

A G E N D A
JAMES CITY COUNTY PLANNING COMMISSION
JULY 1, 2009 - 7:00 p.m.

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

1. ROLL CALL

Planning Commissioners

Present:

Deborah Kratter

George Billups

Joe Poole III

Reese Peck

Rich Krapf

Chris Henderson

Jack Fraley

Staff Present:

Allen Murphy, Director of Planning/Assistant

Development Manager

Angela King, Assistant County Attorney

Dave German, Senior Planner

Sarah Propst, Planner

Jose Ribeiro, Senior Planner

Brian Elmore, Development Management Assistant

2. PUBLIC COMMENTS

Mr. Rich Krapf opened the public comment period.

There being none, Mr. Krapf closed the public comment period.

3. MINUTES – MAY 6, 2009

Mr. Reese Peck stated that according to the minutes that Mr. Ned Cheely could provide some information regarding fiscal impacts of standards. Mr. Peck clarified that it was his intent to request this information. He felt that this was not clear in the minutes as written. Mr. Peck also asked that this request for information be relayed to Mr. Cheely.

Mr. Chris Henderson had a correction with regard to the minutes of the case concerning Dee's Day Care. He stated sentence three should read "three years is a long time for potential detrimental impacts to affect a neighborhood without review."

Mr. Joe Poole had an insertion clarifying his statement concerning Dee's Day Care. He requested to insert "Mr. Poole stated that while aware of this essential community need, he was not convinced of the appropriateness of the project's specific location." He stated the last sentence on page 11 should read "He said that although it may be minimally intrusive it was located in an older community off of the main road, and that older communities without gates and homeowner associations' covenants and restrictions are more vulnerable to non-residential uses."

Mr. Henderson moved for approval of the minutes with the stated corrections, with a second from Mr. Poole.

In a unanimous voice vote, the minutes were approved (7-0).

4. COMMITTEE AND COMMISSION REPORTS

A. Development Review Committee (DRC)

Mr. Poole stated the DRC met on May 27, 2009 to review four cases. The first case was SP-0034-2009, New Town Section 3 and 6, Block 18 Entrance. In this case the applicant was seeking a setback modification for the perimeter of a mixed use district. However, without a preliminary or final development plan, the DRC agreed to approve a portion of the setback reduction for the Ironbound Road entrance, and also noted favorable disposition toward a complete setback reduction if warranted by a final development plan of sufficient detail.

The second case reviewed was SP-0062-2007, Pleasant Hill Car Wash. The applicant was seeking to modify the roof color to elevations and materials that were previously approved by the DRC. The DRC requested a revised elevation incorporating this particular change along with a material sample in order to evaluate this request. The DRC offered a special meeting to the applicant to keep the project moving.

The DRC reviewed exterior elevations for SUP-0008-2009, CVS at Norge for architectural qualities but not to hear the special use permit request, which will be heard by the Planning Commission. The DRC approved the submitted elevations, with notations that the signage areas on the building itself be clad in siding similar to the rest of the building, and that the freestanding signs match in materials and colors to the building exterior.

The DRC reviewed S-0014-2009, Summerplace, which focused on internal street connectivity, cul-de-sacs, sidewalks versus pathways, a community well location, and residential clustering instead of a more traditional residential design. No preliminary approval was requested or provided since only Committee feedback was requested.

Mr. Henderson moved for approval of the DRC actions with a second from Ms. Deborah Kratter.

In a unanimous voice vote, the DRC actions were approved (7-0).

B. Policy Committee

Mr. Henderson stated that the Policy Committee continues to discuss the CIP process, which the Committee hopes to conclude in June. He stated that the Committee hopes to present a final draft to the Planning Commission in July.

Mr. Poole moved to approve the report with a second from Mr. Jack Fraley.

In a unanimous voice vote, the report was approved (7-0).

C. Steering Committee

Mr. Fraley stated the Steering Committee has two more scheduled meetings in June. At tomorrow's meeting, the Committee will be reviewing the Public Facilities section, Land Use Map, the Glossary, and the information contained in the appendix. The agenda for the last meeting will include the Transportation section and the implementation guide. The joint work session for the Board of Supervisors and the Planning Commission has been cancelled for June and will be rescheduled. It is anticipated that the Planning Commission will begin its review of the Steering Committee's recommendations in July and continue its review throughout August. Final action by the Planning Commission is anticipated at the September 4th meeting.

5. PUBLIC HEARINGS

A. SUP-0011-2009 7708 / 7710 Cedar Drive

Mr. Murphy stated staff's concurrence with the applicant's request for a deferral to the July 1, 2009 Planning Commission meeting.

Mr. Krapf opened the public hearing. Seeing no speakers, he continued the public hearing to July 1, 2009.

B. SUP-0008-2009 CVS at Norge

Mr. Allen Murphy introduced Ms. Sarah Propst to the Planning Commission. He stated she received her bachelor's degree in inter-disciplinary studies and biology from the University of Missouri, was an intern with the Planning Division beginning in 2008, and was hired as a planner in September 2008. She is completing a master's degree in urban and regional planning at Virginia Commonwealth University in Richmond.

Ms. Sarah Propst stated that Mr. David Todd of the Rebkee Company has applied for a special use permit to allow the construction of a CVS store at 7521 Richmond Road. The parcel is zoned M-1, Limited Business/Industrial, and designated by the 2003 Comprehensive Plan as Mixed Use. Mixed Use areas located at or near intersections of major thoroughfares are intended to maximize the economic development potential of the area by providing sites primarily for intensive commercial office and limited industrial proposes. The site fronts on Route 60, a Community Character Corridor, and is located within the Norge Community Character Area. Also, the site is located within the Primary Service Area (PSA) and is situated within the Yarmouth Creek Watershed Area. The building is to be located at the northwestern corner of the existing Candle Factory commercial complex. The existing 13-acre parcel will be subdivided to create a two acre parcel for the pharmacy.

The CVS will feature three internal entrances within the overall Candle Factory site. A shared access agreement between the Candle Factory and CVS parcels is one of the conditions for approval associated with this project. The two existing access points on entrance road to the Barnett Property will be closed as part of this development and will be relocated to one access point aligned with the existing Crosswalk Church entrance.

Approximately 12,000 square feet of the existing 183,300 square foot commercial complex will be demolished and replaced by the new CVS building. A section of the existing parking area adjacent to Route 60 will be removed and the existing narrow buffer between the front parking area and the street right-of-way will be widened to 50 feet to meet the Community Character Corridor requirement. Additionally, the existing parking area located along the entrance road to the Barnett Property will be removed and the buffer will be widened to 30 feet.

This SUP application includes a landscape modification request for Planning Commission consideration. This request has been reviewed by staff, and approval of this landscape modification is recommended. Staff notes that all agencies have reviewed this proposal and have offered no objections. Staff has reviewed this proposal and finds it to be in accordance with the James City County Zoning Ordinance and Comprehensive Plan. Based on its analysis, staff recommends that the Planning Commission recommend approval of this proposal with the attached conditions to the Board of Supervisors.

Mr. Henderson asked if Mr. Barnett was included in this application. He was part of the application for the Candle Factory rezoning.

Mr. Jose Ribeiro answered that staff believed that the parcel is owned by Mr. Alex Perkins. Mr. Barnett was not involved since he was not an owner.

Ms. Kratter asked if any provisions were made for some pedestrian connectivity, especially to the large apartment complex that is close to this parcel.

Ms. Propst answered that there are several pedestrian connections on site including an eight-foot-wide walking path along with several sidewalk connections within the property.

Mr. Ribeiro stated that staff has not explored the possibility of connectivity to the apartment complex on Croaker Road. Staff has explored crosswalks, but according to VDOT it would be difficult due to the topography.

Ms. Kratter stated that one item that has been mentioned during the Comprehensive Plan update is making sure our facilities keep pace with the developments that are being proposed. She stated that if there is a large population nearby that may use this facility within walking distance, it would be beneficial to encourage this pedestrian traffic so that the intersection there is not overburdened.

Mr. Krapf asked the applicant to address this issue.

Mr. Tim Trant, of Kaufman and Canoles, spoke on behalf of the applicant. He thanked staff for their work on this proposal. He stated the applicant has addressed the DRC's concerns with regards to signage and there is also a materials board available if the Commission wishes to review. Mr. Trant stated the applicant held a community meeting in Toano to address citizen concerns and to encourage feedback from the community. The Candlelight Kitchen, a business that is proposed to be relocated, was an area of concern among the citizens that attended. Mr.

Trant stated that the applicant worked with the owner of the property and real estate brokers that are handing that site to open the lines of communication with the owner of the Candlelight Kitchen. He stated a lease extension has been executed between the business owner and the property owner which will allow the business to operate through the end of 2009. This was to allow for more time to attempt to re-locate the business to another part of the site.

Ms. Kratter asked if the applicant would be willing to consider some kind of pedestrian connectivity to the apartment complex on Croaker Road.

Mr. Trant stated traffic is a concern in that area for the applicant. He stated there is an existing sidewalk that terminates at this site, and extends back east into Norge proper. This sidewalk may be redeveloped in connection with the extension of the Community Character Corridor buffer, but as part of the conditions associated with the application, a shoulder and a multi-use path will be installed. Mr. Trant stated that the proposed application has promoted pedestrian connectivity onsite wherever practical. Offsite improvements for pedestrian movement should be provided when Croaker Road is improved. Development of the Spiegel property would also provide pedestrian improvements.

Mr. Poole asked if the applicant considered re-using the existing structure on the site in a way that might compliment the remainder of the center that is planned to stay.

Mr. Trant stated that the existing structure and layout with the existing parking is not amenable to the business and the activity CVS proposes. This was seen as a redevelopment opportunity, moving from the existing façade of a strip type building to a development that is more compatible with the character of Norge.

Mr. Poole stated his opinion of the importance of redevelopment and the adaptive reuse of existing structures.

Mr. George Billups asked if there was data as to the number of employees that would be employed in relation to the previous establishment. He asked if the makeup of the workforce was known.

Mr. Trant answered that CVS businesses maintain current data on their employees. Statistics with regards to positive impacts and impacts surrounding the area are difficult to maintain. He believed this project to be a net economic benefit to the community in terms of employment.

Mr. Billups questioned the immediate impact on the existing business in that area.

Mr. Trant stated there would be retail staff, pharmacists, pharmacy staff, and most likely managerial staff. He is confident that there will be a net gain of jobs with the relocation of the existing business anticipated.

Mr. Jack Fowler, 109 Wilderness Lane, stated there is a drugstore across the street from where this CVS is proposed to be built. There is also an existing business on this site. He asked

the Commission to use common sense when reviewing these proposals and not listen to the corporations that are proposing them.

Ms. Maria Fuentes-Sherman, 5413 Mary Lane, spoke about the proposal. She stated she was at the meeting where the applicant met with the citizens. She stated that many citizen concerns have been addressed with the extension of the lease for the existing business located on site. She stated that the opposition was actually in reference to the existing business that would have to be relocated. If the restaurant is to be left in the shopping center, the neighbors would welcome CVS as a neighbor in that location.

Mr. Krapf closed the public hearing.

Mr. Henderson asked about the sample material board that was mentioned earlier by Mr. Trant. He thought it would be beneficial for all Commissioners to review. He commended the applicant on a quality project in keeping with the character of the Norge community. Mr. Henderson also commended staff in working with the applicant and the DRC. He asked that the freestanding monument sign be of similar materials (brick to match the design) to the building and that the dumpster enclosure is made of brick rather than a fence or wood material. Mr. Henderson further stated that since the dumpster site in the back would be in the middle of a mixed use development, appropriate screening would be particularly important.

Mr. Trant agreed with the request for the freestanding sign, but a request would be that the signage area not be hardiplank. It would be of a concrete or brick material. The dumpster screen is proposed to be brick, but the doors would be wood.

Ms. Kratter addressed those on the Commission who are part of the Steering Committee. She asked whether the entire Candle Factory site has been reviewed for the new designation proposed, Economic Opportunity (EO). She wanted to avoid proliferation of retail, hourly, and clerk-type jobs.

Mr. Fraley answered that the EO designation is associated with light industrial and office uses, not necessarily retail. This designation is also being considered as part of a master planning process in a wider view. He does not believe that this area would meet the criteria for the new designation as currently defined from the Steering Committee.

Ms. Kratter expressed her concerns over a piecemeal rebuilding of that strip mall area and noted that by adding CVS in that corner, it may adversely impact other opportunities that might surface for that already developed area. She felt that this area is already designed for maximum economic development and intensive commercial uses. She felt that the new designation, EO, could be applied here. Ms. Kratter thought it would be more beneficial to master plan this area, rather than bring proposals before the Commission individually.

Mr. Fraley stated that the proposed use is consistent with the Mixed Use Land Use designation. He stated that from the Steering Committee's standpoint, this site falls more in line with a Mixed Use designation. Whether this area should be part of a sub-area master plan is a separate issue for discussion and he would encourage this.

Ms. Kratter asked how sub-area master planning would be encouraged in this area. Once this proposal is approved, it may be difficult to master plan this area.

Mr. Fraley stated it would have to be an entirely new consideration.

Mr. Murphy stated it would have been preferable to have a redevelopment plan for the entire frontage of the old Soap and Candle Factory. Lacking this, the special use permit application presented tonight may make the remainder of the property more attractive and viable from a commercial aspect. Since the closing of the candle factory this site has struggled.

Mr. Kratter stated that she can foresee that some redevelopment in this area is likely to be forthcoming. She felt that the County is committing to more retail business with this proposal.

Mr. Murphy thought it was more of an exchange of retail.

Mr. Henderson stated that the EO designation is generally reserved for parcels that are much larger than this one, usually of several hundred acres or greater. There were three areas considered by the Steering Committee, and only one was ultimately designated. He stated that the Steering Committee had considerable discussions on the character of Norge and Lightfoot and the importance of preserving those Community Character Corridors/Areas.

Mr. Henderson moved to approve the special use permit application for the CVS at Norge, with the two clarifications that the monument sign base and dumpster enclosure are of brick.

Mr. Fraley seconded the motion.

Mr. Poole stated he supports the application and is grateful that the applicant worked with the existing business on site and the DRC. He stated that by supporting this application, he is not advocating an extension of Croaker Road south of the subject intersection. Mr. Poole asked staff to provide the Planning Commission information on similar projects in the City of Williamsburg and the County when considering special use applications.

Ms. Kratter stated she was not prepared to support the application at this time and under section 24-9 of the Zoning Ordinance, Special Use Permits, the Commission is required to take into account the nature and condition of adjacent uses and structures and the probable effect upon them of the proposed exception. She believes that the existing business needs to be relocated first before this special use application is approved.

In a roll call vote, the application was approved. (6-1, AYE: Henderson, Billups, Poole, Fraley, Peck, Krapf; NAY: Kratter.)

6. PLANNING DIRECTORS REPORT

Mr. Murphy had no additional comments to make.

7. COMMISSION DISCUSSIONS AND REPORTS

Mr. Krapf stated the Commission's representative to the Board of Supervisors for June was Mr. Reese Peck.

Mr. Krapf initiated discussion about communication among the Commission and citizens. He mentioned last month's meeting and stated that all citizens and commissioners who spoke were trying to express what they thought was best for the applicant, the neighborhood, and the County. However, it may not have come across that way to the listeners. He asked that all who is involved in this process keep in mind that words can create perceptions and to be sensitive to that fact.

Mr. Billups stated that it is always best to have a legal foundation rather than personal feelings when making decisions that come before the Commission. He apologized if he offended anyone with his comments at the last Planning Commission meeting. He did not intend to offend anyone. Mr. Billups stated it was important to remember how comments are perceived by other individuals.

Ms. Kratter stated that the Policy Committee will be meeting in June and she only has comments from one individual. She requested that other comments be forwarded to her in advance of the meeting.

Mr. Poole asked for clarification as to whether discussion should take place before or after a motion is made.

Mr. Krapf stated that discussion can take place before or after a motion.

8. ADJOURNMENT

Mr. Fraley moved for adjournment, with a second from Ms. Kratter.

The meeting was adjourned at 8:20 p.m.

Rich Krapf, Chairman

Allen J. Murphy, Secretary

CAPITAL IMPROVEMENT PROGRAM RANKING CRITERIA James City County Planning Commission

SUMMARY

The Capital Improvement Program ("CIP") is the process for evaluating, planning, scheduling, and implementing capital projects. The CIP supports the objectives of the Comprehensive Plan through the sizing, timing, and location of public facilities such as buildings, roads, schools, park and recreation facilities, water, and sewer facilities. While each capital project may meet a specific need identified in the Comprehensive Plan or other department or agency plan, all capital plans must compete with other projects for limited resources, receive funding in accordance with a priority rating system and be formally adopted as an integral part of the bi-annual budget. Set forth below are the steps related to the evaluation, ranking, and prioritization of capital projects.

A. DEFINITION

The CIP is a multi-year flexible plan outlining the goals and objectives regarding public capital improvements for James City County ("JCC" or the "County"). This plan includes the development, modernization, or replacement of physical infrastructure facilities, including those related to new technology. Generally a capital project such as roads, utilities, technology improvements, and county facilities is nonrecurring (though it may be paid for or implemented in stages over a period of years), provides long term benefit and is an addition to the County's fixed assets. Only those capital projects with a total project cost of \$50,000 or more will be ranked. Capital maintenance and repair projects will be evaluated by departments and will not be ranked by the Policy Committee.

B. PURPOSE

The purpose of the CIP ranking system is to establish priorities for the 5-year CIP plan ("CIP plan"), which outlines the projected capital project needs. This CIP plan will include a summary of the projects, estimated costs, schedule and recommended source of funding for each project where appropriate. The CIP plan will prioritize the ranked projects in each year of the CIP plan. However, because the County's goals and resources are constantly changing, this CIP plan is designed to be re-assessed in full bi-annually, with only new projects evaluated in exception years, and to reprioritize the CIP plan annually.

C. RANKINGS

Capital projects, as defined in paragraph A, will be evaluated according the CIP Ranking Criteria. A project's overall score will be determined by calculating its score against each criterion. The scores of all projects will then be compared in order to provide recommendations to the Board of Supervisors. The components of the criteria and scoring scale will be included with the recommendation.

D. FUNDING LIMITS

On an annual basis, funds for capital projects will be limited based on the County's financial resources including tax and other revenues, grants and debt limitations, and other principles set forth in the Board of Supervisors' Statement of Fiscal Goals:

- general obligation debt and lease revenue debt may not exceed 3% of the assessed valuation of property,

- debt service costs are not to exceed 10-12% of total operation revenues, including school revenue, and
- debt per capita income is not to exceed \$2,000 and debt as a percentage of income is not to exceed 7.5%.

Such limits are subject to restatement by the Board of Supervisors at their discretion. Projects identified in the CIP plan will be evaluated for the source or sources of funding available, and to protect the County's credit rating to minimize the cost of borrowing.

E. SCHEDULING OF PROJECTS

The CIP plan schedules will be developed based on the available funding and project ranking and will determine where each project fits in the 5 year plan.

CIP RANKING CRITERIA

Project Ranking By Areas of Emphasis

1. Quality of Life (20%) - Quality of life is a characteristic that makes the County a desirable place to live and work. For example, public parks, water amenities, multi-use trails, open space, and preservation of community character enhance the quality of life for citizens. A County maintenance building is an example of a project that may not directly affect the citizen's quality of life. The score will be based on the considerations, such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plans, master plans, or studies?
- C. Does the project relate to the results of the citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project increase or enhance educational opportunities?
- E. Does the project increase or enhance recreational opportunities and/or green space?
- F. Will the project mitigate blight?
- G. Does the project target the quality of life of all citizens or does it target one demographic? Is one population affected positively and another negatively?
- H. Does the project preserve or improve the historical, archeological and/or natural heritage of the County? Is it consistent with established Community Character?
- I. Does the project affect traffic positively or negatively?
- J. Does the project improve, mitigate, and / or prevent degradation of environmental quality (e.g. water quality, protect endangered species, improve or reduce pollution including noise and/or light pollution)?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project does not affect or has a negative affect on the quality of life in JCC.				The project will have some positive impact on quality of life.					The project will have a large positive impact on the quality of life in JCC.

2. Infrastructure (20%) – This element relates to infrastructure needs such as schools, waterlines, sewer lines, waste water or storm water treatment, street and other transportation facilities, and County service facilities. High speed, broadband or wireless communication capabilities would also be included in this element. Constructing a facility in excess of facility or service standards would score low in this category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Is there a facility being replaced that has exceeded its useful life and to what extent?
- E. Do resources spent on maintenance of an existing facility justify replacement?
- F. Does this replace an outdated system?

- G. Does the facility/system represent new technology that will provide enhance service?
- H. Does the project extend service for desired economic growth?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The level of need is low				There is a moderate level of need					The level of need is high, existing facility is no longer functional, or there is no facility to serve the need

3. Economic Development (15%) – Economic development considerations relate to projects that foster the development, re-development, or expansion of a diversified business/industrial base that will provide quality jobs and generate a positive financial contribution to the County. Providing the needed infrastructure to encourage redevelopment of a shopping center would score high in this category. Reconstructing a storm drain line through a residential neighborhood would likely score low in the economic development category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project have the potential to promote economic development in areas where growth is desired?
- E. Will the project continue to promote economic development in an already developed area?
- F. Is the net impact of the project positive? (total projected tax revenues of economic development less costs of providing services)
- G. Will the project produce desirable jobs in the County?
- H. Will the project rejuvenate an area that needs assistance?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project will not aid economic development				Neutral or will have some aid to economic development					Project will have a positive impact on economic development

4. Health/Public Safety (15%) - Health/public safety includes fire service, police service, safe roads, safe drinking water, fire flow demand, sanitary sewer systems and flood control. A health clinic, fire station or police station would directly impact the health and safety of citizens, scoring high in this category. Adding concession stands to an existing facility would score low in this category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?

- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project directly reduce risks to people or property (i.e. flood control)?
- E. Does the project directly promote improved health or safety?
- F. Does the project mitigate an immediate risk?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project has no or minimal impact on health/safety				Project has some positive impact on health/safety					Project has a significant positive impact on health/safety

5. Impact on Operational Budget (10%) – Some projects may affect the operating budget for the next few years or for the life of the facility. A fire station must be staffed and supplied; therefore it has an impact on the operational budget for the life of the facility. Replacing a waterline will not require any additional resources from the operational budget. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Will the new facility require additional personnel to operate?
- E. Will the project lead to a reduction in personnel or maintenance costs or increased productivity?
- F. Will the new facility require significant annual maintenance?
- G. Will the new facility require additional equipment not included in the project budget?
- H. Will the new facility reduce time and resources of city staff maintaining current outdated systems? This would free up staff and resources, having a positive effect on the operational budget.
- I. Will the efficiency of the project save money?
- J. Is there a revenue generating opportunity (e.g. user fees)?
- K. Does the project minimize life-cycle costs?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project will have a negative impact on budget				Project will have neutral impact on budget					Project will have positive impact on budget or life-cycle costs minimized

6. Regulatory Compliance (10%) – This criterion includes regulatory mandates such as sewer line capacity, fire flow/pressure demands, storm water/creek flooding problems, schools or prisons. The score will be based on considerations such as:

- A. Does the project addresses a legislative, regulatory or court-ordered mandate? (0- 5 years)
- B. Will the future project impact foreseeable regulatory issues? (5-10years)

- C. Does the project promote long-term regulatory compliance (>10 years)
- D. Will there be a serious negative impact on the county if compliance is not achieved?
- E. Are there other ways to mitigate the regulatory concern?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project serves no regulatory need				Project serves some regulatory need or serves a long-term need					Project serves an immediate regulatory need

7. Timing/Location (10%) - Timing and location are important aspects of a project. If the project is not needed for many years it would score low in this category. If the project is close in proximity to many other projects and/or if a project may need to be completed before another one can be started it would score high in this category. The score will should be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. When is the project needed?
- E. Do other projects require this one to be completed first?
- F. Does this project require others to be completed first? If so, what is magnitude of potential delays (acquisition of land, funding, and regulatory approvals)?
- G. Can this project be done in conjunction with other projects? (E.g. waterline/sanitary sewer/paving improvements all within one street)
- H. Will it be more economical to build multiple projects together (reduced construction costs)?
- I. Will it help in reducing repeated neighborhood disruptions?
- J. Will there be a negative impact of the construction and if so, can this be mitigated?
- K. Will any populations be positively/negatively impacted, either by construction or the location (e.g. placement of garbage dump, jail)?
- L. Are there inter-jurisdictional considerations?
- M. Does the project conform to Primary Service Area policies?
- N. Does the project use an existing County-owned or controlled site or facility?
- O. Does the project preserve the only potentially available/most appropriate, non-County owned site or facility for project's future use?
- P. Does the project use external funding or is a partnership where funds will be lost if not constructed.

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No critical timing or location issues				Project timing OR location is important					Both project timing AND location are important

8. Special Consideration (no weighting- if one of the below categories applies, project should be given special funding priority) – Some projects will have features that may require that the County undertake the project immediately or in the very near future. Special considerations may include the following (check all applicable statement(s)):

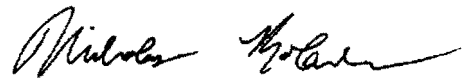
A.	Is there an immediate legislative, regulatory, or judicial mandate which, if unmet, will result in serious detriment to the County, and there is no alternative to the project?	
B.	Is the project required to protect against an immediate health, safety, or general welfare hazard/threat to the County?	
C.	Is there a significant external source of funding that can only be used for this project and/or which will be lost if not used immediately (examples are developer funding, grants through various federal or state initiatives, and private donations)?	

MEMORANDUM


DATE: July 1, 2009
TO: The Planning Commission
FROM: Nicholas K. Bolash, Law Intern
SUBJECT: Initiation of a Zoning Ordinance Amendment to Section 24-650, Powers and Duties;
Granting of Variances

During the 2009 Session of the Virginia General Assembly, the Legislature approved an amendment to Section 15.2-2309 of the Code of Virginia, pertaining to the powers and duties of local boards of zoning appeals that eliminates the term "approaching confiscation" from the requirements for granting variances. The recommended amendment would eliminate the term from the County's Zoning Ordinance to conform with the change to Va. Code.

Staff recommends that the Planning Commission adopt the attached resolution to initiate consideration of this amendment to the Zoning Ordinance.


Nicholas K. Bolash

CONCUR:


Adam R. Kinsman

Attachment:
Initiating Resolution

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 24, ZONING, OF THE CODE OF JAMES CITY COUNTY, VIRGINIA, BY AMENDING ARTICLE VIII, APPEALS, DIVISION 2, BOARD OF ZONING APPEALS, SECTION 24-650, POWERS AND DUTIES; GRANTING OF VARIANCES.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 24, Zoning, is hereby amended and reordained by amending Section 24-650, Powers and duties; granting of variances.

Chapter 24. Zoning

Article VIII. Appeals

Division 2. Board of Zoning Appeals

Sec. 24-650. Powers and duties; granting of variances.

The board of zoning appeals shall have the following powers and duties:

- (2) To authorize upon appeal or original application in specific cases such variance from the terms of this chapter as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement of the provisions will result in unnecessary hardship; provided, that the spirit of this chapter shall be observed and substantial justice done, as follows:
 - a. When a property owner can show that his property was acquired in good faith and where, by reason of the exceptional narrowness, shallowness, size or shape of a specific piece of property at the time of the effective date of this chapter, or where by reason of exceptional

topographic conditions or other extraordinary situation or condition of such piece of property, or of the use or development of property immediately adjacent thereto, the strict application of the terms of this chapter would effectively prohibit or unreasonably restrict the use of the property, or where the board is satisfied, upon the evidence heard by it, that the granting of such variance will alleviate a clearly demonstrable hardship ~~approaching confiscation~~, as distinguished from a special privilege or convenience sought by the applicant; provided, that all variances shall be in harmony with the intended spirit and purpose of this chapter.

- b. No such variance shall be authorized by the board unless it finds:
 - 1. That the strict application of this chapter would produce undue hardship;
 - 2. That such hardship is not shared generally by other properties in the same zoning district and the same vicinity; and
 - 3. That the authorization of such variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance.
- c. No such variance shall be authorized except after notice and hearing as required by section 15.2-2204 of the Code of Virginia.
- d. No variance shall be authorized unless the board finds that the condition or situation of the property concerned or the intended use of the property is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to this chapter.
- e. In authorizing a variance the board may impose such conditions regarding the location, character and other features of the proposed structure for use as it may deem necessary in the public interest and may require a guarantee or bond to insure that the conditions imposed are being and will continue to be complied with.

James G. Kennedy
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this _____ day of
_____, 2009.

RESOLUTION

**INITIATION OF CONSIDERATION OF AN AMENDMENT
TO THE ZONING ORDINANCE**

WHEREAS, the Planning Commission of James City County, Virginia, is charged by Virginia Code § 15.2-2286 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, in order to make the Zoning Ordinance more conducive to proper development, public review and comment of draft amendments is required, pursuant to Virginia Code § 15.2-2286; 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 Section 24-650 to consider eliminating the term “approaching confiscation” from the requirements for granting variances. The Planning Commission shall hold at least one public hearing on the consideration of amendments of said Ordinance and shall forward its recommendation thereon to the Board of Supervisors in accordance with law.

Richard Krapf
Chair, Planning Commission

ATTEST:

Allen J. Murphy, Jr.
Secretary

Adopted by the Planning Commission of James City County, Virginia this 1st day of July,
2009

MEMORANDUM

DATE: July 1, 2009

TO: The Planning Commission

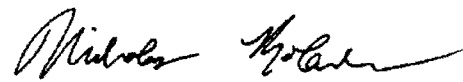
FROM: Nicholas K. Bolash, Law Intern

SUBJECT: Implementation of a Zoning Ordinance Amendment Section 24-650 to Eliminate the Term "Approaching Confiscation" from the Requirements for Granting Variances

The 2009 Session of the Virginia General Assembly approved an amendment to Section 15.2-2309 of the Code of Virginia. This section pertains to the powers and duties of local boards of zoning appeals to grant variances. Currently the Code of the County of James City ("County Code") allows the Board of Zoning Appeals to grant variances to properties only when the applicant can show a "clearly demonstrable hardship approaching confiscation".

The proposed amendment to County Code would eliminate the words "approaching confiscation" to conform with a recent change in the Va. Code.

Staff recommends that the Planning Commission recommend approval of the attached ordinance.



Nicholas K. Bolash

CONCUR:



Adam R. Kinsman

Attachment:
Draft Ordinance

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 24, ZONING, OF THE CODE OF JAMES CITY COUNTY, VIRGINIA, BY AMENDING ARTICLE VIII, APPEALS, DIVISION 2, BOARD OF ZONING APPEALS, SECTION 24-650, POWERS AND DUTIES; GRANTING OF VARIANCES.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 24, Zoning, is hereby amended and reordained by amending Section 24-650, Powers and duties; granting of variances.

Chapter 24. Zoning

Article VIII. Appeals

Division 2. Board of Zoning Appeals

Sec. 24-650. Powers and duties; granting of variances.

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- (2) To authorize upon appeal or original application in specific cases such variance from the terms of this chapter as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement of the provisions will result in unnecessary hardship; provided, that the spirit of this chapter shall be observed and substantial justice done, as follows:
 - a. When a property owner can show that his property was acquired in good faith and where, by reason of the exceptional narrowness, shallowness, size or shape of a specific piece of property at the time of the effective date of this chapter, or where by reason of exceptional

topographic conditions or other extraordinary situation or condition of such piece of property, or of the use or development of property immediately adjacent thereto, the strict application of the terms of this chapter would effectively prohibit or unreasonably restrict the use of the property, or where the board is satisfied, upon the evidence heard by it, that the granting of such variance will alleviate a clearly demonstrable hardship ~~approaching~~ ~~confiscation~~, as distinguished from a special privilege or convenience sought by the applicant; provided, that all variances shall be in harmony with the intended spirit and purpose of this chapter.

- b. No such variance shall be authorized by the board unless it finds:
 - 1. That the strict application of this chapter would produce undue hardship;
 - 2. That such hardship is not shared generally by other properties in the same zoning district and the same vicinity; and
 - 3. That the authorization of such variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance.
- c. No such variance shall be authorized except after notice and hearing as required by section 15.2-2204 of the Code of Virginia.
- d. No variance shall be authorized unless the board finds that the condition or situation of the property concerned or the intended use of the property is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to this chapter.
- e. In authorizing a variance the board may impose such conditions regarding the location, character and other features of the proposed structure for use as it may deem necessary in the public interest and may require a guarantee or bond to insure that the conditions imposed are being and will continue to be complied with.

James G. Kennedy
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this _____ day of
_____, 2009.

MEMORANDUM

DATE: July 1, 2009

TO: The Planning Commission

FROM: Nicholas K. Bolash, Law Intern

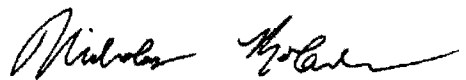
SUBJECT: Implementation of a Zoning Ordinance Amendment to Replace the Term "Mentally Retarded" in the County Code with the Term "Intellectually Disabled"

During the 2008 Session of the Virginia General Assembly, the Legislature approved HB 760, which replaced the terms "mentally retarded" and "mental retardation" in the Virginia Code with the more sensitive term "intellectually disabled" and "intellectual disability."

On April 1, 2009, the Planning Commission passed an initiating resolution directing staff to pursue amending the County's Zoning Ordinance by replacing the term "mentally retarded" with the term "intellectually disabled."

The term "mentally retarded" appears in the Zoning Ordinance of the County Code in Article 1, Section 24-2, Definitions, "Home Care Facility" and Article V, Division 2, Section 24-213, Uses Permitted by Special Use Permit Only, "Family Care Homes", Division 8, Section 24-349, Uses Permitted by Special Use Permit Only, "Family Care Homes", Division 15, Section 24-521, Permitted Uses, Nonresidential Uses, "Family Care Homes."

Staff recommends that the Planning Commission recommend approval of this amendment to make the necessary changes in the County Code.



Nicholas K. Bolash

CONCUR:



Adam R. Kinsman

Attachment:
Draft Ordinance

NKB/nb
ZOA_term_mem

ORDINANCE NO. _____

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 ARTICLE V, DISTRICTS, DIVISION 2, GENERAL AGRICULTURAL DISTRICT, A-1, SECTION 24-213, USES PERMITTED BY SPECIAL USE PERMIT ONLY; DIVISION 8, RURAL RESIDENTIAL DISTRICT, R-8, SECTION 24-349, USES PERMITTED BY SPECIAL USE PERMIT ONLY; DIVISION 15, MIXED USE, MU, SECTION 24-521, PERMITTED USES.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 24, Zoning, is hereby amended and reordained by amending, Section 24-2, Definitions; Section 24-213, Uses permitted by special use permit only; Section 24-349, Uses permitted by special use permit only; and Section 24-521, Permitted uses.

Chapter 24. Zoning

Article I. In General

Sec. 24-2. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meaning respectively ascribed to them by this section:

Home care facility. A residential facility for the care of four or more persons who require the protection of a supervised group setting or nine or more persons who are mentally ill, ~~mentally-retarded~~ *intellectually disabled*, or developmentally disabled.

Article V. Districts.

Division 2. General Agricultural District, A-1

Sec. 24-213. Uses permitted by special use permit only.

In the General Agricultural District, A-1, buildings to be erected or land to be used for the following uses shall be permitted only after the issuance of a special use permit approved by the board of supervisors in accordance with the procedures, guides and standards of sections 24-9 and 24-10 and such other guides and standards as may be contained in this chapter.

Family care homes, foster homes, or group homes serving physically handicapped, mentally ill, ~~mentally retarded~~ *intellectually disabled*, or other developmentally disabled persons, for more than five such persons.

Division 8. Rural Residential District, R-8

Sec. 24-349. Uses permitted by special use permit only.

In the Rural Residential District, R-8, structures to be erected or land to be used for the following uses shall be permitted only after the issuance of a special use permit approved by the board of supervisors in accordance with the procedures, guides and standards of sections 24-9 and 24-10 and such other guides and standards as may be contained in this chapter:

Family care homes, foster homes, or group homes serving physically handicapped, mentally ill, ~~mentally retarded~~ *intellectually disabled*, or other developmentally disabled persons for more than five such persons.

Division 15. Mixed Use, MU

Sec. 24-521. Permitted uses.

In the mixed use districts, all structures to be erected or land to be used shall be for one or more of the following uses:

(2) *Nonresidential uses:*

Family care homes, foster homes or group homes serving physically handicapped, mentally ill, ~~mentally-retarded~~ *intellectually disabled* or other developmentally disabled persons, for more than five persons.

James G. Kennedy
Chairman, Board of Supervisors

ATTEST:

Sanford B. Wanner
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 14th day of July, 2009.

CH24TermAmend_ord

REZONING-0002-2009 / MP-0002-2009: Governor's Grove Section III: Proffer and Master Plan Amendment

Staff Report for the April 1, 2009 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

Planning Commission:

Building F Board Room; County Government Complex

July 1, 2009

7:00 p.m.

Board of Supervisors:

(T.B.D.)

SUMMARY FACTS

Applicant:

Mr. Vernon Geddy, III, on behalf of Jard Properties

Land Owner:

Five Forks II, LLC and Five Forks III, LLC

Proposal:

To modify the proffers and master plan approved with rezoning Z-0009-2005 / MP-0006-2005 to allow for the applicant's desired roadway entrance configuration associated with a pharmacy proposed for the Section III Commercial Parcel of the Governor's Grove development.

Location:

4399 and 4365 John Tyler Highway (Route 5)

Tax Map/Parcel No.:

4710100115 and 4620100014A, respectively

Parcel Size:

2.965 acres and 5.121 acres, respectively (8.086 acres in total)

Existing Zoning:

MU, Mixed Use, with Proffers

Proposed Zoning:

MU, Mixed Use, with (revised) Proffers

Comprehensive Plan:

Low Density Residential and Moderate Density Residential on the 4399 John Tyler Highway (commercial) parcel, and Moderate Density Residential on the 4365 John Tyler Highway (open space) parcel

Primary Service Area:

Inside

STAFF RECOMMENDATION

The applicant has requested deferral of this case until the August 5, 2009 Planning Commission meeting in order to fully evaluate and better address comments, questions, and recommendations received, and to allow the applicant time to conduct a neighborhood meeting to solicit public feedback about the proposal. Reviews of the proposed site design, proffers, master plan, and traffic studies for this project are ongoing at the time of this requested deferral. Staff concurs with this request, and recommends deferral of this case.

Staff Contact: David W. German

Phone: 253-6685

David W. German, Senior Planner

ATTACHMENTS:

1. Applicant's deferral request letter

GEDDY, HARRIS, FRANCK & HICKMAN, L.L.P.

ATTORNEYS AT LAW

1177 JAMESTOWN ROAD

WILLIAMSBURG, VIRGINIA 23185

TELEPHONE: (757) 220-6500

FAX: (757) 229-5342

MAILING ADDRESS:

POST OFFICE BOX 379

WILLIAMSBURG, VIRGINIA 23187-0379

VERNON M. GEDDY, JR. (1924-2008)

STEPHEN D. HARRIS

SHELDON M. FRANCK

VERNON M. GEDDY, III

SUSANNA B. HICKMAN

RICHARD H. RIZK

ANDREW M. FRANCK

June 23, 2009

Mr. David W. German
Senior Planner
James City County
101-A Mounts Bay Road
Williamsburg, Virginia 23185

Re: Governor's Grove Section 3 – Z-0002-2009

Dear David:

I am writing on behalf of the applicant to request that the Planning Commission defer consideration of this application until its August meeting.

Very truly yours,

GEDDY, HARRIS, FRANCK & HICKMAN, LLP



Vernon M. Geddy, III

VMG/

cc: Mr. James Jard

SPECIAL USE PERMIT-0011-2009: 7708/7710 Cedar Drive
Staff Report for the July 1, 2009, 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

Building F Board Room; County Government Complex

Planning Commission:	June 3, 2009	7:00 p.m.(deferred by the applicant)
Planning Commission:	July 1, 2009	7:00 p.m.(deferred by the applicant)
Board of Supervisors	August 11, 2009	7:00 p.m. (tentative)

SUMMARY FACTS

Applicant: Mr. Mark Kin of Electric Eagle, Ltd

Land Owner: Mr. Mark Kin

Proposed Use: The applicant has applied for a special use permit to allow for the construction of a 3,000 square-foot contractor's warehouse

Location: 7708 and 7710 Cedar Drive

Tax Map and Parcel No.: 0930900010 and 0930900011

Parcel Size: 0.94 acre (0.47 acre each parcel)

Existing Zoning: A-1, General Agricultural District

Comprehensive Plan: Rural Lands

Primary Service Area: Outside

STAFF RECOMMENDATION:

The applicant has requested a deferral of this case until the next Planning Commission meeting in order to resolve outstanding issues. Staff concurs with this request.

Staff Contact: Jose Ribeiro, Planner Phone: 253-6685

ATTACHMENTS:

1. Letter of deferral by the applicant.

Jose Ribeiro

To: José Ribeiro

We would like to defer out SUP until the August planning commission meeting.

Thank You
Tracy and Mark Kin

José L. Ribeiro-Senior Planner
James City County
Ph: (757) 253+6685
Px: (757) 253+6822

Historic Dist.



Sustainable Future

JCCM James City County Comprehensive Plan

PLANNING DIRECTOR'S REPORT

July 2009

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

- **New Town.** The Design Review Board did not hold a meeting in June. The final elevations for the Buffalo Wild Wings were approved this month via e-mail.
- **Policy Committee Meetings.** The Policy Committee met on June 10 to discuss draft Capital Improvement Program (CIP) review criteria. The result of this meeting, a draft CIP ranking criteria document, is included as a reading file item for discussion at this Planning Commission meeting. This document is slated to be forwarded to the Board of Supervisors on July 14. No additional Committee meetings have been scheduled.
- **Steering Committee.** The Steering Committee continues to hold regular meetings in the Board Room-Building F. During the month of June, the Steering Committee discussed final text, the Land Use Map, and sections of the appendix. A complete schedule, blog, and all materials are available on www.jccplans.org. A final meeting will be held on June 25 at 3 p.m. to complete review of final text for the Comprehensive Plan, updates to Transportation, Public Facilities, and the Land Use Map, and forward a recommendation to the Planning Commission and Board of Supervisors.
- **Parks and Recreation Master Plan and Shaping our Shores.** The Board of Supervisors heard presentations on the Parks and Recreation Master Plan and Shaping Our Shores. Both plans received approval by the Board on June 9, 2009.
- **Monthly Case Report.** For a list of all cases received in the last month, please see the attached document.
- **Board Action Results** – June 9th and June 23rd
SUP-0004-2009 – Dee's Day Care Adopted 4-1 (Goodson – No)

Allen J. Murphy, Jr.

June 2009

20

Case Type	Case Number	Case Title	Address	Description	Planner	District
Conceptual Plans	C-0027-2009	Colocation on Water Tank, Exmoor Court		A review of a cell tower for historical impact significance in the city of Williamsburg. This is not a development proposal	Jason Purse	
	C-0028-2009	Williamsburg Landing Child Care Use	5560 WILLIAMSBURG LANDING DR	A site plan has been approved for the expansion of the Woodhaven Building on 8-1-07. An application will be made shortly to amend the approved plan. The amendment will include the expansion of the basement to the full footprint of the proposed building a	Leanne Reidenbach	Jamestown
	C-0029-2009	Canine Agility Trials	117 LAKEVIEW DRIVE	Host small agility trials for regional canine clubs. Grounds completely fenced, including all parking. Eight events annually.	David German	Stonehouse
	C-0030-2009	Lifepointe Christian Church Auxilliary Worship Building	8251 RICHMOND ROAD	Utilize house as auxilliary worship space, meeting rooms, training and counseling space, offices for minister and associate minister.	Jose Ribeiro	Stonehouse
Site Plan	SP-0047-2009	Greensprings Resort Maintenance Building	3700 WELCOME CENTER DRIVE	Maintenance building and employee parking lot to serve Greensprings resort	Jose Ribeiro	Berkley
	SP-0048-2009	Busch Gardens Wolf Support Building SP	7851 POCAHONTAS TR	Add a 13" x 193" extension to the existing Wolf Support Building	Terry Costello	Roberts
	SP-0049-2009	Kingspoint Recreation Center	119 NORTHPOINT DR	This is a landscape amendment for a new building	Scott Whyte	Roberts
	SP-0050-2009	Patriots Colony Community Center SP Amend	3400 JOHN TYLER HWY	7500 s.f. addition to the Patriots Colony Community Center	Jason Purse	Berkley
	SP-0053-2009	JCSA Operations Center Expansion	149 TEWNING ROAD	This site plan is for the relocation of the Tewning Road Convenience Center as well as the construction of a 12,550 sq. ft. JCSA building.	Jason Purse	Berkley
	SP-0054-2009	Powhatan Plantation Switchboard Generator SP Amend	4300 FITHIAN LANE	Install stand-by generator	David German	Berkley
	SP-0055-2009	Greensprings Resort Maintenance Generator SP Amend		Install stand-by generator for maintenance building	David German	

Site Plan	SP-0056-2009	Powhatan Plantation Administration Generator SP Amend	4300 FITHIAN LANE	Install stand-by generator at administrative building	David German	Berkley
	SP-0057-2009	Greensprings Resort Administration Generator SP Amend		Install stand-by generator at Greensprings Resort administration building	David German	
Subdivision	S-0029-2009	McGilvary Family Subdivision	103 WILLIAMSON DR	Creating one new family subdivision parcel	Sarah Propst	Powhatan
	S-0030-2009	New Town Sec. 2 & 4, Blk. 11, Parcel B, Lots 11-14	4300 CASEY BLVD	Four new townhome lots	Jose Ribeiro	Berkley
	S-0031-2009	Liberty Crossing Townhouses	6601 RICHMOND ROAD	Subdivision application is for 37 lots on 2.15 acres	David German	Stonehouse
	S-0032-2009	Stonehouse Amenity H		Subdividing lot for Amenity H	Sarah Propst	
	S-0033-2009	Quarterpath at Williamsburg BLE	7251 POCAHONTAS TR	Extinguishment of various parcel lines along Rt. 60	Jason Purse	Roberts
	S-0034-2009	Quarterpath Southern Line BLE	7359 POCAHONTAS TR	Multiple lot line extinguishments for the Quarterpath at Williamsburg project	Jason Purse	Roberts
	S-0035-2009	Bozzell, Drewry Lane BLA and Sub.	875 DREWRY LANE	Subdivision of one, six acre lot into two	Leanne Reidenbach	Stonehouse