

**MINUTES**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**BUILDING A LARGE CONFERENCE ROOM**  
**101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185**  
**June 18, 2025**  
**4:00 P.M.**

---

**A. CALL TO ORDER**

Mr. Polster called the meeting to order at approximately 4 p.m.

**B. ROLL CALL**

**Committee Members Present:**

Frank Polster, Chair  
Steve Rodgers  
Scott Maye  
Jack Haldeman

**Staff Present:**

Tom Leininger, Principal Planner  
Will Albiston, Planner  
Sarah Propst, Principal Planner  
Hannah Hunnicutt, Administrative Coordinator

**C. MINUTES**

1. Minutes of the May 21, 2025, Regular Meeting

Mr. Haldeman made a motion to Approve the Minutes.

On a voice vote, the Committee approved the Minutes of the May 21, 2025, Regular Meeting.  
(4-0)

**D. OLD BUSINESS**

There was no old business.

**E. NEW BUSINESS**

1. S-24-0048. Lovett 64 Commerce Center Subdivision Exception Request

Mr. Tom Leininger, Principal Planner, stated that Ms. Alaine Barkley with Kimberly-Horn and Associates, Inc. had submitted a subdivision exception request in accordance with Section 9-18 to allow for a cul-de-sac street in excess of 1,000 feet for a subdivision of 275 Old Stage Road, 9211 Old Stage Road, 301 Old Stage Road, and 9400 Barnes Road. Mr. Leininger further stated that per Section 19-54 of the Subdivision Ordinance, all cul-de-sac streets must not exceed 1,000 ft. The proposed road for Phase 1 is approximately 2,395 ft and the final length after the phasing as shown on the Master Plan would come out to approximately 5,040 ft. Mr. Leininger noted that Section 19-18 of the Subdivision Ordinance provided five criteria that were detailed in the Staff Report. The proposed length of the road did not receive any objection from the Virginia Department of Transportation (VDOT) or the Fire Department, the proposed roadway was reviewed by staff and incorporated into the binding master plan, the approved Traffic Impact Analysis (TIA), adopted proffers, and in the approved development plans that had recently been approved. The Proffers prohibit any connection for vehicle traffic to Barnes Road; however, it could be allowed to be used as a connection for emergency vehicles. Mr. Leininger noted that staff found the proposed roadway ending in a cul-de-sac in excess of a 1,000 ft would not be

detrimental to the public safety, health, or welfare, it would not inadvertently affect the properties of others, as it was consistent with the adopted Master Plan, the adopted proffers, and the approved TIA for the development that was approved by the Board of Supervisors, additionally emergency access would have the ability to connect from Barnes Road. Mr. Leininger stated that there was no objection by the Fire Department or from VDOT and the site plan for the development had received final approval. Mr. Leininger noted that staff recommended that the Development Review Committee (DRC) recommends approval of this exception request to the Planning Commission.

Mr. Rodgers asked if there were no objections from the Fire Department or VDOT, why is there a 1,000-foot limit for other situations and how it is decided whether it is an issue.

Mr. Leininger noted that it is typically an emergency service issue, where if the limit exceeded 1,000 feet, then only one connection from a major road would be extended 1,000 feet back from emergency services. Mr. Leininger stated that one thing with this development there will be hydrants placed along the spine road that is being proposed, not wanting to create a situation where the Fire Department is driving a long distance down a single road to get to some sort of emergency. Mr. Leininger further stated that one benefit with the proffers that were approved is that emergency access can come from Barnes Road to get to this site when it is fully developed rather than travelling down the entire spine road to get to the end of it.

Mr. Haldeman asked if the Barnes Road access solved the 1,000-foot requirement issue.

Mr. Leininger stated that between the Barnes Road emergency access and the Fire Department's approval of the amount of fire hydrants proposed in the site plan which was approved in January.

Mr. Haldeman asked if the DRC did not allow for the Barnes Road access for emergency access or let the site plan go past a 1,000-foot, would there be a project.

Mr. Leininger agreed with the statement.

Mr. Polster asked if in the original conditions that the Master Plan was approved, the entrance of the Fire Department was a part of that.

Mr. Leininger agreed.

Mr. Rodgers asked if it would just look like flat dirt where there would be no trees, and if there was an existing road.

Mr. Leininger noted that the part of the road was not in the original site plan and that it would be a part of the final Phase 2 of the site plan that would show the actual access between Barnes Road and the spine road. It would need to be accessible for all emergency access vehicles with 82,000 pounds, which is the largest truck. Mr. Leininger stated that it would have to sustain emergency vehicles travelling and that the road would not crumble or turn into mud and must meet all Fire Code requirements.

Mr. Polster asked if there is a proposed gate and if the Fire Department would have access.

Mr. Leininger stated that there will be a Knox Box where the Fire Department will have access to the box and then the box will have a key to the gate. Mr. Leininger also noted that if the developer and the Fire Department wanted to work out a situation where the Fire Department just has a key to the gate. Mr. Leininger noted Fire Marshal Joe Davis stated the Fire Department was open to the option that worked best for the developer at the site, adding that generally locked access would be implemented for the road.

The applicant did not wish to give a presentation.

Discussion ensued.

Mr. Haldeman made a motion to Approve.

On a voice vote, the Committee voted to approve the subdivision exception. (4-0)

2. C-25-0026. 494 McLaws Circle Sheetz Convenience Store with Fuel

Mr. Will Albiston, Planner, stated that Mr. Tim Trant from Kaufman & Canoles, P.C., had submitted a conceptual plan for redevelopment of 494 McLaws Circle to construct a convenience store with vehicular fuel sales. Mr. Albiston noted that the proposal would require a Special Use Permit (SUP). Mr. Albiston stated that the parcel is approximately 2.75 acres, currently zoned M-1, Limited Business/Industrial District, and designated Mixed Use on the Comprehensive Plan. Mr. Albiston further stated the parcel is within the Routes 60, 143, 199, Interchanges Mixed Use Designation and the section of Pocahontas Trail, which the parcel is adjacent to, is an Urban/Suburban Community Character Corridor. Mr. Albiston noted that the applicant had requested this item be placed on the DRC Agenda in order to discuss the project and seek input and questions from the DRC members prior to submitting the SUP. Mr. Albiston noted that no action by the DRC was required at the meeting.

Mr. Haldeman asked what the distance between the end of the exit ramp from Route 199, eastbound exit ramp to the entrance of the first right-hand turn into the Sheetz.

Mr. Polster stated that it was 417 feet.

Mr. Albiston noted that it would require an alternative access management exception request, which would go to VDOT and would happen during the SUP review.

Discussion ensued.

The applicant's representative, Mr. Trant, gave a presentation that detailed the applicant's plan and inquired about any concerns for the SUP application.

Mr. Haldeman asked if the exception was for the McLaws Circle intersection.

Mr. Jason Grimes, Vice President of AES, indicated it was the right-in only access from Pocahontas Trail.

Discussion ensued.

Mr. Polster noted concerns for the right-in only access into the Sheetz due to similarities with the Wawa in Lightfoot, which caused heavy traffic issues and improper use of the right-out.

Mr. Grimes asked if the DRC had input regarding the Mobile Pickup Order Board.

Mr. Trant asked Ms. Olivia Beck, Sheetz Design Team, if the Mobile Pickup Order Board would have any sound or speaker.

Ms. Beck responded no.

Discussion ensued.

Mr. Maye stated that he would be inclined to support the project.

Mr. Haldeman noted that he would be inclined to support the project.

Mr. Rodgers shared support for the project.

Mr. Trant asked Mr. Polster for clarification of his concerns for access onto Pocahontas Trail.

Mr. Polster noted that he approved of the project; however, he did not approve of the exception.


**F. ADJOURNMENT**

Mr. Haldeman made a motion to Adjourn the meeting.

On a voice vote, the meeting was adjourned at approximately 4:30 p.m.



Frank Polster, Chair



Tom Leininger, Secretary