

Planning Commission Agenda

March 5, 2001, 7:00 p.m.

1. Roll Call

2. Minutes -February 5, 2001

3. Development Review Committee Report

4. Policy Committee Report

5. Public Hearings

A. Case No. Z-6-00. Loulynn Acres (Chesapeake Bank)

Mr. Vernon Geddy, III, has applied on behalf of Loulynn Acre Associates to rezone approximately 9.9 acres located at **8909 Barhamsville Road** from A-1, General Agriculture, to B-1, General Business, with proffers. Proposed uses include a bank and other commercial, office and retail uses. A special use permit is requested to allow for uses which generate 100 or more additional vehicle trips to and from the site during peak hours. The property is located at the intersection of Barhamsville Road (Route 30) and Old Stage Road, across the street from the Stonehouse Commerce Park, on property more specifically identified as parcel (1-3A) on the James City County Real Estate Tax Map No. (12-1).

B. Case No. Z-1-01. Energy Services Group International, Inc.

Mr. Tom Gillman, Vice President of Energy Services Group and contract purchaser, has applied to rezone 6.23 acres located at 8946 Pocahontas Trail from R-8, Rural Residential to M-1, Limited Business/Industrial, with proffers. The applicant has proposed to relocate their metal fabrication shop to this site in order to allow the existing business located at **8979 Pocahontas Trail** to convert their fabrication shop into office space for other ESG divisions. A 10,000± sq. ft. building is proposed to be constructed on the site. The property can be further identified as Parcel No. (1-10) on the James City County Real Estate Tax Map No. (59-2).

C. Case No. SUP-2-01. JCSA, Route 5 Water Main

The applicant, James City Service Authority, has applied to extend a 12" water main along **Route 5** from an existing line at Powhatan Creek. The proposed line will run along Route 5 to another existing water line at the Williamsburg Community Chapel and have a pressure reduction valve at the entrance to St. George's Hundred. This area is labeled as map number (46-1) and (46-2) on the James City County Real Estate Tax Maps

D. Capital Improvements Program

Consideration of a five-year schedule (Fiscal Years 2002-2006) of improvements for public facilities and water and sewer systems in James City County.

7. PLANNING COMMISSION CONSIDERATION

A. Resolution of Initiation for Zoning Ordinance Amendments

6. PLANNING DIRECTOR'S REPORT

7. Adjournment

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE FIFTH DAY OF FEBRUARY, TWO-THOUSAND AND ONE, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101C MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

- | | | |
|----|-----------------------|--|
| 1. | <u>ROLL CALL</u> | <u>ALSO PRESENT</u> |
| | Martin Garrett, Chair | John Horne, Development Management Manager |
| | Don Hunt | Marvin Sowers, Director of Planning |
| | Wilford Kale | |
| | Joe McCleary | |
| | Joe Poole | |
| | Peggy Wildman | |

2. ELECTION OF OFFICERS AND COMMITTEE APPOINTMENTS

Marvin Sowers stated this was the Commission's Annual Organization Meeting where they elect a Chair and Vice Chair person and then appoint committee members to the Development Review Committee and Policy Committee. Marvin Sowers called for nominations for the position of Chair person. Joe Poole nominated Martin Garrett, seconded by Peggy Wildman. There being no further nominations, the nominations were closed. In a unanimous voice vote, Martin Garrett was elected to serve as Chair of the Planning Commission. Martin Garrett asked for nominations for Vice Chair. Don Hunt nominated Joe Poole, seconded by Wilford Kale. There being no further nominations, the nominations were closed. In a unanimous voice vote, Joe Poole was elected to serve as Vice Chair of the Planning Commission.

Martin Garrett proceeded to make appointments to the committees and asked Wilford Kale to serve as Chair of the Policy Committee with Joe Poole, Joe McCleary, and Don Hunt serving on the committee. He appointed John Hagee to again serve as Chair for the DRC with Peggy Wildman, Joe Poole, and himself also serving on the committee.

3. MINUTES

Upon a motion the minutes of the January 8, 2001, meeting were approved by unanimous voice vote.

4. DEVELOPMENT REVIEW COMMITTEE

Joe Poole gave the DRC report stating the Committee reviewed the Hiden Estates, which was deferred from last month, and noted that all three critical elements were completed and the DRC recommended approval of the case. The DRC also reviewed and recommended approval for the Little Creek Reservoir Kayak Shelter, Kingsmill Rivers Edge, Phase IV, and Scotts Pond, Section Two. The Committee deferred action on Powhatan Village and scheduled a site visit for February 15 at 3:30 pm. In a unanimous voice vote, the DRC report was approved.

5. POLICY COMMITTEE

Wilford Kale stated the Policy Committee met earlier this afternoon and began its review of the County's Capital Improvements Program (CIP). He stated over the next few weeks the committee would be meeting and a presentation would be given to the Commission at its March 5, 2001, meeting.

6. PLANNING COMMISSION CONSIDERATION

POWHATAN CREEK WATERSHED STUDY

Darryl Cook made a presentation to the Commission stating the County hired the Center for Watershed Protection (CWP) to conduct a study on the Powhatan Creek Watershed with an anticipated completion date of July, 2001. He stated at this time, the Watershed Management had not drafted its recommendations for review by stakeholders, staff, the Commission, or the Board of Supervisors. He said the next public stakeholders meeting would be in April in which there would be recommendations, study findings, general impacts on the watershed, impervious cover model, status of impervious cover, and potential tools. He stated the County would suggest the study include delineation of areas of responsibilities of federal and state agencies on a map. He reviewed the Executive Summary of the baseline assessment and the background materials regarding watershed studies with the Commission and said he would be happy to answer any questions of the Commission.

Commission discussion followed, with committee members suggesting the study delineate areas of federal, state, and local responsibilities and address the adequacy of protection under the Chesapeake Bay Ordinance and the extent to which the watershed is, and could be built out in terms of residential units.

POWHATAN CREEK FLOOD / HURRICANE FLOYD

Wayland Bass made a presentation to the Commission on the 100 year flood plain, rainfall events and flood impacts due to Hurricane Floyd on St. George's Hundred and Jamestown 1607; current Flood Plain Management tools; and FEMA maps.

Commission discussion followed on various topics including soil absorption rates, comparisons of other storms with Hurricane Floyd, storm frequency, and possible solutions.

7. PLANNING DIRECTOR'S REPORT

Marvin Sowers asked that the Commission review and approve the attached resolutions for Willafay McKenna which would be presented to her at the March 5, 2001, meeting and for the Initiation of Consideration of Amendments of Sections 24-2, 24-22, 24-43. Buffer Greenbelt and Setback Requirements for Timber Activities.

The Planning Commission unanimously approved the above resolutions.

Marvin Sowers informed the Commission of the upcoming Case No. Z-1-01. Energy Services Group International, Inc. and suggested the members make a site visit prior to the March 5, 2001, meeting.

8. ADJOURNMENT

There being no further business, the February 5, 2001, Planning Commission meeting adjourned at approximately 8:20 p.m.

Martin A Garrett, Chair

O. Marvin Sowers, Jr., Secretary

Rezoning 6-00 and Special Use Permit 28-00

Loulynn Acres

Staff Report for the March 5, 2001, Planning Commission Public Hearing

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

PUBLIC HEARINGS

7:00 p.m., Building C Board Room; County Government Complex

Planning Commission: March 5, 2001
Board of Supervisors: May 8, 2001 (Tentative) 7:00 p.m.

SUMMARY FACTS

Applicant: Mr. Vernon Geddy, III

Land Owner: Loulynn Acres Associates

Proposed Use: Commercial, office and retail uses, including a bank

Location: At the intersection of Barhamsville Road (Route 30) and Old Stage Road. Across the street from the Stonehouse Commerce Park and adjacent to the Burnham Woods Subdivision

Tax Map/Parcel: (12-1)(1-3A)

Primary Service Area: Inside

Parcel Size: Approximately 9.89 acres

Existing Zoning: A-1, General Agricultural

Proposed Zoning: B-1, General Business, with proffers

Comprehensive Plan: Mixed Use

Surrounding Zoning: East: Stonehouse Commerce Park - zoned PUD-C
North: Vacant land - zoned A-1
South: Scattered single family homes on property zoned A-1
West: Burnham Woods subdivision - zoned A-1

Staff Contact: Paul D. Holt, III Phone: 253-6685

STAFF RECOMMENDATION

The applicant has requested deferral of this case until the next regular meeting on April 2, 2001. Staff concurs and recommends deferral.

Paul D. Holt, III

ATTORNEYS AT LAW

515 SOUTH HENRY STREET

POST OFFICE BOX 379

WILLIAMSBURG, VIRGINIA 23187-0379

TELEPHONE: (757) 220-8500

FAX: (757) 229-8342

e-mail: vgeddy@wisdomaker.com

VERNON M. GEDDY, JR.
STEPHEN D. HARRIS
SHELDON M. FRANCK
VERNON M. GEDDY, III
SARANNA B. HICKMAN

February 27, 2001

Mr. Paul Holt
James City County Planning Department
101-E Mounts Bay Road
Williamsburg, Virginia 23185

Re: Rezoning and Special Use Permit
8909 Barhamsville Road

Dear Paul:

On behalf of Chesapeake Bank, I am writing to request that consideration or advertising of this case be deferred until the April Planning Commission meeting to give the applicant time to continue its meetings and work with the neighbors.

Sincerely,



Vernon M. Geddy III

VMG:s

cc: Mr. Ray Hargett
Mr. Marshall Warner
Mr. Robert J. Singley
Mr. Richard A. Costello

**REZONING 1-01. Energy Services Group International, Inc.
Staff Report for the March 5, 2001, Planning Commission Public Hearing**

This report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

PUBLIC HEARINGS Building C Board Room; County Government Center

Planning Commission: March 5, 2001 - 7:00 p.m.
Board of Supervisors: April 10, 2001 - 7:00 p.m.

SUMMARY FACTS

Applicant: Thomas W. Gillman, Vice President of ESG International, Inc.

Landowners: Raymond R. & Marianne Morton and Carleton T. & Judith H. Hall

Proposed Use: Metal Fabrication and Electrical Wiring Shop

Location: 8946 Pocahontas Trail; Roberts District

Tax Map and Parcel No.: (59-2)(1-10)

Primary Service Area: Inside

Parcel Size: ± 6.23 acres

Existing Zoning: R-8, Rural Residential

Proposed Zoning: M-1, Limited Business/Industrial, with proffers

Comprehensive Plan: Low Density Residential

Surrounding Zoning: North: M-2, undeveloped property, BASF rail spur
 South: R-8, single family homes; M-2, Ball Metal, Spray King Wash
 East: R-2, Skiffes Creek Terrace; B-1, Whispering Pines
 West: R-8, Windy Hill Mobile Home Park; B-1, shopping center

Staff Contact: Christopher M. Johnson - Phone: 253-6685

STAFF RECOMMENDATION:

Staff recommends denial of this application. Staff believes that this application is inconsistent with the Low Density Residential land use designation and will encourage further commercial and industrial development on adjacent residentially zoned properties or properties with similar characteristics in the surrounding area. Additionally, this application undermines efforts to locate industrial uses in planned industrial parks in the surrounding area and hinders efforts to provide sites for low to moderate income housing.

Mr. Thomas Gillman, contract purchaser and Vice President of Energy Services Group International, Inc. (ESG), has applied on behalf of property owners Raymond R. Morton, Marianne Morton, Carleton T. Hall and Judith H. Hall to rezone approximately 6.23 acres from R-8, Rural Residential, to M-1, Limited Business/Industrial, with proffers. The property is located at 8946 Pocahontas Trail and can be further identified as Parcel No. (1-10) on James City County Real Estate Tax Map No. (59-2).

Description of Project

ESG was founded in James City County in 1983. It provides technical and financial services for companies in the Mid-Atlantic region as well as specialty metal fabrication for local industrial plants. The company is presently operating in two locations and is hoping to consolidate its operations in the vicinity of its existing headquarters at 8979 Pocahontas Trail. The company proposes to construct a metal fabrication shop approximately 10,000 square feet in size, convert the existing brick residential structure on the site into an office and demolish all other outbuildings on the site at 8946 Pocahontas Trail. When the new fabrication shop is constructed, the existing fabrication shop at 8979 Pocahontas Trail would be converted into additional office space for other ESG divisions.

Economic Development Comments

The James City County Office of Economic Development believes that it is important to the County's economic development program to encourage both the retention and expansion of successful corporate citizens like ESG. Approval of this rezoning request will, according to the applicant, give ESG a financially viable means of expanding its operations in the County near its existing facility. The applicant estimates that the expansion would add an additional \$500,000 capital investment to the existing local real estate tax base. As proposed, the project would not qualify for local James River Enterprise Zone incentives, but the company does plan to apply for a State Enterprise Zone capital investment incentive. This incentive could potentially provide the company with from \$75,000 to \$125,000 in State tax credits, depending on the amount and type of site improvements and construction. While no new jobs are expected to be created immediately as a result of the proposed development, the new facility would be large enough to support additional employees should the company need to expand.

Surrounding Zoning and Development

Windy Hill Mobile Home Park, zoned R-8, Rural Residential, is located to the west of the site. A strip commercial shopping center zoned B-1, General Business, is located in front of Windy Hill and west of the entrance to the site. The property to the east of the site is zoned M-2, General Industrial, and contains the BASF rail spur. Further to the east is the Whispering Pines Mobile Home Park, zoned B-1, and Skiffes Creek Terrace, zoned R-5, Multi-Family Residential. Three single family residential parcels, zoned R-8, are located along Pocahontas Trail in front of the proposed industrial site. Ball Metal and the Spray King Truck Wash, zoned M-2, General Industrial, are located across Pocahontas Trail from the site. James River Commerce Center, zoned M-1, and Skiffes Creek Industrial Park, zoned M-2, are located southwest and southeast of the proposed site across Pocahontas Trail. The current ESG site, zoned M-2, is also located southeast of the site.

While the area surrounding the proposed site contains a mixture of residential, commercial, and industrial development, the majority of the land on the northern side of Pocahontas Trail is zoned and designated as residential property. Windy Hill Mobile Home Park, Skiffes Creek Terrace, and Whispering Pines Mobile Home Park are all moderate density residential developments on the northern side of Pocahontas Trail. Skiffes Creek Village, a proposed apartment complex, is currently being reviewed by staff for the vacant land in front of Skiffes Creek Terrace. The addition of an industrial fabrication shop in the middle of these developments, even at the scale of the proposed facility, is not consistent with the surrounding residential uses. The 6.23-acre site contains ample room to allow for future expansions which could render the use even more in conflict with the surrounding residential developments.

Topography and Physical Features

The 6.23-acre site is largely flat and clear. Skiffes Creek is located approximately 500-feet from the rear of the parcel. The Environmental Director believes that stormwater management can be worked out on the site but will not likely be located where it is shown on the conceptual plan submitted with this application. It will likely be located more to the rear of the site closer to Skiffes Creek. In addition to the abandoned outbuildings, the site currently contains an inoperable vehicle, a boat, car engines, lawnmowers and an abundance of cleared timber and stumps. The applicant has proffered to remove the junk material from the site.

Public Utilities

The residential structure on the site is currently served by an individual well and septic system. The property is located inside the Primary Service Area (PSA) and public water and sewer are available to the site. Any new structures would be required to connect to public water and sewer.

Access

Access to the site is provided by an existing gravel drive from Pocahontas Trail. The Virginia Department of Transportation has recommended that a standard 30-foot commercial entrance be required for this site should the County approve this proposal. The proposed facility will not likely have a substantial effect on the traffic volumes on Pocahontas Trail. Most of the traffic created by the new fabrication shop will reduce the traffic generated at the current ESG site by an equal amount.

Comprehensive Plan

The property is designated Low Density Residential on the James City County Comprehensive Plan Land Use Map. Low Density Residential areas are located inside the PSA where natural characteristics such as terrain and soils are suitable for residential development and public services exist or are expected to be expanded to serve the site over the next twenty years. The Low Density Residential designation allows very limited commercial establishments which compliment the residential character of the area in which they are located. The Comprehensive Plan states that such commercial establishments should be adequately buffered or screened to protect adjacent residential uses and the character of the surrounding area.

The Comprehensive Plan designates Pocahontas Trail from Route 199 to the Newport News border as a Community Character Corridor (CCC). The objective of a suburban or urban CCC is

to ensure that James City County retains a unique character and does not become simply another example of standard development. While the proposed development on the site, as proffered, poses no threat to the visual quality of the urban corridor, the site does contain approximately 160-feet of frontage along Pocahontas Trail. The applicant has proffered several items to preserve the residential appearance of the site from Pocahontas Trail. These proffers include the retention of the existing residential structure, restricting the location of parking areas, and enhancing the existing landscape areas in front of the existing structure with ornamental shrubs and annual flowers that will be maintained year round. Staff believes that these proffers will retain the residential character of the site as viewed from Pocahontas Trail.

Staff does not believe the proposed use is consistent with the Low Density Residential designation for several reasons. First, the site is suitable for residential development and the proposed use is not an example of a very limited commercial use. An industrial metal fabrication shop, no matter how well screened, landscaped, buffered or insulated is not an appropriate land use for a site surrounded by residential uses. The new metal fabrication shop would be in very close proximity to the manufactured homes in the adjacent Windy Hill Mobile Home Park. If the site were to be rezoned, the three residential parcels located immediately in front of the site would be completely surrounded by commercial and industrial uses and would lose any appeal to a prospective buyer for anything other than future commercial or industrial strip development. Currently, there is very limited ability to locate affordable residential housing developments in the County. This site has significant potential for low to moderate income housing given its location between two moderate density residential communities.

Second, there are other appropriately zoned properties more suitable for this type of use in the immediate vicinity, most notably Skiffes Creek Industrial Park. Four lots are still available within Skiffes Creek ranging in size from 1.73 acres to 2.89 acres. These remaining lots are all smaller than the proposed 6.23-acre site; however, the majority of the proposed site will remain undeveloped under the current proposal. Two of the remaining lots in Skiffes Creek are located adjacent to one another and could be combined to form a five-acre site immediately behind and adjacent to ESG's current facility. Staff reviewed and approved a conceptual proposal for a 12,000 square foot building in Skiffes Creek on a 1.72-acre parcel that included 18 parking spaces and a stormwater management facility. While staff recognizes that land acquisition costs for industrial land are greater than those for residentially zoned properties such as the proposed site, staff does not believe that this provides an acceptable argument for permitting industrial development on residentially zoned and designated property. Further, this practice undermines efforts to locate industrial uses in planned parks such as those currently located in the surrounding area.

Third, staff believes that this proposal sets a precedent for future development that is inconsistent with the Comprehensive Plan. Staff is concerned about the possible expansion of this particular proposal potentially creating even greater land use impacts and a more significant inconsistency with the Comprehensive Plan. Staff is also concerned that approval of this type of use not only sets the stage for similar land uses but, over the long term, will be counter productive to efforts to attract uses that support the objectives of the Comprehensive Plan, affordable housing in particular. Permitting an industrial use adjacent to both moderate density residential and single family residential uses will encourage further commercial and industrial development in the surrounding area, undermine the credibility of the Comprehensive Plan and further reduce the County's ability to influence the location of commercial and industrial uses to areas zoned and properly designated for commercial and industrial use.

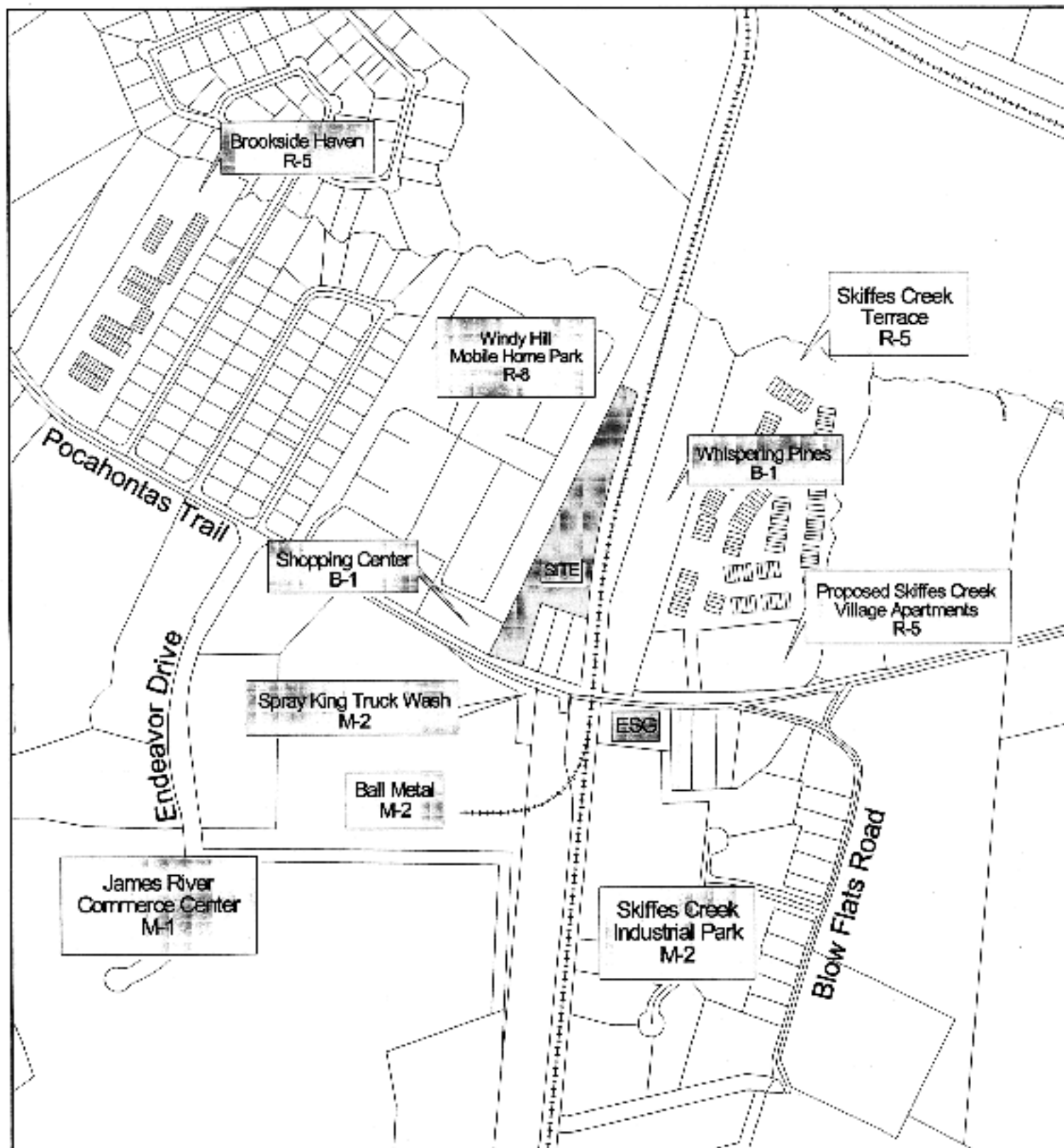
RECOMMENDATION:

Staff recommends denial of this application. Staff believes that this application is inconsistent with the Low Density Residential land use designation and will encourage further commercial and industrial development on adjacent residentially zoned properties or properties with similar characteristics in the surrounding area. Additionally, this application undermines efforts to locate industrial uses in planned industrial parks in the surrounding area and hinders efforts to provide sites for low to moderate income housing.

Christopher Johnson
Planner

Attachments:

1. Location Map
2. Proffers
3. Conceptual Plan
4. Letter from Nancy Swenson, President, Windy Hill Tenant's Association



Case No. Z-1-01
Energy Services Group International, Inc.



Rezoning Proffers for 8946 Pocahontas Trail, Williamsburg, Virginia
from Raymond R. Morton, Mariane G. Morton, Carlton T. Hall and Judith H. Hall
To James City County Planning Division

These proffers made this 9th day of February, 2001 by Raymond R. Morton, Mariane G. Morton, Carlton T. Hall and Judith H. Hall, together with their successors, heirs and assigns, the "OWNER".

Recitals

- A. Owner is the owner of certain property located in James City County, Virginia, containing approximately 6.2 acres, more or less, more particularly described as Part of POPLAR HALL as shown on Tax Map as # 59-2 and Parcel # 1-10 (hereafter referred to as the "Property") and described further by:
8946 Pocahontas Trail, Williamsburg, VA 23185
Deed Book 46, Page 252
Deed Book 59, Page 356
Deed Book 127, Page 42
Deed Book 173, Page 176
Plat Book 13, Page 2
V.D.H.&T. Project # 0060-047106, PE-102, M-502, R/W-202
- B. All of the Property is currently zoned R-8 ("the Existing Zoning"). Owner has applied to rezone the Property from R-8 to M-1 ("the Proposed Zoning"), with proffers.
- C. Owner for itself and its successors and assigns desires to offer the County certain conditions on the development of the Property for the protection of the community that are intended to mitigate possible impacts from the development of the surrounding area.



NOW, THEREFORE, this Agreement witnesseth that for and in consideration of the County rezoning the Property from the Existing Zoning to the Proposed Zoning and pursuant to Section 15.1491.1 et. Seq. of the Code of Virginia, 1950, as amended, and Section 20-16 of the Zoning Ordinance of the County, the Owner agrees that in addition to the regulations provided in the Proposed Zoning, it shall meet and comply with all of the following conditions in the development of the Property. In the event the County does not grant the requested zoning, these proffers shall thereupon become null and void.

Conditions

1. Limitation on Use. Without the amendment of these Proffers (as to uses otherwise generally permitted by the County's Zoning Ordinance) or the issuance of the special use permit (as to uses only specially permitted by the County's Zoning Ordinance) the Property shall only be used for one or more of the following generally permitted uses:
 - a. Welding and machine shops with storage limited to a fully enclosed building or screened with landscaping and fencing from adjacent property.
 - b. Accessory uses as defined in the James City County Zoning Ordinance.
 - c. An apartment or living quarters for a guard, caretaker, proprietor, or other person employed on the premises which is clearly secondary to the business or industrial use of the property.
 - d. Business, professional and governmental offices.
 - e. Off-street parking as required by the James City County Zoning Ordinance.
2. Setback of New Buildings. New buildings may not be located within 200 feet from the northern property line of parcels known as 8952 Pocahontas Trail, 8956 Pocahontas Trail, and 8960 Pocahontas Trail.

3. Parking Lots for New Buildings. Parking lots for new buildings may not be located within 120 feet from the northern property line of parcels known as 8952 Pocahontas Trail, 8956 Pocahontas Trail, and 8960 Pocahontas Trail.
4. Building Height. New buildings may not exceed 35 feet in height from grade to the top of the building.
5. Development in General. Development of Property shall generally be in accordance with The Structures Group, Inc. schematic site plan, Sheet S3, titled "ESG Metal Fabrication Shop, 8946 Pocahontas Trail" dated January 12, 2001, except that no door greater in width than 36" shall be placed on the West side of the new building and such door shall be generally limited to personnel ingress/egress and shall not be blocked open. Additionally, noise abatement insulation will be added to the west wall of the new building.
6. Existing House. Existing brick house shall remain and be used for management offices for the fabrication shop. Four parking spaces will be added on the west side of the house or in the rear of the house. Parking spaces shall be screened from view of Pocahontas Trail by a wooden privacy fence, 6 feet in height, and evergreen landscaping of at least 133% of zoning ordinance requirements. The existing design and appearance of the residence will be maintained. Any future alteration in design or appearance shall be subject to the approval of the Director of Planning.
7. Existing Outbuildings. Existing outbuildings will be demolished and removed.
8. Cleanup in General. Removal of boat, inoperable cars, car engines, lawnmowers, and miscellaneous junk, etc. from the property will take place at or before the time of development of the new building. Removal of extraneous logs from property will begin at or before the time of development of the new building and will be completed no later than 18 months after completion of the new building.
9. Fencing. A wooden privacy fence, at least 8 feet in height, will be installed along the property line shared with the property commonly known as the Windy Hill Mobile Home Park. Additionally, the existing post and wire fence, running generally east-west and located approximately 100 feet north of the northern property line of parcels known as 8952 Pocahontas Trail, 8956 Pocahontas Trail, and 8960 Pocahontas Trail, will be maintained as a landscaping buffer or replaced with a wooden privacy fence of at least 6 feet in height.
10. Landscaping. Existing landscaping areas near Pocahontas Trail will be cleaned up, landscaped with ornamental shrubs and annual flowers, and maintained year round. Landscaping for new buildings will be predominantly evergreen landscaping of at least 133% of zoning ordinance requirements. Evergreen landscape material and/or solid fence or chain link fence with dark color slats will be provided to screen the storage yard.
11. Signs. A freestanding sign shall be ground mounted, monument style, limited to a maximum of 20 square feet per face and no greater than eight-feet in height above natural grade. The sign shall not be internally illuminated, but may be externally illuminated upon the approval of the Director of Planning.
12. Headings. All section and subsection headings of this Agreement are for convenience only and are not part of the proffers.
13. Severability. The invalidity of any portion of this Proffer shall not be deemed to affect the validity of any other provision. In the event that any provision of this Proffer is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.

Proffered by:

Raymond R. Morton

Raymond R. Morton

(Seal)

Mariane G. Morton

(Seal)

Carlton T. Hall

(Seal)

Judith H. Hall

(Seal)

Vicki Neal O'Neil
My Commission Expires November 30, 2001

ESG International Officer

[Signature]

Vicki Neal O'Neil
My Commission Expires November 30, 2001
(Seal)



February 15, 2001

Christopher M. Johnson
101-E Mounts Bay Road
Williamsburg, VA 23187

Dear Christopher,

I had a very informative meeting with Thomas Gillman this morning. As expected, he was very helpful with our needs, as a community. He has agreed to install an eight foot wooden privacy fence the entire length of Windy Hill down to the railroad tracks. Originally he wanted to put a six foot fence and I was able to convince him to go the two extra feet!!

And Christopher, you'll love this! I got him to turn the whole building around so there are no doors facing Windy Hill and also, he's going to add extra sound insulation to the wall facing Windy Hill. I was able to convince him to turn his loudest equipment on all at once with both open and closed doors to get an idea on the noise levels. Much to my surprise, it is really quiet and I feel with the extra measures he has promised, we cannot foresee a problem.

His hours of operation will be from 7am to 3 pm. At times he may need to operate extended hours. All in all, we feel that he is going to beautify the area.

Sincerely,

Nancy Swenson, President, Windy Hill Tenant's Association

Special Use Permit 02-01. JCSA- Route 5 Water Main Instillation

Staff Report for the March 5, 2001, Planning Commission Public Hearing

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

PUBLIC HEARINGS

County Government Complex

Planning Commission:

March 5, 2001, 7:00 p.m. Building C Board Room

Board of Supervisors:

March 27, 2001, 7:00 p.m. Building C Board Room (Tentative)

SUMMARY FACTS

Applicant:

Mr. Keith Letchworth, on behalf of James City Service Authority

Land Owner:

James City Service Authority and Potomac Conference Corporation

Proposed Use:

Installation of a 12" water main along Route 5 right-of-way from Williamsburg Community Chapel to the entrance of Saint George's Hundred. A pressure release valve will be installed at the entrance to St. George's Hundred. The line will then continue

Location:

Beginning along Seventh Day Adventist Church's West property line and extending to Route 5. The line will then run within VDOT right-of-way to the end of St. George's Hundred's property line along Route 5.

Tax Map/Parcel:

(46-2) VDOT right-of-way and (46-1)(1-2B) Seventh Day Adventist Church

Primary Service Area:

Inside

Existing Zoning:

R-1, Limited Residential; R-2, General Residential; R-8, Rural Residential;

Comprehensive Plan:

Low-Density Residential

Staff Contact:

Ben Thompson - Phone: 253-6685

STAFF RECOMMENDATION

Per the request of the applicant, staff recommends that this item be deferred to the April 2, 2001 Planning Commission meeting. This application involves two property owners for the installation of approximately 2300 feet of water main. While this application involves two parties, staff has received only one of the parties' signatures on the Special Use Permit application. Currently, the James City Service Authority (the signed applicant) is working to obtain the necessary second signature and agreement.



DEVELOPMENT MANAGEMENT

101-E MOUNTS BAY ROAD, P.O. BOX 8784, WILLIAMSBURG, VIRGINIA 23187-8784
(757) 253-6671 Fax: (757) 253-6850 E-MAIL: devtman@james-city.va.us

CODE COMPLIANCE
(757) 253-6626
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ENVIRONMENTAL DIVISION
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MEMORANDUM

Date: February 27, 2001

To: Ben Thompson

From: Chris Dawson, James City Service Authority

RE: SUP-02-01 Route 5 Water Main Installation

We request that the above-referenced application be deferred at the Planning Commission meeting next week because we do not have the signature of a church representative on the application. The contact person the pastor (the second party) gave me was incorrect and the committee that must approve the application only meets monthly. I request that this item be deferred to the April 2, 2001 Planning Commission Meeting. Thank You.

MEMORANDUM

DATE: March 5, 2001

TO: The Planning Commission

FROM: Jill E. Schmidle, Senior Planner

SUBJECT: FY 2002-2006 Capital Improvements Program (CIP)

After a series of meetings to discuss and rank Capital Improvements Program (CIP) requests, the Policy Committee, in conjunction with staff, is forwarding its recommendations for the Fiscal Years 2002 - 2006 Capital Improvements Program. In addition to a project's ranking, the Policy Committee in some instances included specific recommendations. These additional recommendations are included in the project descriptions and are highlighted in ***bold italics***.

The ranking system for CIP requests emphasizes service needs and conformance to the Comprehensive Plan and other approved planning documents such as the Recreation Master Plan and Master Water and Sewer Plan. A sample ranking sheet is attached for your reference. Following the determination of numerical scores based on the ranking system, each project has been designated as either a *high, medium, or low* priority. Please note that this objective ranking system does not account for all factors that may influence a project's priority.

Typically, all projects designated as a high priority are recommended by the Comprehensive Plan. Projects receiving a medium priority designation may be recommended by the Comprehensive Plan, and require particular consideration due to Federal or State mandates, contractual obligations, or because they complement County policy or departmental goals and objectives. Projects receiving a low priority are generally those projects which are not specifically supported by the Goals and Objectives of the Comprehensive Plan and thus require further scrutiny to determine their standing within the CIP.

The attached report contains summaries of each project. Also attached is a spreadsheet which illustrates the amount and timing of funding requested for each project.

RECOMMENDATION:

The Policy Committee and staff recommend the Planning Commission approve the Capital Improvements Program rankings as summarized in the attached report.

Jill E. Schmidle

Attachments:

1. Summary of CIP Project Rankings
2. County Project Descriptions and Rankings
3. Summary of JCSA CIP Rankings
4. CIP Ranking Sheet

DEVELOPMENT PROJECTS

Bikeways *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$425,000

At its November 10, 1998 meeting, the Board of Supervisors adopted the Williamsburg, James City, and York Regional Bicycle Facilities Plan as an update to the plan previously adopted in 1993. The revised plan calls for the development of 127 miles of bikeways in James City County over the next 20 years. The 1998 plan carries forward most of the recommendations of the 1993 plan for bicycle facilities that are transportation-related. However, a major new focus of the 1998 plan is the integration of facilities that serve recreational purposes and a broader range of cyclists. Sufficient funds have accumulated to build engineered facilities, and no additional money is requested until FY 03.

Greenspace *[Ranking - High]*

FY02 Request: \$480,000

Proposed 5 Year Project Total: \$2,715,000

The Board of Supervisors approved, as part of the FY97 budget, an annual allocation of approximately one cent of the Real Estate Tax Rate to purchase land for open space. This request continues to set aside those funds.

James River Commerce Center Infrastructure *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$278,000

James River Commerce Center is an industrial/business park being developed by Colonial Williamsburg (through its wholly owned subsidiary Williamsburg Developments Inc.) and James City County (through its Industrial Development Authority). A cost sharing agreement contained in the 1991 property transfer document establishes a 70/30 formula for sharing the cost of infrastructure in the park from the entrance on Route 60 to the property line of the IDA's portion. Construction of infrastructure on the IDA's property is to be entirely at County expense. The first section of the entrance road was constructed in 1997, as were utilities and a stormwater management facility. Construction of the second section of road and utilities is now being planned for 2001. The future CIP request includes funding for construction of a third segment which will be necessary in order to reach the IDA's property line.

Road Improvements *[Ranking - High]*

FY02 Request: \$375,000

Proposed 5 Year Project Total: \$1,135,000

This CIP fund request consists of the following elements:

- Upgrade of Louise Lane north of Welstead (\$125,000)
- Upgrade of Louise Lane south of Welstead (\$200,000)
- Highway Landscaping (\$20,000)
- Upgrade Road Signs (\$30,000) There are 18 intersections that the County has identified as candidates for consolidated route identification signs, due to their high traffic volumes and visibility. The primary emphasis is on roads that are Community Character Corridors or main entry points into the County. The Board passed a resolution in support of a Regional Issues Committee program that proposes these signage changes.

Sidewalks *[Ranking - High]*

FY02 Request: \$174,000

Proposed 5 Year Project Total: \$1,074,000

The Board of Supervisors adopted the 1998 Comprehensive Sidewalk and Trail Plan which identifies dozens of remedial sidewalk construction projects throughout James City County. Sidewalks promote recreational, health-related walking and a sense of pedestrian-friendly neighborhoods. Sidewalks facilitate walking for short trips thereby benefiting the environment by reducing motor vehicle use for short trips. Sidewalks reduce the potential for pedestrian/motor vehicle accidents thereby improving traffic safety. Current ordinances require developers to install sidewalks in connection with new development. Previous development regulations did not contain this requirement. Thus the need to go back and install remedial sidewalks in identified locations. One indication of urban sprawl is the absence of pedestrian facilities and the necessity to use motor vehicles for short trips.

Examples of areas where sidewalks would be installed include sections of the following roads: Richmond Road; Pocahontas Trail, Centerville Road, and Ironbound Road. A complete list can be found on Page 21 of this report.

Underground Utilities Escrow Fund *[Ranking - Medium]*

FY02 Request: \$490,000

Proposed 5 Year Project Total: \$2,525,000

Funds are requested for escrow fund to relocate existing overhead utilities to underground. Route 31 and Route 5 are the initial target locations. Staff will be receiving cost estimates from all overhead utility providers for selected locations along Route 31 and Route 5. Once received, the estimates and a staff recommendation will be presented to the Board for project authorization, probably in the first quarter of 2001.

VDOT Revenue Sharing Match [Ranking - High]

FY02 Request: \$500,000

Proposed 5 Year Project Total: \$2,500,000

These funds are used to match State revenue sharing funds to be used on eligible secondary or primary roads in the County. Board approval of the specific projects to apply the funds toward will take place later as part of the VDOT application process. The most likely projects will be Monticello Avenue (if needed), secondary road projects or roadway enhancements such as landscaping or signage.

Water Quality Improvement (formerly “Regional Drainage Basins” and “Environmental Protection”) [Ranking - High]

FY02 Request: \$690,000

Proposed 5 Year Project Total: \$2,335,000

In this CIP request staff is combining two existing accounts: Regional Drainage Basins and Environmental Protection. This request consists of the following elements:

- Miscellaneous Repairs (\$150,000) to repair yard/lot flooding and/or erosion from off-site stormwater run-off and outfall repair in older subdivisions to remedy flooding or erosion problems
- Opportunity Money (\$20,000) to provide technical assistance to developers to facilitate new regional stormwater ponds and to facilitate upgrade of previously approved stormwater ponds to meet new/more effective regulations.
- Design/Construction of Remedial Retrofits (\$150,000) for regional stormwater ponds and stream channel repair in more developed JCC watersheds. Project priorities will follow recommendations in watershed management plan currently being proposed for Powhatan and Yarmouth watershed.
- Maintenance and Repair of Existing County Stormwater Ponds (\$10,000)
- Limited Term Engineer Position (\$60,000) to help research/develop stormwater utility
- Consulting Services/Stormwater Utility (\$300,000).

GENERAL SERVICES

Building Improvements *[Ranking - Medium]*

FY02 Request: \$180,000

Proposed 5 Year Project Total: \$180,000

The following new maintenance projects at the James City/Williamsburg Community Center are requested for review and inclusion in the Capital Maintenance Budget:

- Replace deteriorating original (1987) 65-ton, roof-top air conditioning unit
- Replace two deteriorating original (1987) roof-top air conditioning units (one 35-ton and one 25-ton)
- Replace deteriorating original (1987) lights over swimming pool
- Replace roof over swimming pool

Building J Board Room and Video Center Equipment *[Ranking - High]*

FY02 Request: \$557,032

Proposed 5 Year Project Total: \$868,432

This CIP requests consists of two elements: Building J Board Room and the Video Center.

Building J Board Room

The expansion of the Government Center includes plans for a new user-friendly Board Room for the Board of Supervisors, School Board, Planning Commission, as well as other official and community uses. The CIP request for the new board room includes new cameras, audio, presentation and playback equipment that will replace the current outdated video and audio equipment now over 10 years old. The request also supports citizen feedback received from a survey about the current board room and its facilities. That feedback suggests the public would like improvements made to presentations, sound, and TV broadcast quality. Other suggestions include improved visibility, seating capacity, and in-house sound reinforcement. This CIP request would also fund the capability to broadcast and receive audio/video signals from other County locations (HSC, library, satellite office). Two-way audio/video allows for distance meetings, training and accommodates overflow at important public hearings.

Video Center

The Community Video Center continues to follow an inventory and schedule for the replacement of all video and audio equipment for the Video Center and new Board Room equipment. This is based on a depreciation schedule set up for all the existing county equipment, donated City and school equipment, and public access equipment inherited from Continental Cable. Setting it up in the Capital Budget is appropriate to fund a replacement schedule that allows an annual carry forward of unspent funds.

Building J Technology [Ranking - High]

FY02 Request: \$361,045

Proposed 5 Year Project Total: \$361,045

- Generator/Power Protection: Building J is slated to commence construction in FY 2002 and will require timely installation of the support infrastructure that this project is part of. It is essential that having obtained the benefits of linking major voice and data systems throughout county offices, we protect all these resources with adequate power backup.
- Relocate/Upgrade Private Branch Exchange (PBX): This project would provide Building J telephone support, expansion of capacity for the Government Center PBX for Government Center needs, and support for voice systems networked via the JCC Metropolitan Area Network (MAN). We will for the first time have the ability to connect for voice communications the LEC and EOC, Fire Station 3, and a needed T1 connection for the Human Services Building.
- Wiring, Central Systems Protection: Wiring Building J and providing support for computers and telephones are quintessential to the work of two county departments. The Information Resources Management spaces that the wiring connects to furnish the central computing and voice systems that all county offices, not only the government center, depend upon.

The Policy Committee recommended that 3 separate requests for Building J (Generator/Power Protection - \$60,000, Relocate/Upgrade Private Branch Exchange (PBX) - \$117,000, and Wiring/Central Systems Protection - \$184,045) be combined into one request called "Building J Technology."

EOC Administrative PBX [Ranking - High]

FY02 Request: \$52,000

Proposed 5 Year Project Total: \$52,000

This project would replace the telephone key system and current Emergency Management operations center telephone setup at 3127 Forge Road, Toano. It does not encompass the 911 Center. Emergency Services, Satellite Office, and Virginia Cooperative Extension would benefit from a direct telephone and voicemail bond to other JCC locations, including the Government Center. It would replace the aging, hard-to-support Comdial telephone system that does not have modern features, voicemail, and cannot be expanded to include critical emergency response center needs. The system would connect immediately to the Government Center via the MAN for Meridian Mail voicemail and would be capable of connecting for trunking purposes at a later date.

GM Equipment Storage [Ranking - High]

FY02 Request: \$87,800

Proposed 5 Year Project Total: \$87,800

Proposal is for metal building on concrete slab with heat, electricity, restrooms and fenced compound at the District Park Sports Complex. Building would provide weather protection for GM equipment. Modern riding mowers and tractors cost from \$15,000 to \$37,000. Currently there is insufficient covered storage for the majority of items. Weather exposure accelerates deterioration, particularly electronic start/ignition components.

Government Center Renovations *[Ranking - High]*

FY02 Request: \$274,176

Proposed 5 Year Project Total: \$274,176

This project is intended to provide funding necessary for anticipated building renovations that will likely occur to Buildings A, B, and E with rearrangement of staff once the new building (Building J) is completed at the government center. While the extent of renovations of the existing buildings is at present unknown, it is reasonable to anticipate that some work will be required. This request assumes existing furnishings will be relocated or rearranged and furniture expenditures will be minimal or funded through operating budgets. This request allocates funds for some minor renovations and finish improvements. Major building reconstruction is not anticipated with this request.

Housing and Development Fund *[Ranking - High]*

FY02 Request: \$75,000

Proposed 5 Year Project Total: \$375,000

Funding is requested for planning, property acquisition and site development expenses for the Ironbound Square Redevelopment Project. The Ironbound Square Residential Revitalization Project, which has received a commitment of \$1 million of Community Development Block Grant (CDBG) funds, is designed to improve housing conditions, eliminate blight and to preserve Ironbound Square as a viable single-family residential neighborhood. The project includes proposed redevelopment of several blocks fronting Ironbound Road. It is envisioned that the area will be resubdivided into approximately 64 lots for new and rehabilitated homes. The preliminary plan proposes new internal access roadways to eliminate curb cuts along a reconstructed and widened Ironbound Road. The Ironbound Square Residential Revitalization Project funding plan proposes Housing Development Fund financing for planning and engineering, property acquisition and site development expenses. Significant housing rehabilitation has been completed or initiated since the CDBG project began in February 2000. In September 2000 \$23,000 from the Housing Development Fund was used to purchase a blighted property for redevelopment. The remainder of funds is to be used for other housing development and blight abatement projects.

Human Services Center (HSC) Expansion *[Ranking - Medium]*

FY02 Request: \$340,000

Proposed 5 Year Project Total: \$2,333,800

The Human Services Center (HSC) was constructed in 1985 to provide a central location for the County's human service functions. Today the building provides office space for approximately 80 employees, but for only four divisions: Community Services, Parks and Recreation Administration, Social Services, and Williamsburg Area Medical Assistance Corporation (WAMAC). According to a Facility Master Plan, HSC currently is overcrowded, and there is limited capacity to expand at the existing site. The parcel adjacent to the HSC, consisting of .894 acres is for sale. Funds requested are to purchase the site and to construct a 13,580 square foot building and related parking for Community Services, Extension, Housing and Community Development, Neighborhood Connections, Parks and Recreation Administration, and Transit Administration. Social Services and WAMAC would occupy the existing HSC. This proposal also would allow the County to terminate a lease for the facility that currently serves as office space for Neighborhood Connections and Housing and Community Development. The County currently pays \$2,153 per month in rent for that space.

Integrated Library System *[Ranking - Low]*

FY02 Request: \$208,472

Proposed 5 Year Project Total: \$208,472

The project requests funding for three major components: PCs, a server, and a software package. The Williamsburg Regional Library's integrated library system software was purchased in 1985 and the server in 1994. The system serves the Williamsburg and James City County library buildings as well as the Bookmobile. The library uses the current system in all phases of its operations, from the acquisition of materials (books, videos, audiocassettes, and CD's) and the provision of an online catalog to the circulation of materials to patrons. The library also uses the system to collect much of its statistical data. The systems' server will reach the end of its expected life span in 2002 and will be obsolete. The new system will offer a relational database with a graphical user interface. James City County would jointly fund the project with the City of Williamsburg based on the same circulation formula used to determine operating funding, which is currently JCC at 82.4% and Williamsburg at 17.6%. Seventy PCs will replace the existing system's dumb terminals for patron and staff access. One HP server will store the system's database, allowing for data entry, queries and circulation transactions. The Horizon software package will control all aspects of the new integrated library system.

Thomas Nelson Community College *[Ranking - Medium]*

FY02 Request: \$26,184

Proposed 5 Year Project Total: N/A

This annual funding request represents the County's contribution to capital construction costs at the college and is based on the percentage of the County's population attending the school. 2000 fall enrollment included 466 residents of James City County, representing 6.3% of the total headcount. This project will provide exterior study and lounging areas, including exterior seating/patio areas, will construct infrastructure improvements, and will enhance the landscaping of the campus in conformance with the

college's Master Landscaping Plan. The college also proposes enhancement of the wooded, forest areas of the campus.

311 System *[Ranking - Low]*

FY02 Request: \$30,000

Proposed 5 Year Project Total: \$130,000

The 311 System is desirable in terms of improving communication with citizens and timely staff response to citizen requests. The system will implement citizen-friendly means of obtaining information and services, and will include the 311 number for incoming telephone calls, equivalent web site access, and software for accepting citizen complaints about work orders. The 311 system will be integrated with existing GIS and intranet. Benefits include routing non-emergency calls away from 911, increased citizen satisfaction, and less staff time spent responding to and following up on citizen problems.

PARKS AND RECREATION

District Parks *[Ranking - Medium]*

FY02 Request: \$825,000

Proposed 5 Year Project Total: \$10,420,000

This CIP request consists of two elements:

- District Park Sports Complex (DPSC) - Warhill tract on Longhill Road
- District Park (DP) - Hotwater Cole property at Centerville and Longhill Roads

District Park Sports Complex

FY 2002 and 2003 funds will complete the baseball and soccer complexes. The FY 2006 funds will complete the softball complex.

District Park

FY 2004 and 2005 funds will provide additional trail development, utilities, an outdoor education center, the courts complex, park office and maintenance facility.

The Policy Committee recommended the project be moved from High to Medium in order to give priority to other projects with safety-related issues (such as the Radio System, James Blair Middle School, etc.)

Grant-In-Aid Program *[Ranking - Medium]*

FY02 Request: \$25,000

Proposed 5 Year Project Total: \$125,000

This program is designed to aid non-profit organizations in James City County by providing matching funds for recreational facilities for the general use of the citizens of the County. It is anticipated that these funds will generate community involvement and support for maintaining and improving recreational facilities within the County. Staff is hopeful that this program will promote and assist the neighborhood associations in developing and maintaining their facilities that are open for general public use. Staff is completing the second series of grants at this time.

Greenways and Open Space *[Ranking - High]*

FY02 Request: \$50,000

Proposed 5 Year Project Total: \$250,000

Consistent with the Comprehensive Plan Strategies for the development of greenways and open space preservation, this annual fund is available to use in the event unanticipated areas become available. Funds are designated for use in the design,

development and/or conservation of greenways and open space through such means as scenic rights-of-way and conservation easements; fee simple land acquisition; and matching money for state and federal grant programs. Staff will continue saving and developing with these funds, but as staff is experiencing with the Greensprings Trail, it will require a comprehensive development and maintenance program that utilizes volunteers, community support, grants, and County staff resources to develop and maintain trails and greenways in JCC.

Indoor Competitive Pool *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$4,000,000

Competitive swim team utilization of James City/Williamsburg Community Center is adversely impacting the quality of service to members, the general public, and the operation of the center. Parks and Recreation cannot continue to increase the amount of time that is allocated to school and community swim teams. JCWCC pool was not designed for competitive swim use. With the increase in the number of competitive swimmers, the popularity of swimming, and the addition of a third high school, an indoor competitive swim facility is necessary in this community. The funds identified represent approximately ½ of the funds necessary to build an indoor competitive swimming facility that will accommodate scholastic and community swim practices and meets. Staff anticipates that the schools will provide the remaining funds.

James City/Williamsburg Community Center *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$420,000

Funds requested in FY 2003 are for the addition of playground equipment, restrooms, concession facilities, and irrigation of the softball fields. These projects are needed due to the intense use of the outside area for youth sports activities. A permanent restroom/concession facility will enhance the revenue generation ability of the youth sports associations and County and provide a clean, safe and more aesthetically pleasing facility. This is particularly important due to the number of citizens that use the outside facilities during times the community center is not open.

Mid-County Park *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$535,000

The FY 2002 project is the resurfacing of the tennis and basketball courts and is necessary to repair structural cracks in the surface. FY 2004 projects include additional signage, screens, fences and buffer material due to the Monticello Road expansion and continued development of the surrounding area. FY 2006 identifies a new building that would replace the existing restrooms, office and storage.

Riverfront Park *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$4,000,000

In the Comprehensive Plan, the County has identified the need to acquire and develop a riverfront park on the James River. Staff needs to actively pursue such a site. The necessary funds for that purchase should be budgeted if suitable property becomes available. The proposed amount may or may not be of a sufficient amount and is dependent on the size of the property and existing value. Staff believes the County should actively pursue possible sites and acquire the property at the earliest possible date.

Tower Site/JCWCC *[Ranking - Low]*

FY02 Request: \$365,000

Proposed 5 Year Project Total: \$365,000

This project is for the development of the 12-acre tract of land that is located next to the James City Williamsburg Community Center on the water tower site. Items identified for development include a playground, completion of the paved multi-use trail, picnic area, site amenities, and additional parking. A skate park is being planned, and construction should be completed by July 2001.

The Policy Committee recommended the project be moved from High to Low in order to give priority to other projects with safety-related issues (such as the Radio System, James Blair Middle School, etc.)

PUBLIC SAFETY

Ambulance Replacement *[Ranking - Low]*

FY02 Request: \$93,000

Proposed 5 Year Project Total: \$279,000

Funds are requested to replace existing ambulances with new ambulances. Originally the department requested funding over the next three years to rehab the ambulances. However, bids received in 2000 were at \$78,000 or only \$15,000 less than replacing the unit with a new one. Based on the cost to rehab, it is staff's recommendation that we purchase replacement units at a rate of one per year over the next three years.

Animal Shelter Replacement *[Ranking - Low]*

FY02 Request: \$50,000

Proposed 5 Year Project Total: \$755,000

The existing facility was built as the Dog Pound in 1979, with several additions most recently in 1995. No further additions can be done at the existing site due to septic drain fields and site constraints. There have been problems with the well with contaminated water, and problems with the septic system fields. The Humane Society recommends square footage for an animal shelter be 1,000 square feet for every 10,000 residents. James City County population estimates for 2005 are 57,359; therefore a building with 5,700 square feet should be considered. The projections do not include the City of Williamsburg in which the Animal Control department has a contractual agreement to provide calls for service and housing of stray animals. Staff is proposing a county-owned site on the Warhill tract, which has access to JCSA water and sewage. This would reduce expenditures required currently with the septic system and well now in use. A lot 2 to 5 acres would allow for a buffer from future neighbors and expansion for future needs. Access to natural gas for heating is also a consideration. The present facility has all electric heat and hot water. A new shelter should have an emergency power generator so operation is not impeded. Isolation is important for the health of the animals already being housed at the facility. Currently this is a problem with only one space and when a large number of animals are picked up, isolation cannot happen.

Grove Fire Station 2 Replacement *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$1,311,000

Funds are requested to replace the existing fire station in Grove in FY 2003/2004. The fire station would be constructed on the County property located next door to the existing fire station. The current fire station was built in 1976 as a temporary building and originally scheduled to be a temporary building. The building received an addition in 1982 and has outlived its usefulness. The new building would utilize the same design

as Fire Station 5. No new personnel would be assigned as a result of the new construction.

Ladder Truck *[Ranking - Low]*

FY02 Request: \$650,000

Proposed 5 Year Project Total: \$650,000

Funds are requested to replace a 1982 model ladder truck at Fire Station 3 with a single chassis 85' ladder truck with fire pump, all wheel steering and small water tank. This is also known as the Quint concept. By the department moving to the Quint concept, we will be able to reduce our overall first line fleet by one pumper. No additional staffing will be required as current personnel will be assigned to the unit. This pricing is predicated on discounts secured by paying for the chassis upon completion.

Police Telephone System *[Ranking - Low]*

FY02 Request: \$45,000

Proposed 5 Year Project Total: \$45,000

Funds are requested to replace aging, hard-to-support telephone consoles and minimal model instruments with state-of-the-art system and service, including voicemail. A third main console is needed, but the type of console is no longer manufactured. The proposal is to migrate toward integrating the LEC in the Government Center telephone network with an immediate connection for Meridian Mail voicemail and be able to connect for trunking services at a later date.

Radio System *[Ranking - High]*

FY02 Request: \$7,210,000

Proposed 5 Year Project Total: \$7,210,000

Funds are requested to participate in a planned regional 800 Mhz trunked radio system. The radio system would replace both emergency and administrative radios currently in use. The trunked radio system offers efficiency and flexibility not currently available in our conventional radio system. The current plan has the County taking advantage of a lease purchase financing and can grow at some point into mobile data units. Costs have been adjusted to compensate for inflationary impacts on previous cost estimates. Frequencies have already been secured from the FCC for the radio system.

The Policy Committee recommended this project move from Medium to High due to the fact that the project is vital for public safety of the community, and the fact that the cost will go up substantially the longer it takes to install the system.

Stonehouse Fire Station *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$1,311,000

Funds are requested to plan for and construct a fire station in the Stonehouse Industrial/Stonehouse Residential area for a 6th County fire station. The fire station would serve the expanding Stonehouse area of James City County. The design would be similar to Fire Station 5 and Fire Station 2 and house an engine company and ambulance. The design would allow for both career and volunteer participation. Land is proffered in the Stonehouse residential project for a fire station.

SCHOOLS

Clara Byrd Baker Elementary *[Ranking - Medium]*

FY02 Request: \$320,000

Proposed 5 Year Project Total: \$422,500

The refurbishment (paint, tile, carpet) of Clara Byrd Baker was deferred to the summer of 2001 because of the wall repair work in the summer of 2000. Nine trailers have been removed and one remains on the site. The last two principals at the school have requested expanding the parking area. If funding becomes available for parking expansion, the County is interested in helping design "low impact" parking spaces rather than hard surface areas.

D. J. Montague Elementary *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$25,000

All major items requested for DJ Montague do not meet the established James City County threshold of \$50,000 per project. Therefore they will be requested in the operating budget. An estimate of \$25,000 for engineering fees is placed in 2005-2006 to begin the process of replacing the HVAC system throughout the building.

James River Elementary *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$375,000

James River is the fourth school scheduled for refurbishment (paint, tile, carpet) in the summer of 2002.

Norge Elementary *[Ranking - High]*

FY02 Request: \$57,000

Proposed 5 Year Project Total: \$57,000

Norge's walk-in freezer is now the oldest walk-in in the Division and is about to fail. Staff is having difficulty keeping it running and believes it is prudent to replace it before having to operate the kitchen without it.

The Policy Committee recommended moving this project from Medium to High due to safety reasons.

Matthew Whaley Elementary *[Ranking - High]*

FY02 Request: \$238,000

Proposed 5 Year Project Total: \$337,400

Safety considerations require a request to re-brick the front entrance to the building. Funds are requested to replace the existing attic insulation to help conserve energy. The attic was not improved during the recent renovation.

The Policy Committee recommended moving this project from Medium to High due to safety reasons.

Rawls Byrd Elementary [Ranking - High]

FY02 Request: \$260,000

Proposed 5 Year Project Total: \$260,000

The highest priority and only project identified at this time in the capital budget is replacement of a pitched roof over the gymnasium, art room, music room, etc.

The Policy Committee recommended moving this project from Medium to High due to safety reasons.

Stonehouse Elementary [Unranked project - no funds requested]

FY02 Request: \$0

Proposed 5-Year Project Total: \$158,000

Stonehouse was dedicated in September 2000. Funds for a bus loop canopy are requested for FY 2004. However, this canopy may be built in the current fiscal year (FY 2001) if sufficient funds remain in the Stonehouse construction budget after all known and unexpected obligations have been met.

Berkeley Middle [Ranking - Medium]

FY02 Request: \$99,000

Proposed 5 Year Project Total: \$253,400

Berkeley renovation was substantially completed in September 2000. The three original student restrooms were not refurbished and are also addressed as a capital item. A 400 meter non-rubberized hard surface track is requested for physical education classes, fitness training, and student athletes in 2002-03. If a rubberized track is authorized, costs will increase significantly.

James Blair Middle [Ranking - High]

FY02 Request: \$389,900

Proposed 5 Year Project Total: \$1,081,900

James Blair's freezers are the oldest in the Division and are nearing the end of their useful life. James Blair's campus includes Cooley Field. The Cooley Field home side bleachers must be replaced soon as they are becoming difficult to maintain and are rapidly becoming a safety issue. Successful teams are drawing larger home crowds thereby accelerating our replacement schedule. Other Cooley Field upgrades are also necessary including a water system independent of the James Blair Middle School

system. A non-rubberized hard surface track is requested. If a rubberized track is authorized, costs will increase significantly.

The Policy Committee recommended moving this project from Medium to High due to safety reasons.

Toano Middle *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$212,000

Toano was refurbished during the summer of 2000 including paint, tile, and carpet. The school has had several problems with its current phone system and is seeking a replacement. A request for a non-rubberized hard surface track is consistent with other middle school requests. A rubberized track will increase costs significantly. The sewage lift station needs to be upgraded for safety and health reasons and to ensure no loss of school time for students and staff. The bus loop canopy would protect students and staff from weather elements and help keep the new tile floor in better condition.

Jamestown High *[Ranking - Medium]*

FY02 Request: \$110,000

Proposed 5 Year Project Total: \$292,267

Extending the soccer/field hockey field to accommodate competitive games is requested. Maintenance catwalks are essential to allow our maintenance staff safe access to HVAC equipment in the auditorium and gym. Noise control is needed in the auditorium to avoid interference with school productions and other auditorium events. The athletic director has requested a large storage building for wrestling mats and other large physical education equipment. The shed will also be used for winter storage of expensive grounds equipment.

Lafayette High *[Ranking - Medium]*

FY02 Request: \$261,800

Proposed 5 Year Project Total: \$328,800

The domestic hot water boiler was not replaced during Lafayette's renovation due to lack of funds. It is 28 years old and nearing the end of its useful life. Several other capital projects not reaching James City County's minimum threshold will be addressed in the operating budget.

Third High School *[Ranking - Low]*

FY02 Request: \$90,000

Proposed 5 Year Project Total: \$90,000

Request is for funds for pre-planning for a third high school.

Multi-Purpose Building *[Unranked project - no funds requested]*

FY02 Request: \$0

Proposed 5 Year Project Total: \$3,500,000

A consolidated multiple use building is proposed to house Student Services, Alternative Education, Adult Education, Purchasing and Storage. The Schools currently are renting space for all of these programs/areas except purchasing.

James City County
Capital Improvements Ranking FY 02
Priority Ranking

Projects within each priority category are in alphabetical order according to department.

HIGH PRIORITY

<i>Project</i>	<i>Dep't</i>
Greenspace	D
Road Improvements	D
Road Match	D
Sidewalks	D
Water Quality Improvement	D
Norge Elementary	ED
Matthew Whaley Elementary	ED
Rawls Byrd Elementary	ED
James Blair Middle	ED
Building J Board Room/Video Center	GS
Building J Technology	GS
EOC Administrative PBX	GS
GM Equipment Storage	GS
Government Center Renovations	GS
Housing and Development Fund	GS
Greenways and Open Space	PR
Radio System	PS

<i>Unranked Projects - No Money Requested</i>	
Bikeways	D
James River Commerce Center	D
D. J. Montague Elementary	ED
James River Elementary	ED
Multi-Purpose Building	ED
Stonehouse Elementary	ED
Toano Middle	ED
Indoor Competitive Pool	PR
JC/Wmbg. Community Center	PR
Mid-County Park	PR
Riverfront Park	PR
Replacement Fire Station 2	PS
Stonehouse Fire Station	PS

<i>Projects under contractual agreement</i>
Road Match
Thomas Nelson Community College

MEDIUM PRIORITY

<i>Project</i>	<i>Dep't</i>
Underground Utilities	D
Clara Byrd Baker Elementary	ED
Berkeley Middle	ED
Jamestown High	ED
Lafayette High	ED
Building Improvements	GS
Human Services Center Expansion	GS
Thomas Nelson Community College	GS
District Parks	PR
Grant-in-Aid	PR

<i>Key:</i>
D = Development
ED = Schools
GS = General Services
PR = Parks and Recreation
PS = Public Safety

LOW PRIORITY

<i>Project</i>	<i>Dep't</i>
Third High School	ED
Integrated Library System	GS
311 System	GS
Tower Site/JCWCC	PR
Ambulance Replacement	PS
Animal Shelter Replacement	PS
Ladder Truck	PS
Police Telephone System	PS

FY 02-06 Capital Improvements Program Priority Ranking

High Priority Projects

Water Supply Escrow
 Desalination Plant
 Inflow/Infiltration
 Tank Coatings
 Lift Station 1-2 (John Tyler Highway) Replacement
 W-4 (Pottery) Upgrade
 Powhatan Creek Force Main
 Sydnor Water System Replacement
 Sewer System Overflow Regulations Report
 Lift Station Grit/Grease Removal
 First Colony Sewer System Rehabilitation
 Confined Space Entry Improvements

Medium Priority Projects

Transmission Main Improvements
 Automatic Meter Reading System
 Heavy Equipment
 Water System Improvements
 Tutter's Neck Force Main Replacement
 Sewer System Improvements
 Waterline Replacement Escrow
 Lift Station Control Upgrades
 Lift Station Upgrades
 Lift Station 6-8 (Toano) Force Main
 Record Drawings
 Odor Control System
 Right-of-Way Clearing
 Water Storage Escrow
 Lift Station Access Road Improvements
 Lift Station Wet Well Rehabilitation
 Lift Station Dry Well Rehabilitation
 Lift Station 7-2 (Bruton Woods) Rehabilitation

Low Priority Projects

Gravity Sewer Survey
 Canterbury Hill Waterline

CAPITAL IMPROVEMENTS PROGRAM RATING SYSTEM

This is the rating system which will be used by the Planning Division in ranking all CIP projects. CIP project funding requests will become part of the Five Year Capital Improvements based on their conformity with the strategies and policies of the Comprehensive Plan. This form is provided for your information only. Please do not attempt to rate your project request(s) using this form. The Policy committee will review this form and approve it or some variation thereof for use during consideration of funding requests.

	<u>Rating Category</u>	<u>Points</u>
1.	Implements Comprehensive Plan	
	A. Implements specific strategy	20
	B. Implements specific objective or goal	10
2.	Project/Service Location	
	A. Encourages development or service provision in appropriate areas as delineated by the Comprehensive Plan	10
	B. Encourages development or service provision in inappropriate areas as delineated by the Comprehensive Plan.	-10
3.	Service Needs	
	A. Meets service needs which are totally unmet as suggested by the Comprehensive Plan (particularly the public facilities and service standards, if applicable).	10
	B. Meets service needs which are inadequate as suggested by the Comprehensive Plan (particularly the public facilities and service standards, if applicable).	5
	C. Commits the County to an entirely new service not addressed by the Comprehensive Plan or duplicates an existing community service.	-10
4.	Project Timing/Urgency	
	A. Cannot be reasonably postponed due to mandate or service/facility need.	10
	B. Necessary within five years for anticipated needs.	5
	C. Can be postponed for at least five years without detriment.	0
5.	Project Funding	
	A. Partially funded as part of previous fiscal year CIP.	10
	B. Project will utilize Federal, State, Non-County, or Private sources or cost will be shared as part of a regional agreement.	5
	C. Not previously funded and/or does not utilize any non-County funds.	0
6.	Project Site Characteristics (if applicable)	
	A. Utilizes an existing County-owned or controlled site or facility.	10
	B. Preserves only potentially available and/or appropriate site or facility for the future.	5
7.	Project Relationships	
	A. Supports or improves existing facilities or services not addressed by the Comprehensive Plan (i.e., addressed by Tactical Plan, Master Water and Sewer Plan, Recreation Master Plan, etc.)	10
	B. Contrary to County policy or negative impacts other programmed projects.	-10

Project Title: _____ Department/Agency: _____

Section A: Answer all questions "Yes" or "No"

	<u>YES</u>	<u>NO</u>
1. Is this project necessary due to a federal, state, or local law?	_____	_____
2. Is this project necessary to fulfill a contractual obligation?	_____	_____
3. Is this project necessary to correct a violation of a health, fire, safety, or building code?	_____	_____
4. Is this project necessary to complete a previously appropriated project?	_____	_____
5. Does the project conform to the adopted Comprehensive Plan?	_____	_____
6. Is the project urgently required? Will delay result in curtailment of essential services?	_____	_____
7. Does the project require implementation in the year for which it is requested?	_____	_____
8. Has the project been programmed previously as a Capital Improvements Project? Please indicate the number of years.	_____	_____
9. What is your overall personal judgment of the priority of the project? Please give a numerical score based on the following guidelines:		
- Extremely urgent projects are those which cannot be reasonably postponed. (10 points)		
- Urgent projects are those which, if postponed, will incur additional cost, decrease efficiency, reduce the level of County services or some other adverse impact. (8 points)		
- Necessary projects are those which should be carried out within a few years to meet anticipated needs for current or new departmental programs or replacement of unsatisfactory facilities. (6 points)		
- Desirable projects are those which are recommended, but which can wait until funds are available. (4 points)		
- Deferrable projects are those which are needed to meet future demands and which can be postponed with no detriment to the current level of public services. (2 points)		

Please explain your overall personal score of this project below: (Please attach additional sheets if necessary.) Indicate your score in Block No. 15.

RESOLUTION

INITIATION OF CONSIDERATION OF AMENDMENTS TO THE ZONING ORDINANCE

WHEREAS, the Planning Commission of James City County, Virginia, is charged by Virginia Code §15.2-2223, to prepare and recommend to the Board of Supervisors various land development plans and ordinances, specifically including a zoning ordinance and necessary revisions thereto as seem to the Commission to be prudent; and

WHEREAS, on January 28, 1997, the Board of Supervisors adopted the 1997 Comprehensive Plan; and

WHEREAS, in order to make the Zoning Ordinance more consistent with the Comprehensive Plan, public review and comment of draft amendments is required, pursuant to Virginia Code §15.2-2285; and

WHEREAS, the Planning Commission is of the opinion that the public necessity, convenience, general welfare, or good zoning practice warrant the consideration of amendments.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of James City County, Virginia, does hereby request staff to initiate review of Article V. Districts, Division 15. Mixed Use, MU to add provisions to allow private streets within this district in order to better conform to the policies of the Comprehensive Plan. The Planning Commission shall hold at least one public hearing on the consideration of amendments to said ordinance and shall forward its recommendation thereon to the Board of Supervisors in accordance with law.

Martin A. Garrett
Chair, Planning Commission

ATTEST:

O. Marvin Sowers, Jr.
Secretary

Adopted by the Planning Commission of James City County, Virginia, this 5th day of March, 2001.

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PLANNING DIRECTOR'S REPORT

MARCH, 2001

This report summarizes the status of selected Planning Division activities during the month of February.

1. Master Greenways Plan. Staff has begun outlining various components of the Master Greenway Plan. An overall methodology which will be designed to guide the process and incorporate citizen comment was approved by the Board of Supervisors on February 27, 2001.
2. Commission Work Session on Powhatan Creek. The Planning Commission held a work session on February 5, 2001, on the Powhatan Creek Watershed Study and flooding. Following the presentations by staff, the Commission offered several suggestions on the Watershed Study.
3. Purchase of Development Rights. A presentation was given to the Board of Supervisors on February 21 by staff and Melvin Atkinson with the Virginia Beach Department of Agriculture. The Board of Supervisors approved staff's seeking broader public input on the proposed program and returning to the Board with recommendations on a final program.
4. RPOD Ordinance. Staff continues to work on a draft reservoir protection overlay ordinance with recommendations to be presented this Spring.
5. Capital Improvement Projects (CIP). The Policy Committee met four times during the month of February with its final meeting on February 20th. Recommendations will be forwarded to the Planning Commission in March.
6. Historical Commission. On February 21st, staff taped an interview for the County Connections program on Channel 48 which focused on the Historical Commission. This interview is the first in a series which is planned to focus attention on the County's historical preservation efforts. At the February 27th Board of Supervisors meeting, the Historical Commission will present Historic Preservation Awards to Henry Stephens and Will Molineux.
7. Architectural Survey. Staff continues to work with the consultant and the Historical Commission to identify potential sites for intensive survey.
8. Rt. 199/Jamestown Road Intersection. On February 13, the Board of Supervisors formally endorsed Alternative N-2, an improvement consisting primarily of additional right-turn lanes, extending existing left-turn lanes on Route 199, pedestrian islands, and a multi-use path.
9. Other Board Action. At its February 13th meeting, the Board of Supervisors approved Case No. SUP-1-01. Wright Family Subdivision and deferred Case No. SUP-25-00. Stonehenge Kennels to its March 27, 2001, meeting.
10. Upcoming Cases. Cases currently scheduled for the April 2, 2001, Planning Commission meeting.

CASE NO. Z-8-00/SUP-29-00. WILLIAMSBURG CHRISTIAN RETREAT CENTER. Lloyd Weaver, President of Williamsburg Christian Retreat Association, Inc. has applied for a rezoning and special use permit to rezone 138 acres from A-1, General Agricultural to R-2, General Residential to allow the construction of 51 single-family lots and a nine-hole executive golf course. The property is located at 9275 Barnes Road, in front of the existing Williamsburg Christian Retreat site and adjacent to the Racefield subdivision.

CASE NO. SUP-3-01. COLONIAL VIRGINIA COUNCIL (Boy Scouts of America). Mr. Dick Collins, Secretary, has applied for a special use permit to allow for the improvement and continuation of the Boy Scout Camp on Jolly Pond Road. The property is zoned A-1, General Agriculture, designated Rural Lands and Low-Density Residential on the Comprehensive Plan Land Use Map and is further identified as Parcel No. (1-7) on the JCC Real Estate Tax Map No. (22-4).

CASE NO. ZO-2-97. ZONING ORDINANCE AMENDMENT BUFFER, GREENBELT, AND SETBACK REQUIREMENTS FOR TIMBERING ACTIVITIES. An ordinance to amend and reordain Chapter 24, Zoning, of the Code of the County of James City, Virginia, by amending Article I, in General, Section 24-2, Definitions and Section 24-22, Penalties, sanctions, injunctive relief, fines, and Article II. Special Regulations, Section 24-43, Buffer, greenbelt and setback requirements for timbering activities to amend tree replacement requirements for timbering violations that occur in required buffers, greenbelts, and setbacks, and to establish civil fines for such violations.

CASE NO. SUP-5-01. BARNES SUPER BODY SHOP. Mr. Vemon Geddy III has applied on behalf of WBB Partners for a special use permit for vehicle services to construct a 25,000 square foot automobile repair facility located at 5521 Richmond Road. The property is zoned B-1, General Business and is further identified as parcel (1-5-A) on JCC Real Estate Tax Map No. (33-3).

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Case No. SUP-33-99. Forest Glen, Section 5. Mr. Dick Ashe has applied on behalf of American Eastern, Inc. for a special use permit in order to construct a residential cluster with a maximum gross density of more than one unit per acre. The site is located at the south end of Mildred Road and Walker Drive in Forest Glen and is identified as parcel (1-81) on JCC Real Estate Tax Map (31-1). The Comprehensive Plan Land Use Map designates this area as Low Density Residential with a recommended density of up to 4 dwelling units per acre with a special use permit. The project proposes a density of 3.21 dwelling units per acre.