

**MINUTES**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**Building A Large Conference Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**January 22, 2020**  
**4:00 PM**

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**A. CALL TO ORDER**

Mr. Frank Polster called the Development Review Committee (DRC) meeting to order at 4 p.m.

**B. ROLL CALL**

**Present:**

Frank Polster, Chair  
Jack Haldeman  
Danny Schmidt

**Absent:**

Odessa Dowdy

**Staff in Attendance:**

Ellen Cook, Principal Planner  
Thomas Wysong, Senior Planner  
Juan Carlos Morgado, Stormwater and Resource Protection  
Katie Pelletier, Community Development Assistant

**C. MINUTES**

1. November 20, 2019 Meeting Minutes

Mr. Polster asked if there were any comments regarding the minutes.

Mr. Jack Haldeman made a motion to Approve the November 20, 2019 minutes. The minutes were approved by a unanimous voice vote of 3-0.

**D. OLD BUSINESS**

There was no old business.

**E. NEW BUSINESS**

1. C-19-0073. 2822 and 2896 Forge Road

Mr. Thomas Wysong addressed the Committee and stated that Mr. Hawley Smith has applied for an exception to Section 19-73 of the Subdivision Ordinance, which requires for all minor subdivisions of three or more lots to limit direct access from the existing road to one shared driveway.

Mr. Wysong said Mr. Smith is proposing to modify the driveway access for this subdivision that was recommended by the DRC and approved by the Planning Commission in November 2019, which permitted one shared driveway between "New Parcel 1" and "New Parcel 2" and one driveway to serve "New Parcel 3."

Mr. Wysong stated that in this proposal, "New Parcel 2" would share access with the existing driveway on the Boelt property via a 50-foot by 50-foot access easement. He noted, per the original DRC recommendation, the driveway approved for "New Parcel 1" would remain in place, as well as the driveway approved for "New Parcel 3" (with the understanding that the applicant hopes to access this parcel in the future via a shared driveway with the Martin Farm Estates neighborhood).

Mr. Wysong said staff continues to find that the request does not meet the required exception criteria in the Ordinance. He said, for this reason, staff recommends the DRC recommend denial of the exception request to the Planning Commission. However, he noted that when compared with the exception request previously approved by the DRC, staff finds this proposal does help achieve the intent of reducing the number of driveways along Forge Road by permitting a maximum of two new driveways, which is the outcome achieved by the previous DRC recommendation.

Mr. Wysong stated that should the DRC be inclined to consider approving an exception to the Ordinance, staff recommends that the DRC consider requiring the shared driveway for the Boelt property and "New Parcel 2" be built to the standards specified in Section 19-73 (b) of the Subdivision Ordinance.

Mr. Wysong stated that he and Mr. Smith, attending the meeting by phone, were available for any questions.

Mr. Haldeman asked Mr. Smith if he had considered having the driveway for Parcel No. 1 go to the right and connect to the Boelt driveway.

Mr. Smith replied they envisioned direct entry and preferred a straight driveway approach to the home site for that lot.

Mr. Polster asked about the shared driveway requirements for minor subdivisions and whether the impervious surface would increase.

Mr. Juan Carlos Morgado replied the shared driveway should be paved.

Mr. Wysong read (b) of Section 19-73, "such driveway shall have a paved surface at least ten feet wide consisting of 2 inches of pavement over 4-6 inches of stone aggregate."

Mr. Danny Schmidt asked Mr. Smith if he preferred to put in a gravel driveway.

Mr. Smith said yes, he preferred stone aggregate for stability, but not to pave the driveway.

Mr. Morgado stated that, from a Stormwater perspective, there is no difference between a gravel or paved surface and that both are considered 100% impervious, because over time gravel compacts the soil. He said a gravel driveway would require more maintenance.

Ms. Ellen Cook noted the driveway is perpendicular to Forge Road and either type of surface would create the same amount of impervious surface area. She said the staff recommendation is to adhere to the Subdivision Ordinance as much as possible.

Mr. Polster noted exceptions have been made. He asked if there were additional questions for the applicant or other discussion items from the Committee.

Mr. Schmidt said that given the rural character of the area and the addition of only one new driveway, he would approve the applicant's preference for either a gravel or paved driveway.

Mr. Polster asked for a motion.

Mr. Smith asked if the option for gravel or pavement could be included in the motion. He said Mr. Boelt's gravel driveway is well-established and serving the area quite well.

Mr. Jack Haldeman motioned to recommend Approval of Case No. C-19-0073, 2822 and 2896 Forge Road, with proposed modifications to the previously approved driveway access and either a gravel or paved driveway.

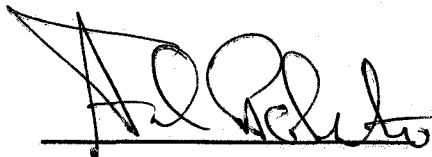
The motion was approved by a unanimous voice vote of 3-0.

**F. ADJOURNMENT**

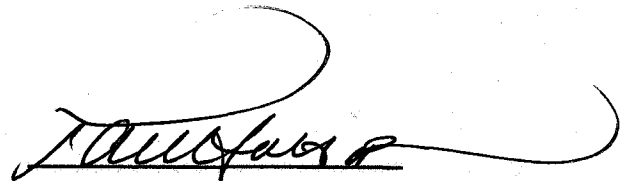
Mr. Polster thanked everyone for attending the meeting.

Mr. Haldeman motioned to Adjourn the meeting.

Mr. Polster adjourned the meeting at 4:15 p.m. after a unanimous voice vote of 3-0.



Mr. Frank Polster, Chair



Mr. Paul Holt, Secretary