based on 8 gpm/zone. Verify and revise accordingly.
2. Refer to General Comment, Note 1 above concerning fire flow requirements.
3. Average Day Junction report: Elevation shown for Node J-4 should be approximately El 58.0 per the plans. Verify and revise accordingly for all scenarios modeled.
4. Average Day Pipe Report: Pipe size listed for segments P-11 and P-12 should be 8-inch diameter based on plan layout. Verify and revise accordingly.

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

**Subdivision 98-03**

**Stonehouse Glen, Section 1**

**Staff Report for the February 25, 2004, Development Review Committee Meeting**

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**SUMMARY FACTS**

**Applicant:** Ronnie Orsborne, The LandMark Design Group

**Land Owner:** Stonehouse at Williamsburg, L.L.C.

**Proposed Use:** Approval of 80 lots in Section 1

**Location:** 9186 Six Mount Zion Road

**Tax Map/Parcel No.:** (6-4)(1-1)

**Primary Service Area:** Inside

**Parcel Size:** 85.5 acres

**Existing Zoning:** PUD-R, Planned Unit Development, Residential, with Proffers

**Comprehensive Plan:** Low Density Residential

**Reason for DRC Review:** 1) The development proposes more than 50 lots.

2) Master Plan Consistency: This land bay is designated for attached structures containing two to four dwelling units on the Stonehouse Master Plan while the proposal shows single family lots.

3) Master Plan Consistency: The approved proffers call for a 2 acre park. The proposal divides that park into a 1.2 acre and a 0.8 acre park

**Staff Contact:** Matthew Arcieri Phone: 253-6685

**STAFF RECOMMENDATION**

*Preliminary Approval*

On January 20, 2004, Landmark Design Group sent a written request to the James City County Environmental Division to obtain a variance for use of an alternative approach to provide stormwater quantity control. The variance request specifically asks to waive the requirements for BMP control if velocities in receiving channels are below 4 feet per second. On February 10, 2004 the Environmental Division responded stating they did not approve the request. A copy of both letters is attached providing the specific details of the request and response from the County. On February 11, 2004, Stonehouse Glen Section 1 was resubmitted and is currently under review by all agencies. The resubmitted plan's stormwater control is designed under the assumption that the waiver request will be approved.

The issue above affects not only the current case, but also all future sections of Stonehouse. Staff recognizes that the 200 to 300 BMPs hypothesized in the applicant's letter would be detrimental for a variety of maintenance, safety and aesthetical issues. However, Environmental staff is greatly concerned that the alternate approach proposed may create erosion problems due to discharging stormwater on the steep slopes and highly erodible soils present in Stonehouse.

The applicant will be meeting with the Environmental Division prior to the DRC meeting to begin resolving the stormwater issues for this project. Based on the Environmental Division's recommendation, however, staff recommends deferral of this case until the stormwater issue have been resolved.

#### *Master Plan*

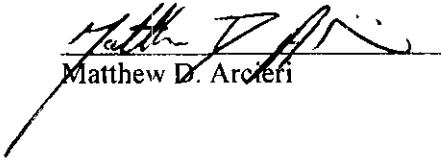
This project is located in Land Bay 21 on the Stonehouse Master Plan and is designated "B" for attached structures containing two to four dwelling units with a gross density of 8.5 dwelling units per acre.

The project proposes a designation of "A", single family homes with a maximum gross density of 3 dwelling units per acre. The project proposes a gross density of 0.94 dwelling units per acre, well below this maximum density.

According to section 24-492 of the James City County Zoning Ordinance, the designation shown on the master plan shall be the highest and densest use to which such land may be put without amending the master plan. However, where the planning commission finds that the project does not vary the basic concept or character of the planned community the planning commission may approve plans for projects with lower densities or a lower category of uses than those shown on the master plan. Since this proposal does not exceed the maximum permitted density and does not vary the basic concept or character of the Stonehouse community, staff recommends the DRC find the proposal consistent with the Stonehouse Master Plan. Note that a master plan amendment reflecting this and other changes is scheduled for a public hearing before the full Planning Commission on April 5, 2004.

#### *Parks*

The approved proffers call for a 2 acre park with two regulation hard-surface tennis courts and a 1,600 square foot playground. The proposal divides this park into a 1.2 acre and 0.8 acre park. While Parks and Recreation staff has reviewed the proposed division and does not object. Staff recommends approval of dividing the park.



Matthew D. Arcieri

#### *Attachments:*

1. Subdivision Plan (separate)
2. Agency comments
3. Applicant's response letter to first round of agency comments dated February 11, 2004
4. Letter from Ronnie Orsborne dated January 20, 2004
5. Letter from Darryl Cook and Scott Thomas dated February 10, 2004

## AGENCY COMMENTS

### Planning:

1. Homestead Drive - Please provide another street name. "Homestead" is already in use in New Kent County.
2. Please include complete lot layouts with appropriate topographic detail (such as that provided on the road plan and profile sheets) so staff can review whether all lots are buildable with respect to 25% slopes.
3. Open space should be listed as "Common Open Space" or "Natural Open Space". Please review the entire plan to ensure that this is correctly listed throughout.
4. For BMPs, note the flood elevation in feet. For each lot abutting a BMP please provide a FFE in feet.
5. Please provide streetlights in accordance with Section 19-64 of the subdivision ordinance.
6. Please provide sidewalks/multi-use trails in accordance with Proffer 6.2 (a).
7. Per proffer condition 6.1 (f), two regulation hard-surface tennis courts and a 1,600 square foot playground shall be constructed prior to final approval. Please revise the plans to show where these structures will be located in the two proposed parks.
8. Per proffer 6.2 (d), the owner shall provide within Phase II, access from the pathway system to a minimum of one acre land overlooking or adjacent to Ware Creek or one of its tributaries. Please show (if located in this section) or provide a narrative on where this passive recreation area will be provided.
9. On sheet C-1 please add the following note: "All new street signs shall be installed in accordance with Section 19-55 of the James City County Subdivision Ordinance."
10. Does sheet C-3 serve as a preliminary plat? Please provide a preliminary plat that shows all existing and proposed easements. Please show and label typical building setbacks for all proposed lots. It would be helpful if the preliminary plat was at a smaller scale.
11. On sheet C-3, please complete note 10.
12. On sheet C-3 add the following note: "New monuments shall be set in accordance with Sections 19-34 thru 19-36 of the James City County Subdivision Ordinance."
13. Is a separate subdivision entrance feature proposed for this section? If so, the Planning Director must review and approve per Section 19-69 of the Subdivision Ordinance.
14. Prior to any clearing, grading or land disturbing, the Phase I archaeology study submitted as part of Case No. Z-11-03 must be approved by VDHR.
15. Prior to final approval please submit Community Association documents for review and approval by the County Attorney.





# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

4451 IRONBOUND ROAD  
WILLIAMSBURG, VA 23188

**PHILIP SHUCET**  
COMMISSIONER

**STEVEN W. HICKS**  
RESIDENT ENGINEER  
TEL (757) 253-4832  
FAX (757) 253-5148

November 14, 2003

Matthew Arcieri  
James City County Planning  
Post Office Box 8784  
Williamsburg, Virginia 23187

Ref: Stonehouse Glen, Subdivision (Section I)  
S-98-03  
Fieldstone Parkway, James City County



Dear Mr. Arcieri:

We have completed our review of the above mentioned subdivision plan dated 10/29/03 and offer the following comments:

- 1) Clearly mark all proposed easements, including those that will be dedicated to James City County.
- 2) Provide geometric horizontal curve data on plan sheets.
- 3) Provide sight distance information on all roadway intersections.
- 4) Provide posted speed limits on plan sheets.
- 5) Provide a complete plan view of the intersection of Fieldstone Parkway and Homestead Rd. to determine if the sight distance and auxiliary lanes meet VDOT's standards.
- 6) Provide the Traffic Analysis/Trip Generation report used to determine the ADT counts used in the pavement design. Ensure those proposed traffic counts include traffic created by future subdivision development.
- 7) Differing line types used to represent the water pipe line.

- 8) All underground utilities, including sanitary sewer, must be located outside of the roadway.
- 9) Review plans for confliction points at pipe crossings. A minimum cover of 18" between pipes is required.
- 10) Review roadway vertical curve data to ensure that "K" values are above the minimum. For 25 mph speed limit, minimum roadway vertical curve "K" value for sag location is 22 and crest is 15.
- 11) Ditches with slopes >3% and water flow velocities > 3 fps should be lined for protection against erosion.
- 12) Provide radius/edge of pavement measurements for all roadway intersections.
- 13) Provide soils map information and actual tested CBR values under proposed roadway.
- 14) Show direction of water flow through stormwater drainage system.
- 15) North arrow missing on sheets C-13, C-14 and C-17.
- 16) Provide note on the plans stating "Storm Sewer shall be RCP Class III unless otherwise designated".
- 17) Portions of the stormwater drainage system are missing from the plan sheets: Including drainage structures 8, 9, 16, 17, and 21E. Provide plan sheet match lines for the drainage system to ensure entire system is accounted for.
- 18) Provide a plan view of the entire stormwater drainage system on a single plan sheet, including all structures, contour lines, drainage area boundaries for each inlet structure, and outlines of corresponding plan sheets for easy reference.
- 19) Clarify drainage plan for the following cul de sacs: Ottoway Ct./sheet C-9, Marrin Ct./sheet C-10, and Ashlock Ct./sheet C-12: Current design does not indicate any outlet structures.

Stonehouse Glen, Subdivision (Section I)  
October 29, 2003  
Page Three

20) The following items need to be addressed before a full review of drainage calculations can be accomplished:

- Address stormwater drainage system issues outlined above.
- Verify/indicate that a storm event with a return period of 10 yrs was used for the "LD-229, storm Drain Design Computations", Appendix 9 B-2 and "Worksheets for Circular Channels".
- Provide a "Storm Sewer Inventory Report", "Storm Sewer Tabulations" and "Hydraulic Grade Line Computations" for a storm event with a return period of 10 yrs.

When the above comments have been addressed, please submit two sets of revised plans to this office for further review. Also, attach a letter noting what action was taken to correct the above comments and any revisions that may impact the right-of-way.

Should you have any questions please contact Tony Handy or me at 253-4832.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian L. Banta". The signature is fluid and cursive, with the first name "Brian" and last name "Banta" clearly distinguishable.

Brian L. Banta, EIT  
Associate Engineer

ENVIRONMENTAL DIVISION REVIEW COMMENTS  
STONEHOUSE GLEN SECTION 1  
COUNTY PLAN NO. S - 98 - 03  
November 19, 2003

WAC/SJT

**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 recordation of lots.
3. Water and sewer inspection fees, as applicable, must be paid in full prior to 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 1<sup>st</sup> 2001.)*
5. 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.
6. Streetlights. Provide a streetlight plan in accordance with established County requirements.
7. Land-Disturbing. A land-disturbing permit cannot be issued for this project until the Fieldstone Parkway road extension plan, County Plan No. SP-108-03, is approved and sufficiently constructed to properly allow for access and development activity on this site.
8. Record Drawing and Construction Certification. Any stormwater management/BMP facilities as required 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.
9. Interim Certification. Due to the characteristics and dual purpose function of the BMP at the east end of Ashlock Court, interim construction certification will be required. Refer to current County guidelines for requirements.
10. VPDES. It appears land disturbance for the project will may exceed 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.

11. Watershed. Provide a note on the cover sheet of the plans indicating which County watershed the project is situated in. *(Note: It appears this project is situated in the Ware Creek watershed, draining to Richardson's Mill Pond, County BMP ID Code WC 059.)*
12. Plan Information. Provide references on all plan sheets as applicable to County Plan numbers for Fieldstone Parkway (SP-108-03) and LaGrange Parkway (SP-82-00).
13. Existing Topography. Portions of existing site topography are missing on plan Sheet C-2.

**Chesapeake Bay Preservation:**

14. Environmental Inventory. Although a brief environmental inventory listing was provided on Sheet C-3, the environmental inventory as presented is substantially incomplete and not in accordance with Section 23-10(2) of the Chesapeake Bay Preservation ordinance. An inventory should list the components, state whether there are impacts or not and quantify impacts (acres, square feet, linear feet, etc.), if applicable. The inventory should clearly show the limits of wetlands, Resource Protection Area, steep slopes. Also existing topography should be shown and the limits of work or site clearing and grading, including that associated with utilities and installation of erosion and sediment controls, clearly transposed onto the sheet to properly evaluate impacts of the development plan to environmentally sensitive areas.
15. Steep Slope Areas. Section 23-5 of the Chesapeake Bay Preservation Ordinance does not allow land-disturbing activities to be performed on slopes 25 percent or greater. It appears that steep slope areas will be impacted at numerous locations across the site for lot, roadway and infrastructure construction. If steep slope areas are impacted, a waiver or exception is required, in writing to the Environmental Division. *(Note: Previous guidance was presented on this matter during the review of concept plan C-126-03 for Stonehouse at Williamsburg, Land Bays 19 through 22. At the time of review of the concept plan it was commented that an important component for review of the sites was to avoid disturbance or fill placement in steep slope areas for site development or single family building purposes.)*
16. Full technical review of the plan of development will not be performed until the Environmental Inventory is presented in acceptable fashion, in accordance with the requirements of the Chesapeake Bay Preservation ordinance. Although a full technical review of the erosion and sediment control and stormwater management plans was not performed, some major points of emphasis are outlined below.

**Erosion & Sediment Control Plan:**

17. A significant amount of information as required per the Minimum Standards of the Virginia Erosion and Sediment Control regulations and the VESCH was not included for the erosion and sediment control plan for the plan of development. This includes soils information, construction information for the temporary sediment basin (Ashlock Court), topsoil stockpile locations, excessive area to temporary sediment traps, placement of rock check dams, improper use of and lack of information for outlet protections, the lack of proper keys and symbols per Chapter 3 of the VESCH and insufficient erosion and sediment control measures at the sewage pump station.

18. Sequence of Construction. In accordance with Minimum Standard # 4 of the Virginia Erosion and Sediment Control regulations, all perimeter erosion and sediment control measures shall be installed and made functional prior to any upland disturbance. Step # 5 of the sequence of construction needs to follow Steps # 1 through # 8.

**Stormwater Management / Drainage:**

19. Lot-to-Lot Drainage. Address or provide a plan to prevent conveyance of increased or concentrated drainage due to lot development at the following locations: Lot 3 to 10; Lot 4 to 9; Lot 5 to 8; Lot 6 to 7; Lot 28 to 27; Lot 29 to 26, Lot 30 to 25; Lot 31 to 24; Lot 32 to 23; Lot 33 to 23; Lot 21 to 20; and Lot 20 to 19.
20. Storm Systems. Storm piping system information is incomplete. Although clear along the roadway corridors, it is difficult to find the location of and construction information for remaining portions of downstream storm drainage systems and outfalls, especially for storm systems present between Lots 3 through 5 and 8 through 10 and in between Lots 23 through 25 and Lots 30 through 33. An overall storm system map with drainage divides to each structure would be helpful to assess and review the entire storm drainage system for this development. Also, ensure the storm sewer construction plans provide location and elevation information for all inlets, pipe and outfall configurations. Storm drainage systems cannot be reviewed until all design and construction information is provided.
21. Match Lines. Correct or add match lines and show continuance of storm drainage piping systems on Sheets C-5, 6, 7, 11, 12 and 13.
22. Drainage Easements. Provide a note on the plan and preliminary plat to indicate that all drainage easements designated on the plan shall remain private.
23. Drainage Analyses. The drainage analyses provided in the design report only covers only a portion of the entire development site, from Buckingham Drive south. It must be shown that there are no channel adequacy or quantity control issues for the northern part of the development also.
24. Open Spaces. It is unclear if the open space areas as shown on Sheet C-3 are intended to be common areas or dedicated natural open space.
25. Drainage Plan. The roadside stormwater conveyance channel systems at the end of Ottoway Court (cul-de-sac), Marrin Court (Sta. 13+00 to the cul-de-sac) and the end of Ashlock Court east (cul-de-sac) are unacceptable. For Ottoway Court, there must be an adequate outfall channel to direct roadside drainage from the cul-de-sac to a natural receiving channel. Currently, channel grading will direct uncontrolled drainage to Lots 51 and 52. For Marrin Court, there must be an adequate outfall channel to direct uncontrolled roadside drainage to a natural receiving channel. Currently, roadside channels end abruptly and will direct drainage to Lots 67 through 70. For Ashlock Court east, there must be an adequate outfall channel to direct uncontrolled roadside drainage from the cul-de-sac to a natural receiving channel. Currently, channel grading will direct drainage to Lot 20. Provide properly designed channel and outfall stormwater drainage systems and easements as appropriate.

26. **Channel Adequacy.** The current plan only shows one permanent BMP on the south side of the project for quantity control purposes. Based on the storm drainage plans, there appears to be several storm drainage piping systems which discharge into existing natural drainage channels in an uncontrolled manner (i.e. without SWM/BMP control). Submit adequacy analyses for all receiving natural channels in accordance with VESCH, MS-19 procedure to verify that the natural channels are adequate for velocity and capacity using the 2-year design storm event. Evaluate natural channels based on permissible velocities using existing soil or conditions at the following locations. *(Note: Some of these outfalls may converge and combine to one single outfall; however, due to missing or confusing information, it cannot be determined from the plans, drainage maps or design report.)*

The 15-inch culvert outfall at Homestead Drive, Sta. 12+50 right; the 15-inch storm outfall at Homestead Drive, Sta. 18+00 left (Lot 1 and 2); the 15-inch storm outfall at Buckingham Drive, Sta. 15+00 left (Lot 5 and 6); the 15-inch storm outfall at Buckingham Drive, Sta. 20+00 left (Lot 30 and 31); the unknown size storm outfall at Buckingham Drive, Sta. 23+00 left (Lot 33); the 15-inch storm outfall at Ottoway Court, Sta. 6+50 left (Lot 39); the 15-inch storm outfall at Ashlock Court, Sta. 13+50 right (Lot 25 and 26); the roadside storm channel outfall at the end of Marrin Court, Sta. 13+97 (Lot 67-69); the roadside storm channel outfall at the end of Ashlock Drive, Sta. 16+48 (Lot 19-21); the roadside storm channel outfall at the end of Ottoway Court, Sta. 18+33 (Lot 51-53); and the stormwater conveyance channel outfall at the pump station (Sheet PS-1)

As a note, if natural receiving channels are deemed to be inadequate, channel improvements or quantity control BMPs, meeting current County stream channel protection criteria, would be necessary.

27. **BMP Configuration.** There are critical issues with the permanent dry pond BMP as proposed at the east end of Ashlock Court. The basin must comply with current stream channel protection volume requirements, ie. 24-hour detention of the 1-year, 24-hour storm. The horizontal location is such that the south portion of the facility is situated directly on future lots. The basin should be adequately screened with a reasonable separation distance from the cul-de-sac. As the pond is situated in a residential subdivision and not in a remote location, provisions for safety (buffers, benches, landscaping, etc.) will be an important component. Lastly, the pond should be configured such that the 25 ft. pond buffer does not extend onto Lot 11 and instead of the BMP access road being located directed along the lot line common to Lot 11, a wooded buffer should remain on the pond parcel as it can reasonably be expected that the front of Lot 11 will be cleared for future single family construction. *(Note: These general criteria will also apply to any other quantity control BMPs which are necessary for this project.)*
28. **Maintenance Plan.** Provide a maintenance plan for the stormwater management/BMP 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 plan should be specific for a dry pond facility.
29. **Stormwater Conveyance Channel Computations.** Provide calculations to support the design of all onsite stormwater conveyance channels.
30. **Low-Impact Design.** Use of low-impact development principles and techniques are fully encouraged for use in site design, in combination with traditional stormwater management methods, to reduce and control impacts associated with increased stormwater runoff. This

includes minimizing disturbance, minimizing impervious area, disconnection of impervious areas, saving existing trees, preserving existing topography and HSG A&B soils, use of flatter site grades, reduced slope heights, increasing time of concentration flow paths, maintaining sheet flow, increasing surface roughness coefficients, use of wide and flat stormwater conveyance channels, minimizing use of storm drain pipe, encouraging infiltration and use of bioretention cells with appropriate landscaping.

31. Due to the extensive nature of these comments and incompleteness of the plans, the Environmental Division reserves the right to further comment on the layout, design, erosion and sediment control plan and stormwater management plan for this site.





## MEMORANDUM



Date: January 15, 2004

To: Matthew Arcieri, Planner

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

Subject: S-098-03, Stonehouse Glen, Section 1 (Construction Plans)

James City Service Authority has reviewed these plans for general compliance with the JCSA Standards and Specifications, Water Distribution and Sanitary Sewer Systems and have the following comments for the above project you forwarded on December 11, 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.

**NOTE:** JCSA's site plan review is limited to review of the plan sheets C-1 thru C-26 and PS-1. Review of the pump station plans, calculations and specifications and force main design shall be coordinated by the Applicant with Mr. Danny Poe, P.E.-Chief Engineer Wastewater and JCSA operations for compliance with JCSA requirements. Comments relating to the pump station and force main design will be addressed under separate letter to the design engineer.

### General Comments:

1. All 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 the JCSA "Standards and Specifications Water Distribution and Sanitary Sewer Systems" dated April 2002. Provide call-outs for all items indicating HRPDC or JCSA applicable detail references such as "Typical Air Vent Assembly, HRPDC Detail WS\_03".
2. The plans shall be reviewed and approved by the James City County Fire Department.
3. Provide joint restraint on all proposed water main and force main appurtenances intended for dedication to JCSA. All water main appurtenances proposed on looped or future looped water mains shall have joint restraint on both sides of each water main appurtenance as applicable. JCSA requires a minimum of one

full joint of pipe be restrained on each side of fire hydrant connections. Revise drawings accordingly.

4. The proposed water system and sanitary sewer system shall maintain a minimum horizontal separation of 5 feet from other utilities and structures, including storm sewer structures. There appear to be various conflicts throughout the plan. Verify and revise plans accordingly.
5. Provide the JCSA standard "General Notes for Water Distribution and Sanitary Sewer Systems" on the plans.
6. Plan will not receive final approval from JCSA until approval has been received from the Department of Environmental Quality.
7. Water and sewer profiles shown appear to be incomplete. The design engineer shall label all pipe sizes, slopes, material and structures designations as part of the profile.
8. Dimension location of force main and water line from edge of pavement on all plan sheets.
9. For plan reference and clarity, it is recommended that sheet references be provided for utilities which continue on other sheets (i.e. sanitary sewer and force main alignments which traverse between parcels).
10. Provide baseline offsets as part of the description for all sanitary sewer manholes.
11. Provide inverts for all proposed sanitary sewer laterals connecting directly into a sanitary sewer manhole.
12. Indicate on the plans/profiles which manholes are required to be 60" diameter.
13. For clarity, provide Lot numbers for all parcels shown on each plan sheet.
14. Provide an overall utility plan as part of the plan set. Indicate on the plan which Lots will require grinder pumps for JCSA reference.
15. Provide the JCC Case # in the lower right corner (outside the border) of all plan sheets for County reference. Label as follows "JCC Case # S-098-03".

Sheet C-1:

1. Statistical Data: Provide Owner/Developer contact name.

Sheet C-4:

1. Homestead Drive Plan view:
  - a. Sta 15+28 (+/-): It appears that a JCSA easement may be required around the proposed fire hydrant. Verify and revise accordingly.
  - b. Sta 10+20: It is recommended that provisions be made under the extension of Fieldstone Parkway (JCC Case # S-108-03) for the proposed waterline extension in lieu of the wet tap shown.

- c. Force main Sta 25+60 (+/-): Provide a full joint of pipe between the gate valve and blow off valve shown (refer to JCSA standards Section 2.7).
  - d. The design engineer shall provide a casing on the force main under Fieldstone Parkway. Casing shall be shown and labeled in accordance with HRPDC detail WS\_04.
2. Homestead Drive Profile:
- a. Sta 11+55 to Sta 12+75 (+/-): The ductile iron pipe shown for the proposed waterline and force main shall extend 40-feet minimum into the native material at each end (design engineer shall confirm limits). The Design Engineer shall provide the instructions, details and field test requirements on the plan to ensure zero settlement will occur over or under the mains.
  - b. Sta 13+25 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer.

Sheet C-5:

1. Homestead Drive Plan view:
- a. Relocate San MH #1 approximately 40' southeast into the shoulder area of Homestead Drive. Provide stub for future connection.
  - b. Eliminate text overlap of San MH #1 description.
2. Homestead Drive Profile:
- a. Sheet reference for continuation of force main contradicts the plan. Verify and revise accordingly.
  - b. Sta 18+65 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer.
  - c. Sta 19+00 (+/-): Delete valve shown at the tee as it is not shown in plan view nor required.

Sheet C-6:

1. Buckingham Drive Plan view:
- a. Water service for Lots 5 & 6 is currently shown through storm sewer structure 21F. Verify and revise accordingly.
  - b. Show and label the proposed air release valve at Sta 13+41 (+/-).
  - c. For plan clarity and consistency among the plans, include the Lot number for the parcel adjacent to Lot 76.
  - d. Stafford Lane: Relocate the proposed gate valve from Sta 10+33 (+/-) to the tee at Sta 10+00. Revise accordingly.
2. Buckingham Drive Profile:
- a. Sta 10+46 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer.
  - b. Show and label the storm sewer crossing between 21F and 21G as part of the profile. It appears that the storm sewer will conflict with the proposed waterline. A minimum clearance of 18" shall be provided. Show and label accordingly.
  - c. Refer to General Comments, Note 7 and 12.

Sheet C-7:

1. Buckingham Drive Plan view:
  - a. Show and label the proposed air release valve at Sta 17+70 (+/-).
  - b. Provide sewer service to Lots 33 and 72.
  - c. Verify pipe slope shown between San MH # 15 and 16. Contradicts information provided for manholes.
2. Buckingham Drive Profile:
  - a. Refer to General Comments, Notes 7 and 12.
  - b. Verify the invert shown for San MH # 16 (does not compute based on slope shown).
  - c. Sta 19+95 (+/-): It appears that the storm sewer crossing will conflict with the proposed waterline. A minimum clearance of 18" shall be provided. Show and label accordingly.

Sheet C-8:

1. Ottoway Court Plan view:
  - a. Relocate San MH #16 to 5' left of the Ottoway Court baseline. Provide additional manholes upstream of this manhole as required to maintain sewer route to the left of this baseline.
  - b. Provide sanitary sewer service for Lot 34.
  - c. Sta 9+50 (+/-): Revise location of valve on fire hydrant line to outside the paved ditch area (preferably behind the tee). Revise plan accordingly.
  - d. Water service is currently shown for the area designated on Sheet C-2 as a park area. Confirm if this is correct and if so, provide data/calculations supporting the required fixtures.
  - e. The proposed sanitary sewer service connection shown for Lot 42 conflicts with storm sewer structure 12. Verify and revise accordingly.
  - f. San MH #16: Verify the Invert In from San MH #15 (contradicts upstream data provided).
  - g. Show and label the proposed air release valve at Sta 10+30 (+/-).
  - h. Sta 5+55 (+/-): Show and label a proposed blow-off assembly at the end of the waterline.
  - i. San MH #20: Invert Out exceeds Invert In. It appears that this should be labeled as a drop manhole based on the description provided on Sheet C-13. Verify and revise accordingly.
  - j. San MH #21 is also labeled the same on Sheet C-10 for a different structure. Verify and revise accordingly.
2. Ottoway Court Profile:
  - a. Profile grid shown does not agree with proposed elevations. Verify and revise accordingly.
  - b. Sta 6+00 (+/-): The profile shown for the waterline is incomplete. Profile shall be shown to the blow-off assembly. Revise accordingly.
  - c. Sta 6+46 and Sta 8+52(+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer crossing.
  - d. Show and label 3' minimum cover over the proposed waterline.
  - e. Refer to General Comments, Notes 7 and 12.

Sheet C-9:

1. Ottoway Court Plan view:
  - a. San MH #18: Graphically show a dual sanitary sewer later lateral for Lots 57/58.
  - b. Show and label the proposed air release valve at Sta 16+62 (+/-).
  - c. Provide 10' separation between the water service connection for Lots 54/55 and San MH #19.
2. Ottoway Court Profile:
  - a. Sta 13+34 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer. It appears that the storm sewer line will conflict with the waterline. Revise accordingly.
  - b. Show and label 3' minimum cover over the proposed waterline.
  - c. Sta 15+50 (+/-): The proposed fire hydrant, reducer and gate valve shown contradicts the location shown in the plan view. Verify and revise accordingly.
  - d. Sta 18+33 (+/-): The profile shown for the waterline is incomplete. Profile shall be shown to the blow-off assembly. Revise accordingly.

Sheet C-10:

1. Marrin Court Plan view:
  - a. Provide sewer service for Lot 72.
  - b. Sta 11+88 (+/-): Provide label for the proposed fire hydrant indicating stationing and proposed fittings for consistency among the plans.
  - c. San MH #21: Verify the rim elevation noted as it does not correspond to the radius point elevation listed in the elevation.
  - d. Sta 14+64 (+/-): Provide label for the proposed blow-off assembly indicating stationing for consistency among the plans
  - e. Limits of clearing shown does not reflect the plan layout. Revise to include cul-de-sac area.
  - f. Revise Lots 70/71 water service connection to be perpendicular from the waterline.
2. Marrin Court Profile:
  - a. Show and label 3' minimum cover over the proposed waterline.
  - b. Sta 10+50 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer. It appears that the storm sewer line will conflict with the waterline. Revise accordingly.
  - c. Refer to General Comments, Notes 7 and 12.
  - d. Sta 13+98 (+/-): Rim elevation shown for San MH #21 does not correspond to the finished grade. Verify and revise accordingly.
  - e. Show the existing grade between Sta 14+00 to Sta 14+50.
  - f. Profile grid shown does not agree with proposed elevations. Verify and revise accordingly.

Sheet C-11:

1. Stafford Lane Plan view:
  - a. Lot numbering for 27 and 28 appear to be reversed based on Sheet C-2 layout. Verify and revise accordingly.

- b. Street names for Ashlock Court and Buckingham Drive appear to be reversed based on Sheet C-2. Verify and revise accordingly.
  - c. For clarity among the plans, provide sanitary manhole labels for the sanitary manholes on Ashlock and Buckingham.
2. Stafford Lane Profile:
- a. Refer to Sheet C-6, Note 1.d.
  - b. Refer to General Comments, Notes 7 and 12.
  - c. Show and label 3' minimum cover over the proposed waterline.
3. Ashlock Court Plan view:
- a. Sta 18+71 (+/-): The design engineer shall relocate San MH #29 to 5' left of the Ashlock Court baseline. Verify stationing shown for structure (from which baseline is it referenced). Revise plan and profile(s) accordingly.
  - b. Revise the waterline alignment to continue in the right shoulder of Ashlock Court and terminate with a blow-off assembly at Lots 9/10 property line. Revise plan and profile accordingly.
  - c. Provide pipe descriptions (slope, length, material) for all sanitary sewer mains to facilitate review of the design.
  - d. San MH #29: There are two sanitary manholes with the same designation of "San MH # 29". Verify and revise accordingly.
4. Ashlock Court Profile:
- a. The profile shown for the waterline is incomplete. Profile shall be shown to the blow-off assembly. Revise accordingly.
  - b. Show the waterline between Sta 7+60 (+/-) and Sta 11+40 (+/-) as ductile iron pipe due to construction within fill areas (and to eliminate short runs of differing pipe material). Refer to Sheet C-4, note 2.a concerning requirements.
  - c. Sta 10+46 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer crossing.

Sheet C-12:

1. Ashlock Court Plan view:
- a. The design engineer shall revise the alignment of San MH #31 to San MH #32 to provide 5' clearance with DI #19. It is recommended that another manhole be added to keep the alignment more at the quarter point of the road. Revise accordingly.
  - b. San MH #32: Two Invert Out's are listed for the structure with one above the proposed rim elevation. Verify and revise accordingly.
  - c. Provide 5' separation between the water service connection for Lot 24 and DI #18A.
  - d. Relocate San MH #32 to approximately Sta 14+53 (+/-). Provide Lot 23's lateral invert as part of the manhole description.
2. Ashlock Court Profile:
- a. Refer to General Comments, Note 7 above.
  - b. Sta 13+50 (+/-): The proposed fire hydrant, reducer and gate valve shown contradicts the location shown in the plan view. Verify and revise accordingly.

- c. Sta 10+46 (+/-): Show and label "18" minimum clearance" between the proposed waterline and storm sewer crossing.
- d. Show and label 3' minimum cover over the proposed waterline.
- e. Show the existing grade between Sta 16+50 to Sta 17+00.
- f. Show and label the proposed sanitary sewer crossing as part of the profile.

**Sheet C-13:**

- 1. Plan view:
  - a. Provide sanitary sewer service connection for Lot 34.
  - b. For plan clarity, provide baseline stationing along offsite sewer.
  - c. San MH #22: Rim elevation listed contradicts that shown in the profile. Verify and revise accordingly.
  - d. Label the proposed JCSA easement for the sanitary sewer main.
  - e. Due to the overall depth of sewer, the design engineer shall provide a 30' JCSA easement for the sewer main between Ottoway Court and Ashlock Court. Revise accordingly.
- 2. Profile:
  - a. Refer to General Comments, Notes 7 and 12.
  - b. Show and label the proposed waterline crossings at Sta 10+17 and Sta 15+53 (+/-) as part of the profile.
  - c. Show the proposed grading associated with Ashlock Court as part of the profile.

**Sheet C-14:**

- 1. Plan view:
  - a. For plan clarity, provide baseline stationing along offsite sewer.
  - b. There are two Lot 15 designations shown as part of this plan. Verify and revise accordingly.
  - c. Label the proposed JCSA easement for the sanitary sewer main.
  - d. Provide a north arrow.
  - e. Provide additional contour labeling for plan clarity.
  - f. Show and label proposed grading associated with the pump station site on both the plan and profile views.
  - g. Either relocate San MH #25 such that the proposed easement line coincides with the southern property line of Lot 13 or provide a variable width easement to coincide with the property line. This will eliminate the small area currently shown south of our easement. Revise plan and profile accordingly.
  - h. San MH # 25: The rim elevation noted contradicts that shown in the profile. Verify and revise accordingly.
  - i. San MH #27: Provide Invert In elevation from San MH # 28 as part of the description.
  - j. Show and label pipe data for sewer main between San MH #26 and #27.
- 2. Profile:
  - a. Revise the profile to show ductile iron pipe from San MH #23 to #25.
  - b. Label San MH # 24 as a shallow manhole.

Sheet C-15:

1. Refer to General Comments, Note 7 above.
2. Baseline reference stationing shown for San MH # 28 contradicts Sheet PS-1. Verify and revise accordingly.
3. Show and label crossing of water service line as part of the profile.
4. Per JCSA standards, the pump station gravity influent pipe shall be ductile iron pipe. Revise profile accordingly.

Sheet C-17:

1. Plan view:
  - a. Provide street names for consistency among the plans.
  - b. Provide a north arrow.
  - c. Due to the overall depth of sewer, the design engineer shall provide a 30' JCSA easement from Ashlock Court to San MH #35. Revise accordingly.
2. Profile:
  - a. Profile grid shown does not agree with proposed elevations. Verify and revise accordingly.
  - b. It appears that 3' minimum cover is not maintained over the proposed force main. Verify and revise accordingly.
  - c. Revise the profile to show ductile iron pipe between San MH #30 to #33 due to less than 3' of cover.
  - d. Revise the profile to include San MH #35 as the profiled length.
  - e. Show and label all proposed waterline crossings as part of the profile. Show and label a minimum clearance of 18" with the water main and force main crossing.

Sheet C-18:

1. Plan view:
  - a. The 8- inch force main size shown contradicts the profile. Verify and revise accordingly.
  - b. Matchline text is not legible. Revise accordingly.
  - c. Refer to Sheet C-4, Note 1.c. Revise plan and profile accordingly.

Sheet C-19:

1. Plan view:
  - a. Relocate the proposed 12" gate valve shown to the 12x8 tee.
  - b. Provide a profile of the proposed 12" stub-out.

Sheet C-20:

1. Plan view: Revise the note describing connection requirements to the existing force main to reflect JCSA as being required to operate the valve.

Sheet C-21:

1. General Notes, Note 26: Add "...and force main" at the end of the sentence.

Sheet PS-1:

1. Provide length, size, slope and material for gravity influent pipe to the station.
2. Provide graphic scale and north arrow.
3. Provide additional contour labeling (existing and proposed) for plan clarity.



4. Verify which tree line shown is for Limits of Clearing (double symbology is shown).
5. For plan clarity, provide baseline stationing along the sanitary sewer main. Stationing currently shown for manhole structures does not agree with force main stationing.

Water Data Sheet:

1. Section 5b: Per JCSA standards Section 2.9A, domestic flow shall be shown in gpm.
2. Section 5e & 5g: Flows shown shall be based on Max Day and Peak Hour associated with this section of the development (not the entire development). Revise accordingly.
3. Section 6:
  - a. Revise pipe lengths based on comments provided above.
  - b. 3/4" pipe: JCSA does not require service line lengths to be shown as part of this table. Remove accordingly.
  - c. Indicate 4" and 6" waterline lengths (include fire hydrant connections) as part of the table.
  - d. Based on the table, it appears that ductile iron pipe is proposed for all 8" waterlines which contradicts the plan profiles. Verify and revise accordingly.

Sanitary Sewer Data Sheet:

1. Section 5: Revise number of dwelling units to reflect only this phase of the development.
2. Section 5.b thru 5e: Revise flow to reflect only this phase of the development. Flow shall be shown in gpm as required by JCSA standards Section 2.9B.
3. Section 6:
  - a. Revise pipe lengths based on comments provided above.
  - b. Lengths shown for 8" gravity sewer contradict plan sheet lengths when totaled. Verify and revise accordingly.
  - c. Force main pipe material shown does not reflect plan layout. Verify and revise accordingly.
4. Section 7: Revise number of manholes based on comments provided above.

Water System Analysis report:

1. Provide a water master plan as part of the report.
2. Per JCSA's meeting with the applicant on November 24, 2003, identify any irrigation requirements as part of the modeling for this development. If no irrigation is proposed, the applicant shall provide formal instrument specifically outlining this as a requirement of the subdivision.

3. Water System Model Narrative, Section I -Description, first paragraph: Text indicates 77 Lots for this phase of the development which contradicts the plan. Verify and revise accordingly.
4. Include reservoir report and fire flow test utilized for this model as part of the report.
5. Node 11 description/demand: Verify the number of dwelling units and the calculated demand for each scenario associated with this phase (should be 76 units for this phase). Revise accordingly.
6. Pipe Report (all scenarios):
  - a. Revise Hazen-Williams "C" factor to 130 for pipes P-13, P30 and P-31.
  - b. Based on plan layout, pipe lengths shown for P-19, P-20, P-21 and P-23 appear to include 4" waterline lengths. Verify and revise accordingly.
  - c. Adjust the width of the "Length" column such that data associated with nodes P-30 and P-31 is readable.

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

# LANDMARK DESIGN GROUP

February 11, 2004

Mr. Matthew Arcieri  
James City County Planning Division  
101-E Mounts Bay Road  
Williamsburg, VA 23188

Re: S-98-03 Stonehouse Glen, Section I  
Response to Review Agency Comments



Dear Mr. Arcieri:

Enclosed herewith are ten sets of revised drawings for the above referenced subdivision. We have received your comments dated November 19, 2003, and those of other reviewing agencies and offer the following summary of the changes and responses to those comments:

**Planning:**

*Letter from Matthew Arcieri, Planner, dated November 19, 2003.*

1. We acknowledge the need for DRC approval of this subdivision of greater than 50 lots and are hereby requesting approval of our proposal to permit single-family detached homes in the area of this subdivision which is designated Multi-family (B) on the February 19, 1999 Stonehouse Master Plan. We also hereby request DRC approval to split the proffered approximate 2-acre park into two discrete park areas totaling approximately 2 acres of land.
2. We have replaced the street name Homestead Drive with the street name of "Stonehouse Glen".
3. We have provided an overall plan sheet for the proposed residential lots showing all lot lines and a shading of 25%+ slope areas. This is shown on Sheet C-27 titled "Environmental Inventory". All lots have suitable buildable areas and accessways outside of such steep slope areas.
4. Open space proposed for this subdivision has been listed as either "Common Open Space" or Natural Open Space, where applicable. Common open space includes both Park areas and the BMP parcel. Natural open space is proposed to remain undisturbed and will be used to satisfy Chesapeake Bay water quality points. This is defined on Sheet C-3 titled "Preliminary Plan".
5. The BMP has been revised to reflect the 100-year flood elevation in feet. We have similarly provided for each residential lot abutting the BMP a minimum finished floor elevation (FFE), expressed in terms of feet above MSL. See Sheet C-16.
6. Streetlights have been provided throughout the subdivision in accordance with the County's Streetlight Policy.

7. Pursuant to previous agreements at Stonehouse, no multi-use trails will be provided in Section 1 of Stonehouse Glen. Sidewalks have been provided along one side of all streets containing 15 or more residential lots, in accordance with guidance provided by you in your December 9, 2003 email, with the exception of Ashlock Court and Marrin Court. Neither side of Ashlock Court or Marrin Court contains more than 15 residential lots and we believe the sidewalk proposed for Stafford Lane will provide suitable pedestrian accommodations for residents of Ashlock Court.
8. We acknowledge the requirements of Proffer 6.1(f). However, given the proposed market orientation of this subdivision and the relative diminution of interest in tennis today generally (-30% from 1983 to 1995, *USDA National Survey on Recreation and the Environment*, 1997), we propose to substitute a sand volleyball court for one of the tennis courts and add a small covered picnic shelter or a gazebo with two adjacent picnic tables in Park A. Park B will accommodate the requirement for the 1,600 s.f. playground and seating area (consisting of not fewer than three benches). Schematic layouts for these improvements are shown on Sheet C-21. Construction for these 2 parks will be bonded prior to final approval.
9. In satisfaction of Proffer 6.2(d), we propose to provide access from the sidewalk system in Section 1 to approximately one acre of land overlooking the Bird Creek tributary to Ware Creek. This access will be located between proposed lots 38 and 39 on Ottoway Court. See Sheet C-2 & C-8.
10. Sheet C-1 has been revised to add the note requested.
11. Sheet C-3 does indeed serve as the preliminary plat. The preliminary plan cannot accurately depict proposed easements until all facilities have been approved, constructed and accepted – all easements will be reflected on the final record plat for each section. Typical building setbacks for proposed residential lots have been added to the preliminary plat. Given the constraints of sheet size and the desire to have the entire preliminary plat on a single sheet, we prefer to keep the preliminary plat at 200 scale.
12. Note 10 on sheet C-3 has been completed.
13. Sheet C-3 has been revised to add the requested note: "New monuments shall be set in accordance with Sections 19-34 through 19-36 of the James City County Subdivision Ordinance".
14. A modest subdivision entrance feature is proposed for this section. Please find attached an 8.5x11 sketch of the concept currently envisioned for the entrance feature. The proposed location of the entrance feature has been added to sheet C-4.
15. We acknowledge your email dated December 9, 2003 in which you withdrew comment 15. There is no cultural resource impediment to proceeding with construction at this site.
16. Community Association documents are being prepared and will be submitted under separate cover to the County Attorney for review and approval.

**Environmental Division**

*Memorandum from Scott Thomas, P.E., dated November 19, 2003*

1. The requirement for a Land Disturbing Permit and Siltation Agreement is acknowledged and will be obtained prior to any land disturbing activities.
2. The requirement for a subdivision agreement, with surety, is also acknowledged and will be executed with the County prior to recordation of lots.
3. The requirement for water and sewer inspection fees is acknowledged and will be paid prior to issuance of a Land Disturbing permit.
4. The requirement for wetland permits by Federal, State and County laws and regulations is acknowledged and will be obtained and submitted to James City County Environmental Division prior to initiating any grading or other on-site activities. However, there are no wetland impacts proposed or anticipated by this project.
5. The requirement for a standard inspection / maintenance agreement for the proposed stormwater conveyance system and stormwater management / BMP facilities is acknowledged and will be executed with James City County prior to recordation of any lots.
6. Street lights have been added to the construction drawings as requested.
7. The approval and sufficient construction of Fieldstone Parkway road extension must be provided prior to the issuance of a land disturbing permit for Stonehouse Glen is acknowledged, however, the sufficient construction requirement will be for the access for construction equipment.
8. The requirement for record drawings and construction certification for any stormwater management / BMP facilities is acknowledged and notes have been added to the drawings per County guidelines. See note 27 on Sheet C-21 and note 20 on Sheet C-26.
9. An interim certification will be provided for the proposed BMP per County guidelines for requirements. See Note 27 on Sheet C21 and Note 20 on Sheet C-26.
10. The VPDES permit application for this project is being processed by DEQ.
11. The note showing which County watershed this project falls in is shown on the cover sheet as requested.
12. The reference to County Case Numbers SP-108-03 for Fieldstone Parkway and SP-82-00 for La Grange Parkway, has been added to Sheets C-4, C-19 and C-20.
13. We have expanded the existing field topo on Sheet C-2 and other sheets with aerial topo.
14. We have provided a new Environmental Inventory sheet C-27.
15. Construction of the BMP and the off road sanitary sewer will disturb limited areas of 25%. Refer to Sheets C-5, C-11, C-13, C-14, C-16 & C-17.

16. We have revised the Environmental Inventory sheet.
17. We have revised the Erosion & Sediment Control drawings. The stage storage calculations are in the Drainage Manual provided for this project.
18. Note 5 in the Sequence of Construction has been moved as requested and the Sequence of Construction re-numbered.
19. Lot to Lot Drainage: The majority of Lot 2 drains to Structure #7. We do not feel we need drainage between Lots 3 and 10. Only half of Lot 3 drains across Lot 10 and the terrain on Lot 10 appears to not have any concentrated flows except the outfall from Structure #9. Lots 4 to 9, and 5 to 8; the drainage from Lots 4 & 5 was intercepted by a ditch along the rear lot lines. Lots 6 to 7; half of Lot 6 drainage will be intercepted by Structure #21D. The drainage from Lots 28 and 29 will be intercepted by a PG-2A ditch along their rear lot line. The drainage from Lots 30, 31, 32, and 33 will be intercepted by a ditch along their rear lot lines. As for lots 21 to 20 and 20 to 19, a grading plan will need to be submitted with the application for a building permit.
20. We have added additional plan sheets both 25 scale and overall sheets to complete the set of drawings and more clearly define the scope of this project. See Sheet C-2B and C-12A.
21. See Index Plan Sheet C-2, Overall Utility Plan Sheet C-2A and Overall Drainage Plan Sheet C-2B. Also see Sheet C-12A
22. A note has been provided on the plans and preliminary plat indicating that all drainage easements will remain private.
23. Our plan of development for this project is to intercept the maximum amount of drainage and pipe this back to the BMP. All existing swales/channels should have less flows and less untreated drainage post-developed than pre-developed.
24. Open spaces: The natural open spaces and common areas have been shown and labeled on Sheet C-3.
25. The flows discharging from each of the cul-de-sacs you have described are all very small (less than 1 cfs) and will sheet flow down the slopes without concentrating, until reaching a natural channel. See Channel Adequacy Calculations in the Stormwater/Drainage Manual.
26. We have provided channel adequacy calculation in the drainage calculation manual for this project. The channel around the pump station will be addressed with the revision to the pump station when County comments are received.
27. The application of requirements for the 24 hour detention of the 1 year, 24 hour storm has not been typically applied to single-family development. Some areas of concentrated runoff from roadway areas have, in some cases, been retained using this criteria, but runoff from lots has typically been uncontrolled. The BMP provides protection well beyond the requirements of MS-19. Indicated downstream two-year storm velocities are well below erodible conditions. Even the 100 year storm velocity falls below erodible conditions. It is questionable that this basin, with its large impact on forest environment, should even be constructed, because without it, the two and ten year velocities

are still well below erodible limits. We believe this BMP is far more detrimental than any minimal benefit it provides. We request your consideration of its removal from the project. Adequate rip-rap protection can be placed at the outfall point, where the ravine system is wide enough to result in non-erodible velocities.

The basin has a reasonable separation from the cul-de-sac. As it is a dry pond, the period where it retains more than six inches of depth is only five hours. The period where it retains more than three-quarters of a foot is just over two hours. As there is no permanent water surface elevation, there is no appropriate location for a bench.

The lot line of Lot 11 has been modified to provide 25 feet from the top of the pond to the lot line. The BMP access road has been moved farther from the Lot 11 lot line. The BMP will be in place prior to the construction of a residence on Lot 11, affording the prospective purchaser to retain a tree buffer on the lot, if desired.

28. A maintenance plan, specific to a dry pond will be provided.
29. All roadside ditches as well as the lot line ditches have flow calculation and are shown in the drainage calculation manual for this project or on the plan sheets. All road side ditches as well as the lot line ditches will receive EC-2 lining or PG-2A paved ditches where indicated.
30. Please note the response to Comment #27 and memorandum dated January 20, 2004 from Ronnie Orsborne to you (copy attached).

**Virginia Department of Transportation**

*Letter from Brian L. Banta, EIT, Associate Engineer, dated November 14, 2003.*

1. All easements are shown and marked per the comments of James City County all drainage easements are designated as private.
2. The horizontal curve data has been added to the drawings.
3. Sight distances information has been shown at all intersections and vertical curves.
4. The posted speed limit of 25 mph for this subdivision has been added to the cover sheet.
5. The intersection of Fieldstone Parkway and Stonehouse Glen (Homestead Road) is shown on Sheet C-18.
6. We used a traffic count of 10 trips per lot per day to generate the ADT for pavement design.
7. Line types for the waterline have been coordinated.
8. An agreement has been reached allowing the sanitary sewer to be located in the quarter points of the roadways. All other utilities are located outside of the pavement.
9. We have checked all pipe crossing for conflicts and provided 18" separation as required.

10. All roadway vertical curve data now have "K" value in excess of 22 sag and 15 crest, with the exception of Stafford Road at each end and Buckingham Drive at each end. All four locations are at full stop conditions.
11. We have indicated that all roadside ditches to have EC-2 lining. We have shown paved ditches along Stafford Road (10% grade) and other areas where flows exceed the capacity of the EC-2 lined ditch.
12. We have provided a 35' radius for the returns at all intersections.
13. The usual procedure is to obtain CBR tests after the roads are brought to grade and prior to paving.
14. Flow arrows have been added to all drainage items, as requested.
15. Missing North arrows have been added to sheets., as requested.
16. The note "Storm sewer shall be reinforced concrete pipe Class III unless otherwise designated" is shown on Sheet C-21, General Note #28.
17. We should have all drainage items shown on 25' scale drawings or overall drawing.
18. An overall drainage plan has been added as Sheet C-2B.
19. The flows discharging from each of the cul-de-sacs you have described are all very small (less than 1 cfs) and will sheet flow down the slopes without concentrating, until reaching a natural channel. See Channel Adequacy Calculations in the Stormwater/Drainage Manual.
20. All of the information you are requesting was in the manual titled "Supporting Engineering Documents for Stonehouse Glen Subdivision, James City County" dated October 28, 2003, and signed and sealed by Richard S. Phillips, P.E. All calculations are based on 10-year storm event.

**James City Service Authority**

*Memorandum from Timothy O. Fortune, P.E., Civil Engineer, dated January 15, 2004.*

**General Comments**

1. The reference to HRPDC Regional Standards and JCSA Standards and Specifications is in the James City Service Authority General Notes on Sheet C-28
2. We were under the impression that the Planning Division forwarded the plans to the Fire Department. We have not received any comments from the Fire Department as of February 3, 2004.
3. Joint restraints have been added to all water mains and sanitary force mains as requested.
4. The sanitary sewers have been relocated per recommendation of Tim Fortune.



5. Standard General Notes for water distribution and sanitary sewer systems have been added to the drawings as requested. See Sheet C-28.
6. We acknowledge the requirement for the Department of Environmental Quality approval.
7. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile.
8. See Sheet C-22 for location and dimension to water main and force main.
9. Please note the updated Index sheet and match lines on all sheets. Also, see Sheet C-2A titled "Overall Utility Plan".
10. Manholes have been stationed and offset from road centerline, as requested.
11. Inverts for proposed sanitary sewer laterals within manholes are shown on plans, as requested.
12. Diameter of manholes larger than 48" have been added to the profiles as requested.
13. Lot numbers have been shown as requested.
14. An overall utility plan has been added to the drawings, Sheet C-2A.
15. The James City County Case Number S-098-03 has been added to all sheets in the lower right hand corner, as requested.

Sheet C-1

1. Owner/Developer contact name provided.

Sheet C-4

1. Due to comments provided by planning, Homestead Dr is now Stonehouse Glen.
  - a. An easement has been provided around the fire hydrant at station 15+28.
  - b. The plans have been revised to show connection to existing stub from waterline along Fieldstone Parkway. Please refer to design plans (JCC # S-108-03) for designation.
  - c. A full length of pipe has been shown between gate valve and blow off at station 25+60.
  - d. Casing will be provided as part of the Fieldstone Parkway design plans and will be labeled in accordance with HRPDC. A note has been added to sheet C-4 showing connection.
2.
  - a. Ductile iron pipe has been shown to 40 feet outside of fill area on each side. A note has been added stating to test waterline in accordance with HRPDC.
  - b. The waterline has been revised to show 18-inches minimum clearance at station 13+25.

Sheet C-5

1. a. As discussed, gravity sewer will not be extended down Stonehouse Glen therefore MH #1 will not be moved.  
b. Text overlap has been revised.
2. a. Sheet reference has been revised.  
b. The waterline has been revised to show 18-inches minimum clearance at station 18+65.  
c. Valve at station 19+00 has been deleted.

Sheet C-6

1. a. Water service has been relocated away from storm sewer.  
b. Air release valve at station 13+41 has been shown and labeled.  
c. The parcel adjacent to lot 76 has been labeled PARK on C-6.  
d. Proposed gate valve at station 10+33 has been relocated to station 10+00 (+/-).
2. a. The waterline has been revised to show 18-inches minimum clearance at station 10+46.  
b. The storm sewer crossing for 21F to 21G has been added to the profile to show 18" of minimum clearance.  
c. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.

Sheet C-7

1. a. Air release valve at station 17+70 has been shown and labeled.  
b. Sewer service has been provided for lot 33 on sheet C-7 and on C-10 for lot 72.  
c. Pipe slope between manholes 15 and 16 has been revised to match inverts.
2. a. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.  
b. Pipe slope between manholes 15 and 16 has been revised to match inverts.  
c. The storm sewer crossing at station 19+95 has been revised to show 18" of minimum clearance.

Sheet C-8

1. a. Manhole #16 has been relocated as recommended on Ottoway Court. Additional manholes as needed have been provided to maintain sewer route.  
b. Sewer service has been provided for lot 34 on sheet C-13.  
c. The paved ditches shown along Ottoway Court have been removed and are no longer in conflict with the valve on the fire hydrant line.  
d. Water and sewer service shown for Park areas have been removed.

- e. The proposed sanitary service for lot 42 has been relocated to not conflict with the storm sewer.
  - f. Pipe slope between manholes 15 and 16 has been revised to match inverts.
  - g. Air release valve at station 10+30 has been shown and labeled.
  - h. Blow-off assembly at station 5+55 has been shown and labeled.
  - i. Manhole #20 has been revised to match description on sheet C-13.
  - j. Manhole #21 on C-10 in the cul-de-sac has been revised to show MH #12.
- 2.
- a. Profile grid has been revised.
  - b. The profile has been extended to the blow-off assembly.
  - c. The waterline has been revised to show 18-inches minimum clearance at station 6+46.
  - d. The profile shows 36" min. cover between waterline and finish grade.
  - e. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.

Sheet C-9

- 1.
- a. A dual sanitary service has been shown for lots 57 and 58.
  - b. Air release valve at station 16+62 has been shown and labeled.
  - c. The plan has been revised to show 10 feet of separation between water service and MH 19.
- 2.
- a. The waterline has been revised to show 18-inches minimum clearance at station 13+34.
  - b. The profile shows 36" min. cover between waterline and finish grade.
  - c. The proposed fire hydrant at station 15+50 in the profile has been revised to match plan view.
  - d. The profile has been extended to the blow-off assembly.

Sheet C-10

- 1.
- a. Sewer service for lot 72 has been shown.
  - b. Proposed fire hydrant at station 11+88 has been labeled.
  - c. Elevations for MH #21 and radius point elevation have been revised.
  - d. Label has been provided at station 14+64 for the proposed blow off assembly.
  - e. Limits of clearing have been revised to include cul-de-sac.
  - f. Water service for lots 70 and 71 has been revised to be perpendicular from the waterline.
- 2.
- a. The profile shows 36" min. cover between waterline and finish grade.
  - b. The waterline has been revised to show 18-inches minimum clearance at station 10+50.
  - c. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.
  - d. Rim elevation for MH #21 has been revised to correspond to finished grade.
  - e. Profile has been revised to show existing grade between stations 14+00 and 14+50.
  - f. Profile grid has been revised to correspond to proposed elevations.

Sheet C-11

1.
  - a. Lot numbers for 27 and 28 have been reversed to match overall plan.
  - b. Based on review of the plans, it appears that street names for Ashlock Court and Buckingham Drive are correct.
  - c. Manhole labels along Ashlock Court and Buckingham Drive have been added.
2.
  - a. Proposed gate valve at station 10+33 has been relocated to station 10+33 (+/-).
  - b. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.
  - c. The profile shows 36" min. cover between waterline and finish grade.
3.
  - a. San MH #29 has been relocated as recommended and upstream and downstream gravity lines have been revised to correspond.
  - b. Waterline along Ashlock Court has been revised to continue along right shoulder and terminate with a blow-off assembly at lots 9 and 10. Also, water services have been revised to connect perpendicular to new waterline alignment.
  - c. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.
  - d. Duplicate MH #29 has been renamed to MH #28.
4.
  - a. Profile has been extended to blow-off assembly.
  - b. Ductile iron pipe has been shown to 40 feet outside of fill area on each side. A note has been added stating to test waterline in accordance with HRPDC.
  - c. The waterline has been revised to show 18-inches minimum clearance at station 10+46.

Sheet C-12

1.
  - a. The alignment of san MH #31 to san MH #32 has been revised to provide 5' clearance between gravity line and storm structure. Although suggested, it was not necessary to add an additional MH to keep sewer in the quarter point of the road.
  - b. Duplicate invert out has been removed.
  - c. Separation of 5 feet has been proved between water service for lot 24 and DI #18A.
  - d. MH # 32 was relocated to provide sewer service from manhole to lot 23. The information for MH #32 was revised to show service lateral information.
2.
  - a. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.
  - b. The proposed fire hydrant at station 13+50 has been relocated to match the plan view.

- c. The waterline has been revised to show 18-inches minimum clearance at station 10+46.
- d. The profile shows 36" min. cover between waterline and finish grade.
- e. Profile has been revised to show existing grade between stations 16+50 and 17+00.
- f. The proposed sanitary sewer crossing has been shown and labeled.

Sheet C-13

- 1.
  - a. Sewer service has been provided for lot 34.
  - b. Baseline stationing for offsite sewer has been provided.
  - c. Rim elevation and profile elevation have been revised to correspond.
  - d. Easement has been labeled "JCSA".
  - e. A 30 foot easement has been provided for deep sewer between Ottoway Court and Ashlock Court.
- 2.
  - a. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile. The reference to manhole diameter will be addressed by labeling manholes in plan view with appropriate HRPDC standard detail.
  - b. The proposed waterline crossings at stations 10+17 and 15+53 have been shown and labeled.
  - c. The proposed grading associated with Ashlock Court has been added to the profile.

Sheet C-14

- 1.
  - a. Baseline stationing for offsite sewer has been provided.
  - b. Duplicate lot 15 has been removed.
  - c. Easement has been labeled "JCSA".
  - d. North arrow shown.
  - e. Additional contour labeling has been provided for clarity.
  - f. Proposed grading for pump station site has been provided on plan and profile.
  - g. Proposed easement line has been revised to coincide with the proposed property line.
  - h. The rim elevation has been revised to coincide with profile elevations.
  - i. Invert in elevation from MH # 28 has been provided.
  - j. Pipe data for sewer main has been added between MH #'s 26 and 27.
- 2.
  - a. Profile revised to show ductile iron pipe between MH #'s 23 to 25.
  - b. San MH # 24 has been labeled as shallow.

Sheet C-15

- 1. The required information is provided on the plan sheet, however we agree that best engineering practice is to show it on the profile and we have made the change. Note that in keeping with best practice we are showing the dimensional information only once. The structure number will be shown on both plan and profile.
- 2. Baseline referencing has been revised to match PS-1.
- 3. Water service crossing has been added to the profile.

4. The pump station gravity influent line has been revised to be ductile iron.

Sheet C-17

1.
  - a. Street names have been added for consistency.
  - b. North arrow provided.
  - c. A 30 foot easement has been provided for deep sewer between Ashlock Court and MH # 35.
2.
  - a. Profile grid has been revised to correspond to proposed elevations.
  - b. Force main revised to maintain 36" minimum cover throughout.
  - c. Profile revised to show ductile iron pipe between MH #'s 30 and 33.
  - d. Profile revised to show MH # 35 as the profiled length.
  - e. Proposed waterline crossings shown and labeled with 18" minimum clearance on profile.

Sheet C-18

1.
  - a. Due to consultations with JCSA, the force main has been revised to 4-inches. Pump station currently under review by JCSA and may dictate additional changes to force main.
  - b. Matchline text revised.
  - c. A full length of pipe has been shown between gate valve and blow off at station 25+60.

Sheet C-19

1.
  - a. The proposed 12" gate valve has been relocated to the 12x8 tee.
  - b. A profile has been provided for the 12" stub out.

Sheet C-20

1. Note revised to state that only JCSA personnel shall operate valve for isolation.

Sheet C-21

1. Force main added to the end of Note 26.

Sheet PS-1

1. Length, size, slope, and material shown for gravity influent pipe to pump station.
2. Graphic scale and north arrow provided.
3. Additional existing and proposed contour data provided for clarity.
4. Duplicate tree line removed for limits of clearing.
5. Baseline stationing provided for gravity sewer and force main.

Water Data Sheet

1. Section 5b: Domestic flow shown in gpm.
2. Section 5e and 5g: Max Day and Peak Hour can be provided for only Section I of the development on the data sheet but the pressure data will be the results from the water analysis which takes into

account the entire development. The water analysis takes into account the entire development to show that the existing JCSA W-25 can support full buildout.

3. Section 6:
  - a. Pipe lengths will take into account revisions to the plans as a result of JCSA comments dated January 15, 2004.
  - b. 3/4" pipe has been removed.
  - c. Section 6 has been revised to show 4" and 6" piping.
  - d. Section 6 has been revised to show 8" PVC piping.

Sanitary Sewer Data Sheet

1. Section 5 has been revised to show only Section I of the development.
2. Section 5b thru 5e has been revised to reflect on Section I of the development in gpm.
3. Section 6:
  - a. Pipe lengths will take into account revisions to the plans as a result of JCSA comments dated January 15, 2004.
  - b. Lengths for 8" gravity sewer have been revised.
  - c. Force main material revised to show PVC.
4. Section 7 revised as a result of JCSA comments dated January 15, 2004.

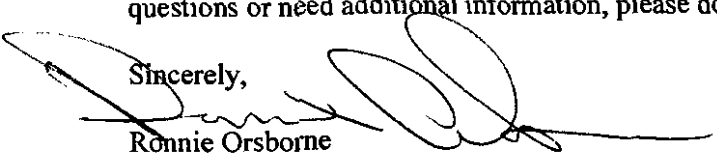
Water Analysis Report (dated December 9, 2003, Revised December 25, 2003, signed and sealed December 30, 2003)

1. As agreed from meeting with JCSA on November 24, 2003, water analysis reflects full buildout of land bays 19-22 and 33 to include Stonehouse Development Area I, Fieldstone Parkway Extension, and available fire flow for Stonehouse Commerce Park.
2. As agreed from meeting with JCSA on November 24, 2003, irrigation demand is included in water analysis demands and scenarios to reflect additional demand during Average Day, Maximum Day, Peak Hour, and Maximum Day + Fire events.
3. Water System Model Description states Section I has proposed 76 lots.
4. Reservoir reports have been provided in all scenarios.
5. Junctions J-7 thru J-11, J-15, and J-18 thru J-19 show 33.10 gpm each for average day in Stonehouse Glen. This total corresponds to the data provided in the Water Demand Calculations for Land Bays 19-22 (Stonehouse Glen) domestic + irrigation demands. As stated above, it was agreed by JCSA to model the entire development. Modeling Section I alone would have less strain on existing JCSA W-25 than the entire development.
6. Pipe Report
  - a. As stated on page 2 of the Water System Model: "A Hazen-Williams "C-Factor" of 130 was used for all existing and proposed piping. Pipes within the model that are for simulation purposes only have a "C-Factor" of 150. These pipes are used in the model only to connect pumps and reservoirs to the system for modeling and should not impact flow or pressure output from the source data."

- b. The water analysis models piping to the last hydrant for fire event purposes. Pipe P-19 length stops at the last hydrant where the fire demand was placed in the model. Pipes P-20, P-21, and P-23 do not have demands at the end of them in the analysis so therefore would not reduce system pressures below JCSA standards. Pipe diameters of 4" shown in Stonehouse Development Area I are the result of an approved model for that development and are included in this analysis.
- c. Width of "Length" column revised to make pipe length readable.

At this time we would like to thank you for your time and attention to this matter. If you have any questions or need additional information, please do not hesitate to call.

Sincerely,



Ronnie Orsborne  
Vice President

CRO/tmp

Copy: Mr. Ken McDermott, Stonehouse at Williamsburg  
File 2002261-504.04 Phase I



# LANDMARK DESIGN GROUP

## MEMORANDUM

TO: Scott Thomas (cc: Darryl Cook)  
COMPANY: James City County Environmental Division  
FROM: Ronnie Orsborne, L.S.  
DATE: January 20, 2004  
SUBJECT: Stormwater Management Options at Stonehouse (Future Development)  
LMDG JOB NO.: 2002261-000.03

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### Proposal for a Low Impact Development Approach to Stormwater Management in Future Phases of Stonehouse

#### Introduction

Efforts to maximize the use of regional stormwater management (SWM) facilities and to minimize the proliferation of smaller, non-regional stormwater management facilities are being pursued almost universally throughout the high-growth communities of the Commonwealth. Reasons for, and benefits of, pursuing such a public policy address considerations in the areas of:

1. State and federal **environmental regulations**
  - Further restrictions on impacts to jurisdictional wetlands, perennial streams and intermittent streams – all places where stormwater management facilities have historically been accommodated – make it increasingly difficult to site facilities in suitable locations
2. **Long-term maintenance and liability**
  - The costs of maintaining even small, local SWM facilities can place substantial burdens on residential homeowners associations (HOA)
  - Potential liability from injuries or deaths increases HOA premiums and further burdens smaller HOAs
3. **Safety**
  - Accidents can involve persons falling into facilities, and when filled with water (temporarily or permanently), the potential for drowning exists
  - Many smaller facilities near homes have been shown to spread outbreaks of West Nile virus and other mosquito-borne diseases
4. **Aesthetics**
  - More, smaller facilities create greater potential eyesores within the neighborhoods
5. Unnecessary **disturbance to the natural environment**
  - Clearing for the SWM facility itself, for its outfalls and for accessways to allow periodic maintenance increase tree removal and alteration of the natural environment when other, less invasive approaches are available
6. Advances in an understanding and appreciation for the benefits of **Low Impact Development (LID)**

- Several site planning and design options are available to meet the goals for LID including, but not limited to: flattening site slopes, increasing flow paths, increasing sheet flows, increasing surface roughness, minimizing road, lot and utility disturbance; preserving naturally permeable Hydrologic Soil Group (HSG) A and B soils; limiting use of inlets, storm drains, and curb and gutter, providing evenly distributed and dispersed infiltration swales and filter strips; disconnecting impervious areas, rooftop and downspout drainage control, depression storage; and use of bioretention (*excerpted from 2003 Comprehensive Plan, Environment Section*).

### Stonehouse Background

Of all lands within the Primary Service Area, the Stonehouse Planned Community is characterized by some of the most highly articulated topography, with substantial elevation changes between ridgetops and intervening ravine areas and with a natural drainage pattern that makes large stormwater management sub-shed areas difficult to create. As a result, multiple smaller attenuation facilities are required to maintain channel protection volumes than in other portions of the County where the topography allows the routing of larger drainage areas to fewer, larger attenuation facilities. As an example, a preliminary study of the Stonehouse Glen Subdivision (138 lots in Sec. I and II) shows that between 15 and 20 attenuation basins would be required to treat the detention of the 1 year, 24-hour storm event. Extrapolating this number across the balance of Development Area #2 of Stonehouse alone, there may be as many as 200 to 300 such basins upon buildout, with yet more such facilities in the balance of the project. We believe it is clear that neither the public nor the County's interests are well served by such a stormwater management regime.

### Alternative Approach Summary

James City County's "Guidelines for Design and Construction of Stormwater Management BMP's" specify 24 hour detention of the 1 year, 24-hour storm event as the stream channel protection design criteria. This guideline is generally applicable to development of sites with concentrated development, such as commercial, industrial and office facilities, and it is usually possible to direct flows from high-density residential sites to such detention facilities.

It is not typically possible to direct flows to detention facilities from low-density residential development, particularly in areas with the characteristic ridge/ravine topography of the upper County. Road corridors can often be collected, and with placement of the roads on ridges, peak flows to drainage outfalls can be limited. Breaking the runoff flows to multiple outfalls reduces the erosion potential of such outfalls.

Low-density, single family development and road construction projects have not typically been designed with containment of all runoff flows from the developed areas. For example, Powhatan Secondary Section VII-C and the Freedom Park access road were recently approved by the County without all flows being contained. In such development, runoff flows have been calculated, and these have been tested against the requirements of the Virginia Erosion and Sediment Control Handbook, Standard MS-19. This standard requires that the peak, post-development runoff will not result in erosion of the channel through which it is conveyed.

The VESCH, in its Standard 3.22, Vegetative Streambank Stabilization, indicates that flow velocities of up to 4 feet per second are allowable in naturally vegetated waterways in highly erodible soils, with the most frequent bank-full conditions. As such, the State regulations indicate that if flow velocities are at or below 4 feet per second, erosion is not expected to occur. For projects where these conditions can be

documented to exist, construction of numerous BMP's results in major environmental impacts with no demonstrable community or environmental benefits. On the contrary, the community is disadvantaged by many facilities in a number of ways, as articulated on Page 1 of this memo.

### Proposal

Consequently, we are requesting that the Environmental Division respond and agree that if by calculation, velocities are below 4 feet per second in receiving channels, BMP construction will not be required. We are in the process of responding to review agency comments for Stonehouse Glen Section I, and wish to resolve this matter as expeditiously as possible. Your review and response to our proposal by January 23, 2004 will be most appreciated. Senior members of our staff are available to meet with you and your Staff and other interested County Staff to address and resolve this matter. Please call me directly at 253-2975 if you have questions or to set up a meeting time that works for everyone.

We appreciate in advance your giving this issue serious consideration and addressing our request promptly. Together, we can identify ways in which to protect not only the environment but also the future citizens of James City County as approved developments move forward through construction to individual homeownership. Thank you and I look forward to hearing from you soon.



## DEVELOPMENT MANAGEMENT

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(757) 253-2620

February 10, 2004

Mr. Ronnie Orsborne  
LandMark Design Group  
4029 Ironbound Road, Suite 100  
Williamsburg, Va. 23188

Re: Stormwater Management Plan Variance Request  
Stonehouse: Fieldstone Parkway, Glen Section 1, Glen Section 2 and Future Sections  
County Plan Nos. SP-108-02, S-98-03 and S-116-03

Dear Mr. Orsborne:

The Environmental Division is in receipt of your written request to obtain variance for use of an "alternative approach" to provide stormwater quantity control for the above referenced project(s). Information provided to support this request included a memorandum dated January 20<sup>th</sup> 2004 which outlined the "alternative approach" as well as reasons and benefits to support such a variance and a brief history of development in the Stonehouse planned development community. The variance request specifically asks to waive the requirements for BMP control if velocities in receiving channels are below 4 feet per second.

Based on our review of information as submitted, the variance as requested is hereby not approved at this time. Information provided to support the variance request was considered not convincing enough to deem existing regulations are inappropriate or too restrictive for site conditions.

The following reasons are provided to support this determination:

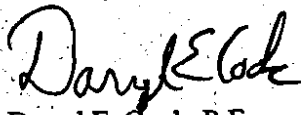
- The "alternative approach" as presented is not consistent with current stormwater quantity control requirements of Chapter 8 of the Erosion and Sediment Control ordinance of the County Code and/or applicable channel adequacy requirements established by Minimum Standard # 19 of the Virginia Erosion and Sediment regulations, the Virginia Erosion and Sediment Control Handbook (VESCH) and Technical Bulletin No. 1 by the Virginia Department of Conservation and Recreation (VaDCR).
- The abundance of highly erodible soils across the project site(s), especially within anticipated land-disturbing areas and at natural receiving channel locations which may receive drainage from uncontrolled outfalls (ie. places without stormwater basin control).

- There is no question that these project sites and future development sections are situated on difficult topography, highly erodible soil areas and will drain to environmentally sensitive receiving streams and wetland areas. Based on the history of Phase I of Stonehouse, it is certain that approvals will be necessary for these project(s) for road, lot, utility and stormwater basin impacts to steep slope areas, which by the provisions of the Chesapeake Bay Preservation ordinance, are slopes of 25 percent or greater. It is not desirable to provide waiver to the Chesapeake Bay Preservation ordinance to impact steep slopes and then also waive quantity control requirements, which are intended to protect highly erodible soils and natural stream channel from the impacts of increased runoff from development.
- Misapplication of Minimum Standard & Spec. 3.22 of the VESCH (Vegetative Streambank Stabilization) to establish a permissible velocity of 4 feet per second for channel adequacy purposes. Chapter 5 of the VESCH and Technical Bulletin No. 1 of the DCR, not Minimum Standard & Spec. 3.22, establish proper procedure and methods to establish maximum permissible velocities within natural receiving channels and to perform channel adequacy computations to determine whether uncontrolled outfalls require may require downstream channel improvements or if additional onsite detention is necessary.
- From a quantity control perspective, there is no indication of how Low Impact Development principles and practices are to be used upland, within the development footprints, in conjunction with traditional downstream stormwater basin control, especially if reductions or waiver were to be granted to current stream channel protection criteria at proposed BMP locations.

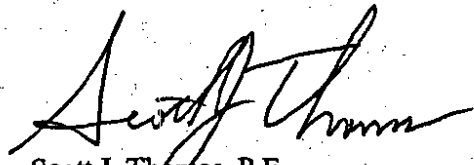
It has been a repeated suggestion by our division that a master stormwater plan be developed similar to that previously presented for Phase I of Stonehouse with the intent to specifically address this situation on a master plan basis, rather than on a site-specific basis. The master stormwater plan should indicate the locations of primary stormwater quantity control basins in combination with all other alternative approaches.

Please note that this determination was based on supporting information as forwarded to our office in the waiver request. The variance request, as submitted, was reviewed judiciously, keeping in mind both the need of the applicant to maximize cost effectiveness and the need to protect offsite properties and natural resources from damage. Should you have any further questions or comments, contact me at 757-253-6673.

Sincerely,



Darryl E. Cook, P.E.  
Environmental Director



Scott J. Thomas, P.E.  
Senior Engineer

cc: Matt Arcieri, Planning  
William A. Cain, Environmental Division  
William Porter, Development Management

**DEVELOPMENT REVIEW COMMITTEE ACTION REPORT**  
**Meeting of February 25, 2004**

**Case No. C-032-04**

**JCC Communications Towers**

Mr. Richard Miller of James City County Fire Department has submitted a conceptual plan proposing three communications towers. The first, a 280-foot tower, would be located at the Virginia Peninsula Regional Jail. Two others, both 380-foot towers, would be located in the Hankins Industrial Park and James City County Landfill. The parcels, respectively, are further identified as parcel (1-11) on James City County Tax Map (60-1), parcel (1-4) on Tax Map (12-4), and parcel (1-62A) on Tax Map (12-4). DRC review is necessary as Section 15.2-2232 of the Virginia State Code requires Planning Commission review of any public area, facility or use not shown on the adopted Comprehensive Plan.

**DRC Action:** The DRC unanimously found the proposed towers consistent with the County Comprehensive Plan.

**Case No. S-006-04/SP-009-04**

**Colonial Heritage, Phase 1, Sections 3 & 3A**

Mr. Richard Smith of AES Consulting Engineers, on behalf of U.S. Homes, submitted a subdivision/site plan proposing an 86-lot subdivision (comprised of a mix of single-family detached, single-family attached, duplex, and triplex residential units) on Richmond Road across from the Williamsburg Pottery. The parcel for subdivision is further identified as parcel (1-32) on James City County Tax Map (24-3). The case requires DRC review because the subdivision proposes more than 50 residential lots.

**DRC Action:** The DRC recommended that the Planning Commission grant preliminary approval subject to agency comments.

**Case No. SP-129-03**

**Busch Gardens Oktoberfest Expansion**

Mr. Ronnie Orsborne of LandMark Design Group, on behalf of Busch Entertainment Corporation, submitted a site plan for an approximately 40,000 square foot pre-manufactured metal building to contain a state-of-the-art amusement attraction. The parcel is further identified as parcels (1-9) on James City County Tax Map (51-4). The case requires DRC review as the total floor area the new building exceeds 30,000 square feet.

**DRC Action:** The DRC recommended that preliminary approval be granted for the project subject to agency comments.

**Brandon Woods Temporary Sales Sign Extension Request**

Mr. Larry Cooke submitted a request for an extension for temporary sales sign located at the entrance of the Brandon Woods subdivision. The parcel is further identified as (2-1A) on parcel (47-1). DRC review is necessary since the DRC originally approved the temporary sales sign at its February 2003 meeting.

**DRC Action:** The DRC voted approval of the Brandon Woods Sign Request but lengthened the extension to 24 months instead of 12 months.

**Case No. SP-003-04**

**WindsorMeade Villas**

Mr. Jason Grimes of AES Consulting Engineers, on behalf of Virginia United Methodists Homes, Inc., has submitted a site plan for 96 single family units and a club house west of Route 199 with an entrance from Monticello Avenue. The parcel is further identified as parcel (1-34A) on James City County Tax Map (38-3). DRC review is necessary because the development proposes a group of buildings which contain a floor area that exceed 30,000 square feet.

**DRC Action:** The DRC recommended preliminary approval of the site plan.

**Case No. SP-004-04**

**WindsorMeade – Windsor Hall**

Mr. Jason Grimes of AES Consulting Engineers, on behalf of Virginia United Methodists Homes, Inc., has submitted a site plan for a 121,000 square foot residential facility containing 94 apartments, 16 assisted living units, a 24-bed dementia facility and a 20-bed skilled nursing facility on WindsorMeade Way. The parcel is further identified as parcel (1-34) on James City County Tax Map (38-3). DRC review is necessary because the site plan proposes a building whose floor area exceeds 30,000 square feet.

**DRC Action:** The DRC unanimously recommended preliminary approval subject to agency comments.

**Case No. C-007-03**

**New Town: Town Center Parking Overview**

Mr. Larry Salzman of New Town Associates submitted a conceptual plan outlining the general parking arrangements for Block 2 and Block 5 buildings within New Town. The parcel is further identified as parcel (1-50) on James City County Tax Map (38-4). DRC review is necessary to allow for general off-site parking and shared parking for all Block 2 and Block 5 buildings and to establish a quarterly process to automatically review off-site and shared parking at New Town.

**DRC Action:** The DRC recommended approval of the plan.

**Case No. SP-139-03**

**New Town Block 8, Phase 1A**

Mr. Bob Cosby of AES Consulting Engineers, on behalf of GCR, Inc., submitted a site plan proposing 10 single family homes and 24 townhomes in Block 8, Phase 1 of New Town. The parcel is further identified as parcel (1-7) on James City County Tax Map (38-4). DRC review is required for the following reasons: First, the plan requires a modified parking waiver; second, the plan requires a modification to the setback requirements of Section 24-257 of the Zoning Ordinance; and third, the site plan proposes a group of buildings which contain a total floor area that exceeds 30,000 square feet.

**DRC Action:** The DRC approved the shared parking waiver, setback modification, and granted preliminary approval for New Town Block 8, Phase IA.

**Case No. 140-03**

**Pocahontas Square**

Mr. Scott Acey of MSA, on behalf of RML III Corporation, submitted a site plan for a 92,236 square foot apartment complex comprised of 96 units located at 8844 Pocahontas Square. The project area is further identified as parcels (1-4), (1-5), and (1-5A) on James City County Tax Map (59-1). DRC review is necessary because the project proposes a total square footage in excess of 30,000 square feet.

**DRC Action:** The DRC recommended preliminary approval of the site plan.

**Case No. S-002-04**

**The Settlement at Monticello, Phase I (Hidden)**

Mr. Jim Bennett of AES Consulting Engineers, on behalf of Monticello Woods Active Adult, LLC, submitted a subdivision plan for the creation of 137 lots on the south side of Monticello Avenue across from the Monticello Woods subdivision. The parcel is further identified as parcel (1-10) on James City County Tax Map (37-4). DRC review is necessary as the Subdivision ordinance requires DRC review of all major subdivisions with 50 or more residential lots.

**DRC Action:** The DRC recommended that the Planning Commission find the proposal consistent with the Master Plan and Proffers and grant preliminary approval subject to agency comments.

**Case No. S-098-03**

**Stonehouse Glen, Section 1**

Mr. Ronnie Orsborne of LandMark Design Group, on behalf of Stonehouse, submitted a subdivision plan proposing the creation of 80 single family lots in Section I of Stonehouse. The property is located at 9186 Six Mount Zion Road and is further identified as parcel (1-1) on James City County Tax Map (6-4). DRC Review is necessary for the following reasons: First, the development proposes more than 50 lots; second, the site is in a land bay that is designated for attached structures containing two to four dwelling units on the Stonehouse Master plan; and third, the approved proffers call for a two acre park, which is divided on the proposal into a 1.2 acre park and a 0.8 acre park.

**DRC Action:** The DRC unanimously deferred action on this case.



**JAMES CITY COUNTY  
DEVELOPMENT REVIEW COMMITTEE REPORT**  
**FROM: 2/1/2004 THROUGH: 2/25/2004**

**I. SITE PLANS**

**A. PENDING PRELIMINARY APPROVAL**

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-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-145-03	Williamsburg National 13 Course Expansion
SP-150-03	WindsorMeade Marketplace
SP-001-04	Strawberry Plains Center
SP-003-04	WindsorMeade Villas
SP-004-04	WindsorMeade - Windsor Hall
SP-005-04	WindsorMeade - Villa Entrance and Sewer Const.
SP-006-04	Williamsburg Christian Retreat Center SP Amend.
SP-009-04	Colonial Heritage Ph. 1, Sec. 3
SP-012-04	Tequila Rose Restaurant 2
SP-013-04	Gabriel Archer - Williamsburg Winery - Amendment
SP-014-04	Action Park of Williamsburg Ride
SP-015-04	New Town - Sec. 4, Ph. 2 Infrastructure

**B. PENDING FINAL APPROVAL**

SP-061-02	Powhatan Plantation Recreation Bldg Amd
SP-005-03	Hankins Farm Water and Sewer Extension

**EXPIRE DATE**

6 /18/2004
5 /27/2004

Wednesday, February 25, 2004

Page 1 of 4

SP-009-03	Energy Services Group Metal Fabrication Shop	11/14/2004
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-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-114-03	Thayer-Smith Self Storage	10/2 /2004
SP-116-03	Kingsmill - Armistead Point	11/19/2004
SP-130-03	Wythe-Will Distributing Company, LLC	11/12/2004
SP-134-03	Ironbound Center 4	12/15/2004
SP-138-03	New Town - Prudential-McCardle Office Building	12/29/2004
SP-141-03	Colonial Heritage - Ph. 2, Sec. 3	1 /12/2005
SP-143-03	New Town - United Methodist Church	1 /12/2005
SP-144-03	Building Specialties Warehouse Expansion	1 /16/2005
SP-147-03	J.H. Fisher Offices and Warehouse	1 /22/2005
SP-002-04	Ironbound Village Ph. 2	2 /17/2005

#### **C. FINAL APPROVAL**

#### **DATE**

SP-015-03	Monticello Woods Community Center	2 /2 /2004
SP-075-03	James City County Fire Station No.2	2 /18/2004
SP-089-03	Ford's Colony - Country Club Redevelopment Plans	2 /25/2004
SP-112-03	Faith Baptist Church Recreation Building	2 /5 /2004
SP-128-03	Monster Storage	2 /4 /2004
SP-135-03	Custom Culinary Connections	2 /2 /2004
SP-007-04	Busch Gardens - Emporium SP Amendment	2 /2 /2004
SP-008-04	Powhatan Plantation Maintenance Building Amendment	2 /13/2004
SP-010-04	Action Park Picnic Pavilion	2 /6 /2004
SP-011-04	Unitarian Universalists - Parking Lot	2 /13/2004

## **II. SUBDIVISION PLANS**

### **A. PENDING PRELIMINARY APPROVAL**

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-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-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-107-03	Stonehouse Conservation Easement Extinguishment
S-108-03	Leighton-Herrmann Family Subdivision
S-113-03	7260 Osprey Drive Subdivision
S-115-03	Eagle Tree Farm Lot 12
S-116-03	Stonehouse Glen, Sec. 2
S-002-04	The Settlement at Monticello (Hiden)
S-003-04	Monticello Avenue ROW plat for VDOT
S-004-04	Monticello Woods, Lot 40A
S-006-04	Colonial Heritage - Ph. 1, Sec. 3 & 3A
S-007-04	Druid Hills, Sec. D Resubdivision
S-008-04	Lake Powell Forest Ph. 6
S-009-04	Colonial Heritage Public Use Site B
S-011-04	The Vineyards - Ph. 3, Lot 1
S-012-04	New Town - Block 2, Parcel E
S-013-04	Wexford Hills Ph. 2
S-014-04	Aberdeen BLE
S-015-04	170 Racefield Drive Subdivision
S-016-04	Building Specialities BLE

**B. PENDING FINAL APPROVAL**

		<b>EXPIRE DATE</b>
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-108-02	Scott's Pond, Sec. 3	1 /13/2005
S-021-03	Stonehouse Sec. 2-C Easements	5 /2 /2004
S-033-03	Fenwick Hills, Sec. 2	10/31/2004
S-044-03	Fenwick 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-106-03	Colonial Heritage Ph. 2, Sec. 3	1 /12/2005
S-001-04	Ironbound Village Ph. 2, Parcel 2	2 /17/2005

**C. FINAL APPROVAL**

		<b>DATE</b>
S-037-01	Wellington Sec. 2 & 3 Construction Plans	2 /3 /2004
S-008-03	Norge-Fenton Mill BLA	2 /17/2004
S-092-03	Plat of Subdivision and BLA Ford's Colony	2 /25/2004
S-109-03	Eagle Tree Farms Lot 13 Resubdivision	2 /20/2004
S-114-03	New Town - Block 2, Parcel F	2 /2 /2004
S-005-04	Monticello Woods BLA Lots 6, 7 & 8	2 /3 /2004
S-010-04	Ford's Colony - Sec. 10, Lot 118 BLA	2 /23/2004

**D. EXPIRED****EXPIRE DATE**

## **AGENDA**

### **DEVELOPMENT REVIEW COMMITTEE**

**February 25, 2004**

4:00 p.m.

JAMES CITY COUNTY GOVERNMENT COMPLEX

Conference Room, Building E

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1. Roll Call
2. Minutes
  - A. Meeting of February 2, 2004
3. Consent Items
  - A. JCC Communications Towers
  - B. S-006-04/SP-009-04 Colonial Hertiage Ph. 1, Sect 3 and 3A
4. Cases
  - A. SP-129-03 Busch Gardens Oktoberfest Expansion
  - B. Brandon Woods Temporary Sign
  - C. SP-003-04 WindsorMeade Villas
  - D. SP-004-04 WindsorMeade – Windsor Hall
  - E. C-007-03 New Town Shared Parking
  - F. SP-139-03 New Town Block 8, Phase 1
  - G. SP-140-03 Pocahontas Square
  - H. S-002-04 The Settlement at Monticello
  - I. S-098-03 Stonehouse Glen, Section1
5. Adjournment