

AGENDA
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 3, 2016 – 7:00 p.m.

Page

1. ROLL CALL

2. PUBLIC COMMENT

3. CONSENT AGENDA

A. Minutes from the January 6, 2016 Regular Meeting 1

B. Development Review Committee

1. C-0095-2-15, New Town Shared Parking Update
(DRC Recommendation: Preliminary Approval, 3-0-1)

4. REPORTS OF THE COMMISSION

A. Policy Committee

B. Other Commission Reports

5. PUBLIC HEARING

A. SUP-0010-2015, Jamestown Beach Special Use Permit Amendment 5

B. SO-0001-2016, Article I, General Provisions, Section 19-12, Vacation of Recorded Plat 11

6. PLANNING COMMISSION CONSIDERATION

A. Initiation of Consideration of Amendments to the Zoning Ordinance for 13
Event Venues/Places of Public Assembly in Rural Areas

B. Planning Commission and Board of Zoning Appeals 2015 Annual Report
(Linked on Planning Commission Page)

7. PLANNING DIRECTOR'S REPORT 16

8. COMMISSION DISCUSSION AND REQUESTS

9. ADJOURNMENT

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE SIXTH DAY OF JANUARY TWO-THOUSAND AND SIXTEEN, 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:

Robin Bledsoe
Rich Krapf
Tim O'Connor
Chris Basic
Heath Richardson

Staff Present:

Paul Holt, Planning Director
Jose Ribeiro, Senior Planner II
Maxwell Hlavin, Assistant County Attorney

Absent:

George Drummond

Ms. Robin Bledsoe called the meeting to order at 7:00 p.m.

2. **PUBLIC COMMENT**

Ms. Bledsoe opened the public comment.

As no one wished to speak, Ms. Bledsoe closed the public comment.

3. **CONSENT AGENDA**

A. Minutes from the December 2, 2015 Regular Meeting

Mr. Heath Richardson moved to approve the Minutes.

The Minutes from the December 2, 2015 Regular Meeting were approved by voice vote (6-0, Mr. Drummond being absent)

4. **REPORTS OF THE COMMISSION**

A. **Development Review Committee**

Ms. Bledsoe presented the DRC report and noted that the Development Review Committee met on December 16, 2015 to consider Z-0005-2015/MP-0002-2015/HW-0002-2015, Patriot's Colony Expansion. The land owner is Riverside Healthcare Associates and they would like to add approximately 188 new units to the existing development consisting of a mix of independent living apartments, skilled nursing beds and assisted living memory care units. The independent living units are proposed to be located in a five story building exceeding 60 feet in height. The DRC had concerns about the five story building and its impact on the Greensprings National Historic Landmark and whether the building would complement the existing development. The DRC recommended a balloon test which is currently scheduled for January 11, 2016 from 7:30 – 11:00 a.m. and January 14, 2016 from 8:00 a.m. – 10:00 a.m. There being no further business, the meeting was adjourned.

Ms. Bledsoe noted that a DRC meeting had been scheduled for January 6, 2016; however, it was cancelled.

B. Policy Committee

Mr. John Wright stated that the Policy Committee did not meet in December.

5. PUBLIC HEARINGS

A. SUP-0007-2015, St. Olaf Catholic Church SUP Amendment

Mr. Tim O'Connor stated that he is a member of the Design Committee for St. Olaf Catholic Church and would abstain from the discussion and vote.

Mr. José Ribeiro stated that Mr. Bob Cosby of AES Consulting Engineers has applied to amend the adopted conditions for SUP-0006-2008. Mr. Ribeiro stated that, more specifically, the request was to amend condition # 4 by replacing the original architectural elevations with revised ones. Mr. Ribeiro further stated that the amendment further clarifies that the design of the building and any further expansions must be reviewed and approved by the Director of Planning.

Mr. Ribeiro stated that, according to the applicant, the proposed changes would result in a modest increase of approximately 135 sq. ft. from the original building footprint. Mr. Ribeiro further stated that the original elevations called for a maximum building height of 50 feet with a height waiver approved by the Board of Supervisors to allow the construction of a 90 foot tall spire and cross. Mr. Ribeiro stated that the applicant has indicated that the revised elevations call for a maximum building height of 45 feet with the spire and cross no more than 90 feet above grade.

Mr. Ribeiro stated that St. Olaf Catholic Church is located within the Norge Community Character Area and that the development standards listed in the 2035 Comprehensive Plan are intended to assist in the preservation of the integrity of the area. Mr. Ribeiro stated that staff finds the revised elevations to be compatible with the development standards and the surrounding zoning and development; particularly in regard to the more traditional approach to architectural elements. Mr. Ribeiro stated that staff recommends that the Commission recommend approval of the application to the Board of Supervisors with the amended and restated conditions.

Ms. Bledsoe opened the public hearing.

As no one wished to speak, Ms. Bledsoe closed the public hearing.

Ms. Bledsoe called for disclosures from the Commissioners.

There were no disclosures.

Ms. Bledsoe opened the floor for discussion.

Mr. Richardson stated that he appreciated the work of the DRC in reviewing the application and that the new elevations worked well with the Norge Community Character Corridor.

Mr. Rich Krapf stated that he also believed the revised elevations were a much better fit with the intent of the development standards as well as the surrounding buildings.

Mr. Chris Basic stated that he appreciated the applicant's willingness to work with staff to develop the revised elevations.

Ms. Bledsoe stated that she believes the revisions are a great improvement and compliment the area.

Mr. Krapf moved to recommend approval of the application.

On a roll call vote the Commission voted to recommend approval of SUP-0007-2015, St. Olaf Catholic Church SUP Amendment (5-0-1, Mr. Drummond being absent and Mr. O'Connor abstaining).

6. PLANNING COMMISSION CONSIDERATION

A. Initiation of Amendments to the Subdivision Ordinance – Right-of-Way Vacations

Mr. Ribeiro stated that Section 19-12 of the Subdivision Ordinance establishes that any recorded plat, may be vacated by the governing body pursuant to Code of Virginia. Mr. Ribeiro further stated that the initiating resolution is the first step in amending the Subdivision ordinance to clarify the references to the Code of Virginia for plats vacated for the purpose of extinguishing property lines and/or removing a property designation and for plats vacated for the purpose of abandoning a public right-of-way dedicated to the County.

Mr. Ribeiro stated that staff recommends the Planning Commission adopt the attached resolution to initiate consideration of such amendments to the Subdivision Ordinance and refer this matter to the Policy Committee.

Mr. Basic inquired about what prompted the proposed amendments.

Mr. Ribeiro stated that it was to bring the Subdivision Ordinance into alignment with State Code.

Mr. Holt stated that this amendment is also part of the initiative by the County Attorney's Office to ensure that County Code is up to date and ensure that all cross references are accurate.

Ms. Bledsoe inquired about what the Commission would be voting on.

Mr. Ribeiro clarified that the Commission would be voting to approve the initiating resolution so that staff can present the amendments to the Policy Committee for review and that ultimately the amendments would go the Planning Commission and Board of Supervisors through the public hearing process.

Mr. Wright moved to approve the initiating resolution.

On a roll call vote the Commission voted to recommend approval of the Initiating Resolution for Amendments to the Subdivision Ordinance – Right-of-Way Vacations (6-0, Mr. Drummond being absent).

7. COMMISSION DISCUSSION AND REQUESTS

Ms. Bledsoe stated that the next meeting of the Strategic Plan Advisory Group (SPAG) would be held on January 11, 2016. Ms. Bledsoe stated that the SPAG would be discussing the report developed by Clarion Associates, consultant for the Strategic Plan initiative, and invited the Commissioners to sit in on the discussion.

Mr. Basic inquired if the proposed intersection improvements at Centerville and News Road would be coming before the Planning Commission for review.

Mr. Holt started that there would be discussion at the Board of Supervisors level shortly. Mr. Holt further stated that the public hearing period for that project had just closed and that VDOT would be preparing a document summarizing the comments.

Mr. O'Connor stated that it is challenging to assess the impacts of a project on paper. Mr. O'Connor further stated that as he watches the development at Lightfoot Marketplace, he is glad that the Commission reviewed the project with diligence and requested revisions, not to be difficult but rather to ensure a quality product that would be compatible with the nature of the area.

Ms. Bledsoe noted that a quality product is also beneficial to the applicant.

Mr. Basic stated that the County is a desirable place to live because the Commission and the Board have raised the bar with development standards to maintain the character of the community.

8. PLANNING DIRECTOR'S REPORT

Mr. Holt stated that there was nothing more to add other than what was submitted in the Planning Commission packet.

Mr. O'Connor inquired when Novus Agenda would be rolled out to the Commission.

Mr. Holt stated that Novus Agenda would be rolled out for the Policy Committee and the Development review Committee first. Mr. Holt further stated that if all goes well Novus Agenda would be rolled out to the Commission soon.

9. ADJOURNMENT

Ms. Bledsoe called for a motion to adjourn.

Mr. Krapf moved to adjourn.

The meeting was adjourned at approximately 7:18 p.m.

Robin Bledsoe, Chairwoman

Paul D. Holt, III, Secretary

PUBLIC HEARING DATES

Planning Commission: February 3, 2016, 7:00 p.m.

Board of Supervisors: March 8, 2015, 6:30 p.m. (tentative)

SUMMARY FACTS

Applicant: Ms. Nancy Ellis, James City County Parks and Recreation

Land Owner: James City County

Proposal: To amend an existing Special Use Permit (SUP) condition regarding the provision of public water and sewer.

Location: 2205 Jamestown Rd.

Tax Map/Parcel No.: 4630100005

Project Acreage: +/- 94.75

Zoning: PL, Public Lands

Comprehensive Plan: Open Space or Recreation

Primary Service Area: Inside

Staff Contact: Leanne Pollock, Senior Planner II

FACTORS FAVORABLE

1. With the proposed conditions, the proposal continues to be compatible with surrounding zoning and development.
2. The proposal is consistent with the recommendations of the Comprehensive Plan.

3. The proposal is consistent with the Shaping Our Shores Master Plan.
4. The proposal would allow the continued use of the property for special events until such time that a permanent bathroom facility can be funded and installed.

FACTORS UNFAVORABLE

1. Users will have to continue to rent portable bathroom facilities to serve private or County-sponsored special events on this property.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the amended and re-stated conditions.

PROJECT DESCRIPTION

Proposal to amend Condition No. 7 of existing SUP-0017-2012 to permit certain smaller infrastructure improvements and hold special events and a summer concert series on the property without requiring permanent restroom facilities and connection to public water and sewer until permanent structures or facilities for the special events (such as a stage) are installed. Currently, the park hosts less than 10 events annually, with no event lasting longer than one day with attendance of less than 1,500 people per event.

PLANNING AND ZONING HISTORY

1. The Board of Supervisors endorsed the Shaping Our Shores (SOS) Master Plan for the property by resolution dated June 9, 2009.
2. The Board of Supervisors approved Z-0008-2012/SUP-0017-2012 for Jamestown Beach on March 12, 2013. This changed zoning to PL, Public Lands with an SUP for community recreation facilities developed in accordance with SOS.

SURROUNDING ZONING AND DEVELOPMENT

1. Located on Jamestown Road near the Jamestown-Surry Ferry.
2. Surrounding zoning designations include:
 - a. R-8, Rural Residential to the north and east (4-H Club property and vacant lands)
 - b. B-1, General Business to the southeast (Jamestown Marina)
 - c. PL, Public Land to the southwest (Jamestown Settlement)

COMPREHENSIVE PLAN

1. Surrounding Comprehensive Plan designations include:
 - a. Low Density Residential to the north and east
 - b. Mixed Use to the southeast
 - c. Open Space or Recreation to the southwest
2. Designated Open Space or Recreation on the 2035 Comprehensive Plan.
3. Applies to large areas that are used for recreation, historical or cultural resources or open space.

4. Proposal supports implementation of goals, strategies and actions in the Parks and Recreation section and SOS Master Plan.

PUBLIC IMPACTS

1. Anticipated impact on public facilities and services:
 - a. Streets: No impacts anticipated. Park will continue to operate in accordance with the adopted master plan which anticipated use as a special event area. Special events only marginally increase the overall park attendance figures for the beach.
 - b. Schools/Fire/Utilities: No impacts anticipated. The Virginia Health Department (VHD) notes that special events/mass gatherings can be served by portable bathroom facilities provided there is one facility for every 100 people at the event. Consultation with VDH is required as part of the special event permitting process outlined by County Code.
2. Anticipated impact on environmental, cultural and historic resources: No impacts anticipated.
3. Anticipated impact on nearby and surrounding properties: No impacts anticipated. Park will continue to operate in accordance with the adopted master plan.

PROPOSED AMENDED SUP CONDITION (Note: all other conditions will remain as originally proposed. A complete list of all SUP conditions is attached.)

Public Utilities

The applicant shall install connections to public water and sewer infrastructure for bathrooms and other amenities on the Property prior to the development of any permanent structures or facilities related to uses not currently developed as shown on the Master Plan that would be expected to generate higher park visitation rates, including but not limited to the campground area, rental cabins, restoration of the Vermillion House and performance venue. Infrastructure improvements such as electrical connections, parking lots, facilities to allow for the collection of beach access parking fees and other facilities as approved by the planning director shall not be considered to be permanent structures for the purposes of this condition and shall not trigger the requirement to connect to public water and sewer. Special events subject to permitting under the County Code shall also not be considered to trigger the requirement to connect to public water and sewer.

OTHER DISCUSSION

Originally, SUP Condition No. 7 was requested by the Health Department since the park was operating with portable toilets to serve an increasing number of beach visitors and that was not seen as a sustainable solution. The Condition triggered the requirement for Parks and Recreation to build a permanent bathroom that is connected to public water and sewer to serve regular attendance at the beach and this was completed in 2015. Parks and Recreation and Communications/Tourism are interested in hosting additional special events at the property, such as Bountiful Brews and Bites and a summer concert series, but is not currently planning to build permanent stages or other buildings until it can be determined whether such events will be successful. Portable toilets are consistent with Health Department policies for special events and can adequately serve these proposed uses.

STAFF RECOMMENDATION

Staff finds the proposal to be compatible with surrounding development and consistent with the 2035 Comprehensive Plan and Zoning ordinance. Staff recommends the James City County Planning Commission recommend approval of this Application to the Board of Supervisors, subject to the attached amended and restated conditions.

LP/ab

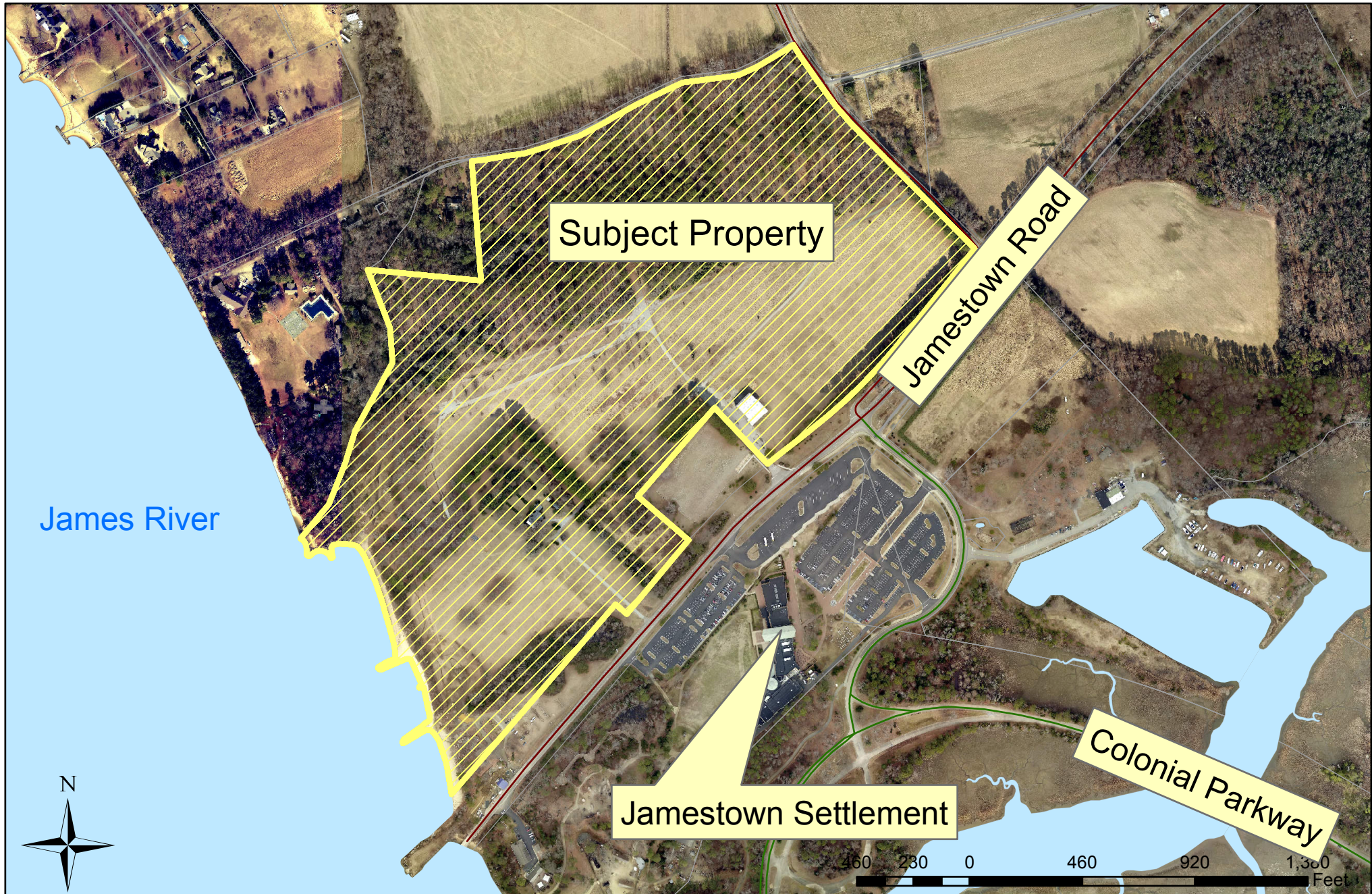
SUP-10-2015-StfRpt

Attachments:

1. Location map
2. Proposed SUP conditions

JCC-SUP-0010-2015

Jamestown Beach SUP Amendment



Attachment 2: Proposed Special Use Permit Conditions (*Note: the only proposed change is to condition #7. All other conditions are restated from the previously approved SUP-0017-2012.*)

1. **Master Plan.** This Special Use Permit shall permit a public community recreation facility and accessory uses thereto, including but not limited to restoration of the Vermillion house, event tents, interpretive areas, beach access and parking, special event areas, maintenance areas, concession stands, cabins, tent camping, a ropes course and performance venue on property located at 2205 Jamestown Road (the “Property”). Uses and layout of the Property shall generally be located as shown on the document entitled “Figure 2-2: Master Plan- Jamestown Beach Campground,” (the “Master Plan”) prepared by Vanasse, Hangen, and Brustlin, Inc. (VHB) and as described in the *Shaping Our Shores* Master Plan (“SOS”) report adopted by the Board of Supervisors on June 9, 2009 with only changes thereto that the Planning Director determines to be generally consistent with the Master Plan and the SOS report.
2. **Archaeology.** Additional archaeological studies for any area to be disturbed that is identified as ‘potentially eligible’ or ‘eligible’ for inclusion on the National Register of Historic Places and/or ‘unknown (further work needed)’ in the reports titled “Phase I Cultural Resource Survey of the James City County Campground and Yacht Basin Marina, James City County, Virginia” by Archaeological and Cultural Solutions, Inc. and dated February, 2009 and “Phase II Investigations of Archaeological Sites 44JC0101 and 44JC1212, James City County Campground and Yacht Basin Marina, James City County, Virginia” by Archaeological and Cultural Solutions, Inc. and dated July, 2009 shall be submitted to the Planning Director or his designee for review and approval prior to the commencement of any land disturbing activity on the property. If an additional Phase II study is necessary for any site, such a study shall be approved by the Planning Director or his designee and a treatment plan for said sites shall be submitted to, and approved by, the Planning Director or his designee for sites that are determined to be eligible for inclusion on the National Register of Historic Places and/or those sites that require a Phase III study. If in the Phase III study, a site is determined eligible for nomination to the National Register of Historic Places and said site is to be preserved in place, the treatment plan shall include nomination of the site to the National Register of Historic Places. If a Phase III study is undertaken for said sites, such studies shall be approved by the Planning or his designee prior to land disturbance within the study areas. All Phase I, Phase II, and Phase III studies shall meet the Virginia Department of Historic Resources’ *Guidelines for Preparing Archaeological Resource Management Reports* and the Secretary of the Interior’s *Standards and Guidelines for Archaeological Documentation*, as applicable, and shall be conducted under the supervision of a qualified archaeologist who meets the qualifications set forth in the Secretary of the Interior’s *Professional Qualification Standards*. All approved treatment plans shall be incorporated into the plan of development for the site and the clearing, grading or construction activities thereon.
3. **Tree Clearing.** Tree clearing on the Property shall be limited to the minimum necessary to accommodate the proposed infrastructure improvements; recreational uses shown on the Master Plan; and related driveways, entrance improvements and facilities as determined by the Director of Planning or his designee.
4. **Master Stormwater Management Plan.** The applicant shall complete a Master Stormwater Management Plan for the Property prior to final development plan approval for the next significant development phase of the Property for which a conceptual plan has not been received by the adoption date of this resolution. The master Stormwater management plan shall be in accordance with the SOS report and the County’s Sustainable Building Policy as adopted by BOS resolution on March 23, 2010.
5. **Vermillion House.** The Vermillion house and associated dependencies identified within the SOS report shall remain on the property and shall not be demolished. No changes shall be permitted to these structures with the exception of alterations, maintenance and/or modernizations that will not jeopardize their eligibility for future nomination to the National Register of Historic Places.
6. **Water Conservation Guidelines.** The applicant shall be responsible for developing water conservation standards to be submitted to and approved by the James City Service Authority (“JCSA”) prior to final

site plan approval and subsequently for enforcing these standards. Water conservation measures addressed by the guidelines shall include but not be limited to limitations on the installation and use of approved landscaping design and materials to promote water conservation and minimize use of public water resources.

7. ~~**Public Utilities.** The applicant shall install connections to public water and sewer infrastructure for bathrooms and other amenities on the Property prior to the development of any uses shown on the Master Plan that would be expected to generate higher park visitation rates including but not limited to the campground area, rental cabins, interpretive areas, special event areas, restoration of the Vermillion House and performance venue.~~
7. **Public Utilities.** The applicant shall install connections to public water and sewer infrastructure for bathrooms and other amenities on the Property prior to the development of any permanent structures or facilities related to uses not currently developed as shown on the Master Plan that would be expected to generate higher park visitation rates, including but not limited to the campground area, rental cabins, restoration of the Vermillion House and performance venue. Infrastructure improvements such as electrical connections, parking lots, facilities to allow for the collection of beach access parking fees, and other facilities as approved by the Planning Director shall not be considered to be permanent structures for the purposes of this condition and shall not trigger the requirement to connect to public water and sewer. Special events subject to permitting under the County Code shall also not be considered to trigger the requirement to connect to public water and sewer.
8. **Severance Clause.** This special use permit is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

MEMORANDUM

DATE: February 3, 2016

TO: Planning Commission

FROM: Liz Young, Legal Technician
Jose Ribeiro, Senior Planner II

SUBJECT: Case No. SO-0001-2016. Vacation of Recorded Plat

At the Board of Supervisors' August 2015 work session, discussion was held about updating and revising certain sections and chapters of the County Code. The attached ordinance continues the process by amending County Code Section 19-12, Vacation of recorded plat.

Currently, the James City County Code allows a recorded plat to be vacated pursuant to Code of Va. §§ 15.2-2271-15.2-2276, as amended. This code section was originally adopted in 1989 and has only been updated once for grammatical consistency.

The ordinance amendment is being proposed because there are different plat vacation situations that require different processes under Virginia Code. The plat vacation process described in Code of Va. §§ 15.2-2271-15.2-2276, is typically utilized in cases when a boundary line is adjusted and lot lines are to be extinguished, or if a property is sold with a designation that is no longer applicable, such as disused recreation lot or well lot. The plat vacation process described in the proposed amendment, Code of Va. §§ 15.2-2006-15.2-2008, is useful for vacating right-of-way on a plat which has been designated but not utilized, such as alleys or "paper streets." The proposed amendment would allow flexibility in applying the two processes as they are applicable. Staff has practiced using both of these processes as necessary, so the proposed amendment aligns the County Code with the current procedure. On January 6, 2016, the Planning Commission adopted a resolution to initiate consideration of such amendment to the Subdivision Ordinance and referred this matter to the Police Committee.

On January 27, 2016, the Policy Committee reviewed and recommended approval of the proposed amendment to the Planning Commission by a vote of 5-0. Staff recommends the Planning Commission recommend approval of the proposed amendment to the Board of Supervisors.

LY/JR/nb
SO-01-16VacationRecPlat-mem

Attachment:

1. Draft Subdivision Ordinance Amendment

ORDINANCE NO. _____

Chapter 19. Subdivision

Article I. General Provisions

Sec. 19-12. - Vacation of recorded plat.

Any recorded plat, or part thereof, may be vacated by the governing body pursuant to Code of Va., § 15.2-2271 through § 15.2-2276, as amended *or Code of Va., §15.2-2006 through § 15.2-2008, as amended, as applicable.*

~~Any such vacation shall operate to destroy the force and effect of the recording of the plat so vacated and to divest all public rights in, and to reinvest to the owners, proprietors and trustee, if any, the title to the streets, alleys, easements for public passage and other public areas laid out or described in such plat.~~

MEMORANDUM

DATE: February 3, 2016

TO: Planning Commission

FROM: Leanne Pollock, Senior Planner, II
Ellen Cook, Senior Planner II

SUBJECT: Initiation of Consideration of Amendments to the Zoning Ordinance for Event Venues/
Places of Public Assembly in Rural Areas

Over the past year, the County received a number of inquiries from citizens who are interested in starting privately-run for-profit event facility businesses on parcels in Rural Lands. Examples of events that would be able to be accommodated at such facilities include weddings, charity fundraisers, corporate parties, etc. Event facilities are not currently permitted in A-1, General Agriculture district, or R-8, Rural Residential district.

The County has a strategy for rural economic development which encourages allowing rural land owners to pursue appropriate commercial uses that would complement rural character while expanding income-generating potential. Evaluating updates to the Zoning ordinance to account for private special events and event facilities as a primary use was proposed as part of the Planning Division's 2015-16 work program at the October 2015 Policy Committee meeting and the Committee had an initial discussion regarding this use in January 2016.

Staff recommends the Planning Commission adopt the attached resolution to formally initiate consideration of such amendments to the Zoning ordinance and refers this matter to the Policy Committee.

LP/EC/ab
ZoningOrdinanceAmend-mem

Attachment:

1. Initiating Resolution

RESOLUTION

INITIATION OF CONSIDERATION OF AMENDMENTS TO THE ZONING ORDINANCE

FOR EVENT VENUES/PLACES OF PUBLIC ASSEMBLY IN RURAL AREAS

- WHEREAS, Virginia Code § 15.2-2286 and County Code § 24-13 permit the Planning Commission of James City County, Virginia (the “Commission”) to, by motion, initiate amendments to the regulations of the Zoning ordinance that the Commission finds to be prudent; and
- WHEREAS, the staff of James City County, Virginia (the “County”) have recently received citizen inquiries regarding establishment of event venues or places of public assembly in rural areas of the County; and
- WHEREAS, the County has a strategy for rural economic development which encourages allowing rural land owners to pursue appropriate commercial uses on their properties that would complement rural character while expanding income-generating potential; and
- WHEREAS, amendments to the Zoning ordinance are necessary in order to permit event venues or places of public assembly in rural areas of the County; and
- WHEREAS, the Commission would like County staff to evaluate whether event venues or places of public assembly can be consistent with the rural character, existing infrastructure and nearby agricultural and residential uses in rural areas of the County; and
- WHEREAS, the Commission is of the opinion that the public necessity, convenience, general welfare or good zoning practice warrant the consideration of amendments to the Zoning ordinance.
- NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of James City County, Virginia, does hereby, by motion, initiate staff review of the entirety of the Zoning ordinance of the James City County Code in regards to establishing event venues or places of public assembly in rural areas. The Planning Commission shall hold at least one public hearing on the consideration of amendment of said ordinance and shall forward its recommendation thereon to the Board of Supervisors in accordance with the law.

Robin Bledsoe
Chair, Planning Commission

ATTEST:

Paul D. Holt, III
Secretary

Adopted by the Planning Commission of James City County, Virginia, this 3rd day of
February, 2016.

ZoningOrdinanceAmend-res

PLANNING DIRECTOR'S REPORT

February 2016

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

- **New Town:** The New Town Design Review Board did not meet in January. The DRB did electronically review several sign permits and smaller architectural revisions to existing buildings in the Main Street area. The DRB's next meeting is February 18th.
- **Capital Improvements Program (CIP):** Staff has received all County department and WJCC Schools applications and both groupings will be reviewed simultaneously by the Policy Committee beginning in February 2016.
- **Joint Base Langley-Eustis (JBLE):** Staff participated in an initial meeting with a representative from the Office of the Secretary of Defense regarding an upcoming Joint Land Use Study among JBLE, Hampton, Newport News, York County, James City County and various other partners.
- **Public Display of Archaeological Information:** An exhibit that displays archaeological artifacts from the vicinity of the Kingsmill Plantation house site is now open to the public at the Williamsburg Regional Library. The exhibit currently is housed in the main exhibit space, occupying two separate display cases and brochures are also provided for visitors. From April through the end of June 2016, the exhibit will be moved to an alternative exhibit space in the library's reference section. The management summary of the report states "The data recovery sheds light on the enslaved African Americans at Kingsmill nearly a generation after the Burwell dynasty, and the interplay of their lives with those of soldiers during the Civil War", and notes "these structures [impermanent domestic structures and a substantial frame building] represent farm-related buildings that were built at the quarter just prior to the Civil War, as well as those that were modified and/or constructed by Union forces during military occupation. Documentary research on Civil War activity at Kingsmill indicates the strategic importance of the Kingsmill wharf and environs, including the use of several farmhouses in the vicinity as hospitals following the Battle of Williamsburg on May 5, 1862, all of which serves as indirect evidence in support of otherwise undocumented military investment in the occupation of Site 44JC1140 and adds a whole new dimension to the interpretation of the site as it evolved over the course of the nineteenth century." The archaeological studies that unearthed the artifacts were done as part of the development process associated with two cellular towers in Kingsmill.
- **Monthly Case Report:** For a list of all cases received in the last month, please see the attached documents.
- **Board Action Results:**
 - January 12, 2016
 - Skiffes Creek Switching Station Request for Delay by Applicant to March 8, 2016
Approved (5-0)
 - SUP-0005-2015, Clara Byrd Baker Elementary School Parking Addition and Improvements
Approved (5-0)
 - SUP-0006-2015/Z-0004-2015, Williamsburg Landing Proffer and SUP Amendment
Approved (5-0)

New Cases for January						
Case Type	Case Number	Case Title	Address	Description	Planner	District
Conceptual	C-0090-2015	5691 Mooretown Rd. Change of Use	5691 MOORETOWN ROAD	Parking verification for a proposed auto repair shop	Jose Ribeiro	02-Powhatan
	C-0091-2015	9299 Richmond Rd. Change of Use	9299 RICHMOND ROAD	Proposal to convert existing building to a restaurant.	Savannah Pietrowski	02-Powhatan
	C-0092-2015	139 Moore Drive Access + Subdivision	139 MOORE DRIVE	Request for feedback on access alternatives to an existing parcel, and on possible subdivision of the parcel into multiple lots.	Ellen Cook	02-Powhatan
	C-0093-2015	Columbia Gas MS-831023 Newport News #2 POD Rebuild Project	8955 POCAHONTAS TR	Proposed improvements to gas transmission equipment	Jose Ribeiro	05-Roberts
	C-0094-2015	162 Indigo Dam Rd. Rezoning	162 INDIGO DAM ROAD	Request for feedback on potential rezoning of a property at the end of Indigo Dam Road to allow for residential development.	Ellen Cook	04-Jamestown
	C-0095-2015	New Town Shared Parking Update	NEW TOWN	Regular update to New Town's shared parking plan. Includes request to remove hotel parcel and for this to be final DRC shared parking report.	Leanne Pollock	04-Jamestown
	C-0096-2015	James River Elementary, Adopt-A-Bench, WATA	8901 POCAHONTAS TR	Proposal to install a bench at existing WATA bus stop as a Leadership Historic Triangle project.	Savannah Pietrowski	05-Roberts
	C-0097-2015	Rolling Meadows Apartments, Adopt-A-Bench, WATA	ROW Infront of Rolling Meadows	Proposal to install a bench at existing WATA bus stop as a Leadership Historic Triangle project.	Savannah Pietrowski	04-Jamestown
	C-0001-2016	Branscome and USA Waste of VA Landfills Borrow Pit Progress Report	700 BLOW FLATS ROAD	Annual progress report of mining activities as required by Special Use Permits.	Christy Parrish	05-Roberts
	C-0002-2016	4900 John Tyler Hwy, Subdivision and Conservation Easement	4900 JOHN TYLER HGWY	Possible 10-acre estate lot and remainder (approx 20 acres) donated to County or placed in conservation easement. Substantial environmental features on property.	Ellen Cook	04-Jamestown
	C-0003-2016	109 Discovery Lane BLA	109 DISCOVERY LANE	Boundary line adjusmtment between two properties	Jose Ribeiro	03-Berkeley

New Cases for January						
Case Type	Case Number	Case Title	Address	Description	Planner	District
Subdivision	S-0049-2015	Neighbors Drive Reconstruction - Lots 88, 89, 89A & 16	5981 RICHMOND ROAD	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0050-2015	Neighbors Drive Reconstruction - Lot 11	119 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0051-2015	Neighbors Drive Reconstruction - Lot 10	123 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0052-2015	Neighbors Drive Reconstruction - Lot B	101 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0053-2015	Neighbors Drive Reconstruction - Lot 4	122 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0054-2015	Neighbors Drive Reconstruction - Lot 6	116 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0055-2015	Neighbors Drive Reconstruction - Lot 3	126 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
	S-0056-2015	Neighbors Drive Reconstruction - Lot 5	118 NEIGHBORS DRIVE	Lots associated with Neighbors Drive Improvement Project.	Ellen Cook	02-Powhatan
				Boundary line adjustment of approximately ten feet to correct an illegal accessory structure that was placed on the property line.		
	S-0001-2016	7765 Newman Rd. BLA	7765 NEWMAN ROAD		Savannah Pietrowski	01-Stonehouse
	S-0002-2016	5298 Riverview Rd.	5298 RIVERVIEW ROAD	Subdivision of a 21-acre parcel into 3 smaller parcels. One of the lots is being subdivided as a family subdivision	Jose Ribeiro	01-Stonehouse
	S-0003-2016	New Town Sec. 9 (Settlers Market) Village Walk Lots 45-47 BLA	4208 TRAILSIDE ALLEY	Amend plat to compensate for changes in width of attached dwellings.	Leanne Pollock	04-Jamestown
	S-0004-2016	Colonial Heritage Ph. 6, Sec. 1B	499 JOLLY POND ROAD	Suddivision of 59 lots	Jose Ribeiro	01-Stonehouse
	S-0005-2016	Colonial Heritage Ph. 6, Sec. 1 and 2 Construction Plan Amendment	499 JOLLY POND ROAD	Amendment to relocated utility lines	Jose Ribeiro	01-Stonehouse
	S-0006-2016	Forest Heights Reconstruction - Phase 2	173 FOREST HEIGHTS RD	Lots associated with Forest Heights Improvement Project.	Ellen Cook	02-Powhatan
Subdivision Ordinance Amendment	SO-0001-2016	Ordinance Amendment to amend and reordain Chapter 19, Subdivisions, Section 19-12, Vacation of recor	N/A	An ordinance to amend JCC Code for the purpose of clarifying references to the Code of Virginia for vacating plats for the purpose of extinguishing property lines and for plats vacated for the purpose of abandoning a public right-of-way.	Jose Ribeiro	N/A

New Cases for January						
Case Type	Case Number	Case Title	Address	Description	Planner	District
Site Plan				Installation of additional antennas and associated equipment, including a 8'x10' equipment platform, at existing tower site.		
	SP-0116-2015	4039 Ironbound Road, Tower, Collocation, SP Amend.	4039 IRONBOUND ROAD		Savannah Pietrowski	04-Jamestown
	SP-0117-2015	Airport Road WATA Bus Shelter	Airport Road/Richmond Road Intersection	Installation of a shelter at existing WATA bus stop.	Savannah Pietrowski	02-Powhatan
	SP-0119-2015	Clara Byrd Baker Elementary Parking Lot Improvements	3131 IRONBOUND ROAD	Site plan for the construction a new parking area and other minor improvements	Jose Ribeiro	03-Berkeley
	SP-0120-2015	Colonial Carwash Dumpster SP Amend.	6950 RICHMOND ROAD	Site plan amendment showing the location of a new dumpster	Jose Ribeiro	01-Stonehouse
	SP-0001-2016	Cretney Classic Car Care SP Amend.	7381 RICHMOND ROAD	Site plan amendment showing the last phase of construction of the proposed auto shop repair building	Jose Ribeiro	01-Stonehouse
	SP-0002-2016	New Town Sec. 9 (Settlers Market) Townhomes (Village Walk) SP Amend.	4210 TRAILSIDE ALLEY	Amend site plan to widen one attached dwelling unit. Overall building footprint doesn't change.	Leanne Pollock	04-Jamestown
Special Use Permit				Request for a special use permit to allow for the short-term rental of up to 3 rooms of a home in R-2 zoning district.		
	SUP-0009-2015	100 Lake Dr. Rental of Rooms	100 LAKE DRIVE		Roberta Sulouff	03-Berkeley
	SUP-0010-2015	Jamestown Beach SUP Amend.	2205 JAMESTOWN ROAD	Amendment to SUP-0017-2012.	Leanne Pollock	03-Berkeley
	SUP-0001-2016	Columbia Gas MS-831023 Newport News #2 POD Rebuild Project	8955 POCAHONTAS TR	SUP request to allow upgrades to a gas transmission company.	Jose Ribeiro	05-Roberts