

**MINUTES**

**JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**REAL ESTATE HOLDINGS COMMITTEE MEETING**

**101 D Mounts Bay Road, Williamsburg, VA 23185**

**June 21, 2018**

**8:30 AM**

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**A. Call to Order**

Mr. Odle called the meeting to order at 8:32 a.m.

**ADOPTED**

**JUL 19 2018**

**B. Roll Call**

Robin Bledsoe  
Robin Carson  
Christopher Odle, Committee Chair

Amy B. Jordan, EDA Secretary  
Teresa J. Fellows, EDA Recording Secretary  
Kate Sipes, Assistant Director, Office of Economic Development

**C. Committee Discussion**

Ms. Jordan began the discussion by updating the Committee on the stage of each of the parcels owned by the Economic Development Authority (EDA) in the James River Commerce Center (JRCC).

Mr. Odle asked about the status of fiber optics being run to the JRCC. He asked if easements should be set aside while working on the completion of Columbia Drive.

Ms. Jordan stated that staff had received quotes for installing fiber to the park, and that was probably something that should be added to the Priorities spreadsheet. She stated that the installer said it could be done in four to six months, as they already have the route set up, but it would be more cost effective if there was a user in mind. She believed it should be listed under Parcel A on the Priorities with a user being the trigger.

Mr. Odle stated that prior to turning over roads to Virginia Department of Transportation (VDOT), routes and easements should already be established and agreed to so that we do not have to go back and do it later.

Ms. Jordan discussed the possible routes of getting fiber to JRCC and the quotes associated with each possibility.

Ms. Jordan also noted that she met with the Planning Department last week to discuss the JRCC rezoning and the proffers associated with the rezoning. In those proffers, there was a trigger for a stoplight at the intersection of Route 60 and Endeavor Drive coming into the park. She stated that she met with Mr. Porter as well and believed this was a project that needs to put into the Capital Improvement Plan (CIP) as soon as possible. There was some discussion of whether or not to extend the current streetscape plan, which stops at James River Elementary, on to the JRCC Park. Ms. Jordan believed that the completed square footage trigger was almost upon us for having to build the traffic light.

Ms. Bledsoe questioned for clarity that as the property owner, the County had the responsibility for the traffic light.

Ms. Jordan stated technically that responsibility came with the parcels that were purchased from the Colonial Williamsburg Foundation.

General discussion ensued about the connectivity between JRCC and Greenmount Industrial Park and the benefits of multipurpose trails versus sidewalks.

Ms. Jordan stated that additional conversations need to be had with Planning about the traffic light and potential streetscape combination; and the traffic light necessity needs to be added to the Priorities spreadsheet under Parcel A because the process needs to get started.

Ms. Jordan gave the Committee a more in-depth update on the drainage improvements necessary on the three lower parcels. The different efforts to clear the parcels over the years were not graded properly and had caused more harm; fixing the drainage issues and restoring the water flow back to the Best Management Practice would add developable acreage to the sites.

Ms. Carson asked if the contract with Vanasse Hangen Brustlin Inc. (VHB) was a quick fix or was it a long term solution.

Ms. Jordan stated that VHB was working to fix the drainage for good, but it could be another year before the land dried out and were able to move forward with getting it pad ready. She stated that the back portion of Parcel B was not too bad.

General discussion ensued regarding the BASF property and potentially getting connectivity access with BASF Drive.

Ms. Jordan stated that the Committee could go ahead and pursue some concepts for the back portion of Parcels B and C, but we need to figure out how to get some connectivity back there.

Ms. Carson clarified that once Columbia Drive was done, that Parcel A would pretty much be done and ready to be developed.

Ms. Jordan stated correct. She noted that while focusing on Parcel A, we should be fixing these other issues on Parcels B, C, and D.

The question was raised about the status of the archaeological site shown on Parcel C.

Ms. Jordan stated that a similar archaeological site was on the Coresix property and they were allowed to pave over the site with asphalt. She said that we would need to have a discussion with Colonial Williamsburg about the archaeological site and see what we will be allowed to do. She stated that she could add it to the spreadsheet as a task if the Committee thinks it is necessary.

Ms. Carson asked if that would be covered under the Environmental Phase I & II, Cultural Resource Study, listed on the spreadsheet.

Ms. Jordan stated yes.

Ms. Bledsoe stated that with the drainage improvements, whatever is done needs to be done correctly and permanently, even if that means slowing down another task on the list.

The rest of the Committee agreed.

Ms. Jordan stated that staff recommends revisiting the current site plan for Parcel A. Once Columbia Drive is accepted by VDOT, then Parcel A can be formally subdivided off from Parcel B. An updated site plan and architectural plan needs to be done. The original site plan only shows an 80,000-square-foot building and it does not show the potential for expansion. Staff would like to see the site plan show that the building could be expanded up to 120,000 square feet. If the Committee approves, the next step will be to get quotes to revise the site plan.

Mr. Odle stated that there were several local engineering firms that could be utilized.

Ms. Jordan stated perhaps staff should contact firms that were already familiar with the site as a way to minimize costs. She stated that if everyone was agreeable then staff would begin making those contacts for the preliminary site plan amendment.

Ms. Bledsoe stated that in summary, the focus right now is the drainage improvements and then starting the site plan amendment process.

Mr. Odle stated that he would rather see three different conceptual site plans done which would address the different types of uses that could be done on the property. For example, if the user was a standard distribution/warehouse type user, then the building could be situated this way on the site with capacity for trucks. On the other hand, if the user was a cross-dock user, then the building would need to be moved to the center of the site with loading and unloading on each face. Finally, if the user was a manufacturer with more employee parking and less truck access, then the building could be situated differently with space for offices.

General discussion ensued about the different building options.

Ms. Jordan stated that through this preliminary site plan process we could have the firm develop three different conceptual plans.

The Committee agreed that was probably the best way to move forward with Parcel A's preliminary site plan.

Ms. Carson asked if the Committee could schedule a standing meeting.

The Committee agreed to set their reoccurring meeting for the 3<sup>rd</sup> Thursday of the month at 8:30 a.m. in the Conference Room located in the Office of Economic Development.

#### **D. Adjourn**

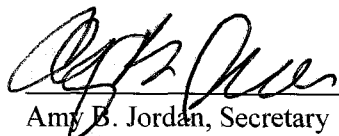
1. Adjourn until July 19, 2018, at 8:30 a.m., for the next Committee Meeting

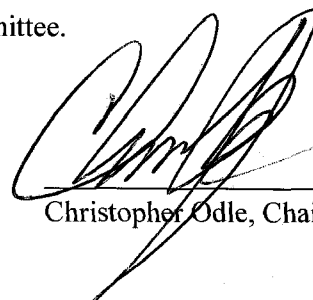
A motion to Adjourn was made by Robin Bledsoe, the motion result was Passed.

AYES: 3 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Bledsoe, Carson, Odle

At 10:00 a.m., Mr. Odle adjourned the Committee.

  
Amy B. Jordan, Secretary

  
Christopher Odle, Chair