

**MINUTES**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**Building A Large Conference Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**June 20, 2018**  
**4:00 PM**

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**A. CALL TO ORDER**

Mr. Rich Krapf called the meeting to order at 4:00 p.m.

**B. ROLL CALL**

Present:

Rich Krapf, Chair  
Danny Schmidt  
Frank Polster  
Jack Haldeman

Staff:

Jose Ribeiro, Senior Planner  
Tom Leininger, Planner  
Marion Paine, Assistant Administrator Neighborhood Development  
John Risinger, Community Development Assistant  
Nancy Ellis, Parks and Recreation Administrator

**C. MINUTES**

1. May 23, 2018 Meeting Minutes

Mr. Jack Haldeman made a motion to approve the minutes.

The minutes were approved by a vote of 4-0.

**D. OLD BUSINESS**

There was no old business.

**E. NEW BUSINESS**

1. C-0038-2018. Chickahominy Riverfront Park Improvements

Mr. Rich Krapf opened the discussion.

Mr. Jose Ribeiro presented the Chickahominy Riverfront Park Improvements. He stated that the proposal was to build a second boathouse and relocate the recreational vehicle (RV) and boat storage area. He stated that the Master Plan was approved in 2009. He stated that according to the Special Use Permit (SUP), improvements on the site should be generally located as shown on the Master Plan. He stated that before a site plan can be turned in, approval must be made by the Development Review Committee (DRC) to determine the consistency with the Master Plan. He stated that the existing boathouse is leased by the

College of William & Mary, and that the second boathouse is needed to accommodate the Williamsburg Boat Club and the general public. He stated that the proposed boathouse will be built next to the existing boathouse. He stated that the existing boathouse is not built in the location determined by the Master Plan due to the Resource Protection Area Buffer. He stated that the location of the RV and boat storage area was already in place before the County acquired the property. He stated that the Master Plan does not show the RV and boat storage area. He stated that staff finds the proposal consistent with the adopted Master Plan and the Shaping Our Shores Report. He stated that if the DRC finds the proposal consistent, a spill prevention plan shall be submitted with a site plan.

Mr. Jack Haldeman asked if the proposal is considered redevelopment.

Mr. Ribeiro confirmed. He stated that certain SUP conditions are triggered depending on the type of development.

Mr. Frank Polster asked if the location that is designated for the RV and boat storage is the same location as the water treatment plant.

Ms. Nancy Ellis stated that the RV and boat storage area is considered temporary and can be adjusted to accommodate the water treatment facility.

Mr. Polster stated that the James City Service Authority has completed a study and it was approved by the United States Army Corps of Engineers.

Ms. Ellis stated that the Master Plan would need to be updated to show the location of the facility because it is not on the approved Master Plan. She stated that the desired location of the RV and boat storage is in its original location when the County acquired the land. She stated that the park can accommodate a water treatment facility.

Mr. Polster stated that there is a substantial amount of sea-level rise projected in the park. He stated that the boat dock is located in the RPA and would be subject to sea-level rise. He stated that the location of the proposed boathouse would be in the RPA.

Ms. Ellis stated that the boat dock is already existing. She stated that the proposal is to add an accessible area to the dock. She stated that Mike Woolson of Stormwater and Resource Protection found the proposed location of the boathouse an acceptable area.

Mr. Polster asked if the boat dock is new or updated.

Ms. Ellis stated that the dock will be extended and be combined with the kayak launch site.

Mr. Danny Schmidt asked if the dock is a floating dock.

Ms. Ellis confirmed and stated that it is similar to the dock at the marina.

Mr. Schmidt asked if there will be a fence around the RV and boat storage area.

Ms. Ellis confirmed.

Mr. Schmidt asked if the landscape buffer will hide the RV and boat storage area from the Virginia Capital Trail.

Mr. Ribeiro confirmed.

Ms. Ellis stated that the park's desire is to have the RV and boat storage area screened and

fenced.

Mr. Ribeiro stated that when the site plan is submitted the buffer will be reviewed.

Mr. Krapf asked if the new boathouse will generate revenue.

Ms. Ellis stated that it depends on how the contract is structured. She stated that the lease agreement with the College of William & Mary is a 10-year lease. She stated that each agreement Parks & Recreation does with a private organization is different. She stated that there are discussions in the early stages regarding the contract with the Williamsburg Boat Club.

Mr. Krapf asked if there were any further questions.

There were none.

Mr. Polster made a motion to approve the proposal.

The motion passed 5-0.

2. C-0025-2018. Forest Heights/Neighbors Drive Rezoning Amendment

Mr. Krapf opened the discussion.

Mr. Ribeiro presented the Forest Heights/Neighbors Drive Rezoning Amendment. He stated that the rezoning in 2011 included 64 parcels. He stated that the zoning went from R-2, general residential to MU, mixed use with proffers. He stated that the rezoning adjusted property lines and included additional right-of-way. He stated that the original Master Plan dedicated 27 acres to residential. He stated that the remaining 20 acres was dedicated to a new Salvation Army facility. He stated that the Salvation Army is no longer part of the proposal. He stated that the applicant has proposed 46 multi-family units and some commercial facilities. He stated that the application was brought to the DRC for discussion purposes and there is no action required from the Committee.

Mr. Krapf asked if there were any studies done regarding the impact the proposal would have on schools and traffic.

Mr. Ribeiro stated that there had not been a study done.

Mr. Chase Grogg, Landtech Resources, stated that the Salvation Army property was included in the original traffic study. He stated that the site was listed as apartments and other residential living.

Mr. Doug Harbin, Wayne Harbin Builders, stated that the traffic study stated an addition of 12 lots, 24 units of townhomes and 26 apartment units.

Mr. Danny Schmidt asked how many total units were proposed in the original Salvation Army location.

Mr. Grogg stated 62 units.

Mr. Schmidt stated that the new proposal has fewer units than originally proposed.

Mr. Haldeman asked if there is any affordable housing proposed.

Mr. Harbin stated that workforce housing is proposed.

Mr. Haldeman asked if there will be a new entrance to Richmond Road.

Mr. Grogg stated that there will not be a new entrance and that the entrance from the original Master Plan is through the current residential area.

Mr. Haldeman asked if there will be two entrances connecting to the current residential area.

Mr. Grogg confirmed.

Mr. Haldeman asked if there were any plans for the vacant lands next to the Salvation Army.

Mr. Grogg stated that the parcels are owned by private ownership and are not part of the proposal.

Mr. Haldeman asked if the proffers from the original rezoning remain.

Mr. Harbin stated that there will be a proffer amendment regarding the Salvation Army property. He stated that there is a possibility of cash proffers.

Mr. Ribeiro stated that staff will need to check with the County Attorney's office regarding the ability to accept cash proffers. He stated that under current Ordinances, the County cannot accept cash proffers, but this project was approved before the legislation changed. He stated that there is a possibility to amend the current proffers.

Mr. Krapf stated that the Stonehouse Master Plan had a similar situation.

Mr. Polster stated that the road width for Forest Heights Road is narrow. He stated that he is uncomfortable with the locations of the entry and exit locations.

Mr. Harbin stated that they have met with the Virginia Department of Transportation to meet its standards.

Mr. Polster stated that there would be a lot of traffic generated.

Mr. Grogg stated that there can be some modifications made to reduce the amount of parking on the narrow stretches of the road.

Mr. Polster asked if there was a road that would go through the proposed development.

Mr. Grogg confirmed and stated that there will be a road going through the neighborhood.

Mr. Polster stated that he had concerns with the buffering of the neighborhood.

Mr. Harbin stated that there are only six homes and there will be a 25-foot buffer. He stated that the stormwater facilities and common areas will be located between the homes.

Mr. Polster asked about the height of the townhomes.

Mr. Harbin stated that the townhomes will be two-story.

Mr. Polster stated that he has concerns with the neighbors facing the backyards of the current residents. He asked where the drainage will go.

Mr. Grogg stated that the location of drainage has not been determined and that they are going to meet with James City County to help determine that location. He stated that there are existing Best Management Practices (BMP). He stated that they want to utilize existing BMPs as much as possible.

Mr. Polster stated that in the original proffer, there was an agreement on the maintenance on the BMP. He asked if that agreement will continue.

Mr. Ribeiro stated that there has not been a discussion on the specifics of the maintenance of the BMP. He stated that more research needs to be done.

Mr. Polster asked if there is a 50-foot buffer along the front.

Mr. Ribeiro confirmed.

Mr. Polster asked if there has been any research on the specifics on the buffer in regards to height.

Mr. Grogg stated that the research has not been done at this moment.

Mr. Krapf stated that more information will come from the site plan process.

Mr. Grogg stated that a master plan amendment will need to be done first.

Mr. Polster asked if all of the homes will be affordable.

Mr. Harbin stated that he wants to make most of the homes affordable. He stated that the company he works for has experience working with affordable housing.

Mr. Schmidt stated that he had concerns with the buffers and elevation differences.

Mr. Krapf opened the meeting to the public for additional comments.

1. Ms. Mildred Walker, 897 Tyler Drive, stated that she had concerns about the entrance being narrow.

2. Mr. Gary Moore, 158 Forest Heights, stated that he lives near the entrance of the new development. He stated that his concern is the traffic generated.

Mr. Harbin stated that he wants to have a community meeting as plans are being developed.

Mr. Ribeiro stated that for Mixed-Use Zoning, a single use cannot take up more than 80% of a property. He stated that the Mixed-Use Zoning allows for more flexibility of lot lines.

Mr. Krapf stated that he would like to see the assisted living facility be part of the proposal.

Mr. Moore asked if the residential homes north of the Salvation Army property would be included in any future development.

Mr. Harbin stated that since the lots are privately owned, they would need to sell off the lots before any new development could be done.

Mr. Grogg stated that the property lines would need to be realigned as well.

Mr. Schmidt asked if there are any plans to reach out to the neighbors north of the proposal.

Mr. Harbin stated that there is a lot of construction debris and there is large drop-off in this area.

Mr. Polster stated that there are lots owned by the County that can be developed in the future.

Ms. Marion Paine stated that there is an agreement with Housing Partnerships to build on the four lots in Forest Heights. She stated that the timeline has not been determined.

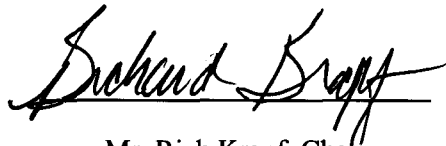
Mr. Krapf asked if there were any further comments.

There were none.

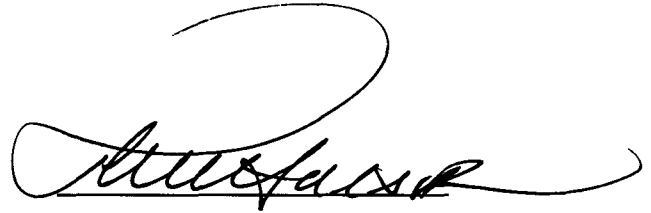
**F. ADJOURNMENT**

Mr. Haldeman made a motion to adjourn the meeting.

Mr. Krapf adjourned the meeting at 4:45 p.m.



Mr. Rich Krapf, Chair



Mr. Paul Holt, Secretary