

**MINUTES**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**Building A Large Conference Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**January 19, 2022**  
**4:00 PM**

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**A. CALL TO ORDER**

Ms. Barbara Null called the Development Review Committee (DRC) meeting to order at 4 p.m.

**B. ROLL CALL**

**Present:**

Barbara Null, Chair  
Frank Polster  
Rob Rose

**Absent:**

Rich Krapf

**Staff in Attendance:**

Josh Crump, Principal Planner  
Thomas Wysong, Senior Planner  
John Risinger, Planner  
Suzie Yeats, Planner  
Katie Pelletier, Community Development Assistant

**C. MINUTES**

1. November 17, 2021 Meeting Minutes

Mr. Rose motioned to Approve the November 17, 2021, DRC meeting minutes.

On a voice vote, the Motion passed 3-0.

2. December 15, 2021 Meeting Minutes

Mr. Rose motioned to Approve the December 15, 2021, DRC meeting minutes.

On a voice vote, the Motion passed 3-0.

**D. OLD BUSINESS**

There was no old business.

**E. NEW BUSINESS**

1. C-21-0099. Stonehouse Tract 10A Conceptual Plan

Mr. Wysong stated that Mr. Jeff Huentelman submitted a conceptual plan showing the layout of "Tract 10A" for the Stonehouse development. He noted the proposal is for new construction of 200 residential units, consisting of 80 single-family homes: 18 units that are attached residences with two to four units; 54 units that are attached residences with more than four units and fewer than three stories; and 48 units that are attached residences with

more than four units and are three stories or more.

Mr. Wysong stated that Proffer No. 10, approved by the Board of Supervisors on November 12, 2019, per Case No. Z-19-0010, requires a conceptual plan to be submitted to the Planning Director and the DRC for review at least 60 days prior to submittal of a development plan for the tract. He said the purpose of this review is to determine general consistency with Zoning Ordinance requirements, the adopted master plan, and other applicable County policies.

Mr. Wysong said that staff had reviewed and analyzed the conceptual plan accordingly, and that staff found the following favorable factors: (1) this conceptual plan complies with the approved master plan for Stonehouse, aligning with the land use designations, maximum units permitted, and permitted density for Tract S; (2) this conceptual plan layout complies with the zoning requirements for Planned Unit Development - Residential (PUD-R) and the majority of applicable proffers; (3) the conceptual plan layout complies with other applicable County policies, which were evaluated during the course of the 2019 rezoning and master plan and proffer amendment for Stonehouse (Case Nos. Z-18-0002, MP-18-0002, and Z-19-0010); (4) the proposed units proposed for this conceptual plan comply with the unit caps proffered for the Stonehouse development; and (5) the conceptual plan complies with the approved proffers applicable to Tract 10A.

Mr. Wysong added one small note. He said this conceptual plan identifies the single-family homes as two stories. He said the applicant emailed staff a revised plan that identifies these units as being either two or three stories. Mr. Wysong said this is permitted and does not change staff's analysis.

Mr. Wysong said staff found no unfavorable factors in the review and recommends that the DRC finds the proposed conceptual plan to be generally consistent with the Zoning Ordinance, adopted master plan, adopted proffers, and other applicable County policies.

Mr. Wysong stated that he would be more than happy to answer any questions. He said Ms. Melissa Venable from the applicant team was also on the call.

Mr. Rose asked about the revision for a three-story option.

Mr. Wysong asked Ms. Venable to address the question regarding the change in the number of stories.

Ms. Venable thanked the Committee for its time and consideration and said she works for Land Planning Solutions. Ms. Venable said the three-story option would have a two-car garage on the ground floor, with two floors of living space above it. She said they hoped to have that flexibility for the small footprint single-family homes.

The Committee agreed it was a good use of space.

Ms. Null asked if there were any other questions for staff or the applicant or discussion regarding the application.

Mr. Polster said that while he finds this application conforming, he does have concerns about the cumulative impact and timing of these multiple Stonehouse tract applications, and which will trigger which associated proffer. He said he would like to tell concerned residents in that area what to expect with regards to traffic improvements.

Mr. Wysong said that staff can provide information on the unit counts that will trigger any proffers, but it is unknown which tract development plan will come in first. He said the unit

counts trigger the proffers only when the development plans are approved.

Mr. Polster thanked him for the explanation and clarification.

Mr. Tim Culpepper was also on the call and said he was from Robinson Development Group representing the Principal Ownership Group for Stonehouse. Mr. Culpepper stated that they understand the transportation proffers and requirements for signal justification reports and traffic studies that are throughout the process based on unit counts. He said Land Bay 5, which they do not own, did trigger a signal justification report, and it required a signal be placed at Route 30 and Fieldstone Parkway. Mr. Culpepper stated that, outside Land Bay 5, their company will be responsible for full development of all the remaining units at Stonehouse and for compliance with associated Stonehouse proffers. He said they know the proffers are based on unit counts, and as they submit civil design plans for review, they will comply with the report and study requirements and proffered obligations.

Mr. Polster thanked him for addressing the concerns.

Mr. Culpepper said they are aware of the needs for improvements based on the continued development of Stonehouse, hopefully simplified by now having only one group moving forward for implementation.

Mr. Polster said he also welcomes anything that will slow the speed of traffic in that area as well.

Mr. Culpepper noted the installation and timeline of traffic calming measures and improvements also requires Virginia Department of Transportation concurrence.

Mr. Wysong asked which tract they wish to submit first.

Mr. Culpepper replied they will start development of the first tract approved by the County. He said they may likely be under development at the same time, and they are aware that surety bonds will be required.

Mr. Wysong thanked him for the reply.

Ms. Null asked if there were any other questions or a Motion.

Mr. Polster motioned that the DRC finds the proposed conceptual plan to be generally consistent with the Zoning Ordinance, adopted master plan, adopted proffers, and other applicable County policies.

On a voice vote, the Motion passed 3-0.

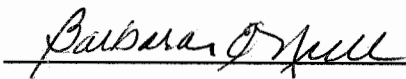
Mr. Wysong thanked everyone for attending the meeting.

Mr. Crump introduced the new Planner, Ms. Yeats, to the Committee.

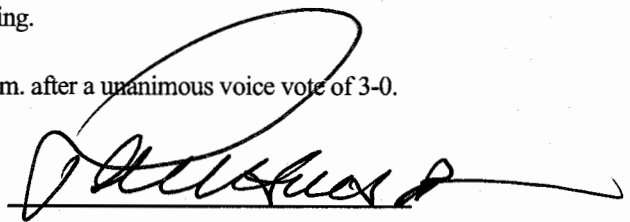
## F. ADJOURNMENT

Mr. Polster motioned to Adjourn the meeting.

Ms. Null adjourned the meeting at 4:30 p.m. after a unanimous voice vote of 3-0.



Ms. Barbara Null, Chair



Mr. Paul Holt, Secretary