A G E N D A
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
March 7, 2018
7:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. REPORTS OF THE COMMISSION

E. CONSENT AGENDA

1. Minutes of the February 7, 2018 Regular Meeting
2. Development Review Committee Action Item: Case No. SP-0129-2017, Williamsburg Honda Parking Lot Expansion
3. Development Review Committee Action Item: Case No. SP-0003-2018, Chickahominy Riverfront Park Dumpster Pad and Fence

F. PUBLIC HEARINGS

1. Z-0003-2017/ HW-0004-2017. Oakland Pointe
2. SUP-0012-2017. Wendy's - Toano
3. SUP-0001-2018. LifePointe Christian Church

G. PLANNING COMMISSION CONSIDERATIONS

1. Planning Commission and Board of Zoning Appeals 2017 Annual Report

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - March 2018

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

J. ADJOURNMENT

AGENDA ITEM NO. E.1.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: Minutes of the February 7, 2018 Regular Meeting

ATTACHMENTS:

	Description	Type
🗋	Minutes of the February 7, 2018 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:33 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:34 PM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 3:35 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:36 PM

M I N U T E S
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
February 7, 2018
7:00 PM

A. CALL TO ORDER

Mr. Rich Krapf called the meeting to order at 7:00 p.m.

B. ROLL CALL

Planning Commissioners Present:
Rich Krapf
Tim O'Connor
Heath Richardson
Danny Schmidt
Jack Haldeman

Absent:
Frank Polster

Staff Present:
Paul Holt, Director of Community Development and Planning
Scott Whyte, Senior Landscape Planner
José Ribeiro, Senior Planner
Savannah Pietrowski, Senior Planner
Max Hlavin, Assistant County Attorney

Mr. Krapf asked Mr. John Wright to join him at the podium for a presentation.

Mr. Krapf stated that John Wright's term on the Planning Commission ended on January 31, 2018 after four years of service. Mr. Krapf stated that Mr. Wright was both a colleague and a friend and that his advice and counsel would be missed. Mr. Krapf stated that the Commission wished to recognize Mr. Wright's service and contributions with a Resolution of Appreciation.

Mr. Krapf read the Resolution of Appreciation:

WHEREAS, Mr. John Wright, III, has served the citizens of James City County as a member of its Planning Commission from January 2014 to January 2018; and

WHEREAS, Mr. Wright served as Vice Chairman of the Planning Commission in 2016; and

WHEREAS, Mr. Wright has served on the Policy Committee and the Development Review Committee; and

WHEREAS, Mr. Wright served as the Chairman of the 2015 Policy Committee; and

WHEREAS, during Mr. Wright's service, the Planning Commission reviewed substantive updates to the Zoning Ordinance and Subdivision Ordinance and considered numerous legislative development cases; and

WHEREAS, Mr. Wright actively participated in the update to the Comprehensive Plan: *Toward 2035: Leading the Way*; and

WHEREAS, Mr. Wright is a graduate of the Virginia Tech Certified Planning Commissioner Program.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of James City County, Virginia, does hereby extend its sincere appreciation to MR. JOHN WRIGHT, III.

BE IT FURTHER RESOLVED that the Planning Commission wishes to express its gratitude to Mr. Wright for his time of dedicated service to the citizens of James City County.

Mr. John Wright stated that when he applied to serve on the Commission, he was surprised at the depth of the issues before the Commission. Mr. Wright stated that while Commissioners may not have always voted unanimously, each voted in accordance with their conscience. Mr. Wright expressed appreciation for his colleagues and staff. Mr. Wright asked the Commission to ensure a legacy for future generations through well considered land use decisions.

C. PUBLIC COMMENT

Mr. Krapf opened Public Comment.

Mr. Jay Everson, 103 Branscome Blvd., addressed the Commission regarding the Capital Improvements Program (CIP) requests submitted by the Williamsburg-James City County (WJCC) Schools. Mr. Everson stated that while the County is still growing, it is not growing to the extent that additional classroom space would be needed in the next ten years. Mr. Everson noted that the WJCC Schools Strategic Plan has not been coordinated with the County's Strategic Plan. Mr. Everson noted that this was most evident with the concerns over the Lafayette Gym. Mr. Everson stated that the WJCC Schools have not prioritized their needs as required by the Comprehensive Plan. Mr. Everson further stated that the data provided in support of the CIP applications is inaccurate.

As no one else wished to speak, Mr. Krapf closed Public Comment.

D. REPORTS OF THE COMMISSION

Mr. Krapf stated that the Development Review Committee (DRC) met on January 24, 2018 to consider Case No. SP-0130-2017, Berkeley's Green Recreation Area Amendment. Mr. Krapf stated that the applicant requested to convert one of two existing tennis courts to a basketball court and convert the existing basketball court to a picnic/recreation area. Mr. Krapf stated that Planning Commission approval is required because of two Special Use Permit (SUP) conditions. Mr. Krapf stated that the DRC agreed that the requested changes did not change the basic concept or character of the Berkeley's Green development and that it did not decrease the number of recreational amenities. Mr. Krapf stated that the DRC voted to recommend approval of the changes. Mr. Krapf noted that the Commission would vote on this matter on the Consent Agenda.

Mr. Jack Haldeman stated that the Policy Committee met on January 11, 2018. Mr. Haldeman stated that staff provided an overview and timeline for the upcoming CIP process and that the initial packets would be available for review by January 19. Mr. Haldeman further stated that the Board of Supervisors denied the Commission's recommendations to amend the homestay ordinance. Mr. Haldeman stated that the Board prefers to treat homestays as SUPs. Mr. Haldeman stated that the matter is tentatively scheduled for the Commission's next Work Session with the Board. Mr. Haldeman stated that the Committee reviewed the work to date for the first two phases of the Pocahontas trail corridor study. Mr. Haldeman stated that the goal of this study is to reassess the corridor, establish a vision for the corridor, and explore alternative concepts for improvements. Mr. Haldeman stated that the corridor handles 10,000 vehicles per day and does not have much room for widening. Mr. Haldeman stated that the consultant has drafted three potential options to address safety, congestion, drainage and connectivity. Mr. Haldeman stated that the Steering Committee would meet on January 18 and a public workshop would be held on January 24. Mr. Haldeman stated that the final report would be issued in May in time for a funding opportunity in June.

E. CONSENT AGENDA

1. Minutes of the December 6, 2017 Regular Meeting

2. Development Review Committee Action Item: Case No. SP-0130-2017, Berkeley's Green Recreation Area Amendment

Mr. Krapf stated that it would be necessary for a Commissioner to request that the Consent Agenda be amended to include a vote on the Resolution of Appreciation for Mr. John Wright.

Mr. Richardson made a motion to include the Resolution of Appreciation for Mr. John Wright in the Consent Agenda.

On a voice vote the Commission voted to include the Resolution of Appreciation for Mr. John Wright in the Consent Agenda. (5-0)

Mr. Haldeman made a motion to approve the Consent Agenda.

On a voice vote the Commission voted to approve the Consent Agenda. (5-0)

F. PUBLIC HEARINGS

1. ZO-0003-2017 and SO-0001-2017. Zoning Ordinance and Subdivision Ordinance Amendments for Streetscapes

A motion to Approve was made by Danny Schmidt, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Haldeman, Krapf, O'Connor, Richardson, Schmidt
Absent: Polster

Mr. Scott Whyte, Senior Landscape Planner, stated that the County's Streetscape Guidelines Policy was first adopted by the Board of Supervisors in 1999 and was amended in 2004 and 2010. Mr. Whyte stated that the Policy was first proposed as a result of the 1997 Comprehensive Plan recommendation and subsequent Zoning Ordinance revisions with a goal to establish or preserve a tree canopy along residential streets and to achieve a 20% canopy

coverage within a 20-year period.

Mr. Whyte stated that since that time, the Streetscape Policy elements have been incorporated into the Community Appearance Guide, the Toano, Five Forks and New Town design guidelines and have been supported in all revisions of the Comprehensive Plan. Mr. Whyte stated that most major subdivisions since 1999 that were approved via either an SUP or proffered rezoning also implemented the Streetscape Policy. Mr. Whyte stated that the Policy has worked very well since it was created, with slight revisions made in 2004 and 2010.

Mr. Whyte stated that in 2016, the Virginia General Assembly approved legislation which fundamentally changed the conditional zoning system in the Commonwealth of Virginia. Mr. Whyte stated that as a result, the County no longer accepts proffers for new residential rezoning applications or the residential component of multi-use rezoning applications. Mr. Whyte stated that on September 14, 2017, the Policy Committee met to discuss initial planning for policies and Ordinance amendments to address the topic. Mr. Whyte stated that at the meeting, the Committee expressed interest in retaining the existing adopted Streetscape Guidelines Policy to serve as the guide for major subdivisions which have either proffered or conditioned streetscape improvements per the adopted Policy. Mr. Whyte stated that the Committee also expressed interest in having staff create a draft of the Streetscape Policy as an Ordinance requirement. Mr. Whyte stated that this would enable staff to require street trees within all major subdivisions. The Ordinance is modeled after York County's street tree Ordinance which has been in existence for a long time and retains many elements of the existing Streetscape Guidelines Policy.

Mr. Whyte stated that the draft Subdivision Ordinance language adds submission of a landscape plan to the list of preliminary plan submittal requirements and creates a new section that lists the standards and specifications for street trees in major subdivisions. Mr. Whyte stated that the draft Zoning Ordinance language creates a new section that lists standards and specifications for street trees in multi-family and apartment developments, or areas of multi-family or apartment units within a larger development. Mr. Whyte stated that the existing Streetscape Guidelines Policy would be retained to serve as the guide for past development cases which have either proffered or conditioned streetscape improvements per the adopted policy.

Mr. Haldeman inquired about the difference in the tree standard between a 2.5 inch caliper and a 1.5 inch caliper.

Mr. Whyte stated that the 1.5 inch caliper trees experience less shock when transplanted and establish more quickly.

Mr. Haldeman inquired if the tree canopy would be achieved more quickly.

Mr. Whyte stated that it was more a matter of improved survival rate.

Mr. Krapf opened the Public Hearing.

As no one wished to speak, Mr. Krapf closed the Public Hearing.

Mr. Krapf noted that the Commission would need to vote on the Subdivision Ordinance amendment and the Zoning Ordinance Amendment separately.

Mr. Richardson made a motion to recommend approval of the Zoning Ordinance amendments.

On a roll call vote, the Commission voted to recommend approval of ZO-0003-2017. (5-0)

Mr. Schmidt made a motion to recommend approval of the Zoning Ordinance amendments.

On a roll call vote, the Commission voted to recommend approval of SO-0001-2017. (5-0)

2. Z-0003-2017/HW-0004-2017. Oakland Pointe

A motion to Postpone was made by Heath Richardson, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Haldeman, Krapf, O'Connor, Richardson, Schmidt
Absent: Polster

Mr. José Ribeiro stated that Mr. Timothy Trant, on behalf of Connelly Development, has applied to rezone approximately 14.5 acres of land located at 7581 Richmond Road, from A-1, General Agricultural to R-5, Multi-family residential for the purpose of constructing up to 126 apartment units.

Mr. Ribeiro stated that the Master Plan shows the 126 apartment units arranged on the site in five buildings with a sixth building proposed as a clubhouse. Mr. Ribeiro stated that recreation facilities will be located at the southern and eastern part of the property with hard and soft trails providing connectivity throughout the site. Mr. Ribeiro stated that the project is located on a Community Character Corridor and thus requires a 150-foot buffer along the Richmond Road frontage of the property. Mr. Ribeiro stated that buffers along the perimeter of the site are also provided in accordance with the requirements of the Zoning Ordinance. Mr. Ribeiro stated that the project also includes the construction of a sidewalk and a shoulder bike lane along the Richmond Road frontage of the property. Mr. Ribeiro stated that the Master Plan shows a sidewalk connecting across the adjacent property, Crosswalk Church, allowing pedestrians access to the Richmond Road intersection with Croaker Road and Pricket Road.

Mr. Ribeiro stated that the project proposes a net density of 9.75 units per acre. The project proposes to achieve the required one bonus density point this by committing to green building techniques, specifically through the Earth Craft Gold certification.

Mr. Ribeiro stated that a Traffic Impact Study was prepared for this development which analyzed physical improvements to mitigate the increase in traffic on local roads. Mr. Ribeiro stated that the traffic study examines projected build-out in year 2025 level of service (LOS) information for three intersections. Mr. Ribeiro stated that the Richmond Road/Croaker Road/Pricket Road Intersection, the eastbound left, which would handle the U-turns for westbound travelers, as compared with a no-build scenario, shows the LOS worsening in the A.M. peak hour from a “D” to an “E” and staying the same in the P.M. peak hour at LOS “E”. Mr. Ribeiro stated that the study also examined adjustments to the signal timing at this intersection to optimize its function and, if done, could result in maintaining the eastbound left at a LOS “D” in the A.M. peak hour. Mr. Ribeiro stated that staff notes that for the traffic on Oakland Drive leaving the subdivision and turning left onto westbound Route 60, the LOS will also worsen from an acceptable LOS "C" to an unacceptable LOS "D" in the P.M. peak hour.

Mr. Ribeiro stated that on February 7, 2018, the Virginia Department of Transportation (VDOT) issued comments regarding the revised Traffic Impact Study and that an additional physical improvement is recommended: the installation of a Restricted Crossing U-Turn (RCUT) on the median at the intersection of Richmond Road and Oakland Drive. Mr. Ribeiro stated that this improvement is not currently shown on the master plan and the easement agreement.

Mr. Ribeiro stated that the applicant is proposing to fully meet most Parks and Recreation

Development Guidelines; however, the applicant is requesting an exception to the guidelines for the multi-use field and the courts/pools items. Mr. Ribeiro stated that Planning and Parks and Recreation staff are receptive to this request; however, the waiver must be approved by the Board of Supervisors.

Mr. Ribeiro stated that in order to address stormwater issues the applicant is proposing to upgrade the existing pond on the property and include the provision of three forebays to address on-site and off-site drainage. Mr. Ribeiro stated that staff from Stormwater & Resource Protection has reviewed this application and supports the proposed improvements.

Mr. Ribeiro stated that since Proffers are no longer accepted for residential rezoning's, in order to mitigate the impacts of this development and provide public benefits assurances to comply with the Board of Supervisors adopted policies, the applicant is proposing to address impact with a combination of notes on the master plan, through stated intention in the Community Impact Statement and through a proposed Easement Agreement with the County. Mr. Ribeiro stated that the proposed development includes a number of favorable aspects. Mr. Ribeiro stated that the proposed development's density is within the range recommended for lands designated Moderate Density Residential (MDR) by the adopted Comprehensive Plan. Mr. Ribeiro further stated that central to the MDR language is that development at this density is not recommended unless it offers particular public benefits. Mr. Ribeiro stated that the applicant is proposing to offer public benefits such as commitment to affordable housing and enhanced environmental protection.

Mr. Ribeiro stated that that the County Attorney's office has determined that the Easement Agreement is legal and would be binding. Mr. Ribeiro stated that with the exception of the worsening LOS at the eastbound left turn at the RichmondRoad/Croaker Road/Pricket Road intersection in the A.M. peak hour and the northbound left at the Richmond Road at Oakland Drive intersection in the P.M. peak hour, staff finds the requirements of the Easement Agreement, along with the binding Master Plan would mitigate impacts from this development. Mr. Ribeiro stated that staff notes that the recent comment from VDOT to install a RCUT on the median at the intersection of Richmond Road and Oakland Drive will likely create additional impacts to the Richmond Road/Croaker Road intersection which have not been yet analyzed by this Traffic Impact Study.

Mr. Ribeiro further stated that staff notes that without knowing whether or not the Board of Supervisors will enter into an Easement with the developer, and without the applicant being able to mitigate impacts otherwise, staff cannot recommend approval of this application.

Mr. Krapf opened the floor for questions from the Commission.

Mr. Haldeman inquired if staff not being able to recommend approval is the same as recommending denial.

Mr. Ribeiro stated that it is the same.

Mr. Richardson inquired where the RCUT would be placed.

Mr. Ribeiro stated that it would be placed in the median.

Mr. O'Connor inquired if the Oakland neighborhood was aware of the potential impacts of the RCUT.

Mr. Ribeiro stated that they had not yet had the opportunity to see the proposal.

Mr. Schmidt inquired how the RCUT would operate.

Mr. Ribeiro stated that traffic coming from Oakland Drive would no longer be able to turn left and would have to turn right to use the RCUT to then turn left.

Mr. Richardson inquired if there was a graphic available for the RCUT.

Mr. Holt stated that one would be located.

Mr. O'Connor inquired about the data provided on the school impacts from the Station at Norge which is a similar complex nearby.

Mr. Ribeiro stated that the development generates 73 school children with the breakout being three pre-school, 29 elementary school, 22 middle school and 15 high school, and four special needs students.

Mr. O'Connor inquired if the easement agreement would be a satisfactory instrument to remedy any concerns.

Mr. Max Hlavin, Assistant County Attorney, stated that a proffer would provide more enforcement opportunities than an easement agreement. Mr. Hlavin stated that the easement agreement would be enforced in equity through the court system where proffers would provide flexibility to enforce during development plan approval.

Mr. Krapf called for disclosures from the Commission.

Mr. Krapf stated that he spoke with the applicant by telephone.

Mr. Haldeman, Mr. Schmidt, Mr. O'Connor and Mr. Richardson stated that they spoke with the applicant's attorney.

Mr. Richardson further stated that he had an email exchange with a resident of the Oakland neighborhood.

Mr. Krapf opened the Public Hearing.

Mr. Tim Trant, Kaufman & Canoles, PC, 4801 Courthouse Street, representing the applicant, stated that due to the recent recommendation from VDOT, the applicant wished to request a deferral to the Commission's March meeting to allow sufficient time for everyone to become familiar with the proposed road improvements and discuss other workable solutions for the intersection.

Mr. Trant introduced the development team and turned the presentation over to Mr. Kevin Connelly, President of Connelly Development.

Mr. Connelly provided an overview of the proposed development. Mr. Connelly provided an overview of the company including their history and reputation. Mr. Connelly further provided an overview of the development including proposed elevations, photos of other similar developments and details on how the community is maintained. Mr. Connelly noted that the tax credit program the company uses to allow them to offer affordable housing is a time tested public private partnership with a number of well-known partners. Mr. Connelly assured the Commission the development would be a quality product.

Mr. Trant addressed the Commission on the need for affordable housing providing statistics on the various levels of income which would qualify for affordable housing which includes teachers, firefighters and other service workers. Mr. Trant noted that HUD defines a cost

burdened family as one that pays more than 30% of its income for housing. Mr. Trant further noted that the Area Median Income (AMI) is an important measure for determining affordable housing. Mr. Trant stated that the AMI for James City County is approximately $73,000 and that a single parent of two children on a teacher's salary is below 60% AMI. Mr. Trant provided an overview of the rental price points for the project based on AMI. Mr. Trant noted that the information on the need for affordable housing is all derived from County studies. Mr. Trant further noted that lack of affordable housing costs the community with increased commuting traffic, high turnover in employment and less consumer demand to support the local economy. Mr. Trant noted that the Low Income Housing Tax Credit (LIHTC) process is a time tested partnership to provide affordable housing, Mr. Trant noted that the award of LIHTC funds is a competitive process and is based on value provided and need. Mr. Trant provided a brief overview of alternate traffic improvements that would have similar benefits to the RCUT.

Mr. Richardson inquired about the requirements for taking advantage of the tax credits.

Mr. Trant stated that the LIHTC is a funding/financing mechanism with Virginia Housing Development Authority (VHDA) purchasing bonds to assist developers with the purchase of property and construction of low-income housing in accordance with very strict criteria. Mr. Trant stated that the tax credits were then issued over a period of time, which can then be sold to one of the major corporations to offset the corporation's tax bill. Mr. Trant stated that this program allows the developer afford to build a better quality product at a price that can be rented as workforce housing.

Mr. Richardson inquired if the County's criteria for low-income housing was on par with other areas in the Commonwealth.

Mr. Trant stated that the County's Neighborhood Development and Housing divisions are very committed to providing needed workforce housing opportunities in the community. Mr. Trant further stated that the County is very much in line with state and federal policies.

Mr. O'Connor inquired about alternatives to the RCUT.

Mr. Dexter Williams, DRW Consultants, stated that VDOT has adopted a policy based on federal regulations for alternative intersection improvements.

Mr. Williams stated that the RCUT is designed for use on high speed median divided highways. Mr. Williams stated that the speed limit on Route 60 is 45 mph which would not be considered a high speed highway. Mr. Williams stated that the road also does not have high through-traffic volumes. Mr. Williams stated that the RCUT is more than is needed to address the anticipated traffic impacts.

Mr. Trant provided an overview of a preferred solution which would provide improvements to the existing intersection to maintain the LOS and increase safety. Mr. Trant stated that these improvements are consistent with other intersections nearby. Mr. Trant stated that the applicant believes this proposal to be a better option than the RCUT and will need to work through the process with VDOT to come to an agreement. Mr. Trant stated that if the Commission grants the deferral, he applicant should be able to return with some concurrence from VDOT on the proposed solution.

Mr. O'Connor inquired if the intersection at LaGrange Parkway and traffic volume was truly consistent with the anticipated traffic at Oakland Drive.

Mr. Williams stated that the example intersection actually handles almost double the volume anticipated for Oakland Drive.

Mr. Krapf stated that since the applicant has requested to defer the application, the Commission must vote either to grant the deferral or forward the application on to the Board of Supervisors with a recommendation of approval or denial. Mr. Krapf stated that the Public Hearing would be opened and speakers would have the option of addressing the Commission at this meeting; however, those speaking at this meeting would not be able to speak again at the March meeting if the postponement is granted. Mr. Krapf noted that all comments will be recorded as part of the public record for the meeting where they are made. Mr. Krapf opened the Public Hearing.

Ms. Lisa Marston, 185 Heritage Point, owner of the subject parcel, addressed the Commission in favor of the proposal. Ms. Marston noted that provision of affordable housing is prominent in many County policy and guidance documents. Ms. Marston further noted the lack of affordable housing units in the County, particularly in the area where Oakland Pointe would be located. Ms. Marston noted that the County workforce is increasingly service oriented and that the availability of affordable housing is not meeting the need. Ms. Marston noted that lack of workforce housing affects the success of local business who have a difficult time attracting and retaining employees. Ms. Marston stated that the Marston family has held the subject property since 1907 and believes that the Oakland Pointe development would be an excellent use of the property. Ms. Marston further stated that this project takes only a small portion of the parcel and would leave over 220 acres still undeveloped to retain the rural character of the area. Ms. Marston requested that the Commission recommend approval of the application.

Mr. Tom Hitchens, 350 Thompson Lane, representing a coalition of citizen concerned about rural lands in James City County, addressed the Commission regarding the negative impacts of the proposed rezoning. Mr. Hitchens noted that the rezoning is in conflict with the Comprehensive Plan. Mr. Hitchens stated that the proposed development would result in a yearly negative financial impact of $635,589 which would be absorbed by the taxpayers. Mr. Hitchens further commented on the impacts to the school system, traffic and safety concerns, lack of compliance with the Parks and Recreation requirements, impacts to Marston's Pond from stormwater runoff, and difficulty of enforcing developer promises without proffers. Mr. Hitchens requested that the Commission recommend denial of the rezoning.

Mr. Lonnie Sandifer, 411 York Street, addressed the Commission on the need for affordable housing. Mr. Sandifer stated that the need is not what seen in the numbers, but the impact on the lives of individuals. Mr. Sandifer requested that the Commission consider the impact on individuals as they make their decision.

Ms. Adrienne Frank, 114 Crescent Drive, addressed the Commission in opposition to the proposal. Ms. Frank noted concerns about the location and the impact on traffic safety. Ms. Frank further commented on the impacts of runoff pollution on the watershed.

Mr. Harold McDonald, 3147 Cider House Road, addressed the Commission in support of the proposal. Mr. McDonald stated that he was speaking on behalf of the Pastor of Crosswalk Church which would be the nearest neighbor to the development. Mr. McDonald stated that the developer has addressed many of their concerns about the proposal and that they believe the development would be an asset to the community.

Ms. Lynn Walker, 116 Lands' End Drive, Director of Programs and Training for 3e Restoration, Inc., addressed the Commission in support of the proposal. Ms. Walker stated that there is a great need for affordable housing in the community to improve the lives of the individuals who work in the service industries. Ms. Walker requested that the Commission recommend approval of the application.

Ms. Charvalla West, 2016 Louise Lane, addressed the Commission in support of the proposal. Ms. West stated that the individuals who would benefit from the development are those caring for the elderly, serving the visitors and ensuring that James City County is successful in attracting both visitors and businesses to support the community. Ms. West noted that the lack of affordable housing impacts the lives of children in the community and that without more options it is difficult to break the cycle that prevents parent from providing safe living conditions for their children. Ms. West requested that the Commission recommend approval of the application.

Mr. Larry Foster, 13 Tempsford Lane, addressed the Commission in support of the proposal. Mr. Foster stated that as he served as Interim Director for the United Way of Greater Williamsburg, the need for more affordable housing became clear. Mr. Foster stated that for several businesses it is difficult to retain workers, due to the lack of affordable housing nearby and the cost of commuting from where they can afford to live. Mr. Foster stated that the Chamber of Commerce recognizes that one of the biggest challenges to the success of the business community is having adequate staffing. Mr. Foster stated that during his tenure with the United Way, he had the opportunity to meet with the developer regarding this proposal and that he believes the developer will keep his word and provide a quality product. Mr. Foster requested that the Commission recommend approval of the application.

Ms. Allison Otey, 100 Woodmont Place inquired if the applicant would be allowed to speak again at the next meeting.

Mr. Krapf stated that the applicant would be able to make a presentation at the next meeting since they would be coming back with new information.

Ms. Otey did not address the Commission.

Mr. Jack Lubore, 208 Crescent Drive, addressed the Commission on concerns over the traffic impacts. Mr. Lubore noted that although the purpose of the project is commendable, the location may not be appropriate due to the potential impact to traffic and safety.

Mr. Krapf noted that the Public Hearing remains open pending Commission discussion and a vote on granting the postponement or moving the application forward to the Board of Supervisors.

Mr. Holt stated that if the postponement is approved, the Public Hearing would remain open; however, if the Commission voted to send the application forward, the Public Hearing would be closed.

Mr. Krapf called for discussion from the Commission.

Mr. O'Connor inquired if certain amounts of units were reserved for the varying AMI price points.

Mr. Connelly stated that a certain number of units were reserved for each of the price points and were distributed evenly among the two and three bedroom units.

Mr. O'Connor inquired what the percentage was.

Mr. Connelly stated that he would provide that information.

Mr. Richardson stated that he appreciates both sides of the issue. Mr. Richardson made a motion to postpone the matter to the Commission's March 7, 2018 regular meeting.

On a roll call vote, the Commission voted to postpone Z-0003-2017/HW-0004-2017, Oakland Pointe to its March 7, 2018 meeting. (5-0)

3. SUP-0014-2017, Yard Works SUP Amendment

A motion to Approve was made by Danny Schmidt, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Haldeman, Krapf, O'Connor, Richardson, Schmidt
Absent: Polster

Ms. Savannah Pietrowski stated that Mr. Kevin Martin has applied on behalf of Yard Works, LLC for an amendment to an existing SUP for the manufacture and sale of wood products on properties located at 3, 10, 20 and 100 Marclay Road, 164 Waltrip Lane and one additional adjacent property with no assigned address. Ms. Pietrowski stated that the operation involves grinding wood debris to produce, color and bag mulch, with a small portion of the property being used for retail sales. Ms. Pietrowski stated that the existing SUP, obtained by Mr. Larry Waltrip in 1993, permits the operation on approximately 105 acres, with a tub grinder located on 164 Waltrip Lane.

Ms. Pietrowski further stated that Yard Works, LLC has taken over operation of the site and as part of this transition has requested this SUP amendment in order to reflect the current boundaries of the operation on the master plan and to allow the operation of grinding equipment in additional areas.

Ms. Pietrowski stated that the proposed amendment would remove the Williamsburg-Jamestown Airport from the SUP boundaries and decrease the total SUP acreage to approximately 49.9 acres. Ms. Pietrowski noted that that should this SUP amendment not be approved, the existing SUP would remain valid, and the operation could continue on the 105 acres permitted by that SUP.

Ms. Pietrowski stated that staff conducted a sound test for the project and that no noise associated with the grinding was audible from any adjacent properties visited by staff; however, beeping from vehicles was minimally audible from some locations. Ms. Pietrowski with the proposed SUP condition limiting hours of operation, there should be only minor noise impacts to adjacent properties.

Ms. Pietrowski stated that the properties are zoned R-8, Rural Residential, with portions of the site also zoned Airport Approach. Ms. Pietrowski further stated that the majority of the site is designated Airport on the 2035 Comprehensive Plan Land Use Map, with a small area designated Low Density Residential. Ms. Pietrowski stated that the principal suggested uses for areas designated Airport include aviation, with airport related commercial and office development as secondary uses. Ms. Pietrowski further stated that land which is currently in use as a construction landfill and mulching operation may continue in its current or a similar use, in a limited manner consistent with state and local permits.

Ms. Pietrowski stated that staff finds the proposal to be consistent with the Comprehensive Plan, the Zoning Ordinance, and surrounding development, and recommends that the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the conditions listed in the staff report.

Mr. Krapf opened the floor for questions from the Commission.

Mr. Richardson inquired about the noise analysis.

Using the location map, Ms. Pietrowski indicated the locations where the noise level was monitored and stated that at the noise from the grinders was minimal near the residential areas. Ms. Pietrowski noted that the more noticeable noise was beeping from vehicles, which also was minimal.

Mr. Krapf called for disclosures from the Commission.

There were no disclosures.

Mr. Krapf opened the Public Hearing.

Mr. Jeffrey Scott Mayo, Yard Works, LLC, stated that Yard Works, LLC was agreeable to all the proposed conditions and was eager to be a part of the community.

As no one else wished to speak, Mr. Krapf closed the Public Hearing.

Mr. Krapf opened the floor for discussion by the Commission.

Mr. Schmidt stated that as an adjacent property owner he has never noticed any impacts from the business operations. Mr. Schmidt stated that he would support the application.

Mr. Schmidt made a motion to recommend approval of the SUP amendment subject to the proposed conditions.

On a roll call vote, the Commission voted to recommend approval of SUP-0014-2017, Yard Works SUP Amendment. (5-0)

G. PLANNING COMMISSION CONSIDERATIONS

There were no items for consideration.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - January and February 2018

Mr. Holt stated that he had nothing in addition to the report provided in the Agenda Packet.

Mr. Richardson inquired about the progress of the Workforce Housing Task Force.

Mr. Holt stated that the Task Force is scheduled to meet regularly in 2018 on the third Tuesdays of every month at 10 AM. Mr. Holt stated that the first meeting involved gathering information and starting everyone on equal footing. Mr. Holt stated that the next meeting will take care of some administrative items which include a project charter and developing common goals and objectives. Mr. Richardson inquired if the final Task Force report would give the County tools to determine where workforce housing should be placed within the County. Mr. Holt stated that the hope was that all recommendations about workforce housing would be provided by the Task Force. Mr. Holt stated that he is impressed by the depth of experience of the Task Force members and their eagerness to provide recommendations. Mr. Holt stated that the plan is for a final product that will give tangible solutions that the County can roll into the next update of the Comprehensive Plan to include in the goals strategies and actions as well as potential development of policies that can be used to implement the goals.

Mr. Krapf noted that Mr. Haldeman is the Commission's representative on the Task Force and requested that he include a report on the Task Force meetings for future Reports of the

Commission.

Mr. Krapf requested that, in preparation for the March 19 Organizational Meeting, the Commission consider whether they should adopt an earlier start time similar to the Board of Supervisors and other Commissions and Committees.

The Commission discussed the pros and cons of changing the start time including potential impacts on both public participation and Commissioner attendance.

The sense of the Commission was that the time start time should be determined by what would suit the public best and encourage participation in the meetings.

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

Mr. Krapf noted that Mr. Haldeman has Board of Supervisors coverage for February; however, there are no land use cases on the Board's agenda that month. Mr. Krapf noted that Mr. Haldeman has volunteered to take the March coverage as well.

Mr. O'Connor inquired when the joint work session would be held with the Board of Supervisors.

Mr. Holt stated that it is currently scheduled for May.

J. ADJOURNMENT

Mr. Haldeman made a motion to adjourn. The meeting was adjourned at approximately 9:12 PM.

_____ _____

Rich Krapf, Chair Paul D. Holt, III, Secretary

AGENDA ITEM NO. E.2.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Alex Baruch, Planner

SUBJECT: Development Review Committee Action Item: Case No. SP-0129-2017, Williamsburg Honda Parking Lot Expansion

---

The applicant is proposing to construct a parking lot on the adjacent property.

Both the Zoning Ordinance and adopted Special Use Permit (SUP) conditions require development of the project to be generally in accordance with the adopted Master Plan. Minor changes may be approved by the Development Review Committee if it is determined that the proposal does not change the basic concept or character of the approved SUP.

Link to DRC Agenda and Staff Report:

https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=3465&MeetingID=610

DRC Recommendation on February 21, 2018: The DRC determined by a vote of 3-0 that the changes to the Master Plan shown on the site plan do not change the basic concept or character of the approved Special Use Permit.

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/26/2018 - 10:27 PM
Planning Commission	Holt, Paul	Approved	2/26/2018 - 10:31 PM
Publication Management	Burcham, Nan	Approved	2/27/2018 - 7:35 AM
Planning Commission	Holt, Paul	Approved	2/27/2018 - 8:03 AM

AGENDA ITEM NO. E.3.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Alex Baruch, Planner

SUBJECT: Development Review Committee Action Item: Case No. SP-0003-2018, Chickahominy Riverfront Park Dumpster Pad and Fence

---

The applicant is proposing to construct an 825-square-foot dumpster pad and a wooden fence for screening.

Adopted Special Use Permit (SUP) Conditions require that the Planning Director and the Planning Commission review and approve any proposed tree clearing on the Chickahominy Riverfront Park property.

Link to DRC Agenda and Staff Report:

https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=3459&MeetingID=610

DRC Recommendation on February 21, 2018: The DRC determined that the requested tree clearing associated with the construction of the dumpster pad and fence is acceptable and recommended approval of the request by a vote of 3-0.

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/26/2018 - 10:31 PM
Planning Commission	Holt, Paul	Approved	2/26/2018 - 10:31 PM
Publication Management	Burcham, Nan	Approved	2/27/2018 - 7:36 AM
Planning Commission	Holt, Paul	Approved	2/27/2018 - 8:03 AM

AGENDA ITEM NO. F.1.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Jose Ribeiro, Senior Planner II

SUBJECT: Z-0003-2017/ HW-0004-2017. Oakland Pointe

ATTACHMENTS:

	Description	Type
🗋	Staff Report	Staff Report
🗋	Attachment 1. Letter from the applicant requesting deferral of Rezoning application	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:20 AM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:20 AM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 11:24 AM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:25 AM

REZONING-0003-2017/HEIGHT LIMITATION WAIVER-0004-2017. Oakland Pointe

Staff Report for the March 7, 2018 Planning Commission Public Hearing

SUMMARY FACTS

Applicant:	Mr. Timothy O. Trant II, on behalf of Connelly Development, LLC
Land Owner:	Ms. Lisa Joy P. Marston, Trustee
Proposal:	To rezone ± 14.54 acres of land from A-1, General Agricultural to R-5, Multi-family Residential District for the purpose of constructing up to 126 apartment units. A Height Limitation Waiver application has also been submitted for the proposed apartment buildings to be constructed up to 40 feet from grade.
Location:	7581 Richmond Road
Tax Map/Parcel No.:	2310100002
Project Acreage:	± 14.54 acres
Current Zoning:	A-1, General Agricultural
Proposed Zoning:	R-5, Multi-family Residential District
Comprehensive Plan:	Moderate Density Residential
Primary Service Area:	Inside
Staff Contact:	Jose Ribeiro, Senior Planner II

PUBLIC HEARING DATES

Planning Commission:	January 3, 2018, 7:00 p.m. (deferred)
	February 7, 2018, 7:00 p.m. (deferred)
	March 7, 2018, 7:00 p.m.
	May 2, 2018, 7:00 p.m. (tentative)
Board of Supervisors:	June 12, 2018, 5:00 p.m. (tentative)

STAFF RECOMMENDATION

The applicant has requested that this proposal be deferred for two months. Staff concurs with the request and recommends the Planning Commission postpone consideration of this application to the May 2, 2018, Planning Commission meeting.

JR/nb
RZ03-17HLW04-17OaklandP

Attachment:
1. Letter from the applicant requesting deferral of Rezoning application.

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.

KAUFMAN & CANOLES
attorneys at law

Kaufman & Canoles, P.C.
One City Center
11815 Fountain Way, Suite 400
Newport News, VA 23606

and

4801 Courthouse Street
Suite 300
Williamsburg, VA 23188

T (757) 873.6300
F (888) 360.9092

kaufCAN.com

Timothy O. Trant II
(757) 259.3823
totrant@kaufcan.com

February 26, 2108

VIA EMAIL

James City County Planning Division
Attn: Jose Ribeiro
101-A Mounts Bay Road
Williamsburg, VA 23185

Re: Oakland Pointe
Rezoning-0003-2017
Our matter number 0167367

Dear Mr. Ribeiro:

I represent the applicant, Connelly Development, LLC, with regard to the above-referenced rezoning request. A Planning Commission public hearing on the case was held on February 7, 2018, which was postponed to the March 7, 2018. The applicant received various comments from VDOT shortly before the public hearing as well as comments from the Commission and citizens at the initial public hearing. We believe we have addressed VDOT's comments, but the applicant needs additional time to confirm this as well as time to coordinate with the community on issues of concern to them. Accordingly, we respectfully request that the Planning Commission public hearing for this case be further postponed until the Commission's May 2, 2018 meeting.

Thank you for your consideration of this request. Please let me know if you have any questions or need any further information. I will standby to hear from you regarding confirmation of the deferral.

Very truly yours,

Timothy O. Trant II

c: Connelly Development, LLC
AES Consulting Engineers
Harrison & Lear

AGENDA ITEM NO. F.2.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Roberta Sulouff, Senior Planner

SUBJECT: SUP-0012-2017. Wendy's - Toano

ATTACHMENTS:

	Description	Type
🗋	Staff Report	Staff Report
🗋	Location Map	Backup Material
🗋	Proposed SUP Conditions	Backup Material
🗋	Master Plan Exhibit	Backup Material
🗋	Community Impact Statement	Backup Material
🗋	Traffic Study	Backup Material
🗋	2035 Comprehensive Plan Stonehouse Mix-Use Area Land Use Description	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:10 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:10 PM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 3:18 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:25 PM

SUMMARY FACTS

Applicant:	Mr. David Barlow, CHA
Land Owners:	American Dync Holdings Toano, LLC and Hornsby Investment Company
Proposal:	To construct a ± 3,324-square-foot drive-through restaurant.
Locations:	9210 Old Stage Road, 9220 Old Stage Road and 9131 Barhamsville Road
Tax Map/Parcel Nos.:	0440100032, 0440100016 and 0530100002
Project Acreage:	± 6.33 acres
Zoning:	B-1, General Business
Comprehensive Plan:	Mixed Use
Primary Service Area:	Inside
Staff Contact:	Roberta Sulouff, Senior Planner

PUBLIC HEARING DATES

Planning Commission:	March 7, 2018, 7:00 p.m.
Board of Supervisors:	April 10, 2018, 5:00 p.m. (Tentative)

FACTORS FAVORABLE

1. With the proposed conditions, staff finds the proposal compatible with surrounding zoning and development.

2. With the proposed conditions, the proposal is consistent with the recommendations of the Comprehensive Plan adopted in 2015, "*Toward 2035: Leading the Way*."

3. The applicant has worked with staff to develop architectural elevations exceeding standard Wendy's site design criteria with the intent of being consistent with the rural and historical character of the area. A condition has also been included which ensures Planning Director review and approval of elevations, materials and colors at the site plan stage.

FACTORS UNFAVORABLE

With the attached Special Use Permit (SUP) conditions, staff finds no unfavorable factors.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the proposed conditions.

PROJECT DESCRIPTION

- The applicant is requesting an SUP to construct a ± 3,324-square-foot drive-through restaurant.

- Drive-through restaurants are a permitted use in B-1. However, the traffic generation of the site exceeds 100 peak hour trips; the proposal therefore requires a commercial SUP per Section 24-11 of the Zoning Ordinance.

- The application also proposes boundary line adjustments with adjacent parcels to create a bigger parcel for the Wendy's site. The adjusted parcel size will allow the Wendy's site to meet setback and on-site water/sewer requirements.

PLANNING AND ZONING HISTORY

- This project was reviewed through the Conceptual Plan process in 2015 and 2017 (James City County Case Nos. C-0062-2015 and C-0026-2017).

- The adjacent property, subject to the proposed boundary line adjustment, is currently home to the Star Express convenience store. This site (9220 Old Stage Road) is subject to James City County Case No. SUP-0019-2008, which permitted the convenience store on that property.

SURROUNDING ZONING AND DEVELOPMENT

- Properties to the north, south, east and west are all Zoned B-1, General Business.

- Adjacent and near-by development includes two convenience stores with gas stations and a McDonald's fast food restaurant.

COMPREHENSIVE PLAN

- The property is designated Mixed Use on the 2035 Comprehensive Plan Land Use Map. The Comprehensive Plan states that commercial development in this portion of the Stonehouse Mixed Use area should be limited in scale and be oriented toward support services that employees and residents in the Stonehouse area can utilize. Properties to the north, east and south are designated Mixed Use by the adopted Comprehensive Plan, while properties to the west are designated Economic Opportunity.

The Comprehensive Plan also states that development in this area should emphasize shared access and parking, consistent treatment for landscaping and architecture, and the preservation of environmental and cultural resources; staff finds that these standards are met through the Master Plan and attached conditions.

The applicant has submitted information in the Community Impact Statement showing the intended materials and colors for the development. Should the SUP be approved, staff is proposing Condition Nos. 4, 5 and 6 to ensure that further architectural detailing for the building and accessory structures be provided and reviewed at the site plan stage.

PUBLIC IMPACTS

1. Anticipated Impact on Public Facilities and Services:

- *Streets:* A traffic study was completed for this proposal. While the study indicated that the development would likely generate 109 PM peak-hour tips, it did not identify any deficiencies or recommend any improvements based on the impacts of the proposed development. Per the 2012 James City County/City of Williamsburg/York County Comprehensive Transportation Study, Barhamsville Road currently operates at a Level of Service (LOS) A-C and is expected to remain operating at a LOS A-C through 2034.

  The Virginia Department of Transportation (VDOT) has reviewed the traffic study for this project and concurs with its finding. VDOT staff noted as the access road that serves this site as well as the Star Express site is a publically maintained right-of-way, an entrance exception waiver will be required at the site plan stage.

  The Master Plan includes internal pedestrian accommodations between the Star Express and proposed Wendy's sites.

- *Public Facilities:* No impacts anticipated for schools or public facilities.

- *Utilities:* While the site is located inside of the Primary Service Area, it is located approximately 3,600 feet from the nearest James City Service Authority (JCSA) water/sewer facilities. For this reason, JCSA recommended that the site be served by private well and septic, as shown on the Master Plan.

2. Environmental: With the proposed conditions, no impacts are anticipated. There is Resource Protection Area (RPA) in a portion of the property at the rear of the site; however, no development is proposed within this area. Staff notes that while primary and reserve drain fields are located outside of RPA, a sewage force main will cross the RPA to reach the drain field location. As such, Condition No. 3 contains enhanced design criteria and locational standards for the proposed septic system and infrastructure. This condition is intended to mitigate potential impacts to the wetlands and environmentally sensitive areas in the proximity of the drain field and force main crossing.

3. Cultural/Historic: A Phase I Archaeological Study has been included as an SUP Condition and will be reviewed prior to land disturbance.

4. Anticipated Impact on Nearby and Surrounding Properties:

- As described above, the properties are surrounded by commercial zoning.

- Many potential impacts, such as screening of site features and architectural review, are addressed through proposed SUP conditions.

PROPOSED SUP CONDITIONS

- Proposed conditions are provided as Attachment No. 2.

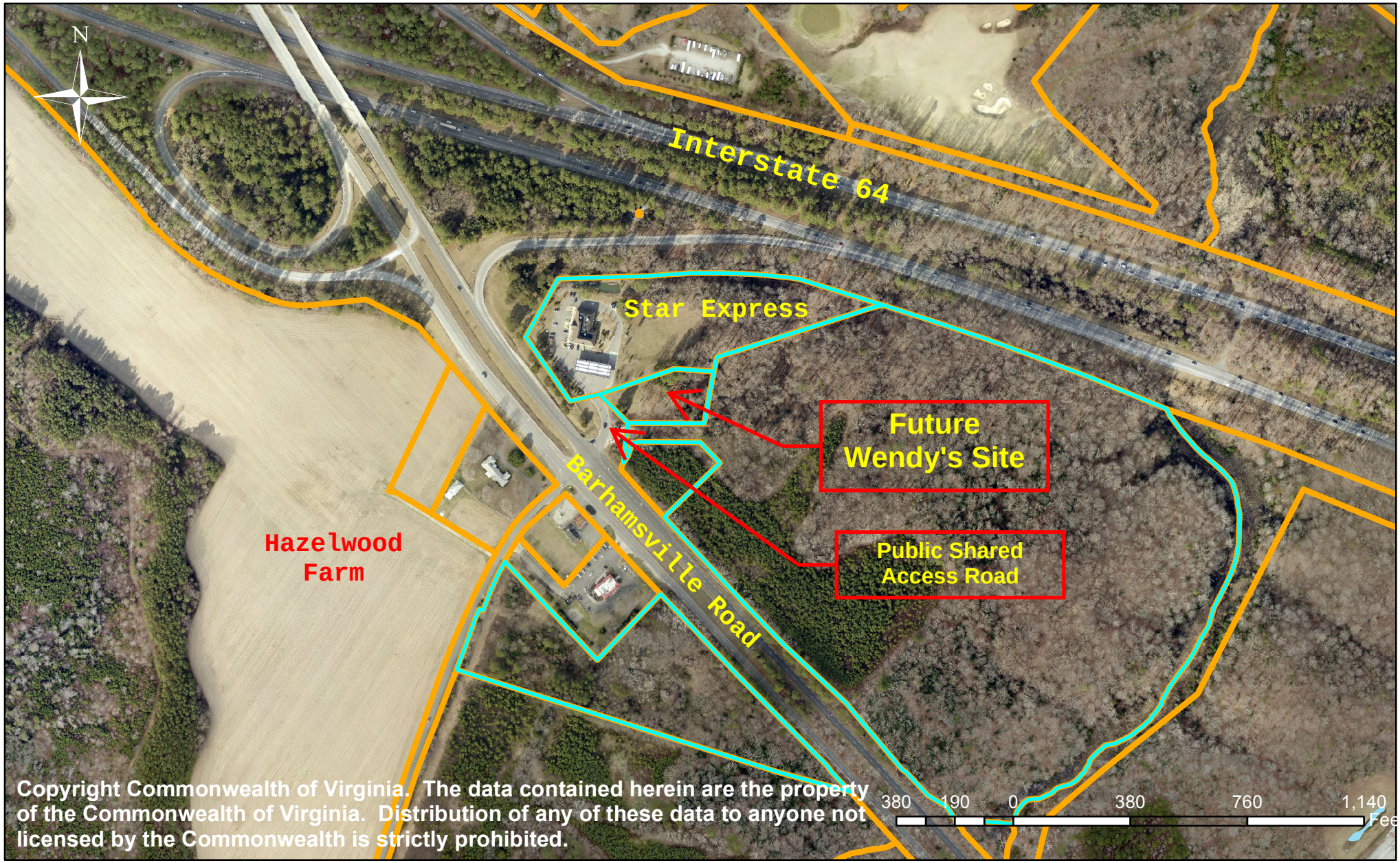
STAFF RECOMMENDATION

Staff finds the proposal compatible with surrounding development and consistent with the recommendations of the Comprehensive Plan adopted in 2015, "Toward 2035: Leading the Way" and Zoning Ordinance. Staff recommends the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the attached conditions.

RS/nb
SUP12-17Wendys

Attachments:
1. Location Map
2. Draft Conditions
3. Master Plan Exhibit
4. Community Impact Statement
5. Traffic Study
6. 2035 Comprehensive Plan Stonehouse Mix-Use Area Land Use Description

JCC Case No. SUP-0012-2017, Wendy's Toano



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Attachment 2: Draft Proposed Special Use Permit Conditions

1. **Master Plan.** This Special Use Permit ("SUP") shall apply to certain portions of properties located at 9210 Old Stage Road, 9220 Old Stage Road, and 9131 Barhamsville Road, which are further identified as JCC Real Estate Tax Map Nos. 0440100032, 0440100016, and 0530100002, respectively (the "Parcels") as shown on the master plan entitled, "Wendy's—Toano James City County, VA SUP " prepared by CHA Companies, dated December 21, 2017 (the "Master Plan"). The SUP shall be valid for a drive-through fast food restaurant of up to 3,324 square feet (the "Restaurant"). All final development plans shall be consistent with the Master Plan as determined by the Director of Planning with any deviations considered per Section 24-23(a)(2) of the Zoning Ordinance, as amended.

2. **Subdivision.** Prior to issuance of final site plan approval for the Restaurant, the boundary lines of the Parcels shall be adjusted by recordation of a subdivision plat to ensure that those portions of the Parcels containing the Restaurant and subject to this SUP shall be contained on one parcel of property (the "Property").

3. **Sewer Crossing.** Prior to final site plan approval, the final design of the septic system shall be subject to the review and approval of the Director of Stormwater and Resource Protection for consistency with this condition. At a minimum, the sewer line shall be constructed of high-density polyethylene pipe material with a minimum Standard Dimension Ratio of 11. All parts of the sewer system that are within a Resource Protection Area (RPA) shall be (i) located underground, (ii) so located as to minimize disturbance to the RPA, (iii) located within an outer protective sleeve, and (iv) contain a leak detection system. Directional drilling through the RPA shall not be permitted. In no instance shall the sewer line be located inside of the seaward 50-feet of the RPA.

4. **Internal Pedestrian Connections.** Internal pedestrian connections shall be provided, including, but not be limited to, wherever sidewalks enter the parking area or cross any entrance to the Property or drive-through lane, and shall provide safe connections from the property located at 9220 Old Stage Road. The connections shall be clearly delineated by use of a different color of pavement, brick pavers, or some other method determined to be acceptable by the Director of Planning.

5. **Architectural Review.** Exterior building materials and colors for all structures on the Property shall be generally consistent with the drawing entitled "Wendy's 9220 Old Stage Rd Toano, VA" prepared by Wallin & Gomez Architects LTD. The Director of Planning, or his designee, shall review and approve the final building elevations, architectural design, and samples of building materials and colors for all structures prior to final site plan approval. In the event the Director of Planning disapproves the architectural elevations, the applicant may appeal the decision to the Development Review Committee which shall forward a recommendation to the Planning Commission.

6. **Screening of Site Features.** All dumpsters and ground-mounted HVAC and mechanical units shall be screened by an enclosure composed of masonry, closed cell PVC, prefinished metal, or cementitious panels in detail and colors to blend with adjacent building materials. Where present, such features shall be shown on the site plan for the adjacent building and shall be reviewed and approved by the Director of Planning for consistency with this condition.

7. **Canopies.** Canopies and associated mounting structures on the Property shall use neutral colors and building materials similar to the Restaurant. Prior to issuance of site plan approval, the Director of Planning or his designee shall review and approve the final design and colors of any canopies for

consistency with this condition.

8. **Signage.** All building face signage shall be externally illuminated or use back-lit or channeled lettered lighting as defined in Section 24-67 of the Zoning Ordinance. For any back-lit or channeled lettered signs, the sign shall meet the criteria listed in Section 24-72 of the Zoning Ordinance, or successor section. In addition to any building face signage as permitted by the Zoning Ordinance, the Restaurant may have one exterior freestanding sign. The freestanding sign shall be externally illuminated, monument style, not exceed eight (8) feet in height, and have a base of brick or other materials similar in type and color to the architecture of the Restaurant.

9. **Landscaping.** A landscaping plan for the Property shall be approved by the Director of Planning or his designee prior to final site plan approval. Prior to the issuance of a Certificate of Occupancy for the Restaurant, landscaping shown on the plan shall be installed or guaranteed with a surety to the County in an amount acceptable to the Director of Planning. The 50-foot Open/Agricultural Community Character Corridor buffer along Old Stage Road shall meet the Community Character Buffer guidelines adopted by the Board of Supervisors.

10. **Archaeology.** A Phase I Archaeological Study for the Property shall be submitted to and approved by the Director of Planning prior to land disturbance approval for the Project. A treatment plan shall be submitted to and approved by the Director of Planning for all sites in the Phase I study that are recommended for a Phase II evaluation and/or identified as being eligible for inclusion on the National Register of Historic Places. If a Phase II study is undertaken, such a study shall be approved by the Director of Planning and a treatment plan for said sites shall be submitted to, and approved by, the Director of Planning 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 Director of Planning prior to preliminary approval 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.

11. **Commencement.** Construction on the Restaurant shall commence within 36 months from the date of approval of this SUP or this SUP shall be void. Construction shall be defined as obtaining building permits and an approved footing inspection and/or foundation inspection.

12. **Severance Clause.** This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

WENDY'S MASTER PLAN

9210 & 9220 OLD STAGE ROAD
TOANO, VIRGINIA 23168

SPECIAL USE PERMIT RESUBMISSION (SUP-0012-2017)

DECEMBER 21, 2017

PROJECT SUMMARY

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED. WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 AUTO PARKING SPACES, 1 BUS PARKING SPACE, DUMPSTER PAD, SIDEWALKS, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

OWNER

DAKSHAY J. PATEL
AMERICAN DYNC HOLDINGS TOANO, LLC
4595 SANDESARA DRIVE
PRINCE GEORGE, VA 23875

ENGINEERS/ARCHITECTS

DAVE BARLOW, PE
CHA
9020 STONY POINT PARKWAY, SUITE 160
RICHMOND, VA 23235
PHONE: (804) 897-3564
FAX: (804) 897-3566
EMAIL: DBARLOW@CHACOMPANIES.COM

STATISTICAL DATA

JCC TAX MAP PIN:	PARCEL "A" = 0440100016 PARCEL "C" = 0440100032 HORNSBY PARCEL = 0530100002
0440100016 PARCEL:	S.U.P. 0019-2008
ZONING:	B1 GENERAL BUSINESS
ADDRESS:	9210 OLD STAGE ROAD & 9220 OLD STAGE ROAD
PROPOSED SITE AREA:	6.33 ACRES (AFTER BOUNDARY LINE ADJUSTMENT)
BUILDING SETBACKS:	50' - FRONT 20' - SIDE 20' - REAR
LANDSCAPE SETBACKS:	PARCELS ARE IN COMMUNITY CHARACTER CORRIDOR 15' - SIDE, FRONT 50' - OLD STAGE RD BUFFER IS ACHIEVED
BUILDING AREA:	RESTAURANT - 3,324 SF

PARKING SPACE REQUIREMENTS

CATEGORY C =	USES WITH UNIQUE REQUIREMENTS
RESTAURANTS =	ONE SPACE FOR EVERY FOUR SEATS
TOTAL SEATS =	75
REQUIRED PARKING =	19 + 12 EMPLOYEES = 31
PROVIDED PARKING =	34 + 1 BUS
HANDICAP PARKING =	2 SPACES (1 VAN ACCESSIBLE)

IMPERVIOUS AREA TOTALS

BUILDING =	3,324 SF
PAVEMENT =	29,858 SF (INCLUDES ASPHALT DRIVE/PARKING, CONCRETE CURBING/SIDEWALKS, DUMPSTER AREA)
TOTAL IMPERVIOUS =	33,182 SF

TOTAL PARCEL AREA = 275,730 SF (6.33 AC)
IMPERVIOUS AREA AS A PERCENTAGE OF TOTAL SITE AREA = 12%

BUILDING COVERAGE LIMITS

TOTAL PARCEL AREA = 275,730 SF

BUILDING =	3,324 SF (1.2% OF TOTAL LOT AREA)
SINGLE FLOOR =	3,324 SF (1.2% FLOOR AREA RATIO)

VICINITY MAP



SCALE 1" = 1000'

SHEET LIST TABLE	
Sheet Number	Sheet Title
COVER	SUP - COVER SHEET
EXH-A	SUP - EXHIBIT A PROPERTY PARCELS
EXH-B1	SUP - EXHIBIT B-1 PROPOSED SITE MASTER PLAN - OVERALL
EXH-B2	SUP - EXHIBIT B-2 PROPOSED MASTER SITE PLAN - ENLARGED
EXH-C	SUP - EXHIBIT C ILLUSTRATIVE STREETSCAPE PLAN
EXH-D	SUP - EXHIBIT D WETLAND, STREAM, AND RPA LIMITS
EXH-E	SUP - EXHIBIT E ENVIRONMENTAL INVENTORY

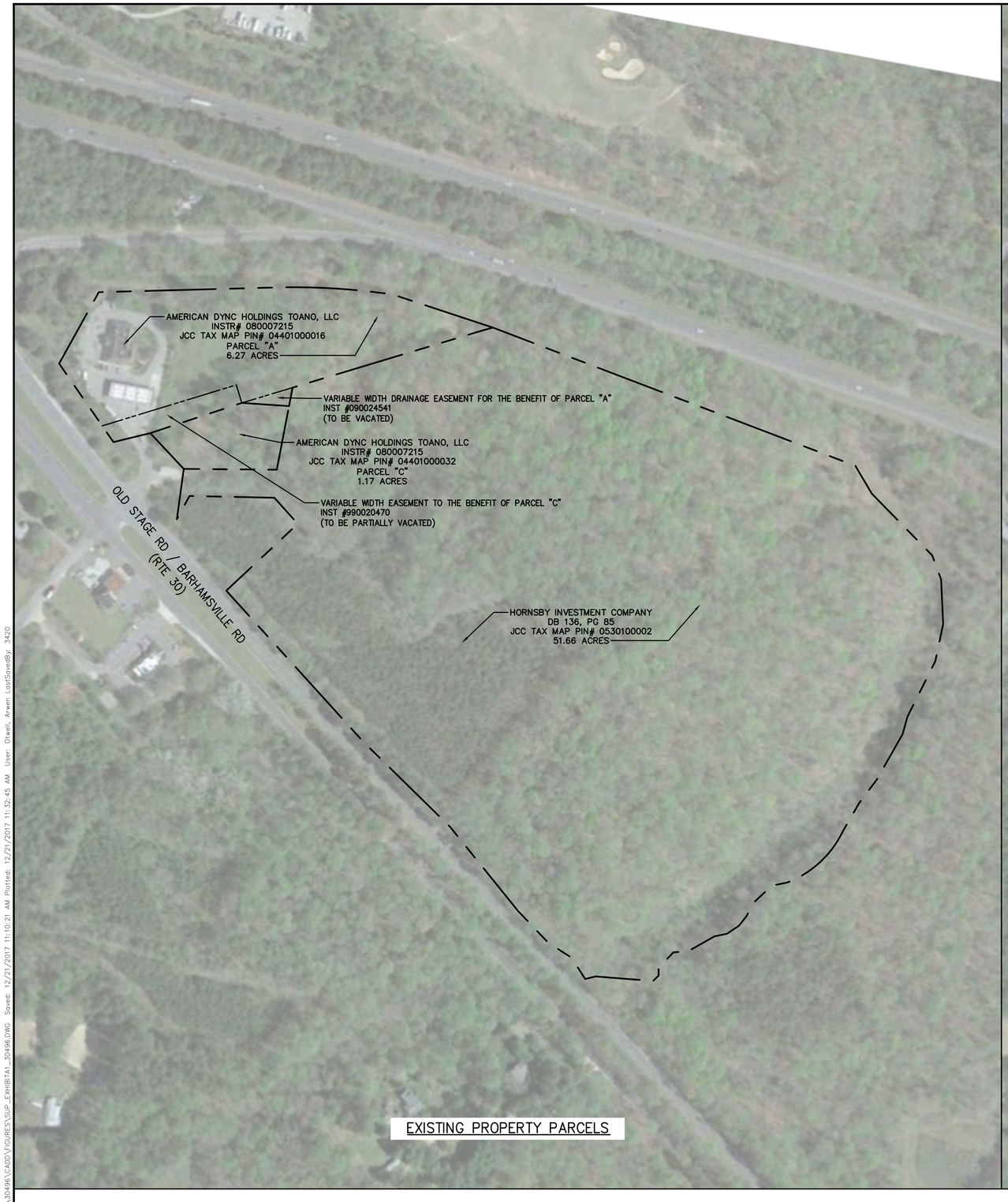
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9020 Stony Point Parkway
Suite 160 · Richmond, VA 23235
Main: (804) 897-3564 · www.chacompanies.com

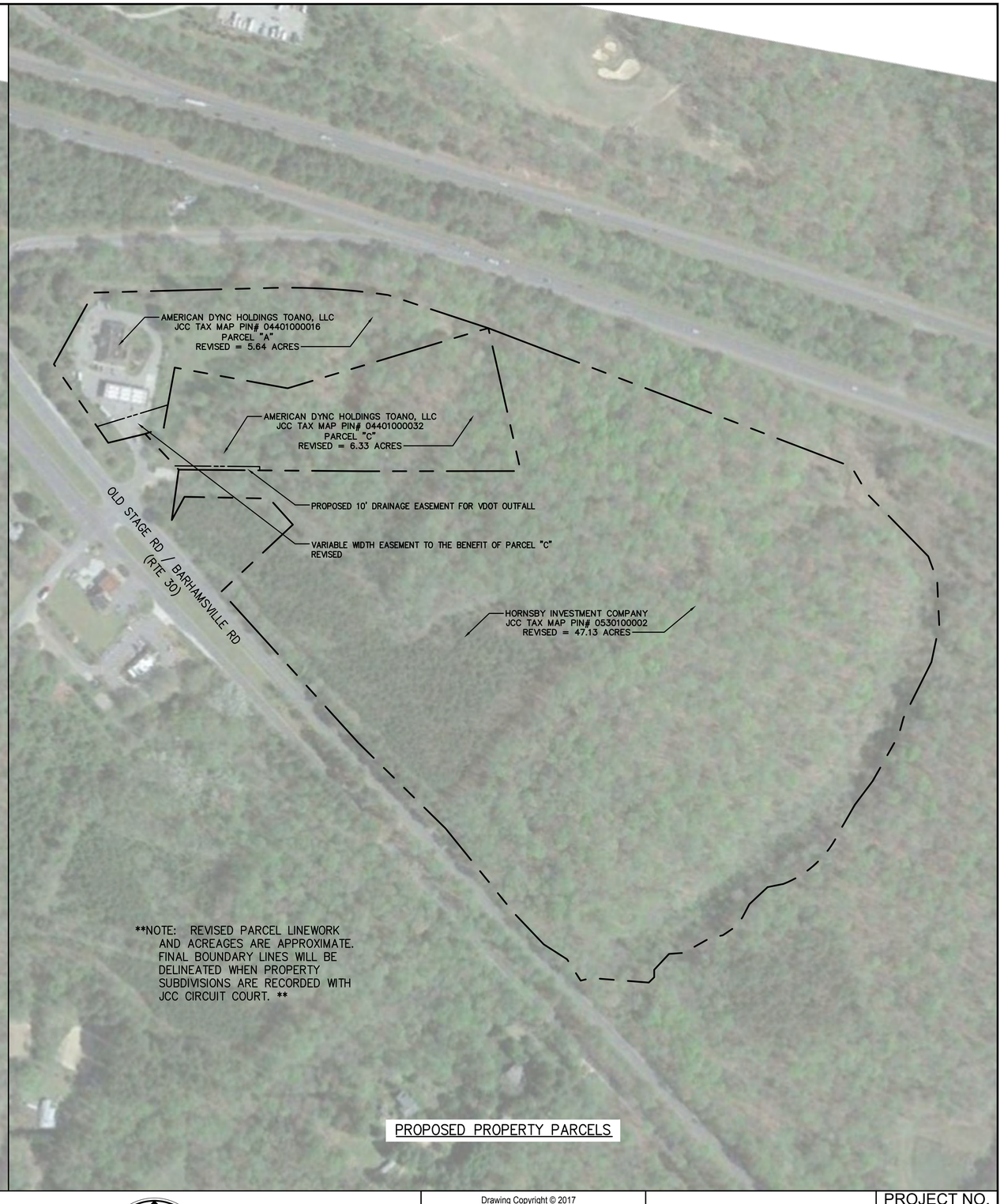
WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - COVER SHEET

PROJECT NO. 30496
DATE: 12/21/17
COVER

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EXISTING PROPERTY PARCELS



**NOTE: REVISED PARCEL LINEWORK AND ACREAGES ARE APPROXIMATE. FINAL BOUNDARY LINES WILL BE DELINEATED WHEN PROPERTY SUBDIVISIONS ARE RECORDED WITH JCC CIRCUIT COURT. **

PROPOSED PROPERTY PARCELS

N

0 150 300
Scale in feet

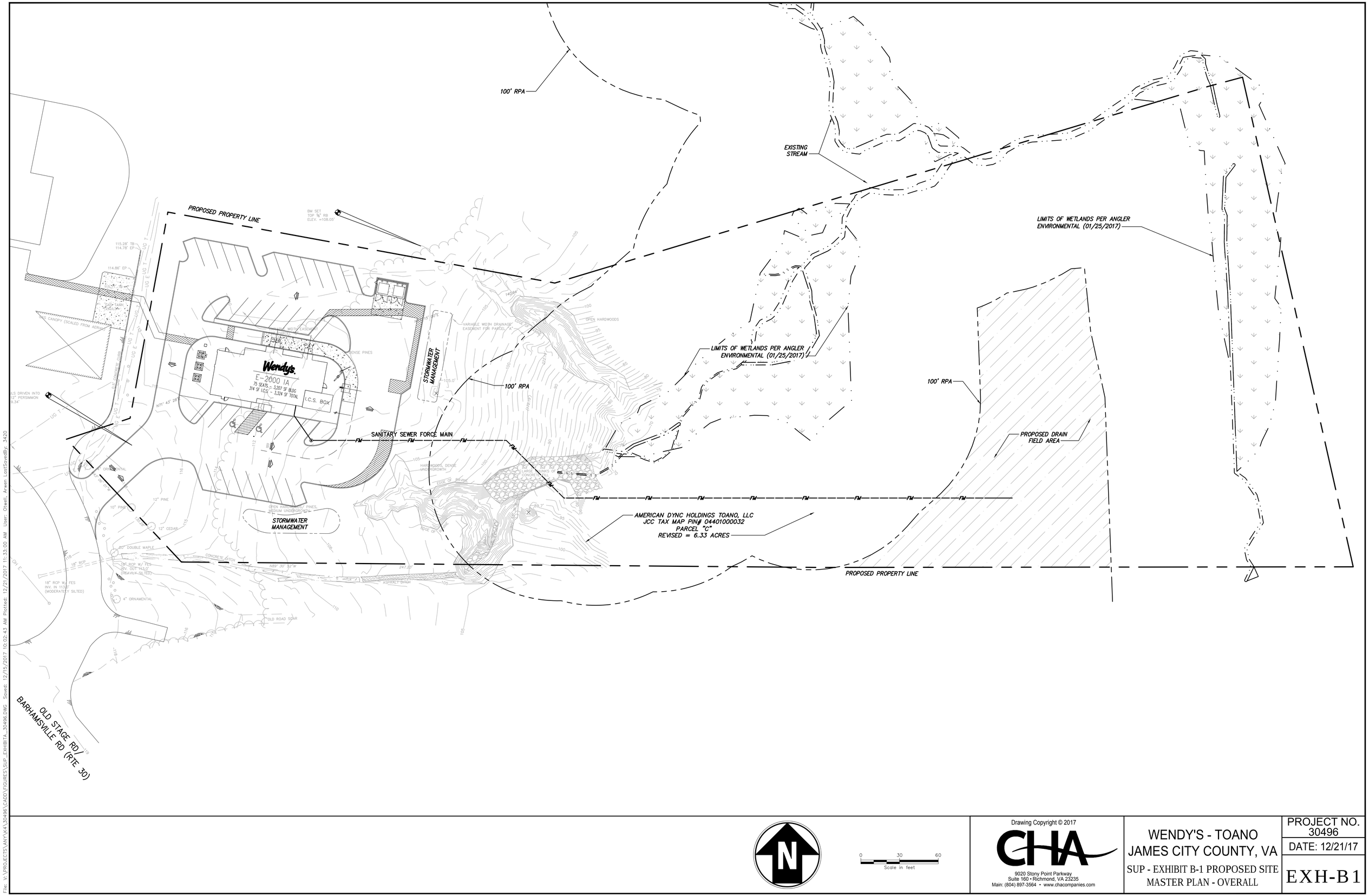
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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT A PROPERTY PARCELS

PROJECT NO. 30496
DATE: 12/21/17
EXH-A

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Main: (804) 897-3564 • www.chacompanies.com

0 30 60
Scale in feet

WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT B-1 PROPOSED SITE MASTER PLAN - OVERALL

PROJECT NO. 30496

DATE: 12/21/17

EXH-B1

File: V:\PROJECTS\ANY\KA\30496\CADD\FIGURES\SUP_EXHIBITA_30496.DWG Saved: 12/15/2017 10:02:43 AM Plotted: 12/21/2017 11:33:00 AM User: Otwell, Arwen LastSavedBy: 3420

STAR EXPRESS BUILDING
(SCALED FROM AERIAL)

EXISTING STAR
EXPRESS GAS &
CONVENIENCE CENTER

STRIPED PEDESTRIAN PATH
TO STAR EXPRESS

GAS TANK
VAULT

GAS CANOPY (SCALED FROM AERIAL)

5' CONCRETE SIDEWALK
TO STAR EXPRESS

0.5' CONCRETE CURB
& GUTTER

PROPOSED PROPERTY LINE

BM SET
3 60d NAILS DRIVEN INTO
BASE OF 12" PERSIMMON
ELEV. =119.34'

EASEMENT FOR THE
BENEFIT OF "PARCEL C"

15' SIDE YARD SETBACK
20' BUILDING SETBACK
20' BUILDING SETBACK
15' SIDE YARD SETBACK

BM SET
TOP ⅝" RB
ELEV. =108.05'

PROPOSED PROPERTY LINE

Wendy's
E-2000 IA
75 SEATS - 3,207 SF BLDG
314 SF I.C.S. - 3,324 SF TOTAL

I.C.S. BOX

BUS PARKING

BUS UNLOADING

LEVEL 2
BIORETENTION BASIN
1057 SF

LOADING ZONE

AMERICAN DYNC HOLDINGS TOANO, LLC
JCC TAX MAP PIN# 04401000032
PARCEL "C"
REVISED = 6.33 ACRES

100' RPA

SANITARY SEWER FORCE MAIN

15' CONSTRUCTION SETBACK

50' BUFFER

LEVEL 2
BIORETENTION BASIN
1144 SF

18" RCP

18" RCP W/ FES
INV. OUT 113.0'
(HEAVILY SILTED)

18" RCP W/ FES
INV. IN 113.0'
(MODERATELY SILTED)

CONCRETE DITCH

10' PROPOSED DRAINAGE
EASEMENT FOR VDOT OUTFALL

15' SIDE YARD SETBACK

20' BUILDING SETBACK

ASPHALT DITCH

OLD ROAD SCAR

OLD STAGE RD. / BARHAMSVILLE RD.
ROUTE 30
(VARIABLE WIDTH R/W)

* BASE MAP CREATED FROM SITE SURVEY CONDUCTED BY HURT & PROFFITT DATED 08/24/15



0 20 40
Scale in feet

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WENDY'S - TOANO
JAMES CITY COUNTY, VA

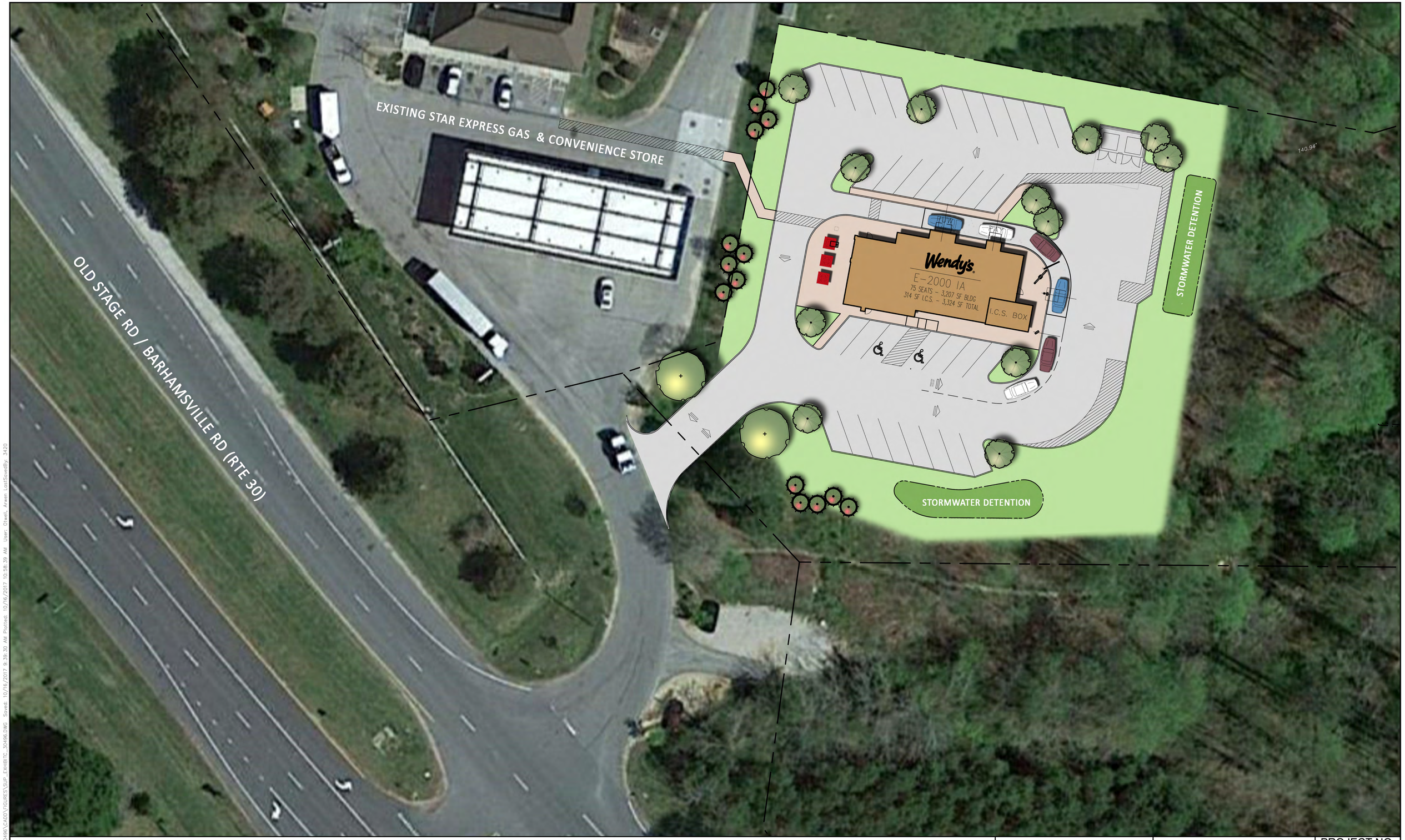
SUP - EXHIBIT B-2 MASTER
SITE PLAN - ENLARGED

PROJECT NO. 30496

DATE: 12/21/17

EXH-B2

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N

0 20 40
Scale in feet

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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT C ILLUSTRATIVE STREETSCAPE PLAN

PROJECT NO. 30496
DATE: 12/14/17
EXH-C

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AMERICAN DYNC HOLDINGS TOANO, LLC
JCC TAX MAP PIN# 04401000016
PARCEL "A"
REVISED = 5.64 ACRES

100' RPA

EXISTING STREAM PER
ANGLER ENVIRONMENTAL
(01/25/2017)

APPROXIMATE PROPERTY BOUNDARY
(PARCEL TO BE ACQUIRED)

LIMITS OF WETLANDS PER ANGLER
ENVIRONMENTAL(01/25/2017)

PROPOSED PROPERTY LINE

STAR EXPRESS BUILDING
(SCALED FROM AERIAL)

Wendy's
E-2000 IA

100' RPA

LIMITS OF WETLANDS PER
ANGLER ENVIRONMENTAL
(01/25/2017)

100' RPA

AREA AVAILABLE
FOR PROPOSED
DRAINFIELD

SANITARY SEWER FORCE MAIN

STORMWATER
MANAGEMENT

AMERICAN DYNC HOLDINGS TOANO, LLC
JCC TAX MAP PIN# 04401000032
PARCEL "C"
REVISED = 6.33 ACRES

18" RCP W/ FES
INV. OUT 113.0'

18" RCP W/ FES
INV. IN 113.0'
(HEAVILY SILTED)

18" RCP W/ FES
INV. IN 113.0'
(MODERATELY SILTED)

OLD ROAD SCAR

HORNSBY INVESTMENT COMPANY
JCC TAX MAP PIN# 0530100002
REVISED = 47.13 ACRES

OLD STAGE RD / BARHAMSVILLE RD
(RTE 30)

N

0 40 80
Scale in feet

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WENDY'S - TOANO
JAMES CITY COUNTY, VA

SUP - EXHIBIT D WETLAND,
STREAM, AND RPA LIMITS

PROJECT NO. 30496

DATE: 12/21/17

EXH-D

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PROJECT DESCIPTION

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED VIA THE SUBDIVISION OF . WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 PARKING SPACES, DUMPSTER PAD, SIDEWALKS, BUS PARKING, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

EXISTING CONDITIONS

THE MAJORITY OF THIS EXISTING SITE IS FORESTED WITH THE NORTHWESTERN CORNER OF THE PROPERTY BEING LAWN AREA. THE SITE IS BORDERED TO THE WEST AND NORTH BY AN EXISTING GAS STATION WITH AN ATTACHED RESTAURANT, AS WELL AS A VDOT FRONTAGE ROAD LEADING TO THE GAS STATION. TO THE EAST AND SOUTH THE SITE IS BORDERED BY AN UNDEVELOPED, FORESTED PROPERTY. EXISTING DRAINAGE ON THE SITE SHEET FLOWS TO THE FORESTED AND LAWN AREAS, AND THEN INTO CHANNELS THAT OUTFALL INTO WARE CREEK.

STORMWATER MANAGEMENT

THIS PROPOSED SITE WILL BE IN COMPLIANCE WITH THE NEW WATER QUALITY REGULATIONS (9VAC25–870).

TWO LEVEL 2 BIORETENTION BASINS HAVE BEEN PROPOSED ON THE SITE TO ACHIEVE THE REQUIRED REMOVAL RATES.

THE PROPOSED SITE WILL BE IN COMPLIANCE WITH 9VAC25–870–66'S STORMWATER QUANTITY REGULATIONS AND THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK'S MS–19 REQUIREMENTS. A COMBINATION OF THE BMP BASINS AND UNDERGROUND STORAGE WILL SATISFY CHANNEL PROTECTION AND FLOOD PROTECTION REQUIREMENTS. ALL OF THE POST–DEVELOPMENT STORMWATER RUNOFF WILL BE DISCHARGED TO THE CHANNELS TO THE EAST OF THE SITE.

SOIL DESCRIPTION

SEE THIS SHEET

CRITICAL AREAS

- EXISTING WETLANDS SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES
- EXISTING SLOPES 25% OR GREATER SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.
- EXISTING STREAMS SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.
- 100 FT RPA SHALL BE PROTECTED BY UPSTREAM EROSION CONTROL MEASURES AND THE PROPOSED STORMWATER MANAGEMENT SYSTEM.

EROSION AND SEDIMENT CONTROL MEASURES

EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED UPSTREAM OF THE CRITICAL AREAS AND SHALL BE MAINTAINED TO INSURE PROTECTION PER THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL MANUAL. A CONSTRUCTION ENTRANCE, SILT FENCE, TEMPORARY DIVERSION DIKES AND TEMPORARY SEDIMENT TRAPS SHALL BE USED TO ENSURE SEDIMENT IS CONTAINED.

PERMANENT SEEDING

ALL DISTURBED AREAS SHALL ESTABLISH A PERENNIAL VEGETATION COVER BY PLANTING SEED TO REDUCE EROSION AND PERMANENTLY STABILIZE THE TOPSOIL FOLLOWING GRADING. SELECTION OF SEED MIXTURE DEPENDS ON THE TIME OF YEAR THAT IT IS APPLIED, AND SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK.

TEMPORARY OFFSITE AREAS

THERE ARE NO ADDITIONAL OFF–SITE LAND DISTURBANCES PROPOSED FOR THIS PROJECT

ENVIRONMENTAL INVENTORY IMPACTS

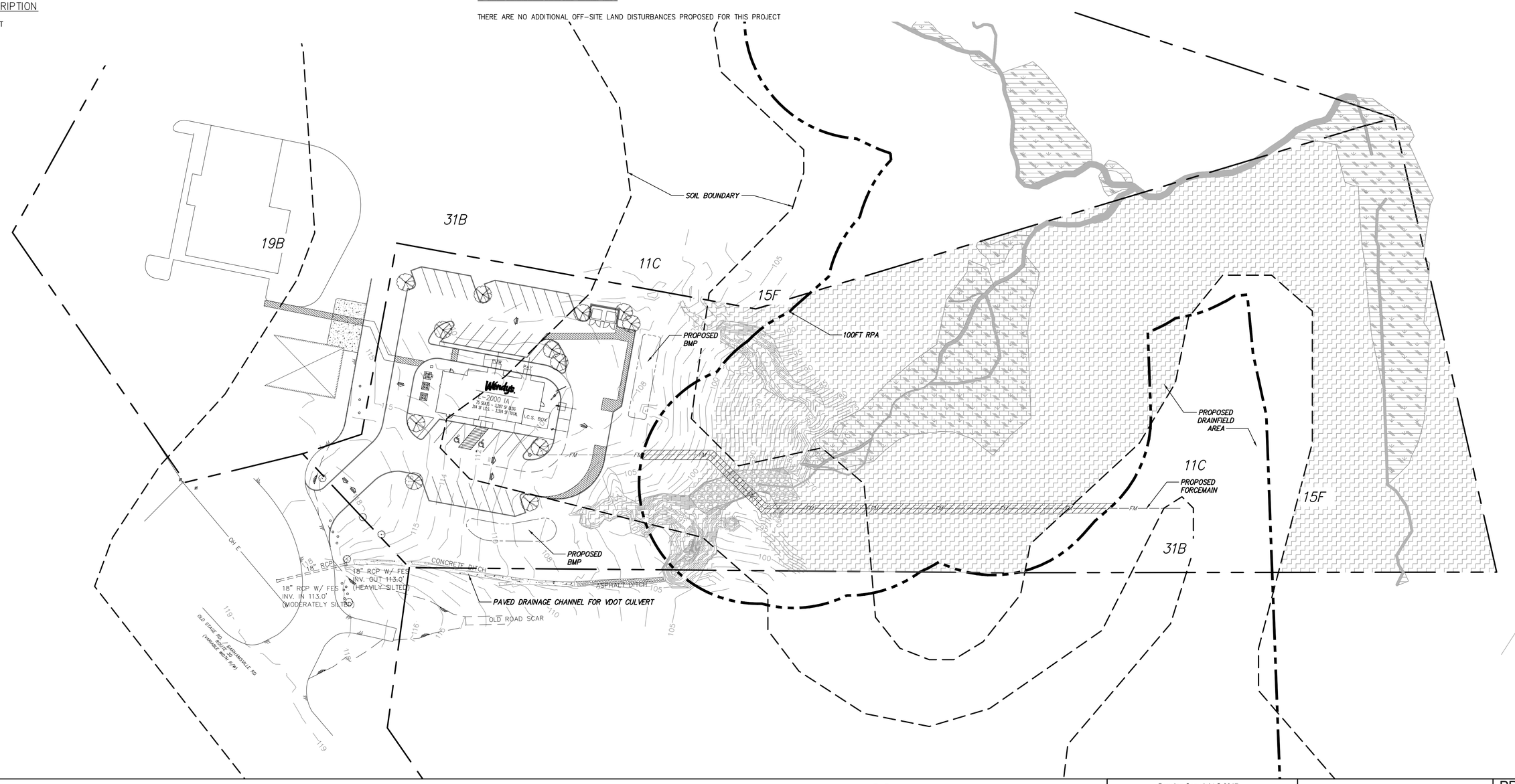
TIDAL WETLANDS:	NONE ON THIS SITE
TIDAL SHORES:	NONE ON THIS SITE
WETLANDS/HYDRIC SOILS:	NONE ON THIS SITE
25% SLOPES OR GREATER:	2528 SF OF IMPACTS
STREAM:	NONE ON THIS SITE
100 FT RPA BUFFER:	3258 SF OF IMPACTS

ON-SITE SOILS TABULATION

MAP UNIT SYMBOL	SOIL NAME	HYDROLOGICAL GROUP	TYPICAL SLOPES	EROSION FACTOR (K)	EROSION FACTOR (T)
11C	CRAVEN-UCHEE COMPLEX	D	6 - 10%	0.28	5
15F	EMPORIA COMPLEX	B	25 - 50%	0.28	5
19B	KEMPSVILLE-EMPORIA FINE SANDY LOAMS	A	2 - 6%	0.28	5
31B	SUFFOLK FINE SANDY LOAM	B	2 - 6%	0.24	5

LEGEND

- WETLANDS/HYDRIC SOILS
- DENOTES 25% OR GREATER SLOPES
- DENOTES STREAMS
- IMPACTS TO 100 FT RPA
- PROPERTY LINE
- SOIL TYPE BOUNDARY
- LIMITS OF 100 FT RPA



0 40 80
Scale in feet

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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT E
ENVIRONMENTAL INVENTORY

PROJECT NO. 30496
DATE: 12/21/17
EXH-E

File: V:\PROJECTS\ANY\VA1\30496\CADD\FIGURES\SUP_EXHIBITE_30496.DWG Saved: 12/21/2017 11:28:25 AM Plotted: 12/21/2017 11:33:48 AM User: Orwell, Arwen LastSavedBy: 3420

Wendy's Restaurant

9220 Old Stage Road
Toano, James City County, Virginia
JCC SUP0012-2017

Community Impact Statement

December 2017

Prepared for:

American DYNC Holdings Toano, LLC

4595 Sandesara Drive
Prince George, Virginia 23875

Prepared by:

CHA Consulting, Inc.

9020 Stony Point Parkway
Suite 160
Richmond, VA 23235

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III.	TRAFFIC IMPACT ANALYSIS	2
IV.	WATER AND SEWER IMPACTS	2
V.	PUBLIC FACILITIES	3
VI.	HISTORICAL AND ARCHEOLOGICAL	3
VII.	FISCAL IMPACT ANALYSIS	3
VIII.	PARKS AND RECREATION	3
IX.	ENVIRONMENTAL CONSTRAINTS ANALYSIS	3

Appendix A: Elevations & Site Lighting

Appendix B: JCC GIS Property Mapping

Appendix C: Sewer Drainfield Analysis

Appendix D: Wetland and Waters of the US Delineation

Appendix E: VA Department of Conservation and Recreation's Natural Heritage Database Findings

I. Project Narrative

American DYNC Holdings Toano, LLC proposes to develop a 6.33-acre site at 9220 Old Stage Road in Toano, James City County, Virginia for a Wendy's Restaurant with drive-thru and eat-in services. They currently own two parcels, one of which has a Star Express convenience store and gas pumps (Parcel ID 0440100016). The other parcel has no development and will be the main location of the new Wendy's (Parcel ID 0440100032). American DYNC Holdings Toano, LLC has an agreement with the property owner to the south and east of the undeveloped parcel to acquire approximately 4.5 additional acres (Parcel ID 0530100002). Lot lines of all three parcels will be reconfigured, resulting in the proposed 6.33 acre Wendy's lot. Exhibit A of the Master Plan shows pre- and post-subdivision parcels.

The proposed Wendy's restaurant will be a total of 3,324 square feet, with a total seating of 75. 34 parking spaces are proposed, including two ADA spaces (one van-accessible), plus one bus parking space. Appendix A includes colored elevations of the proposed Wendy's building, including the drive-thru canopies, as well as an exhibit for the site lighting. Exhibits A, B1, and B2 of the Master Plan show pre- and post-subdivision lots lines as well as the proposed site layout.

Exhibit 1: Site Location Map

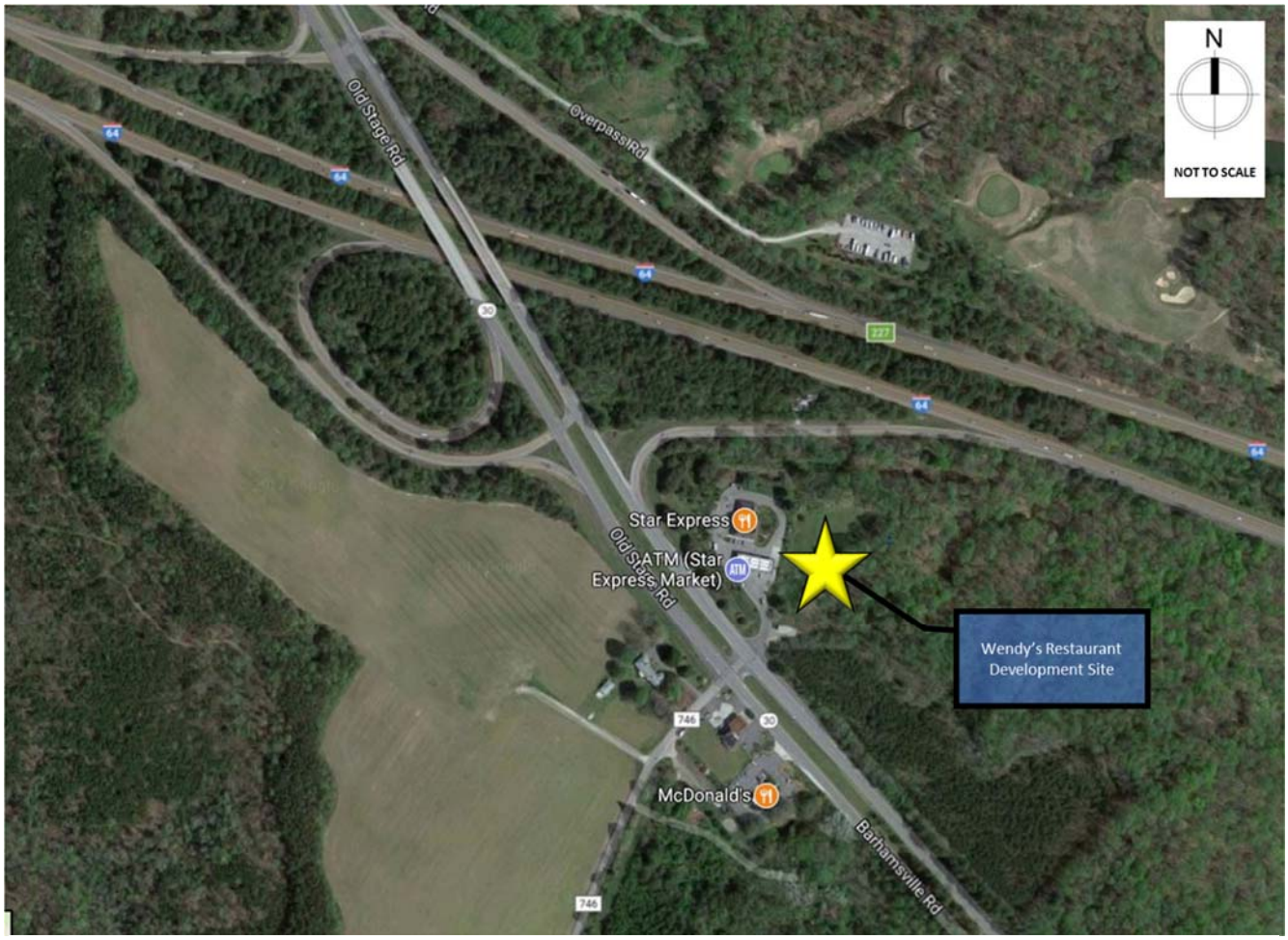


Image source: Google Maps, 2017

II. Zoning and Comprehensive Plan

All parcels are currently zoned B-1 General Business. The B-1 Designation allows fast food restaurants as a permitted use, but requires a Special Use Permit when a commercial building is expected to generate a total of 100 or more additional peak hour trips in accordance with Section 24-11.

The comprehensive plan identifies the properties as Mixed Use. Mixed Use areas are located at or near interstate interchanges and are intended to maximize the economic development of these areas by providing more intensive commercial, office, and limited industrial developments. The Wendy's parcel's size and environmental constraints preclude a mixed-use development on-site; however, if the adjacent 47-acre parcel is developed in the future, the Wendy's and Star Express parcels could be included as part of a larger mixed-use development. The location of the Wendy's at this location, which is just next to an interstate interchange, provides for the intense peak-hour traffic levels to be limited to this commercial area and limits impacts to more rural areas adjacent.

Appendix B includes mapping from James City County's Property Map GIS webpage showing both zoning and Comprehensive Plan land uses.

III. Traffic Impact Analysis

Ingress and egress is currently provided to the Star Express parcel via a low-volume, local access road that meets Barhamsville Road at the unsignalized intersection with Old Stage Road. The Wendy's parcel will include a separate entrance off of this access road. There are currently left-turn and right-turn lanes into the access road from Barhamsville Road, with limited stacking in the median area.

The Wendy's restaurant will not generate traffic during the AM peak hour because it will not be open for business until after 9 am. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

A traffic study was conducted by CHA and submitted separately.

IV. Water and Sewer Impacts

Water service is provided by a well at the existing Star Express. This well was oversized for the purpose of providing water service to the new fast-food restaurant. No public water service is available to this site, so there will be no impact to the PSA's water resources.

Sanitary sewage will be discharged into a drainfield to be installed on the eastern part of the site. An investigation of the proposed drainfield area was conducted by Environmental Soil Consultants, LLC in February 2017. The Virginia Department of Health has agreed that a demand of 100 gallons per seat was appropriate for this Wendy's location, and the soil investigation shows the drainfield can meet this capacity. Appendix C contains a copy of the letter and map

from Environmental Soil Consultants, LLC. As the sanitary sewer discharge will occur on-site, there will be no impact to the PSA's sanitary sewer system.

V. Public Facilities

It is not anticipated that this project will increase the need for public facilities.

VI. Historical and Archeological

This site is not identified as highly-sensitive on the James City County Archeological Assessment. A review of the historical aerial mapping on the James City County GIS website revealed there has been no development on this site since 1937. There are no known historical or archeological elements at this site.

VII. Fiscal Impact Analysis

Not applicable.

VIII. Parks and Recreation

Not applicable.

IX. Environmental Constraints Analysis

The project site has several environmental constraints. Approximately one-third of the site (the western portion) has a gentle, sloping topography suitable for placing the building and parking areas. This developable area is constrained to the east by steepening slopes leading down to a drainage ravine that empties into delineated wetlands and a stream. Copies of the delineation letters and maps from Angler Environmental and the USA Corps of Engineers are included in Appendix D.

The eastern two-thirds of the project parcel are limited mostly by the 100-foot Resource Protection Area around the wetlands and streams discussed above. Development within the RPA is severely limited by Chesapeake Bay Preservation Act regulations. For this project, disturbance to the RPA will be limited to installation of the force main carrying sewage to the drainfield as well as the possibility of a temporary access drive to allow construction of the drainfield. After construction of the drainfield, the RPA will be restored as much as possible to pre-disturbance condition.

Exhibit E of the Master Plan includes an environmental inventory of the project site. As discussed previously, much of the site is constrained by the existing wetlands and RPA. Additionally, there are large areas of more than 25-percent slopes surrounding the wetlands, further restricting constructability within this area. The wetland soils are hydric, which prevents construction on them.

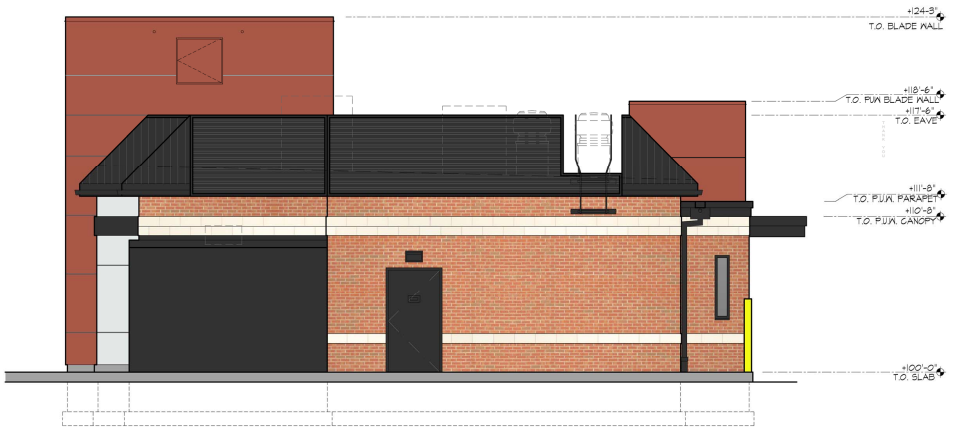
A review of the Virginia Department of Conservation and Recreation's Natural Heritage Database revealed the potential of one fish and seven plant species that fall under the S1, S2, S3, G1, G2, or G3 classifications that could be found within James City County (Appendix E). The fish species, Atlantic Sturgeon, is a coastal fish which would not be found in the small streams on the project site. Of the six vascular plant species with potential habitats in the County, three are limited to tidal wetlands and waterways, which the wetlands on the site are not (Sensitive Joint-vetch, Parker's Pipewort, and Narrow-leaved Spatterdock). The other three vascular plants

have not been identified on-site by CHA or Angler Environmental during its wetland delineation investigation (Small Whorled Pogonia, New Jersey Rush, and Virginia Least Trillium). Furthermore, noted companion species for these plants were also not identified on-site, so the probability of these species being present is very low.

Appendix A

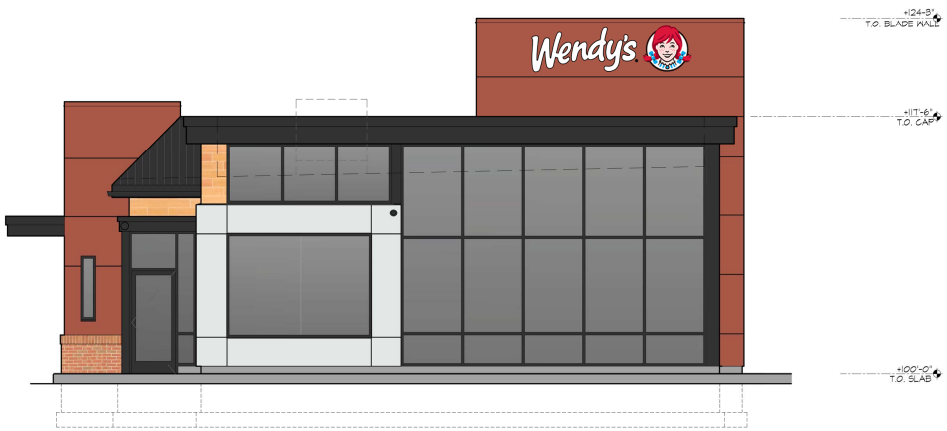
Elevations & Site Lighting

9220 Old Stage Rd
Toano, VA



REAR ELEVATION

- Brown EIFS
- White EIFS
- Dark Charcoal Metal
- Masonry
- Tile



FRONT ELEVATION

Wallin ▪ Gomez
ARCHITECTS LTD
711 S. Dearborn Street, Suite 606 | Chicago, Illinois 60605 | 312.427.4702

02.16.2018

9220 Old Stage Rd
Toano, VA

Brown EIFS

White EIFS

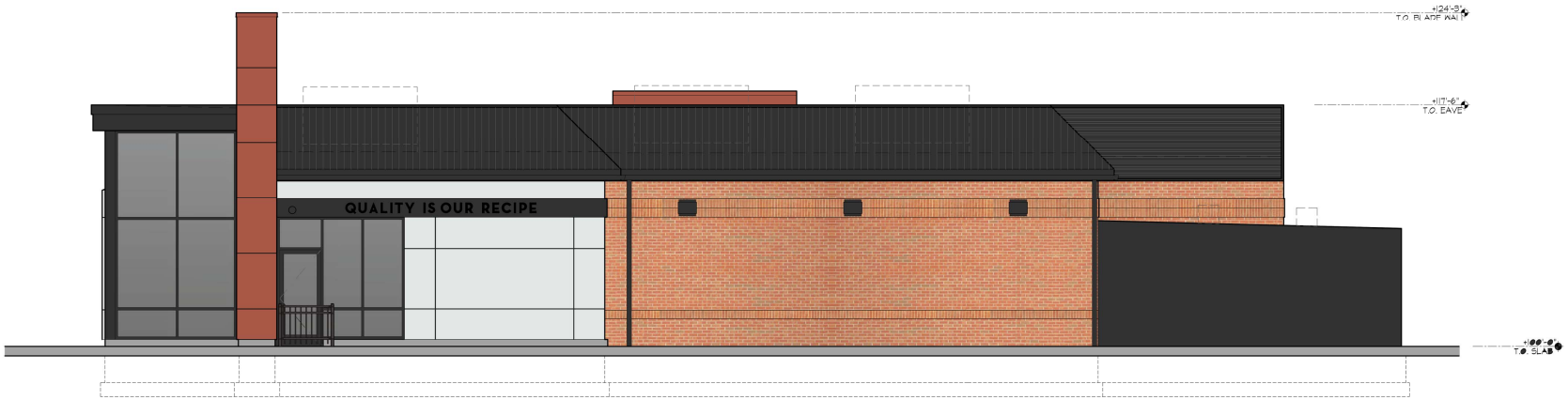
Dark Charcoal Metal

Masonry

Tile



SIDE ELEVATION



SIDE ELEVATION

Wallin ▪ Gomez
ARCHITECTS LTD
711 S. Dearborn Street, Suite 606 | Chicago, Illinois 60605 | 312.427.4702

02.16.2018

Wendy's Toano – Proposed Parking Lot Light Poles to Match Existing Star Express Lights



Appendix B

JCC GIS Property Mapping

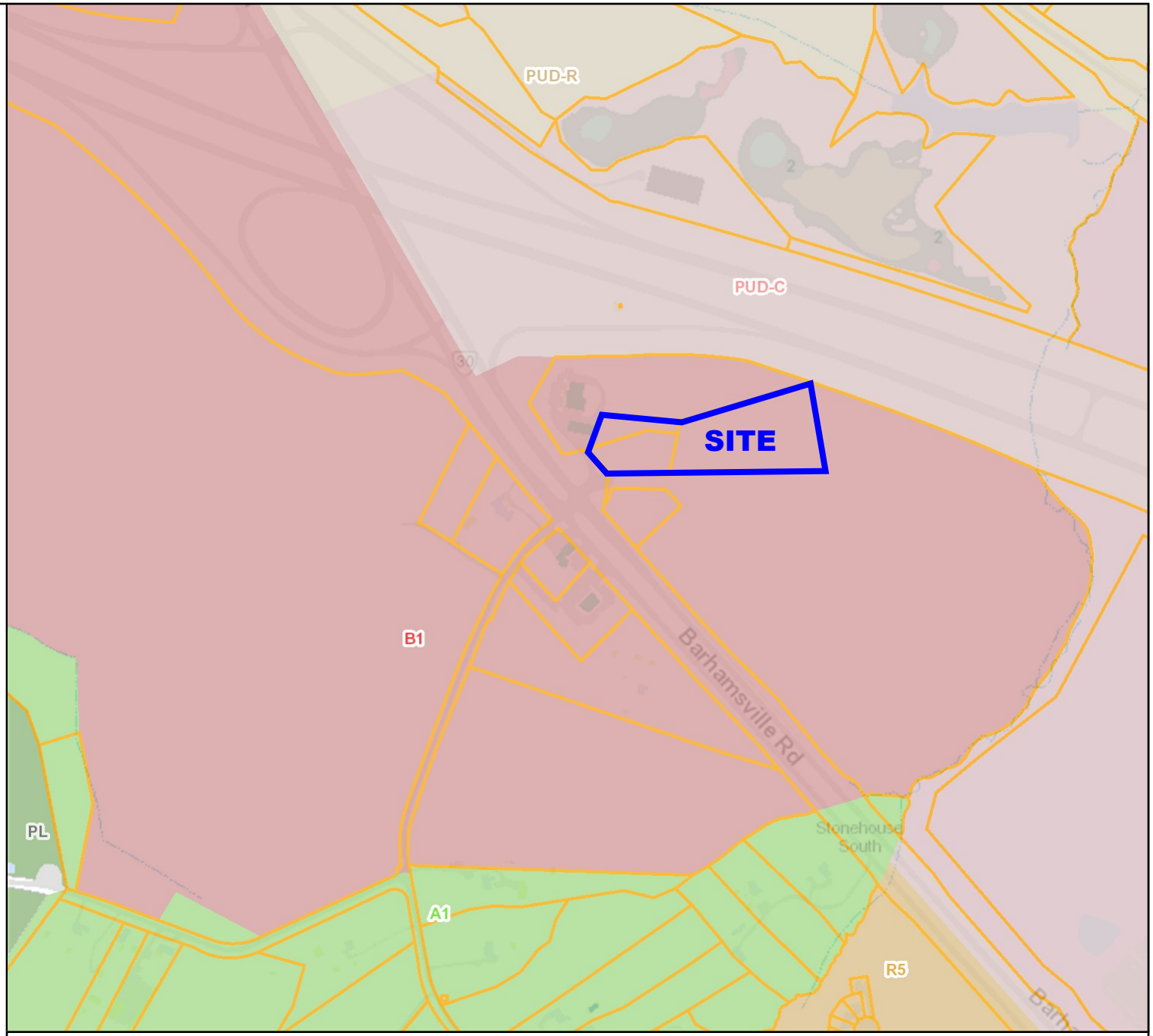
James City County, Virginia

Legend

- Parcels

Zoning

- General Agriculture (A1)
- General Business (B1)
- General Industrial (M2)
- General Residential (R2)
- Limited Business (LB)
- Limited Business/Industrial (M1)
- Limited Residential (R1)
- Low-Density Residential (R6)
- Mixed Use (MU)
- Multi-Family Residential (R5)
- Planned Unit Development Commercial (PUD-C)
- Planned Unit Development Residential (PUD-R)
- Public Land (PL)
- Residential Planned Community (R4)
- Rural Residential (R8)



Feet

0 200 400 600 800

1:9,028 / 1"=594 Feet

Title: Wendy's Toano - Zoning

Date: 12/11/2017

DISCLAIMER:This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records,information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

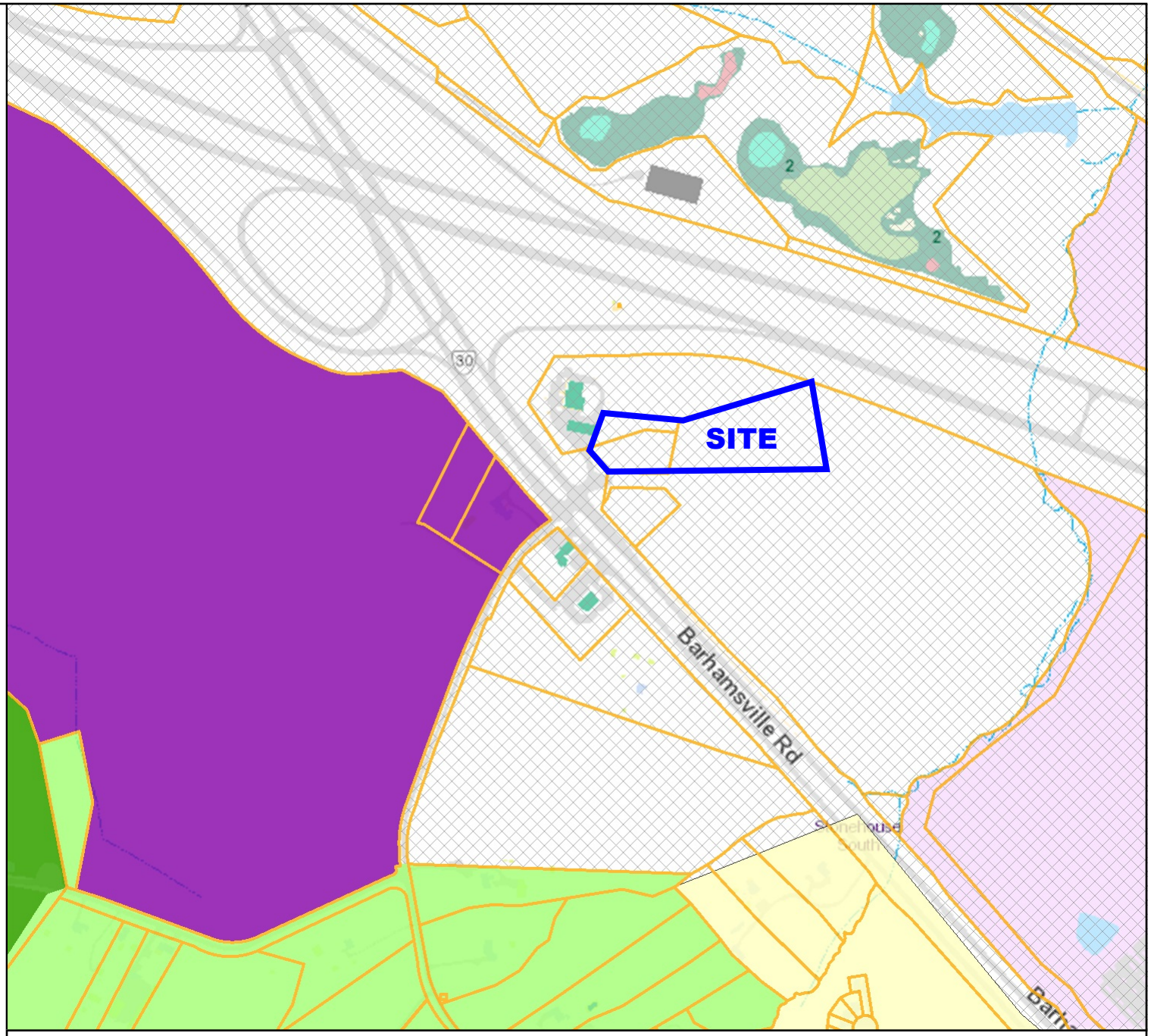
James City County, Virginia

Legend

- Parcels

Comprehensive Plan 2035

- Reservoir
- Open Space or Recreation
- Economic Opportunity
- Rural Lands
- Low Density Residential
- Moderate Density Residential
- Neighborhood Commercial
- Community Commercial
- Limited Industry
- General Industry
- Mixed Use
- Airport
- Federal, State, and County Land



Feet

0 200 400 600 800

1:9,028 / 1"=594 Feet

Title: Wendy's Toano - Comprehensive Plan **Date: 12/11/2017**

DISCLAIMER:This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records,information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

Appendix C

Sewer Drainfield Analysis

Environmental Soil Consultants, LLC

Soil Mapping, Soil Evaluations & Drainfield Designs

February 22, 2017

Mr. Dave Barlow
CHA ~ design/construction solutions
9020 Stony Point Parkway, Suite 160
Richmond, VA 23235-4700

Re: **Drainfield Area Review - Proposed Property**
Proposed Wendy's Site at 9220 Old Stage Road
James City County, Virginia

Dear Mr. Barlow:

Environmental Soil Consultants, LLC (ESC) was asked to review the soils of a parcel (part of PIN#0530100002) east of the proposed location of Wendy's on Route 30 in James City County to determine if there was sufficient area for a mass drainfield to service the proposed restaurant.

The proposed parcel is shown on the attached site sketch and has considerable topographic relief. The area available for use as a drainfield is on the relatively flat ridge top about half way across the property. The soils of this ridge top consist of stratified sandy and loamy sediments and are rated good for drainfield use. Based on a scan of the James City County GIS with two foot topo and a plat showing the RPA by Angler Environmental, we were able to identify approximately 22,843 ft^2 of useable area.

Current health department regulations require 100 to 180 gallons per seat for a restaurant on an interstate highway. Once we get to the design stage of the drainfield and treatment system, we will need flow data from similar Wendy's showing an at least one year's flow. This will give us backup for reducing the volume per seat to a the minimum of 100 gallons per seat per day.

We have discussed the soils and available treatment options with our design engineer. We feel that this soil area can provide a primary and reserve drainfield for 8,000 to 10,000 gallons of water per day or between 80 and 100 seats at 100 gal/seat. Once we go above 10,000 gallons per day the treatment and operation requirements increase considerably.

Additionally, the client should secure, at a minimum, temporary access to the drainfield site for installation. The topography of the proposed parcel will not allow access by the equipment and materials needed to install the drainfield.

Please let us know if you have questions.

Sincerely,

Environmental Soil Consultants, LLC

John D. Harper, Senior Soil Scientist

Post Office Box 37172, Richmond, Virginia 23234
Phone: 804-239-7124 Fax: 804-477-3576
jharper@Soil-ESC.com

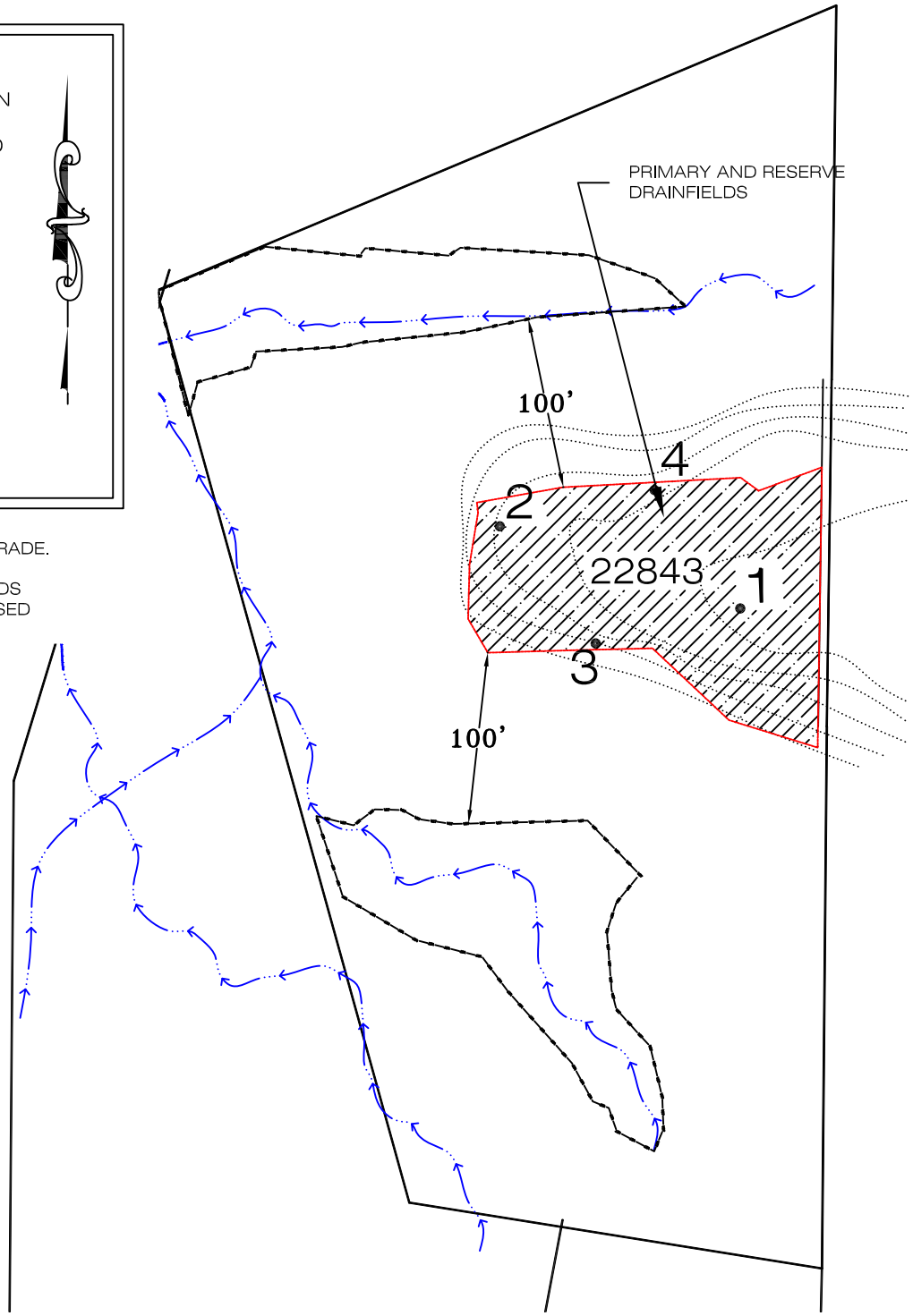
COMMONWEALTH OF VIRGINIA
JOHN D HARPER SR
#1940 0001042
John D. Harper
ONSITE SOIL EVALUATOR
ALTERNATIVE

SITE SKETCH
DRAINFIELD AREA REVIEW FOR WENDYS
PART OF PIN#0530100002
JAMES CITY COUNTY, VIRGINIA

LEGEND:
- 4 SOIL BORE # & LOCATION
- LIMITS OF DOCUMENTED SOIL AREA
- STREAM
- GULLY
- UTILITY
- DRIVEWAY
- HOUSE
- WELL AREA (WELL)

NOTES:
DRAINFIELD MUST BE INSTALLED ON GRADE.

ALL WELLS AND PLANNED SEPTIC FIELDS OBSERVED WITHIN 200' OF THE PROPOSED DRAINFIELD ARE SHOWN.



100' 0' 50' 100'
GRAPHIC SCALE

SOURCE: SCAN OF JAMES CITY COUNTY GIS WITH 2' TOPO WITH WETLANDS AND RPA BY ANGLER ENVIRONMENTAL

DRAWN BY: JDH
DESIGNED BY: JDH
DATE: 2/22/2017
CHECKED BY: DGH
JOB#: 0320

ENVIRONMENTAL SOIL CONSULTANTS
POST OFFICE BOX 37172
RICHMOND, VIRGINIA, 23234
PHONE: (804)239-7124
FAX: (804)477-3576
Soil Consultants

C:\Users\John\Documents\0000\0320 Mass DF Wendys Toana James City Co\CAD\0320 Mass DF Wendys Toana.dwg

Appendix D

Wetland and Waters of the US Delineation

DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NORFOLK DISTRICT
FORT NORFOLK
803 FRONT STREET
NORFOLK VA 23510-1011

APRIL 6, 2016

PRELIMINARY JURISDICTIONAL DETERMINATION

Southern Virginia Regulatory Section
NAO-2016-00075 (Unnamed Tributary of Bird Swamp)

CHA Consulting, Inc.
Attn: David Barlow, PE
9020 Stoney Point Parkway, Suite 160
Richmond, Virginia 23235

Dear Mr. Barlow:

This letter is in reference to the pre-application request (NAO-2016-00075) Angler Environmental submitted on your behalf for a preliminary jurisdictional determination of the approximately 7.52 acre site located at the intersection of SR 746 & Old Stage Road in Toano, Virginia.

The preliminary jurisdictional determination is based upon the wetland line flagged by Michael Molnar on November 18, 2015, and depicted on the exhibit date stamped as received January 7, 2016 and entitled "Waters of the U.S. Delineation Map" which provides the location of approximately 0.12 acres of wetlands and 636 linear feet of jurisdictional waters for the 7.52 acres of property incorporated in the project area. The basis for this delineation includes application of the Corps' 1987 Wetland Delineation Manual (and *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region*) and the positive indicators of wetland hydrology, hydric soils, and hydrophytic vegetation, along with the presence of an ordinary high water mark.

Discharges of dredged or fill material, including those associated with mechanized land clearing, into waters and/or wetlands on this site may require a Department of the Army permit and authorization by state and local authorities including a Virginia Water Protection Permit from the Virginia Department of Environmental Quality (DEQ), a permit from the Virginia Marine Resources Commission (VMRC) and/or a permit from your local wetlands board. This letter is a confirmation of the Corps preliminary jurisdiction for the waters and/or wetlands on the subject property and does not authorize any work in these areas. Please obtain all required permits before starting work in the delineated waters/wetland areas.

This is a preliminary jurisdictional determination and is therefore not a legally binding determination regarding whether Corps jurisdiction applies to the waters or wetlands in question. Accordingly, you may either consent to jurisdiction as set out in this preliminary jurisdictional determination and the attachments hereto if you agree with the determination, or you may request and obtain an approved jurisdictional determination. This preliminary jurisdictional

determination and associated wetland delineation map may be submitted with a permit application.

Enclosed are two copies of the "Preliminary Jurisdictional Determination Form". Please review the document, sign both copies, return one copy to the Corps (803 Front Street, Norfolk, VA 23510) within 30 days of receipt and keep one for your records. This delineation of waters and/or wetlands is valid for a period of five years from the date of this letter unless new information warrants revision prior to the expiration date.

If you have any questions, please contact me at 757-201-7540 or you may email me at matt.m.wicks@usace.army.mil.

Sincerely,

Matthew Wicks
Environmental Scientist,
Southern Virginia Regulatory Section

Enclosures: *Preliminary Jurisdictional Determination Form*

1 INCH = 100 FEET

0 100 200 300 FEET

LEGEND

- WETLAND FLAG
- UPLAND DATA POINT
- WETLAND DATA POINT
- APPROXIMATE PROJECT LIMITS
- PALUSTRINE EMERGENT (PEM) WETLAND LIMITS
- PALUSTRINE FORESTED (PFO) WETLAND LIMITS
- PERENNIAL STREAM (R3) LIMITS
- INTERMITTENT STREAM (R4) LIMITS
- STREAM REACH NUMBER
- RESOURCE PROTECTION AREA (RPA) LIMITS

SITE DATA:
TOTAL PROJECT AREA = 7.52 +/- AC
TOTAL WATERS OF THE U.S. = 0.17 +/- AC

STREAMS
TOTAL R4 STREAMS = 0.003 +/- AC (66 +/- LF)
TOTAL R3 STREAMS = 0.046 +/- AC (557 +/- LF)
TOTAL STREAMS = 0.05 +/- AC (622 +/- LF)

OPEN WATER
TOTAL POW = 0.00 +/- AC

WETLANDS
TOTAL PEM = 0.01 +/- AC
TOTAL PFO = 0.11 +/- AC
TOTAL PSS = 0.00 +/- AC
TOTAL WETLANDS = 0.12 +/- AC

REACHES:
01 = 233 +/- LF
02 = 239 +/- LF
03 = 165 +/- LF
04 = 33 +/- LF
05 = 284 +/- LF
TOTAL = 954 +/- LF

NOTES:
1. BASE MAPPING OBTAINED FROM ANGLER ENVIRONMENTAL.
2. LIMITS OF WETLAND AND STREAMS DEPICTED ON THIS MAP ARE APPROXIMATE AND BASED ON FIELD MAPPING.
3. WETLANDS ARE DELINEATED IN ACCORDANCE WITH THE ROUTINE DETERMINATION FOR AREAS LARGER THAN FIVE (5) ACRES AS OUTLINED IN THE 1987 U.S. ARMY CORPS OF ENGINEERS WETLAND DELINEATION MANUAL. OTHER WATERS OF THE U.S. ARE DELINEATED BASED ON THE PRESENCE OF AN ORDINARY HIGH WATER MARK, AS DEFINED BY THE U.S. ARMY CORPS OF ENGINEERS DEFINITION OF WATER OF THE U.S.

ANGLER ENVIRONMENTAL
CORPORATE | 5367 TELEPHONE ROAD, WARRENTON, VIRGINIA 20187
P: 703.393.4844 | F: 703.393.2934
RICHMOND|3751 WESTERRE PARKWAY STE. A,RICHMOND, VIRGINIA 23233
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MARYLAND | 1434 ODENTON ROAD, ODENTON, MARYLAND 21113
P: 410.672.4326 | F: 410.672.4328

PROJECT: TOANO WENDY'S

PRELIMINARY

RESOURCE PROTECTION AREA MAP

JAMES CITY, VIRGINIA

PROJECT MANAGER: RA
DRAWN: MD
JOB NUMBER: 5550
DATE: 12/04/2015
REVISIONS: NONE

DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NORFOLK DISTRICT
FORT NORFOLK
803 FRONT STREET
NORFOLK VA 23510-1011

MAY 15, 2017

PRELIMINARY JURISDICTIONAL DETERMINATION

Southern Virginia Regulatory Section
NAO-2016-00075 (Unnamed Tributary of Bird Swamp)

CHA Consulting, Inc.
Attn: David Barlow, PE
9020 Stoney Point Parkway, Suite 160
Richmond, Virginia 23235

Dear Mr. Barlow:

This letter is in reference to the pre-application request (NAO-2016-00075) Angler Environmental submitted on your behalf for a preliminary jurisdictional determination of an additional 4.6 acre addendum to the existing 7.52 acre site known as Toano Wendys, located at the intersection of SR 746 & Old Stage Road in Toano, Virginia.

The preliminary jurisdictional determination is based upon the wetland line flagged by Michael Molnar on January 18, 2017, and depicted on the exhibit date stamped as received February 3, 2017 and entitled "Waters of the U.S. Delineation Map" which provides the location of approximately 0.66 acres of wetlands and 847 linear feet of jurisdictional waters for the 4.60 acres of property incorporated in the project area. The basis for this delineation includes application of the Corps' 1987 Wetland Delineation Manual (and *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region*) and the positive indicators of wetland hydrology, hydric soils, and hydrophytic vegetation, along with the presence of an ordinary high water mark.

The Norfolk District has relied on the information and data provided by the applicant or agent. If such information and data subsequently prove to be materially false or materially incomplete, this verification may be suspended or revoked, in whole or in part, and/or the Government may institute appropriate legal proceedings.

Discharges of dredged or fill material, including those associated with mechanized land clearing, into waters and/or wetlands on this site may require a Department of the Army permit and authorization by state and local authorities including a Virginia Water Protection Permit from the Virginia Department of Environmental Quality (DEQ), a permit from the Virginia Marine Resources Commission (VMRC) and/or a permit from your local wetlands board. This letter is a confirmation of the Corps preliminary jurisdiction for the waters and/or wetlands on the subject property and does not authorize any work in these areas. Please obtain all required permits before starting work in the delineated waters/wetland areas.

This is a preliminary jurisdictional determination and is therefore not a legally binding determination regarding whether Corps jurisdiction applies to the waters or wetlands in question. Accordingly, you may either consent to jurisdiction as set out in this preliminary jurisdictional determination and the attachments hereto if you agree with the determination, or you may request and obtain an approved jurisdictional determination. This preliminary jurisdictional determination and associated wetland delineation map may be submitted with a permit application.

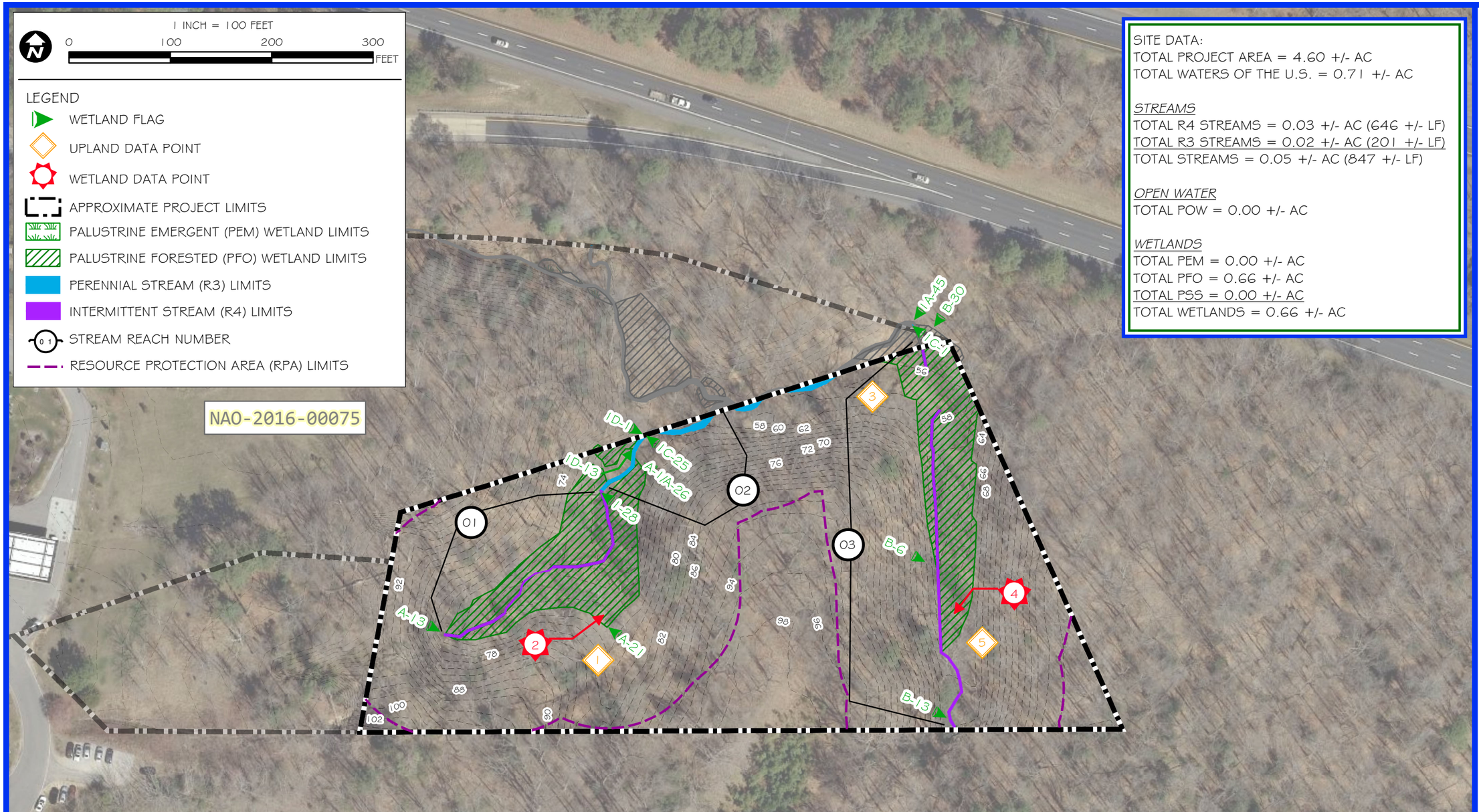
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If you have any questions, please contact me at 757-201-7540 or you may email me at matt.m.wicks@usace.army.mil.

Sincerely,

Matthew Wicks
Environmental Scientist,
Southern Virginia Regulatory Section

Enclosures: *Preliminary Jurisdictional Determination Form*



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P: 410.672.4326 | F: 410.672.4328

PROJECT: TOANO WENDY'S

WATERS OF THE U.S.
DELINEATION MAP

JAMES CITY, VIRGINIA

PROJECT MANAGER: RA
DRAWN: CM
JOB NUMBER: 5550
DATE: 01/25/2017
REVISIONS: NONE

Appendix E

Virginia Department of Conservation and Recreation's Natural Heritage Database Findings

Natural Heritage Resources

Your Criteria

Taxonomic Group: VASCULAR PLANTS,NON-VASCULAR PLANTS,AMPHIBIANS,BIRDS,FISH,MAMMALS,REPTILES

Global Conservation Status Rank: G1 - Critically imperiled,G2 - Imperiled,G3 - Vulnerable

State Conservation Status Rank: S1 - Critically imperiled,S2 - Imperiled,S3 - Vulnerable

County: James City

Search Run: 12/11/2017 9:44:59 AM

Result Summary

Total Species returned: 7

Total Communities returned: 0

Click scientific names below to go to NatureServe report.

Click column headings for an explanation of species and community ranks.

Common Name/Natural Community	Scientific Name	Global Conservation Status Rank	State Conservation Status Rank	Federal Legal Status	State Legal Status	Statewide Occurrences	Virginia Coastal Zone
James City							
FISH							
Atlantic	Acipenser	G3	S2	LE	LE	2	Y

Common Name/Natural Community	Scientific Name	Global Conservation Status Rank	State Conservation Status Rank	Federal Legal Status	State Legal Status	Statewide Occurrences	Virginia Coastal Zone
Sturgeon	oxyrinchus						
VASCULAR PLANTS							
Sensitive Joint-vetch	Aeschynomene virginica	G2	S2	LT	LT	22	Y
Parker's Pipewort	Eriocaulon parkeri	G3	S2	None	None	18	Y
Small Whorled Pogonia	Isotria medeoloides	G2?	S2	LT	LE	51	Y
New Jersey Rush	Juncus caesariensis	G2G3	S2	SOC	LT	12	Y
Narrow-leaved Spatterdock	Nuphar sagittifolia	G5T2	S1	SOC	LT	2	Y
Virginia Least Trillium	Trillium pusillum var. virginianum	G3T2	S2	SOC	None	34	Y

Note: On-line queries provide basic information from DCR's databases at the time of the request. They are NOT to be substituted for a project review or for on-site surveys required for environmental assessments of specific project areas.

For Additional Information on locations of Natural Heritage Resources please submit an information request.

To Contribute information on locations of natural heritage resources, please fill out and submit a rare species sighting form.

Wendy's Restaurant

9220 Old Stage Road
Toano, James City County, Virginia

TRAFFIC IMPACT ANALYSIS

October 2017

Prepared for:

American DYNC Holdings Toano, LLC

4595 Sandesara Drive
Prince George, Virginia 23875



10/31/2017

Prepared by:

CHA Consulting, Inc.

9020 Stony Point Parkway
Suite 160
Richmond, VA 23235

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Section 1: Introduction and Summary

1-1 Study Purpose and Objectives

American DYNC Holdings Toano, LLC proposes to develop a 6.33-acre site at 9220 Old Stage Road in Toano, James City County, Virginia for a Fast Food Restaurant with drive-thru and eat-in services. The purpose of this study is to evaluate the potential traffic impacts of this proposed development on the traffic operations and safety of the adjacent roadway network.

1-2 Executive Summary

Site Location and Study Area: The project is located at 9220 Old Stage Road in Toano, James City County, Virginia. The study area is comprised of the unsignalized intersection of SR 30 and Old Stage Road (SC 746).

Description of Proposed Development: The project includes the construction of a 3,324 square-foot fast food restaurant providing eat-in and drive-thru services. The facility will include 75 indoor seats. The site will provide 34 parking spaces (including two ADA spaces) plus 1 bus parking space. The Parking Space Requirements assessment is provided on the Site Plan (see Appendix A). Access to the site will be provided a low volume, local access road that intersects with SR 30 opposite Old Stage Road (SC 746). The site will not create any new access drives to the regional arterial network.

Principal Findings: The Wendy's Restaurant will not generate traffic during the AM peak hour because it will not be open for business during this time of day. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

Analyses of traffic operations at the study intersection of SR 30 and Old Stage Road (SC 746) show that the existing levels of service of the minor Stop-controlled approaches are LOS C or better during the weekday AM and PM peak hours. The major street left-turns operate at LOS A.

The anticipated year of opening of the project is 2018. Analysis of the future No-Build and Build traffic operations for this planning horizon show that traffic operations will continue to be LOS C or better for the Stop-controlled approaches and LOS A for the major street left-turns.

A review of traffic safety records indicates that there is not a traffic safety issue in the study area.

Conclusions: The traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds. It is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic operations or safety.

Recommendations: No improvements to the study area transportation facilities are recommended associated with the Wendy's Restaurant development.

1-3 Study Area Description

The study area for this assessment is comprised of the unsignalized intersection of SR 30 (Barhamsville Road), Old Stage Road (SC 746) and Old Stage Road (FR 827N), in Toano, James City County, Virginia. This intersection is located approximately 1,500 feet southeast of the I-64 Interchange 227 with SR 30.

Section 2: Background Information

2-1 List of all non-existent transportation improvements assumed in the analysis

There are no non-existent transportation improvements assumed in the analysis. There are no transportation improvements planned or programmed in the study area for FY 2018-2021 on the HRTPO Transportation Improvement Program (dated April 2017).

2-2 On-Site development

Site Location Map: The location of the project is shown on Exhibit 1, below.

Exhibit 1: Site Location Map

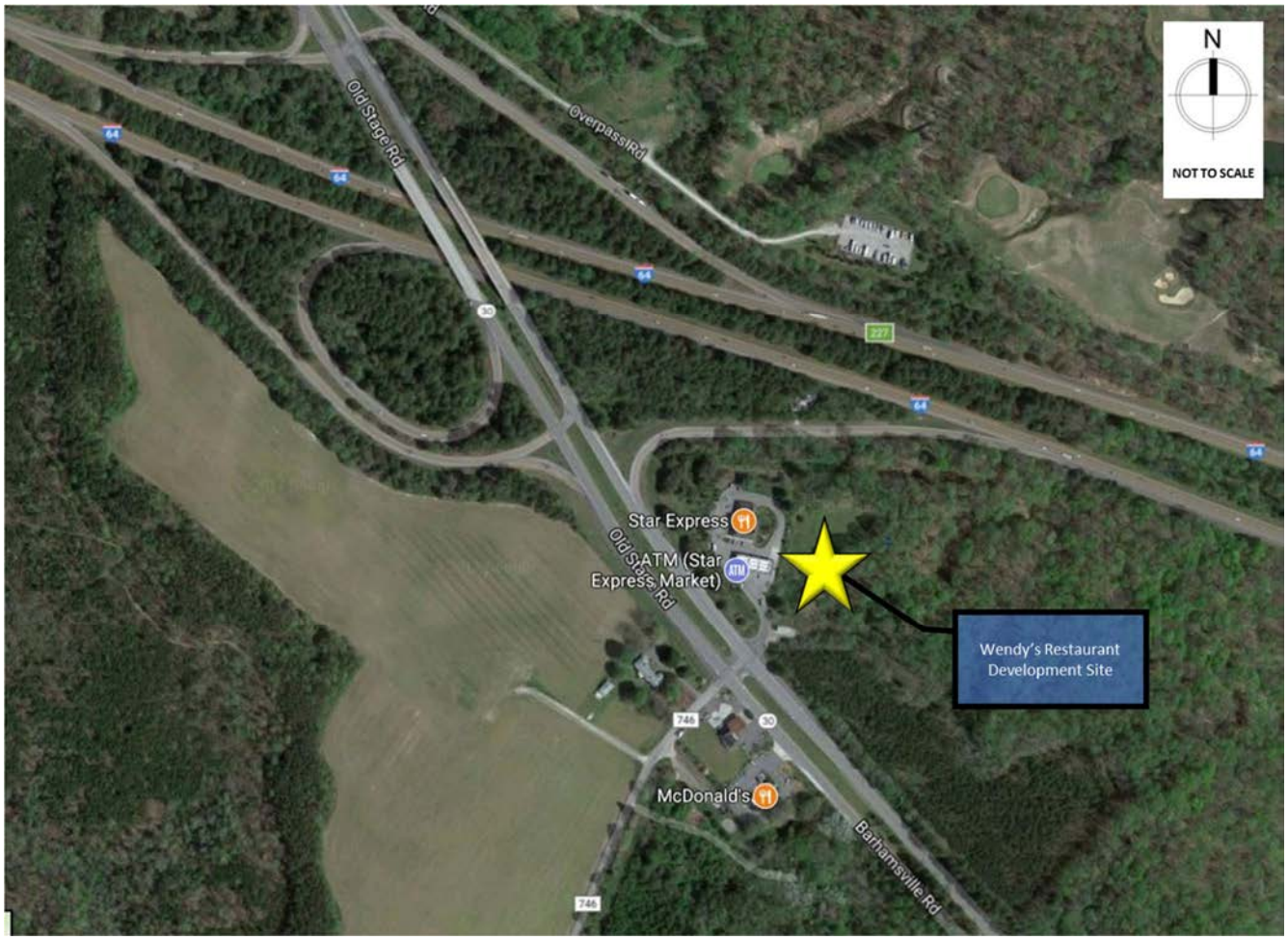


Image source: Google Maps, 2017

Parcel Description: The Tax Map Parcels numbers and statistical information pertaining to the site is provided on the Site Plan in Appendix A. The development concept assumes that one contiguous parcel will be created with a total site area of 6.33 acres upon boundary line adjustment.

General Terrain Features: The terrain of the site is generally level, although there is a ravine along the eastern boundary of the site having a change in elevation along the slope of about 35 feet. The roadway grades of the approaches to the study intersection of Old Stage Road (SC 746) and SR 30 are also basically level, with grades of 2 percent or less.

Location within the jurisdiction and region: the project site is located along SR 30 in Toano, James City County, near the northwestern boundary of the Hampton Roads Metropolitan Planning Area.

Comp Plan recommendations for the property: The project site is located within the Stonehouse Mixed Use zone designated in the *2035 Comprehensive Plan* (adopted June 23, 2015). The proposed restaurant use is consistent with the development objectives for this zone. The proposed shared-use of local access with the adjacent Star Express travel center is also consistent with the transportation objectives of this zone which are to promote shared access and to limit new direct access to the arterial network.

Current or proposed zoning of the subject property: The current zoning is B1 General Business. There is no proposed change in the zoning of the subject property.

2-3 Description of Geographic scope and limits of the study area

The study area for the traffic impact analysis consists of the intersection of Old Stage Road (SC 746) and SR 30. This is the primary intersection providing transportation access to the site. Site traffic volumes on the roadway network beyond this intersection will be below 100 vehicle trips during peak hours, indicating that the project will not have a significant impact beyond the immediate vicinity of the primary access.

2-4 Site Plan – showing existing and proposed uses

A copy of the site plan is provided in Appendix A.

2-5 Description and Map/Diagram of nearby uses including zoning

The development site is adjacent to a Star Express Market, which is a travel center-style facility featuring convenience and fast-food services, and vehicle fueling facilities. There is a McDonalds restaurant with drive-thru service and a Shell Gas Station with Convenience Food Mart which are both located on the opposite side of SR 30 from the project, in the southeast quadrant of the intersection of SR 30 and SC 746. There is a farm located in the southwest quadrant of the intersection, and the remainder of the study area is undeveloped. The proposed development is consistent with these surrounding land uses.

2-6 Existing transportation network

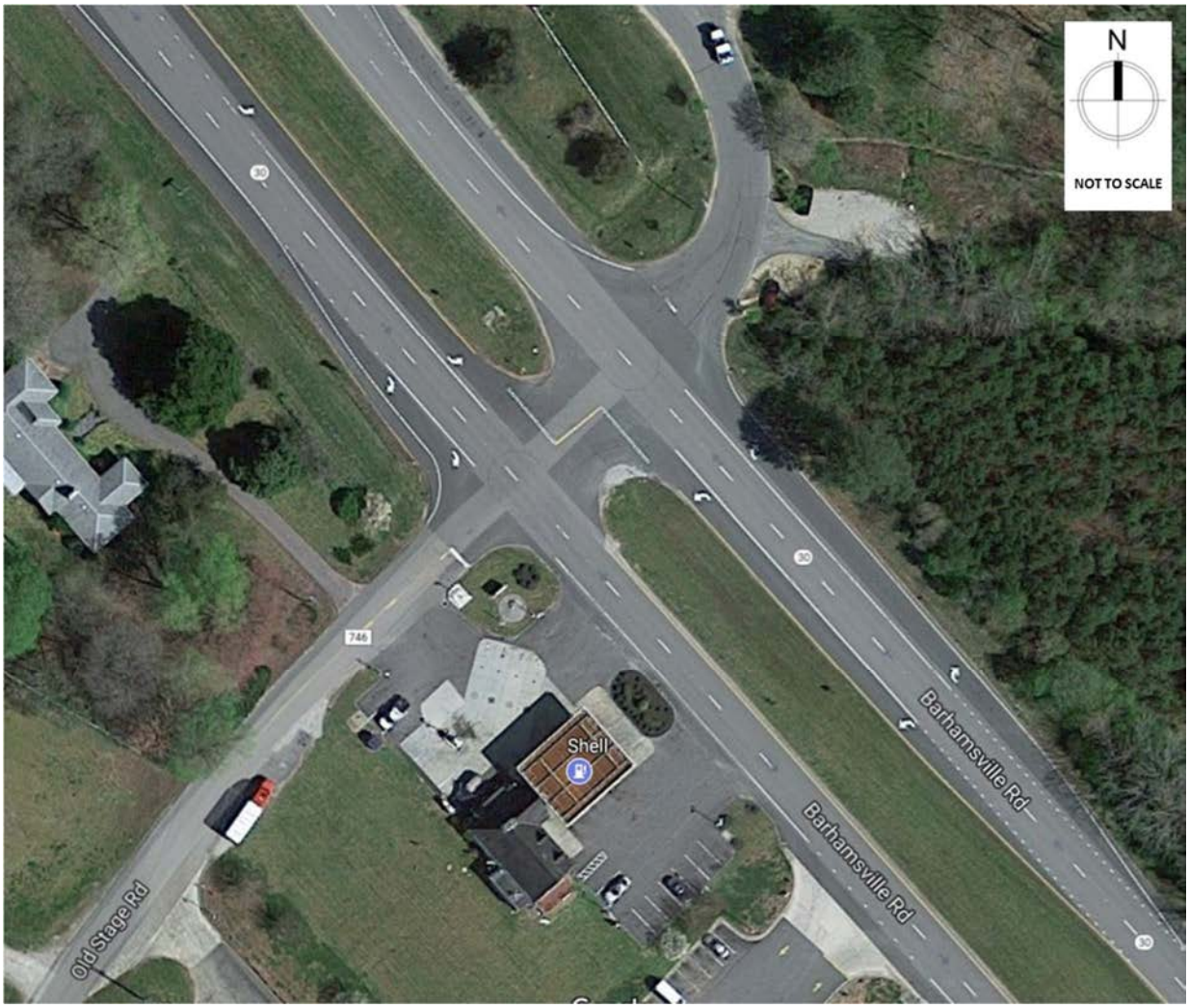
SR 30 (Barhamsville Road) is a four-lane divided highway and its functional classification is urban minor arterial. There is a grass median separating the northbound and southbound travel directions that is generally 60 feet wide. SR 30 connects with I-64 at a modified diamond (partial cloverleaf) interchange northwest of the project site (Interchange 227) and with US 60 approximately 1.4 miles southeast of the site. SR 30 from I-64 to US 60 (Richmond Road) is a Virginia Qualifying Highway on the Designated (STAA) Truck Route network. Within the study area, SR 30 has a general northwest-to-southeast alignment. For the purposes of reference in this report, SR 30 is considered to be a north-south roadway.

The intersection of SR 30 and Old Stage Road (SC 746) is an unsignalized at-grade intersection, with STOP sign control on the Old Stage Road approaches. At this intersection, SR 30 features supplemental exclusive turn lanes for right-turn and left-turn movements on both approaches. The roadway grades are generally level through the intersection. Old Stage Road (SC-746) is a two-lane road (i.e., single lane approaches to the intersection for shared turn and through movements). The intersection layout and geometry are shown in Exhibit 2 (next page).

The posted speed limits are as follows:

- 55 mph on SR 30 (Barhamsville Road)
- 35 mph on Old Stage Road (SC-746)

Exhibit 2: Study Intersection Layout



2-7 Programmed transportation system improvements

A screening of VDOT's Six-year Improvement Plan and HRTPO's Transportation Improvement Program (TIP) for FY 2018-2021 shows that there are no programmed transportation system improvements within the vicinity of the project within these 3-year and 6-year planning periods.

Section 3: Existing Conditions

3-1 Traffic Volumes

Traffic volume data was compiled for SR 30 (Barhamsville Road) for the period 2001 through 2016 (latest year available) from VDOT sources. This data shows that the estimated Annual Average Daily Traffic (AADT) in 2016 was 10,000 vehicles per day (vpd). The 2016 Annual Average Weekday Traffic (AAWDT) volume was slightly higher – 11,000 vpd. Trucks (2-axle and greater) constitute 5% of daily traffic. The current estimated AADT on Old Stage Road (SC 746) is 960 vpd and 390 vpd on the access roadway serving the site.

Intersection turning movement counts were collected at the intersections of SR 30 (Barhamsville Road) and Old Stage Road (SC 746) to identify the peak hour traffic volumes and turning patterns. This data was collected on Wednesday September 13, 2017 from 4 pm to 6 pm, and on Thursday September 14, 2017 from 7 am to 9 am. The volumes were classified by passenger vehicles, medium-duty trucks/buses and heavy-duty trucks. Pedestrian and bicyclist volumes were also recorded concurrently with these vehicle counts. This count data is provided in Appendix B.

A summary of the existing traffic volume characteristics from the count data is provided in Table 1 below. There were no pedestrians or bicyclists observed at the intersection.

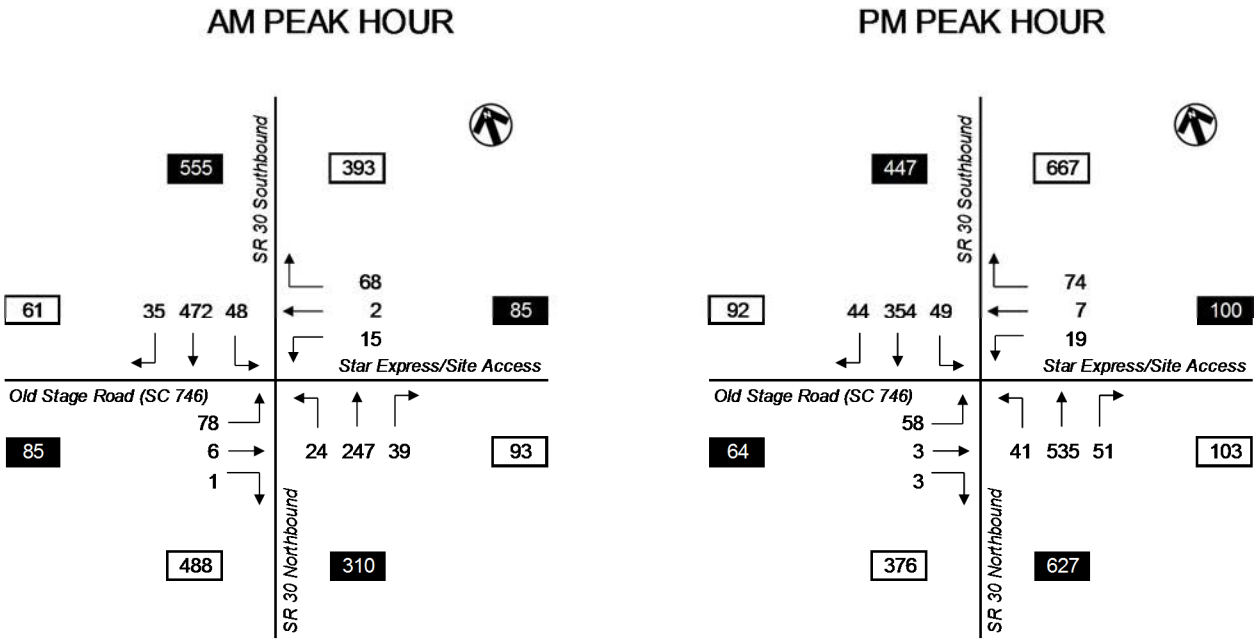
Table 1: Intersection Traffic Characteristics - Existing Conditions

Traffic Volumes

Roadway	Peak Hour	Two-way Volume	Directional Distribution	%HV
SR 30	AM	865	36% NB / 64% SB	12% NB / 8% SB
	PM	1,074	58% NB / 42% SB	3% NB / 6% SB
Old Stage Rd	AM	146	58% EB / 42% WB	11% EB / 11% WB
	PM	156	41% EB / 59% WB	5% EB / 1% WB
Star Express Dwy	AM	178	52% EB / 48% WB	15% EB / 12% WB
	PM	203	51% EB / 49% WB	3% EB / 4% WB

The existing AM and PM peak hour turning movement volumes are shown on Exhibit 3.

Exhibit 3: Peak Hour Traffic Volumes - Existing (2017)



3-2 Traffic Operations

The operating conditions of transportation facilities are evaluated based on the relationship of existing or projected traffic volumes to the theoretical capacity of the transportation facility. Various factors affect roadway operations, including traffic volume and mix of vehicle types, speed, roadway geometry, grade, number and use of travel lanes, and intersection control. The current standards for evaluating capacity and operating conditions are contained in the Highway Capacity Manual (HCM), published by the Transportation Research Board (TRB). The procedures describe operating conditions in terms of Level of Service (LOS) which is a qualitative expression of mobility based on quantitative metrics that are specific to each type of facility. In general, LOS "A" represents an unconstrained, free-flowing condition and LOS "F" represents congested operations.

The analysis of traffic operations within the study area for this project was performed using SYNCHRO 10 and the TRB HCM6 methodologies.

The HCM methodology expresses the quality of flow at unsignalized intersections in terms of Levels of Service (LOS) based on the amount of delay that a driver experiences. This relationship differs somewhat from the criteria used for signalized intersections, primarily because drivers expect different levels of performance from the two different kinds of transportation facilities. Table 2 below lists the delay ranges for the various HCM LOS for unsignalized intersections. The 2035 Comprehensive Plan identifies that LOS C is the generally supported performance objective for most transportation facilities within the County, although there is not a specific LOS requirement for assessment of site development impacts and mitigation.

Table 2: HCM Intersection LOS Thresholds

LOS	Control Delay per Vehicle (seconds)
	Unsignalized Intersections
A	10 or less
B	>10-15
C	>15-25
D	>25-35
E	>35-50
F	greater than 50

The HCM methodology for unsignalized intersections generally assumes that major street traffic is not affected by minor street flows. Therefore, the expression of LOS of an unsignalized intersection only considers the delays associated with conflicting traffic movements. Left turns from the major street are assumed to be affected by opposing, or oncoming, major street flow. Minor street traffic is affected by all conflicting movements.

The analysis of existing traffic operations during the weekday AM and PM peak hours are shown in Table 3. The analysis reports are provided in Appendix C. As shown in this Table 3, the intersection currently operates at LOS C or better.

Table 3: LOS Summary - Existing Condition

Condition	Intersection	Stop-Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
Existing	SR 30 & Old Stage Rd	EB	C	17.8	1.0	C	18.5	0.8
		WB	B	10.7	0.4	B	14.0	0.9
		NB Left	A	8.9	0.1	A	8.4	0.1
		SB Left	A	8.2	0.1	A	9.3	0.2

3-3 Crash History

Crash data was compiled from the Virginia DOT Safety website to screen the study area for high crash locations. A review of the High Crash Location Maps for 2015, 2016 and 2017 (year-to-date through August 2017) show no crash clusters in the study area along SR 30 between SC 746 and the I-64 interchange (including these junctions). Crash History plots for years 2013-2017 similarly show no frequencies or clusters of crashes, which indicates that there is not a traffic safety issue in the study area. These Crash History Plots are provided in Appendix D.

Section 4: Future Conditions Without Development

4-1 No-Build Traffic Volumes

The planned Year of Opening for the Wendy's project is 2018. Growth trends of traffic volumes on SR 30 (Barhamsville Road) were identified from historic volumes for the period 2001 through 2016. This data was compiled from the following data sources:

- VDOT, James City County
- *James City County/Williamsburg/York County Comprehensive Transportation Study; Table 3* (Hampton Roads Transportation Planning Organization (HRTPO); T12-03, March 2012).

Table 4: Average Daily Traffic (ADT) Traffic Volumes - SR 30

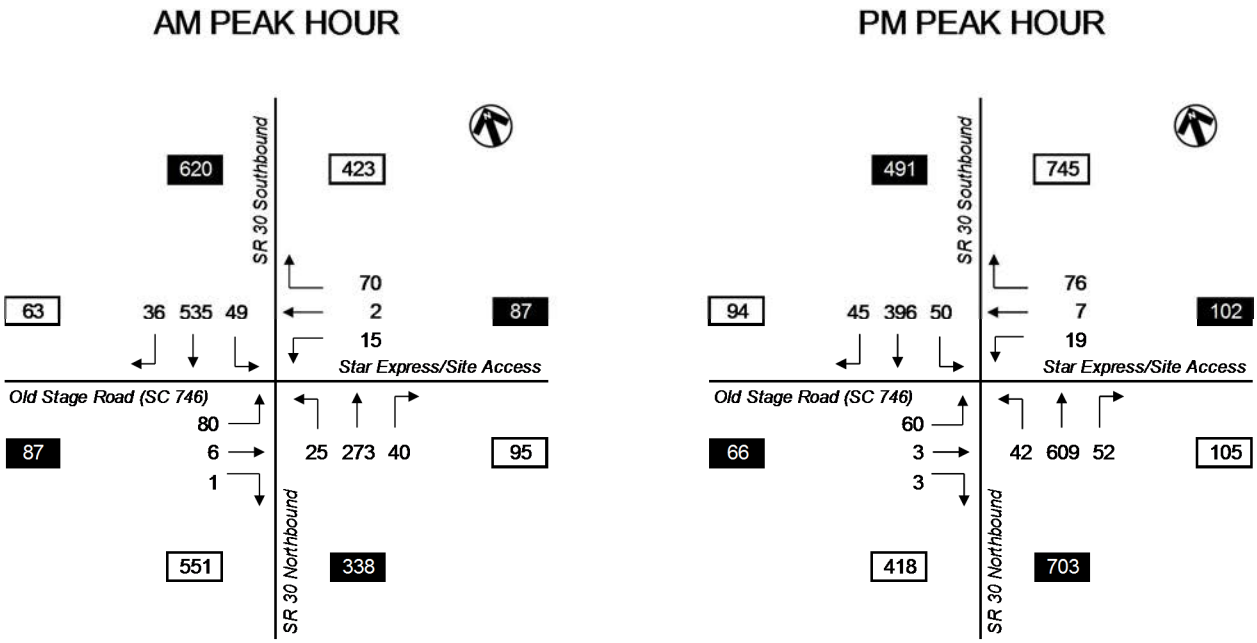
SR 30 (Barhamsville Road): I-64 to US 60

	YEAR				
	2001	2004	2007	2010	2016
Annual Average Weekday Traffic (AAWDT)	7,274	6,215	7,124	9,423	11,000
Annual Average Daily Traffic (AADT)	7,100	6,800	6,800	9,400	10,000

This data, presented in Table 4, shows that the current trend (2010 to 2016) on SR 30 is a 2.6% annual growth in AAWDT and 1.0% annual growth in AADT. Based on a review of this data, an annual growth rate of 2.6% was applied to the 2017 existing volumes to represent the general effects of growth for the 2018 No-Build condition. This rate is higher than the rate used in the Stonehouse Phase 1 Supplemental Study prepared in 2015 (2.5%).

The Stonehouse development is a large planned mixed-use community near the I-64 interchange. The Supplemental Traffic Study prepared in 2015 provided a traffic impact assessment for Phase 1 development and 50% of the Phase 2 development over a ten-year planning horizon. That study identified that the full buildout of Phase 1 and 50% of Phase 2 development is estimated to generate approximately 710 new AM peak hour vehicle trips and 930 new PM peak hour vehicle trips on SR 30 in the vicinity of the Old Stage Road intersection. Assuming a uniform rate of development, this would indicate that the Stonehouse development will add 71 new vehicle trips on SR 30 during the AM peak hour and 93 new vehicle trips during the PM peak hour for the one-year study period. This traffic was added to the generic background growth traffic to represent the 2018 No-Build traffic volumes. These 2018 No-Build traffic volumes are shown on Exhibit 4.

Exhibit 4: Peak Hour Traffic Volumes - 2018 No-Build



4-2 No-Build Traffic Operations

The analysis of the 2018 No-Build traffic operations during the weekday AM and PM peak hours are shown in Table 5. The analysis reports are provided in Appendix C. As shown in Table 5, the intersection operations will continue to be LOS C or better.

Table 5: LOS Summary - No-Build Condition

Condition	Intersection	Stop-Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
No-Build	SR 30 & Old Stage Rd	EB	C	19.7	1.1	C	20.6	1.0
		WB	B	10.9	0.5	C	15.1	1.0
		NB Left	A	9.1	0.1	A	8.5	0.1
		SB Left	A	8.2	0.1	A	9.7	0.2

Section 5: Future Conditions with Development

5-1 Trip Generation

Trip generation determines the quantity of traffic expected to travel to/from the project site. The Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th edition, is the industry standard for determining trip generation for various land uses. The proposed project is consistent with the land use characteristics of ITE's Land Use Code (LUC) 934: Fast Food Restaurants with Drive-Thru Window. Therefore, the site generated trips were estimated for the Daily, Weekday AM and Weekday PM peak hours based on the trip generation data for this LUC. It is noted that the Wendy's Restaurant is not proposed to be open for business during the AM peak period because this franchise does not serve breakfast. Since the ITE trip generation data for this land use code includes fast food restaurants that serve breakfast, the estimated weekday and AM peak hour trip generation presented in this analysis is considered to be an over-estimate of the amount of traffic that will be generated by the development. However, the traffic assessment will consider the impacts on traffic operations during the morning peak hour as if it was open for breakfast business, in the event that this service becomes available in the future.

ITE provides data to permit the number of trips generated by the proposed development to be estimated either based upon the number of seats or the size of the building. CHA analyzed the trip generation for both of these independent variables, and determined that the calculated estimate of trip generation for the proposed Wendy's site is higher when correlated to the size of the building than to the number of seats. There are also more studies included in the database for trips based on building size, and the proposed size of the project is consistent with the average size of the data samples. Therefore, the site generated trips for the Wendy's Restaurant were estimated based on the building size. Again, it is noted that the Wendy's Restaurant will not generate traffic during the AM peak hour because it will not be open for business during this time of day. However, the traffic analysis included assessment of the trip generation characteristics of fast-food restaurants that do provide breakfast in the event that this service is provided at the site in the future. Based on the ITE data for weekday AM and PM peak hours of adjacent street traffic, the traffic analysis is based on a site trip generation of 134 trips during the weekday AM peak hour and 109 trips during the weekday PM peak hour.

The site trips generated by the proposed development will consist of several types of trips: Primary trips, Diverted-Linked trips, and Pass-By trips. Primary trips represent those trips that are made for the specific purpose of visiting the site, and then returning to the origin. Diverted-Linked trips are those that are attracted to the site from traffic on the area roadways, but involves a diversion from that roadway to access the site. These trips may be new to the roadway adjacent to the site, but not to the larger regional network (for instance, trips diverted from I-64). Pass-by trips are trips that are attracted from traffic passing the site on the adjacent street that offers direct access to the generator. For the purpose of this study, all site trips are considered to be either Primary or Pass-By due to the focus of the study on the SR 30/Old Stage Road intersection which is also the site access intersection.

The ITE *Trip Generation Handbook, 3rd Edition* shows that the average peak-hour pass-by trip rate for fast food restaurants with drive thru windows is approximately 50%. However, the Pass-By trips for the proposed Wendy's Restaurant was based on an analysis of the trip distribution characteristics of the Star Express traffic, as both of these land uses provide similar food services and share the same access to SR 30. This analysis suggests that the Pass-By trips for the Wendy's site will be 25% of the total site trips, which is about half of what is typically associated with this type of land use. This is considered to be the result of the fact that much of the customer base for the restaurant will be from traffic on I-64. Another characteristic of the local Pass-By traffic that is not typical is that the distribution of pass-by trips does not follow the proportionality of existing traffic along SR 30. Instead, 95% of the pass-by trips are associated with northbound traffic on SR 30 during both peak hours (i.e. right-turn in and right-turn out) and 5% of the pass-by trips are associated with southbound traffic (i.e., left-turn in and left-turn out). Factors that may contribute to this characteristic include the wide median separation on SR 30 and the fact that comparable competing services are available at the intersection, on the west side of SR 30.

Tables 6 and 7 below summarize the estimated daily and peak hour trip generation of the proposed Wendy's Restaurant development. Note that pass-by trip rate information is not available for overall daily trips, so only the total estimated daily trips are shown.

Table 6: Site Trip Generation - Daily Trips

Land Use					Weekday Daily Trips		
Description	ITE LUC	Size	Unit	Trip Type	Enter	Exit	Total
Fast-Food Restaurant with Drive-Thru Window	934	3,324	sq. ft. bldg area	Pass-By Trips	*	*	*
				Primary Trips	*	*	*
				Total Trips	782	783	1,565

* *Trip Type not estimated for Daily Trips because no supporting information available*

Table 7: Site Trip Generation - Peak Hour Trips

Land Use					AM Peak Hour Trips			PM Peak Hour Trips		
Description	ITE LUC	Size	Unit	Trip Type	Enter	Exit	Total	Enter	Exit	Total
Fast-Food Restaurant with Drive-Thru Window	934	3,324	sq. ft. bldg area	Pass-By Trips	17	17	34	15	13	28
				Primary Trips	51	49	100	42	39	81
				Total Trips	68	66	134	57	52	109

5-2 Site Traffic Distribution and Assignment

Distribution of Wendy's site traffic is comprised of three trip types: Primary, Diverted and Pass-By. Diverted trips are primarily associated with traffic to/from I-64. In the case of the limited study area for this analysis, the diverted trips are combined with the Primary trips, as they will be new trips to the study intersection and will have a common origin/destination west of the study intersection.

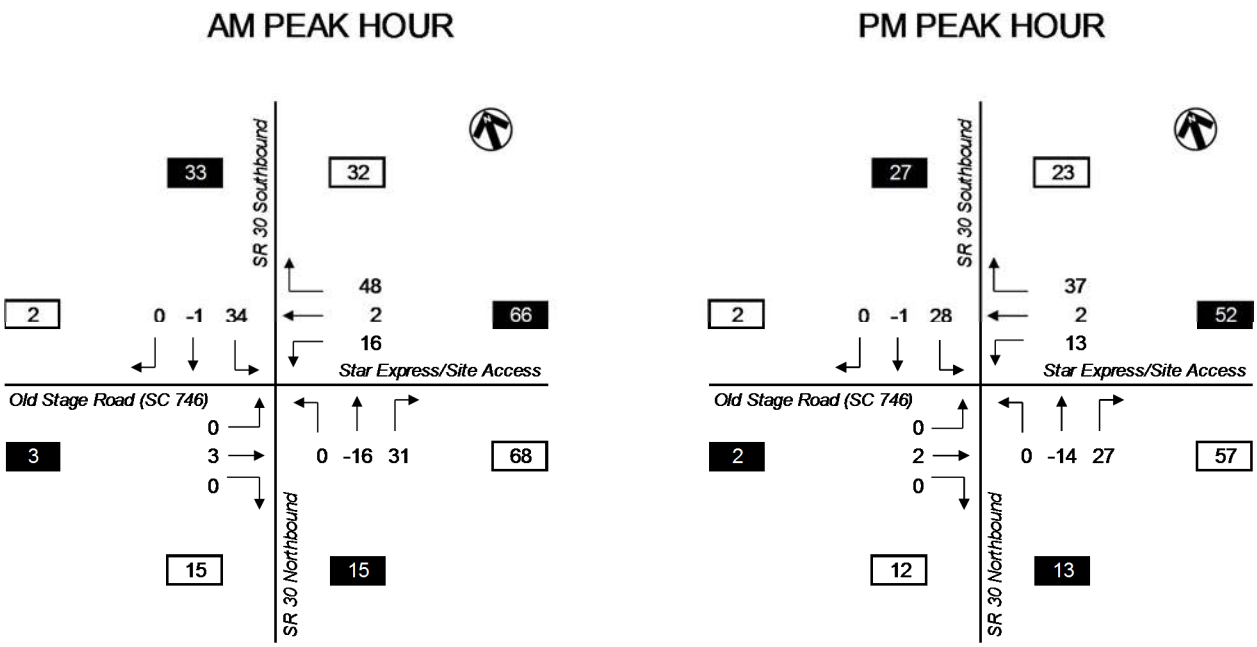
Trip distributions are estimated to be similar to the distributions of the existing Star Express traffic due to the similar food services/traveler conveniences. As noted previously, it is estimated that 25% of the Wendy's site trips will be pass-by, with 95% of the pass-by trips being to/from northbound traffic on SR 30 (i.e. right-turn in and right-turn out) and 5% to/from southbound traffic (i.e., left-turn in and left-turn out).

The Primary/Diverted trips are estimated to have the following origins/destinations in relation to the site:

- 65% to/from the north (including traffic with origin-destination on I-64)
- 30% to/from the south
- 5% to/from the west

The turning movement route assignment of the Primary/Diverted and Pass-By Trips are provided in Appendix E. The turning movement route assignment of the combined total site trips are shown for the AM and PM peak hours on Exhibit 5: Site Traffic Route Assignment.

Exhibit 5: Site Traffic Route Assignment

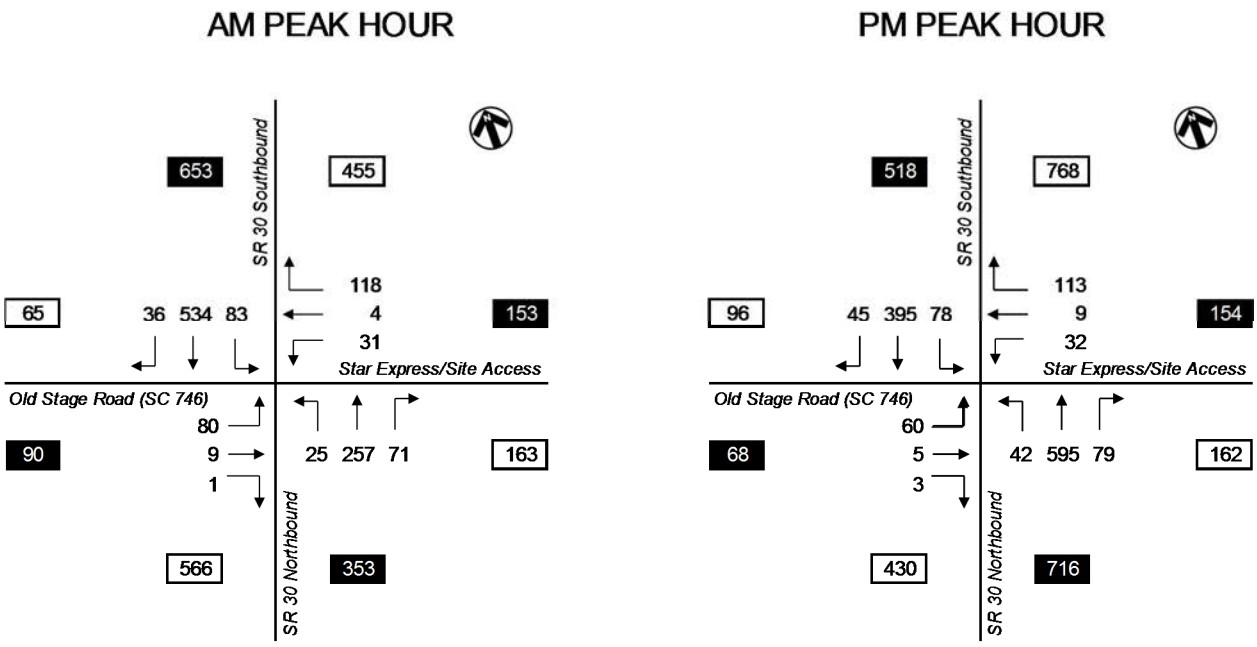


5-3 Analysis of Future Conditions with Development

5-3.1 Build Traffic Volumes

The traffic volumes generated by the Wendy's Restaurant development were combined with the 2018 No-Build volumes to represent the 2018 Build Condition volumes. These 2018 Build volumes are shown on Exhibit 6.

Exhibit 6: Peak Hour Traffic Volumes - 2018 Build Condition



5-3.2 Build Traffic Operations

The analysis of the 2018 Build traffic operations during the weekday AM and PM peak hours are shown in Table 8 (next page) . The analysis reports are provided in Appendix C. As shown in Table 8, the intersection operations will continue to be LOS C or better. These operations are consistent with the regional performance objectives of the 2035 Comprehensive Plan. As such it is considered that the project will not have a significant impact on traffic operations and no improvements are recommended to the study area transportation facilities.

Table 8: LOS Summary - Build Condition

Condition	Intersection	Stop-Controlled Approach / Major LT	AM Peak Hour			PM Peak Hour		
			LOS	Delay (sec/veh)	95th %tile Queue (veh)	LOS	Delay (sec/veh)	95th %tile Queue (veh)
Build	SR 30 & Old Stage Rd	EB	C	22.4	1.3	C	24.7	1.2
		WB	B	12.1	1.0	C	17.6	1.8
		NB Left	A	9.1	0.1	A	8.5	0.1
		SB Left	A	8.3	0.2	A	10.0	0.4
	Wendy's Access & Star Express Dwy	Exit	B	10.4	0.3	B	10.6	0.3
		Enter (Left)	A	0.0	0.0	A	0.0	0.0

5-3.3 Traffic Safety

Since the traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds, it is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic safety.

Section 6: Recommended Improvements

No improvements are recommended.

Section 7: Conclusions

Since the traffic generated by the proposed Wendy's Restaurant will not significantly change the volume of traffic or traffic flow patterns in the study area, and the traffic operations will be within acceptable level of service thresholds, it is concluded that the proposed Wendy's Restaurant development will not have an adverse impact on traffic operations or safety. No improvements to the study area transportation facilities are recommended associated with this project.

Appendix A

Site Plan

PROJECT SUMMARY

THE PROJECT IS LOCATED AT 9210 & 9220 OLD STAGE ROAD IN TOANO, VA. CONCEPT ASSUMES ONE PARCEL WILL BE CREATED. WORK INCLUDES THE CONSTRUCTION OF A 3,324 SF FAST FOOD RESTAURANT WITH 34 PARKING SPACES, DUMPSTER PAD, SIDEWALKS, BUS PARKING, AND ASSOCIATED LANDSCAPING & STORM WATER MANAGEMENT FACILITIES.

OWNER

DAKSHAY J. PATEL
AMERICAN DYNC HOLDINGS TOANO, LLC
4595 SANDESARA DRIVE
PRINCE GEORGE, VA 23875

ENGINEERS/ARCHITECTS

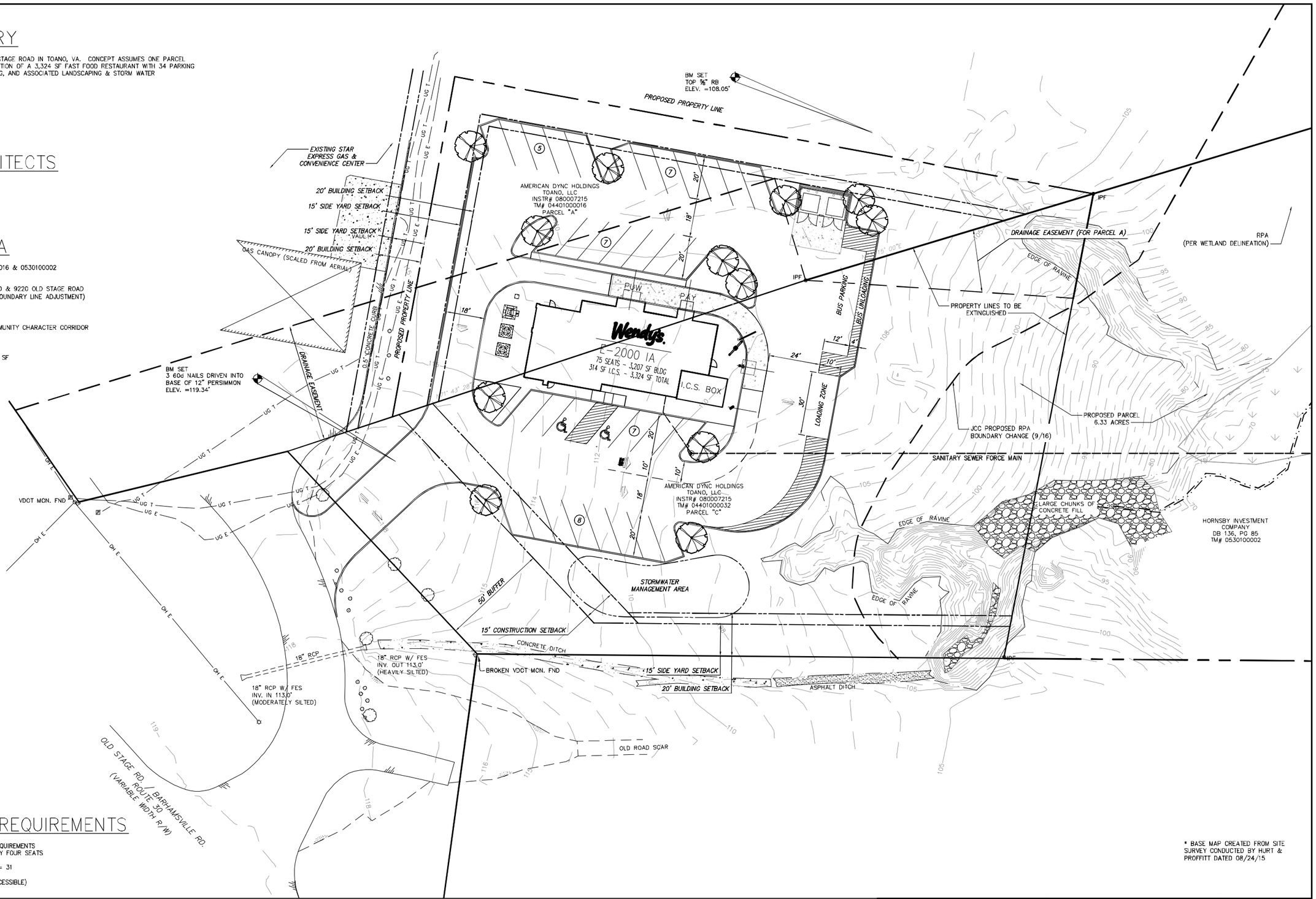
DAVE BARLOW, PE
CHA
9020 STONY POINT PARKWAY, SUITE 160
RICHMOND, VA 23235
PHONE: (804) 897-3564
FAX: (804) 897-3566
EMAIL: DBARLOW@CHACOMPANIES.COM

STATISTICAL DATA

TAX MAP PARCEL NO.:	0440100032, 0440100016 & 0530100002
0440100016 PARCEL:	S.U.P. 0019-2008
ZONING:	B1 GENERAL BUSINESS
ADDRESS:	9210 OLD STAGE ROAD & 9220 OLD STAGE ROAD
SITE AREA:	6.33 ACRES (AFTER BOUNDARY LINE ADJUSTMENT)
BUILDING SETBACKS:	50' – FRONT 20' – SIDE 20' – REAR
LANDSCAPE SETBACKS:	PARCELS ARE IN COMMUNITY CHARACTER CORRIDOR 15' – SIDE, FRONT 50' – OLD STAGE RD BUFFER IS ACHIEVED
BUILDING AREA:	RESTAURANT – 3,324 SF

PARKING SPACE REQUIREMENTS

CATEGORY C –	USES WITH UNIQUE REQUIREMENTS
RESTAURANTS =	ONE SPACE FOR EVERY FOUR SEATS
TOTAL SEATS =	75
REQUIRED PARKING =	19 + 12 EMPLOYEES = 31
PROVIDED PARKING =	34 + 1 BUS
HANDICAP PARKING =	2 SPACES (1 VAN ACCESSIBLE)



* BASE MAP CREATED FROM SITE SURVEY CONDUCTED BY HURT & PROFFITT DATED 08/24/15

N

0 40 80
Scale in feet

Drawing Copyright © 2017

CHA
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WENDY'S - TOANO
JAMES CITY COUNTY, VA
SUP - EXHIBIT MASTER SITE PLAN

PROJECT NO. 30496
DATE: 10/17/17
EXH-B

File: V:\PROJECTS\ANY\V4\30496\CADD\FIGURES\SUP_EXHIBIT\B_30496.DWG Saved: 10/16/2017 9:38:56 AM Plotted: 10/16/2017 1:14:59 PM User: Otwell, Arwen LastSavedBy: 3420

Appendix B

Traffic Count Data

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SR30 and SC746
Toano, James City COunty, VA
Weather: Cloudy/Dry

File Name : SR30-SC746_AM
Site Code : 30496011
Start Date : 9/14/2017
Page No : 1

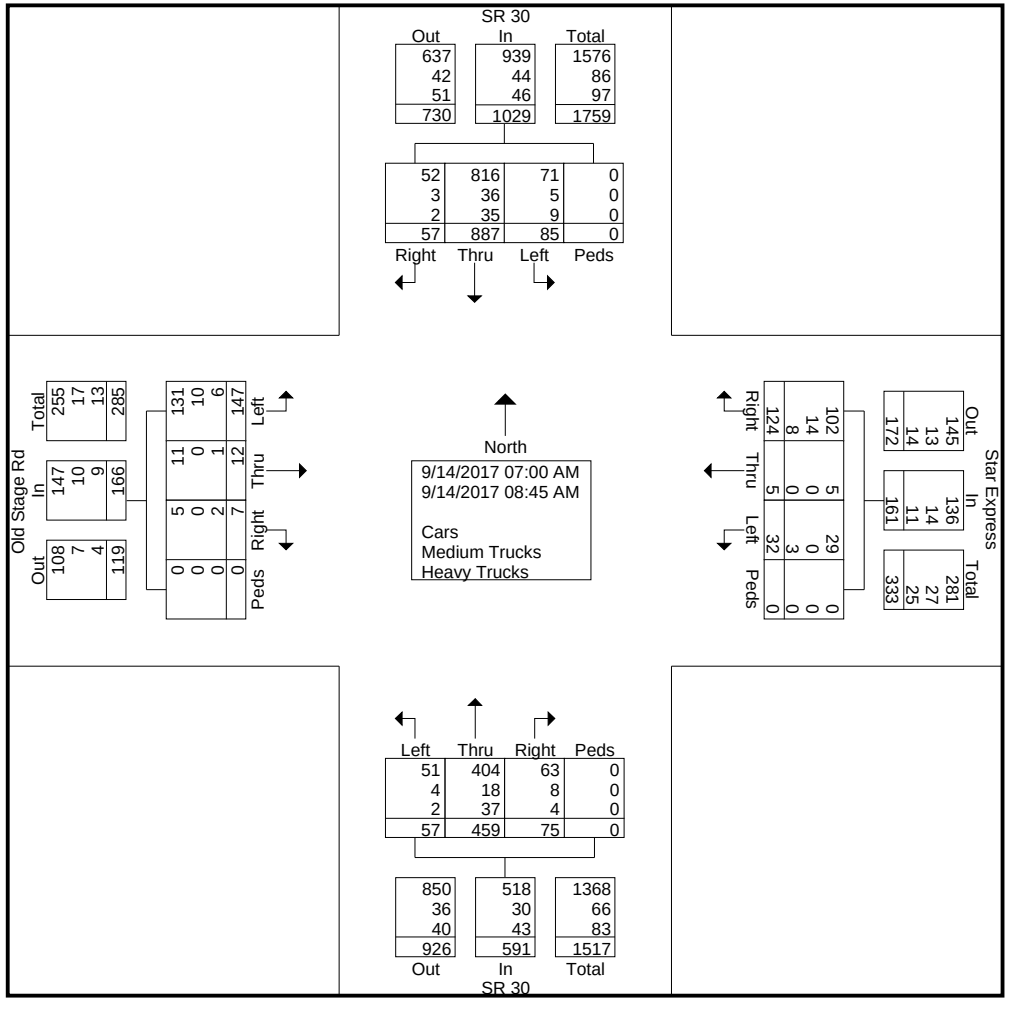
Groups Printed- Cars - Medium Trucks - Heavy Trucks

	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
07:00 AM	5	86	13	0	104	17	0	4	0	21	11	61	6	0	78	1	0	27	0	28	231
07:15 AM	4	107	16	0	127	19	0	4	0	23	12	69	4	0	85	0	1	10	0	11	246
07:30 AM	15	124	16	0	155	17	2	6	0	25	8	60	4	0	72	1	3	23	0	27	279
07:45 AM	9	127	6	0	142	14	0	1	0	15	10	64	8	0	82	0	1	20	0	21	260
Total	33	444	51	0	528	67	2	15	0	84	41	254	22	0	317	2	5	80	0	87	1016
08:00 AM	7	114	10	0	131	18	0	4	0	22	9	54	8	0	71	0	1	25	0	26	250
08:15 AM	3	124	8	0	135	12	2	4	0	18	11	52	8	0	71	2	3	16	0	21	245
08:30 AM	4	108	5	0	117	12	1	5	0	18	10	44	11	0	65	2	2	13	0	17	217
08:45 AM	10	97	11	0	118	15	0	4	0	19	4	55	8	0	67	1	1	13	0	15	219
Total	24	443	34	0	501	57	3	17	0	77	34	205	35	0	274	5	7	67	0	79	931
Grand Total	57	887	85	0	1029	124	5	32	0	161	75	459	57	0	591	7	12	147	0	166	1947
Apprch %	5.5	86.2	8.3	0		77	3.1	19.9	0		12.7	77.7	9.6	0		4.2	7.2	88.6	0		
Total %	2.9	45.6	4.4	0	52.9	6.4	0.3	1.6	0	8.3	3.9	23.6	2.9	0	30.4	0.4	0.6	7.6	0	8.5	
Cars	52	816	71	0	939	102	5	29	0	136	63	404	51	0	518	5	11	131	0	147	1740
% Cars	91.2	92	83.5	0	91.3	82.3	100	90.6	0	84.5	84	88	89.5	0	87.6	71.4	91.7	89.1	0	88.6	89.4
Medium Trucks	3	36	5	0	44	14	0	0	0	14	8	18	4	0	30	0	0	10	0	10	98
% Medium Trucks	5.3	4.1	5.9	0	4.3	11.3	0	0	0	8.7	10.7	3.9	7	0	5.1	0	0	6.8	0	6	5
Heavy Trucks	2	35	9	0	46	8	0	3	0	11	4	37	2	0	43	2	1	6	0	9	109
% Heavy Trucks	3.5	3.9	10.6	0	4.5	6.5	0	9.4	0	6.8	5.3	8.1	3.5	0	7.3	28.6	8.3	4.1	0	5.4	5.6

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Toano, James City COunty, VA
Weather: Cloudy/Dry

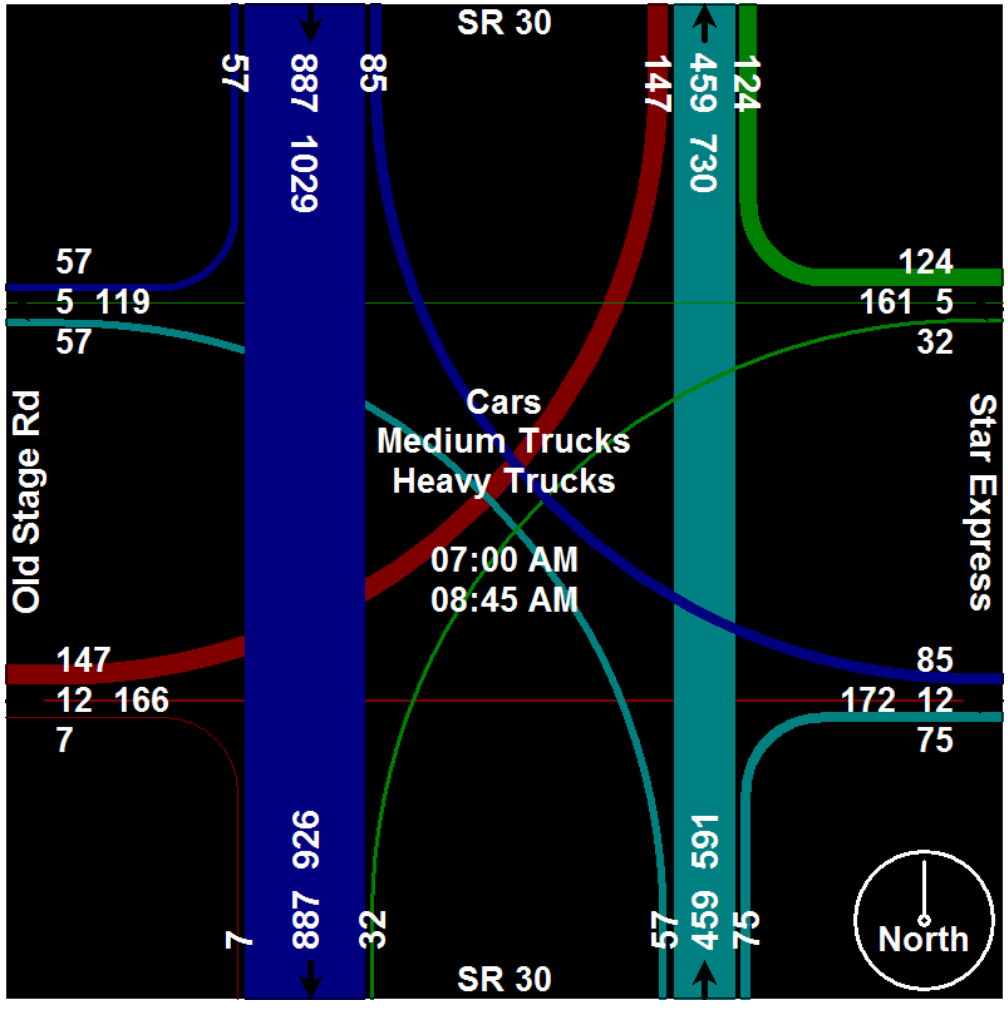
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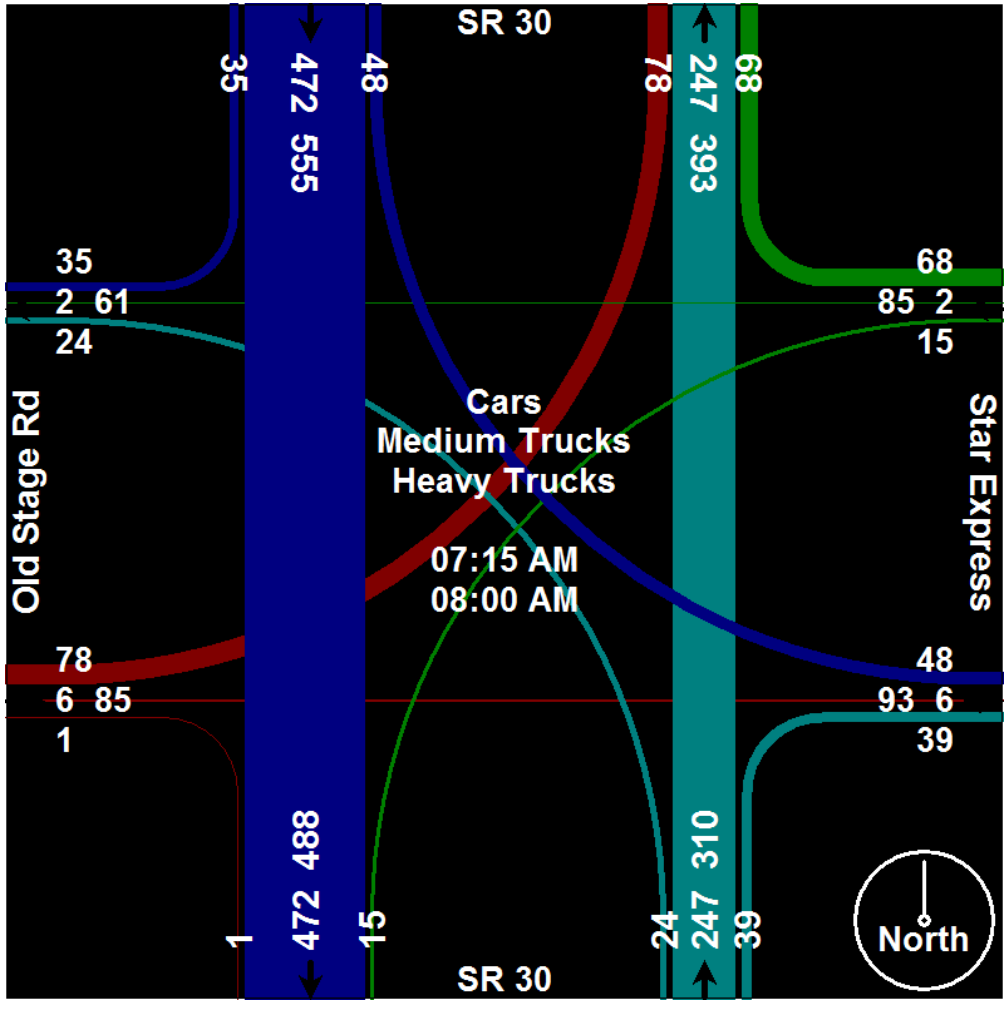
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Site Code : 30496011
Start Date : 9/14/2017

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Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 08:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15 AM																					
07:15 AM	4	107	**16**	0	127	**19**	0	4	0	23	**12**	**69**	4	0	**85**	0	1	10	0	11	246
07:30 AM	**15**	124	16	0	**155**	17	**2**	**6**	0	**25**	8	60	4	0	72	**1**	**3**	23	0	**27**	**279**
07:45 AM	9	**127**	6	0	142	14	0	1	0	15	10	64	**8**	0	82	0	1	20	0	21	260
08:00 AM	7	114	10	0	131	18	0	4	0	22	9	54	8	0	71	0	1	**25**	0	26	250
Total Volume	35	472	48	0	555	68	2	15	0	85	39	247	24	0	310	1	6	78	0	85	1035
% App. Total	6.3	85	8.6	0		80	2.4	17.6	0		12.6	79.7	7.7	0		1.2	7.1	91.8	0		
PHF	.583	.929	.750	.000	.895	.895	.250	.625	.000	.850	.813	.895	.750	.000	.912	.250	.500	.780	.000	.787	.927
Cars	31	436	43	0	510	58	2	15	0	75	30	223	21	0	274	1	6	69	0	76	935
% Cars	88.6	92.4	89.6	0	91.9	85.3	100	100	0	88.2	76.9	90.3	87.5	0	88.4	100	100	88.5	0	89.4	90.3
Medium Trucks	3	19	2	0	24	6	0	0	0	6	7	8	2	0	17	0	0	5	0	5	52
% Medium Trucks	8.6	4.0	4.2	0	4.3	8.8	0	0	0	7.1	17.9	3.2	8.3	0	5.5	0	0	6.4	0	5.9	5.0
Heavy Trucks	1	17	3	0	21	4	0	0	0	4	2	16	1	0	19	0	0	4	0	4	48
% Heavy Trucks	2.9	3.6	6.3	0	3.8	5.9	0	0	0	4.7	5.1	6.5	4.2	0	6.1	0	0	5.1	0	4.7	4.6

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Weather: Clear/Dry

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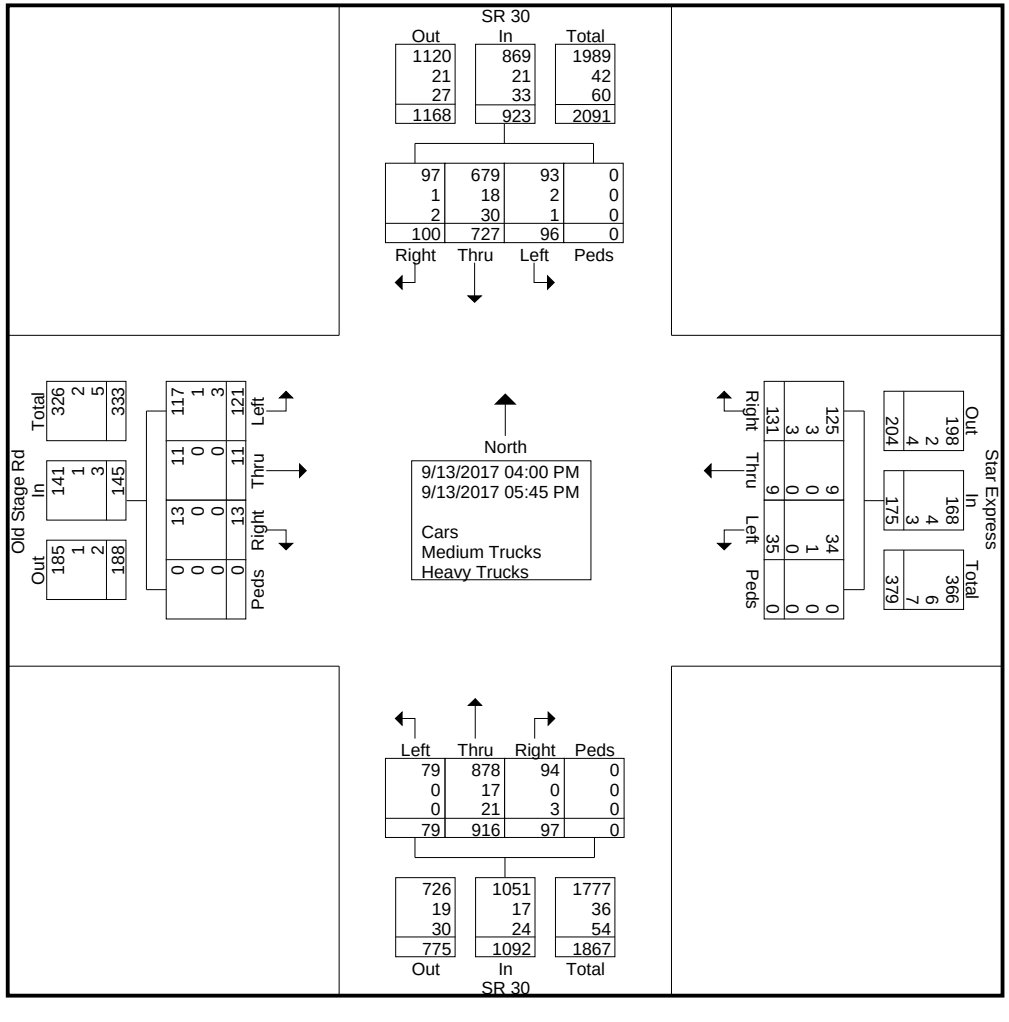
Groups Printed- Cars - Medium Trucks - Heavy Trucks

	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
04:00 PM	17	130	21	0	168	20	0	4	0	24	11	109	9	0	129	10	6	22	0	38	359
04:15 PM	13	73	5	0	91	11	1	5	0	17	13	91	7	0	111	0	1	11	0	12	231
04:30 PM	12	93	14	0	119	12	0	5	0	17	13	107	10	0	130	0	1	17	0	18	284
04:45 PM	6	67	12	0	85	16	0	4	0	20	12	117	12	0	141	2	1	11	0	14	260
Total	48	363	52	0	463	59	1	18	0	78	49	424	38	0	511	12	9	61	0	82	1134
05:00 PM	17	94	12	0	123	15	3	4	0	22	11	176	8	0	195	0	0	20	0	20	360
05:15 PM	8	97	12	0	117	19	2	9	0	30	9	142	14	0	165	1	1	16	0	18	330
05:30 PM	13	96	13	0	122	24	2	2	0	28	19	100	7	0	126	0	1	11	0	12	288
05:45 PM	14	77	7	0	98	14	1	2	0	17	9	74	12	0	95	0	0	13	0	13	223
Total	52	364	44	0	460	72	8	17	0	97	48	492	41	0	581	1	2	60	0	63	1201
Grand Total	100	727	96	0	923	131	9	35	0	175	97	916	79	0	1092	13	11	121	0	145	2335
Apprch %	10.8	78.8	10.4	0		74.9	5.1	20	0		8.9	83.9	7.2	0		9	7.6	83.4	0		
Total %	4.3	31.1	4.1	0	39.5	5.6	0.4	1.5	0	7.5	4.2	39.2	3.4	0	46.8	0.6	0.5	5.2	0	6.2	
Cars	97	679	93	0	869	125	9	34	0	168	94	878	79	0	1051	13	11	117	0	141	2229
% Cars	97	93.4	96.9	0	94.1	95.4	100	97.1	0	96	96.9	95.9	100	0	96.2	100	100	96.7	0	97.2	95.5
Medium Trucks	1	18	2	0	21	3	0	1	0	4	0	17	0	0	17	0	0	1	0	1	43
% Medium Trucks	1	2.5	2.1	0	2.3	2.3	0	2.9	0	2.3	0	1.9	0	0	1.6	0	0	0.8	0	0.7	1.8
Heavy Trucks	2	30	1	0	33	3	0	0	0	3	3	21	0	0	24	0	0	3	0	3	63
% Heavy Trucks	2	4.1	1	0	3.6	2.3	0	0	0	1.7	3.1	2.3	0	0	2.2	0	0	2.5	0	2.1	2.7

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Toano, James City County, VA
Weather: Clear/Dry

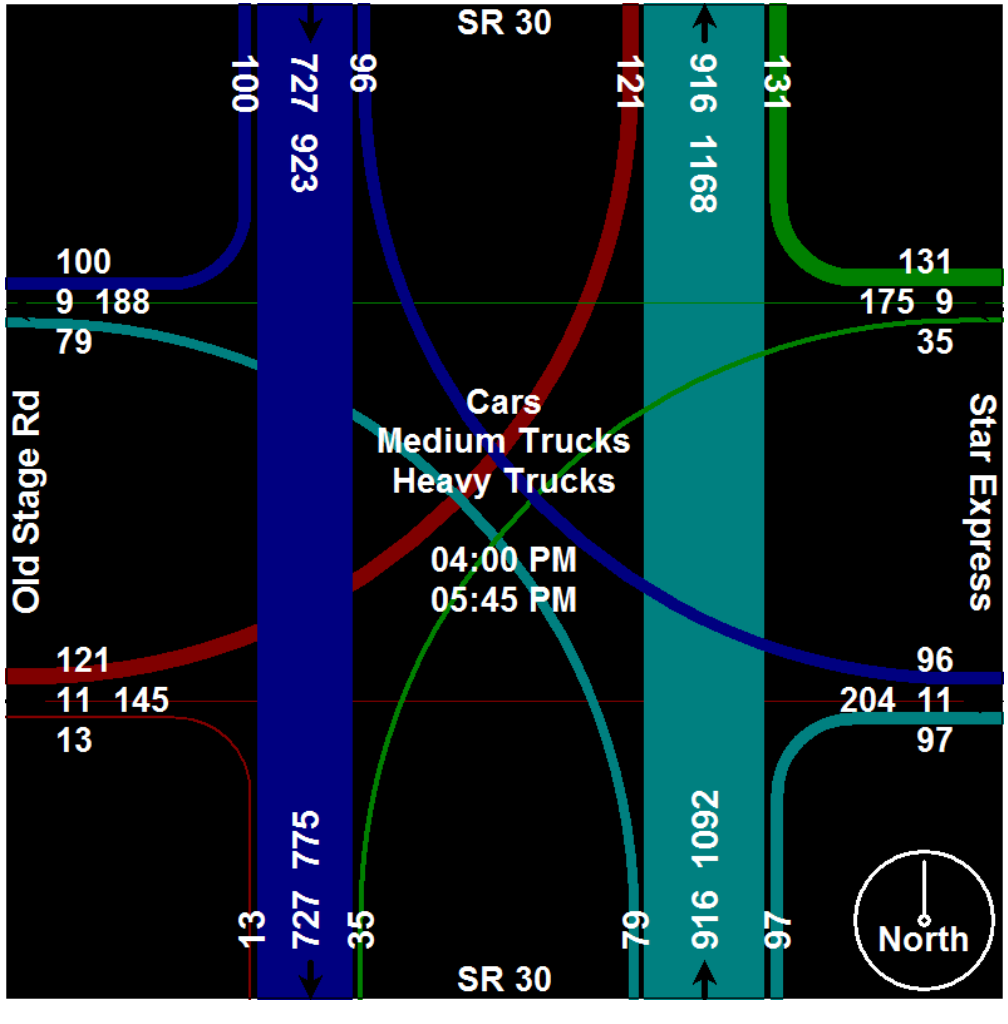
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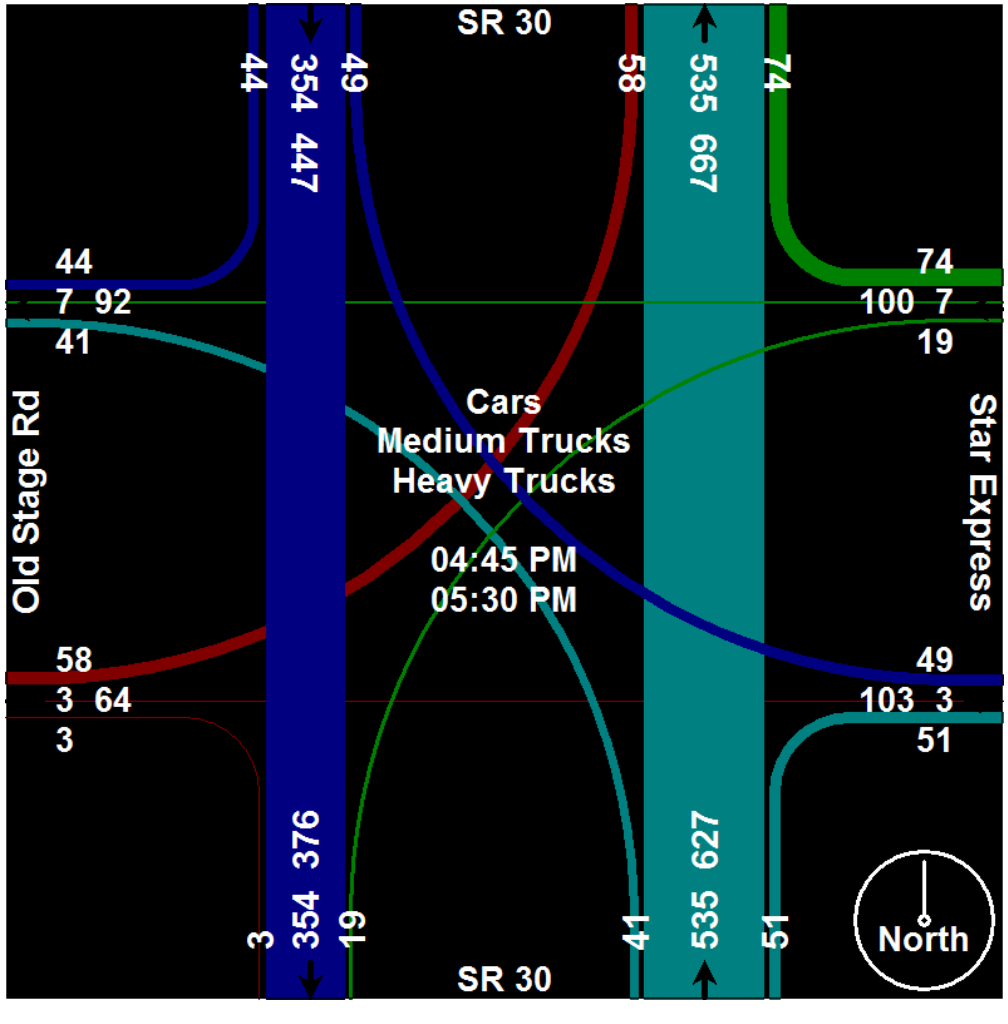
File Name : SR30-SC746_PM
Site Code : 30496013
Start Date : 9/13/2017

	SR 30 From North					Star Express From East					SR 30 From South					Old Stage Rd From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 04:00 PM to 05:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:45 PM																					
04:45 PM	6	67	12	0	85	16	0	4	0	20	12	117	12	0	141	2	1	11	0	14	260
05:00 PM	17	94	12	0	123	15	3	4	0	22	11	176	8	0	195	0	0	20	0	20	360
05:15 PM	8	97	12	0	117	19	2	9	0	30	9	142	14	0	165	1	1	16	0	18	330
05:30 PM	13	96	13	0	122	24	2	2	0	28	19	100	7	0	126	0	1	11	0	12	288
Total Volume	44	354	49	0	447	74	7	19	0	100	51	535	41	0	627	3	3	58	0	64	1238
% App. Total	9.8	79.2	11	0		74	7	19	0		8.1	85.3	6.5	0		4.7	4.7	90.6	0		
PHF	.647	.912	.942	.000	.909	.771	.583	.528	.000	.833	.671	.760	.732	.000	.804	.375	.750	.725	.000	.800	.860
Cars	43	330	47	0	420	70	7	19	0	96	50	519	41	0	610	3	3	55	0	61	1187
% Cars	97.7	93.2	95.9	0	94.0	94.6	100	100	0	96.0	98.0	97.0	100	0	97.3	100	100	94.8	0	95.3	95.9
Medium Trucks	1	8	1	0	10	1	0	0	0	1	0	9	0	0	9	0	0	1	0	1	21
% Medium Trucks	2.3	2.3	2.0	0	2.2	1.4	0	0	0	1.0	0	1.7	0	0	1.4	0	0	1.7	0	1.6	1.7
Heavy Trucks	0	16	1	0	17	3	0	0	0	3	1	7	0	0	8	0	0	2	0	2	30
% Heavy Trucks	0	4.5	2.0	0	3.8	4.1	0	0	0	3.0	2.0	1.3	0	0	1.3	0	0	3.4	0	3.1	2.4

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Appendix C

Capacity Analyses Summary Reports

Intersection	
Int Delay, s/veh	2.9

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	78	6	1	15	2	68	24	247	39	48	472	35
Future Vol, veh/h	78	6	1	15	2	68	24	247	39	48	472	35
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	15	12	10	23	10	8	11
Mvmt Flow	84	6	1	16	2	73	26	266	42	52	508	38

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	798	972	254	679	968	133	546	0	0	308	0	0
Stage 1	612	612	-	318	318	-	-	-	-	-	-	-
Stage 2	186	360	-	361	650	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.3	4.34	-	-	4.3	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.45	2.32	-	-	2.3	-	-
Pot Cap-1 Maneuver	260	254	752	329	242	849	953	-	-	1194	-	-
Stage 1	423	487	-	662	646	-	-	-	-	-	-	-
Stage 2	770	630	-	623	452	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	224	236	752	307	225	849	953	-	-	1194	-	-
Mov Cap-2 Maneuver	368	393	-	473	364	-	-	-	-	-	-	-
Stage 1	412	466	-	644	629	-	-	-	-	-	-	-
Stage 2	682	613	-	587	432	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	17.8	10.7	0.7	0.7
HCM LOS	C	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	953	-	-	372	725	1194	-	-
HCM Lane V/C Ratio	0.027	-	-	0.246	0.126	0.043	-	-
HCM Control Delay (s)	8.9	-	-	17.8	10.7	8.2	-	-
HCM Lane LOS	A	-	-	C	B	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	1	0.4	0.1	-	-

Intersection	
Int Delay, s/veh	2.7

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	58	3	3	19	7	74	41	535	51	49	354	44
Future Vol, veh/h	58	3	3	19	7	74	41	535	51	49	354	44
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	2	4	7	2
Mvmt Flow	67	3	3	22	8	86	48	622	59	57	412	51

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	937	1303	206	1040	1295	311	463	0	0	681	0	0
Stage 1	526	526	-	718	718	-	-	-	-	-	-	-
Stage 2	411	777	-	322	577	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	215	162	807	177	152	670	1109	-	-	894	-	-
Stage 1	496	532	-	376	419	-	-	-	-	-	-	-
Stage 2	581	410	-	658	489	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	169	145	807	161	136	670	1109	-	-	894	-	-
Mov Cap-2 Maneuver	333	289	-	315	299	-	-	-	-	-	-	-
Stage 1	475	498	-	360	401	-	-	-	-	-	-	-
Stage 2	475	392	-	609	458	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	18.5	14	0.5	1
HCM LOS	C	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1109	-	-	340	515	894	-	-
HCM Lane V/C Ratio	0.043	-	-	0.219	0.226	0.064	-	-
HCM Control Delay (s)	8.4	-	-	18.5	14	9.3	-	-
HCM Lane LOS	A	-	-	C	B	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	0.8	0.9	0.2	-	-

Intersection	
Int Delay, s/veh	2.9

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	80	6	1	15	2	70	25	273	40	49	535	36
Future Vol, veh/h	80	6	1	15	2	70	25	273	40	49	535	36
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	15	12	9	23	10	7	11
Mvmt Flow	86	6	1	16	2	75	27	294	43	53	575	39

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	883	1072	288	745	1068	147	614	0	0	337	0	0
Stage 1	681	681	-	348	348	-	-	-	-	-	-	-
Stage 2	202	391	-	397	720	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.3	4.34	-	-	4.3	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.45	2.32	-	-	2.3	-	-
Pot Cap-1 Maneuver	225	222	715	294	211	830	896	-	-	1163	-	-
Stage 1	384	453	-	634	625	-	-	-	-	-	-	-
Stage 2	753	611	-	592	418	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	192	205	715	273	195	830	896	-	-	1163	-	-
Mov Cap-2 Maneuver	333	364	-	443	334	-	-	-	-	-	-	-
Stage 1	372	432	-	615	606	-	-	-	-	-	-	-
Stage 2	662	593	-	556	399	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	19.7	10.9	0.7	0.7
HCM LOS	C	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	896	-	-	337	701	1163	-	-
HCM Lane V/C Ratio	0.03	-	-	0.278	0.133	0.045	-	-
HCM Control Delay (s)	9.1	-	-	19.7	10.9	8.2	-	-
HCM Lane LOS	A	-	-	C	B	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	1.1	0.5	0.1	-	-

Intersection	
Int Delay, s/veh	2.7

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	60	3	3	19	7	76	42	609	52	50	396	45
Future Vol, veh/h	60	3	3	19	7	76	42	609	52	50	396	45
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	2	4	7	2
Mvmt Flow	70	3	3	22	8	88	49	708	60	58	460	52

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	1032	1442	230	1154	1434	354	512	0	0	768	0	0
Stage 1	576	576	-	806	806	-	-	-	-	-	-	-
Stage 2	456	866	-	348	628	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	183	134	779	145	125	628	1064	-	-	829	-	-
Stage 1	462	505	-	331	380	-	-	-	-	-	-	-
Stage 2	546	373	-	634	463	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	140	119	779	131	111	628	1064	-	-	829	-	-
Mov Cap-2 Maneuver	301	258	-	278	271	-	-	-	-	-	-	-
Stage 1	441	470	-	316	363	-	-	-	-	-	-	-
Stage 2	438	356	-	583	431	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	20.6	15.1	0.5	1
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1064	-	-	307	474	829	-	-
HCM Lane V/C Ratio	0.046	-	-	0.25	0.25	0.07	-	-
HCM Control Delay (s)	8.5	-	-	20.6	15.1	9.7	-	-
HCM Lane LOS	A	-	-	C	C	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	1	1	0.2	-	-

Intersection	
Int Delay, s/veh	3.8

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	80	9	1	31	4	118	25	257	71	83	534	36
Future Vol, veh/h	80	9	1	31	4	118	25	257	71	83	534	36
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	93	93	93	93	93	93	93	93	93	93	93	93
Heavy Vehicles, %	12	0	0	0	0	10	12	10	14	7	7	11
Mvmt Flow	86	10	1	33	4	127	27	276	76	89	574	39

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	946	1158	287	800	1121	138	613	0	0	352	0	0
Stage 1	752	752	-	330	330	-	-	-	-	-	-	-
Stage 2	194	406	-	470	791	-	-	-	-	-	-	-
Critical Hdwy	7.74	6.5	6.9	7.7	6.7	7.2	4.34	-	-	4.24	-	-
Critical Hdwy Stg 1	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.74	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.62	4	3.3	3.5	4	3.4	2.32	-	-	2.27	-	-
Pot Cap-1 Maneuver	202	198	716	267	195	857	897	-	-	1168	-	-
Stage 1	347	421	-	651	638	-	-	-	-	-	-	-
Stage 2	761	601	-	534	387	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	157	177	716	240	175	857	897	-	-	1168	-	-
Mov Cap-2 Maneuver	297	327	-	397	302	-	-	-	-	-	-	-
Stage 1	337	389	-	631	619	-	-	-	-	-	-	-
Stage 2	624	583	-	480	358	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	22.4	12.1	0.6	1.1
HCM LOS	C	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	897	-	-	302	668	1168	-	-
HCM Lane V/C Ratio	0.03	-	-	0.32	0.246	0.076	-	-
HCM Control Delay (s)	9.1	-	-	22.4	12.1	8.3	-	-
HCM Lane LOS	A	-	-	C	B	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	1.3	1	0.2	-	-

Intersection	
Int Delay, s/veh	2.2

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	66	0	95	68	0	87
Future Vol, veh/h	66	0	95	68	0	87
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	86	86	86	86	86	86
Heavy Vehicles, %	2	2	15	2	2	12
Mvmt Flow	77	0	110	79	0	101

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	251	150	0	0	189	0
Stage 1	150	-	-	-	-	-
Stage 2	101	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	738	896	-	-	1385	-
Stage 1	878	-	-	-	-	-
Stage 2	923	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	738	896	-	-	1385	-
Mov Cap-2 Maneuver	738	-	-	-	-	-
Stage 1	878	-	-	-	-	-
Stage 2	923	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	10.4	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	738	1385	-
HCM Lane V/C Ratio	-	-	0.104	-	-
HCM Control Delay (s)	-	-	10.4	0	-
HCM Lane LOS	-	-	B	A	-
HCM 95th %tile Q(veh)	-	-	0.3	0	-

Intersection	
Int Delay, s/veh	3.8

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	60	5	3	32	9	113	42	595	79	78	395	45
Future Vol, veh/h	60	5	3	32	9	113	42	595	79	78	395	45
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	200	-	200	200	-	75
Veh in Median Storage, #	-	2	-	-	2	-	-	0	-	-	0	-
Grade, %	-	0	-	-	1	-	-	1	-	-	0	-
Peak Hour Factor	86	86	86	86	86	86	86	86	86	86	86	86
Heavy Vehicles, %	5	0	0	0	0	5	0	3	3	4	7	2
Mvmt Flow	70	6	3	37	10	131	49	692	92	91	459	52

Major/Minor	Minor2			Minor1			Major1			Major2		
Conflicting Flow All	1090	1523	230	1205	1483	346	511	0	0	784	0	0
Stage 1	641	641	-	790	790	-	-	-	-	-	-	-
Stage 2	449	882	-	415	693	-	-	-	-	-	-	-
Critical Hdwy	7.6	6.5	6.9	7.7	6.7	7.1	4.1	-	-	4.18	-	-
Critical Hdwy Stg 1	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.6	5.5	-	6.7	5.7	-	-	-	-	-	-	-
Follow-up Hdwy	3.55	4	3.3	3.5	4	3.35	2.2	-	-	2.24	-	-
Pot Cap-1 Maneuver	166	119	779	133	116	635	1065	-	-	817	-	-
Stage 1	422	473	-	339	387	-	-	-	-	-	-	-
Stage 2	551	367	-	577	431	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	113	101	779	115	98	635	1065	-	-	817	-	-
Mov Cap-2 Maneuver	256	225	-	269	252	-	-	-	-	-	-	-
Stage 1	403	420	-	323	369	-	-	-	-	-	-	-
Stage 2	405	350	-	503	383	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	24.7	17.6	0.5	1.5
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1065	-	-	261	463	817	-	-
HCM Lane V/C Ratio	0.046	-	-	0.303	0.387	0.111	-	-
HCM Control Delay (s)	8.5	-	-	24.7	17.6	10	-	-
HCM Lane LOS	A	-	-	C	C	A	-	-
HCM 95th %tile Q(veh)	0.1	-	-	1.2	1.8	0.4	-	-

Intersection	
Int Delay, s/veh	1.7

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	52	0	105	57	0	102
Future Vol, veh/h	52	0	105	57	0	102
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	83	83	83	83	83	83
Heavy Vehicles, %	2	2	3	2	2	4
Mvmt Flow	63	0	127	69	0	123

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	285	162	0	0	196	0
Stage 1	162	-	-	-	-	-
Stage 2	123	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	705	883	-	-	1377	-
Stage 1	867	-	-	-	-	-
Stage 2	902	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	705	883	-	-	1377	-
Mov Cap-2 Maneuver	705	-	-	-	-	-
Stage 1	867	-	-	-	-	-
Stage 2	902	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	10.6	0	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	705	1377	-
HCM Lane V/C Ratio	-	-	0.089	-	-
HCM Control Delay (s)	-	-	10.6	0	-
HCM Lane LOS	-	-	B	A	-
HCM 95th %tile Q(veh)	-	-	0.3	0	-

Appendix D

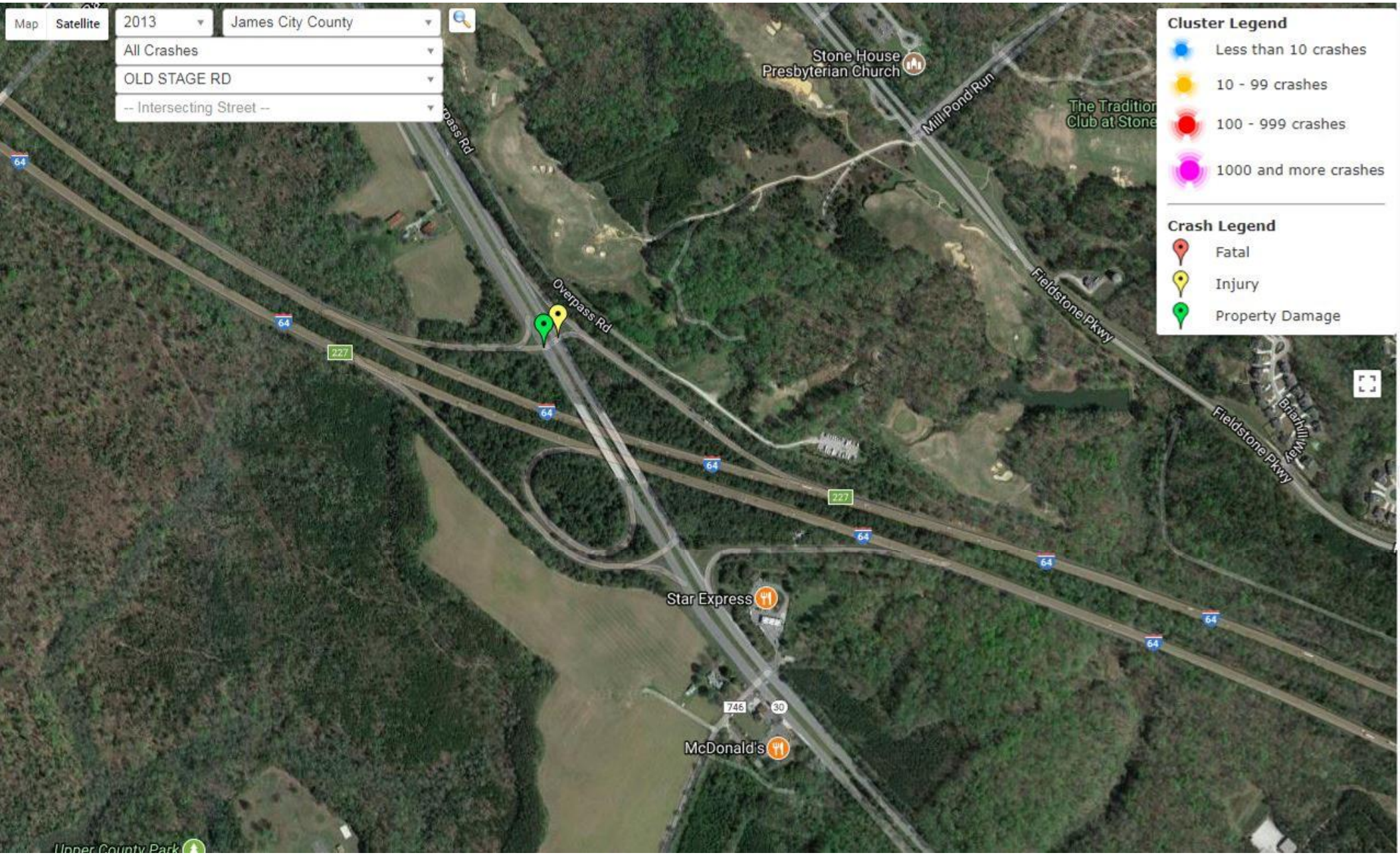
Crash History Data

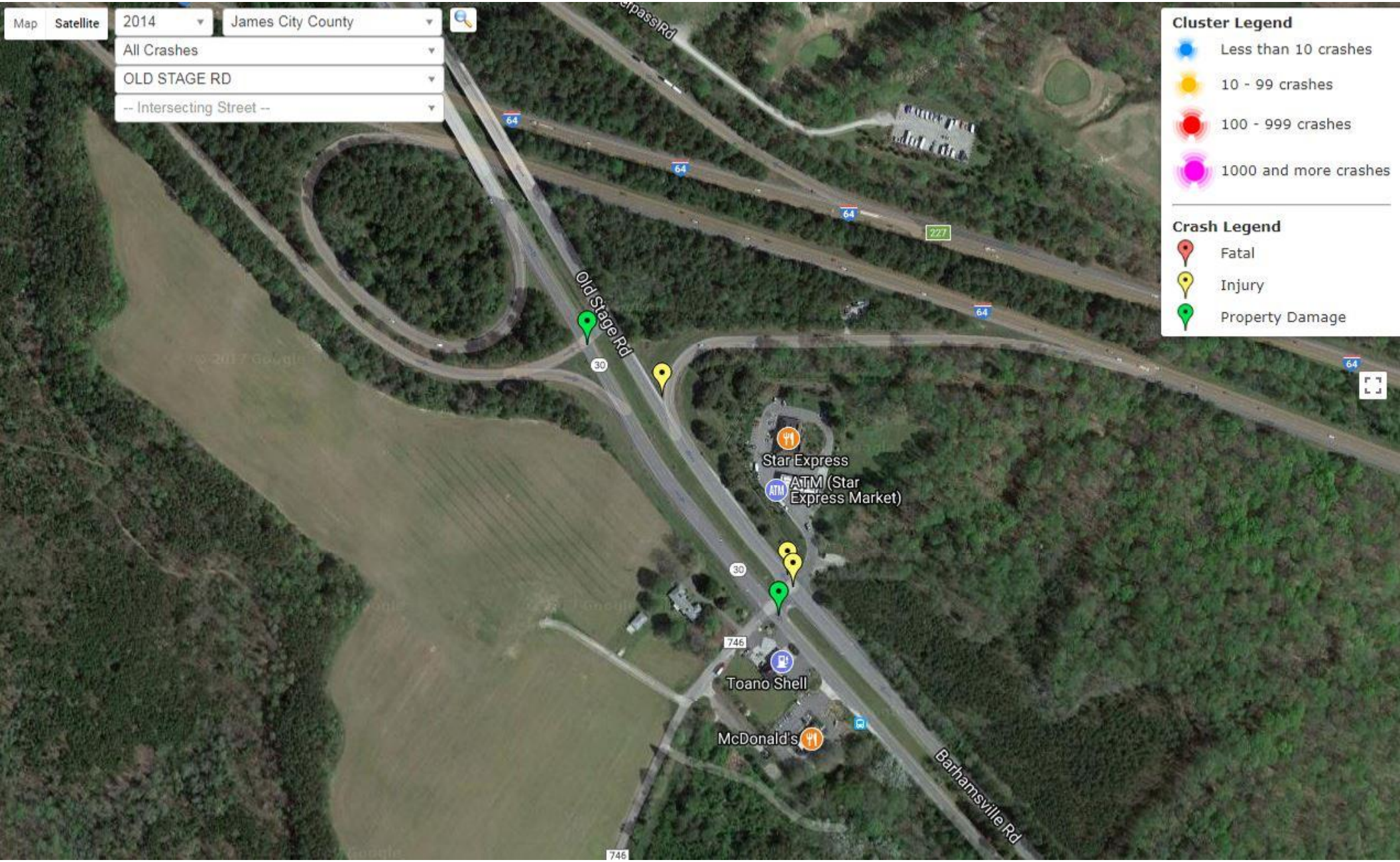
High Crash Location Query Result Summary

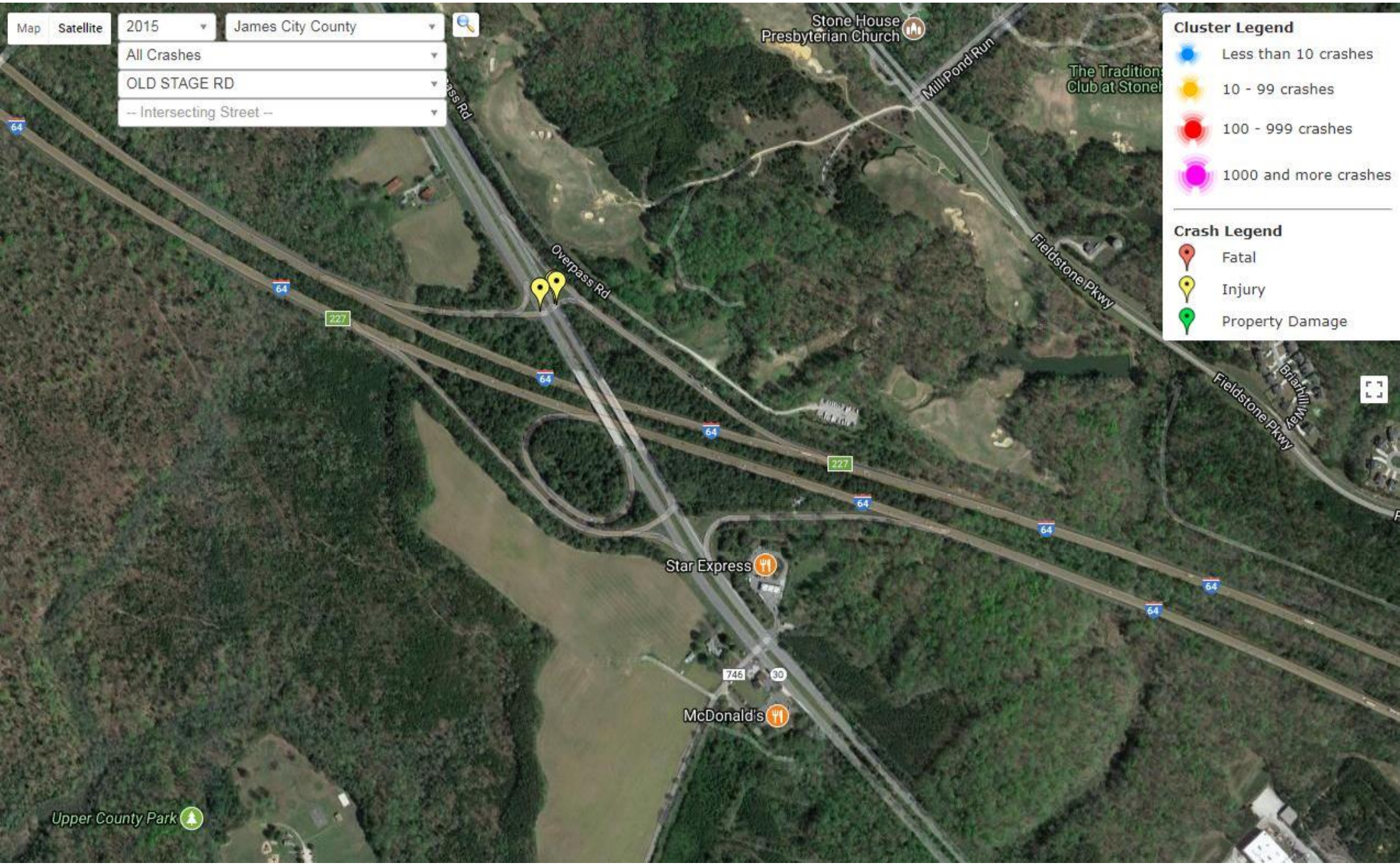
https://www.dmv.virginia.gov/safety/#crash_data/

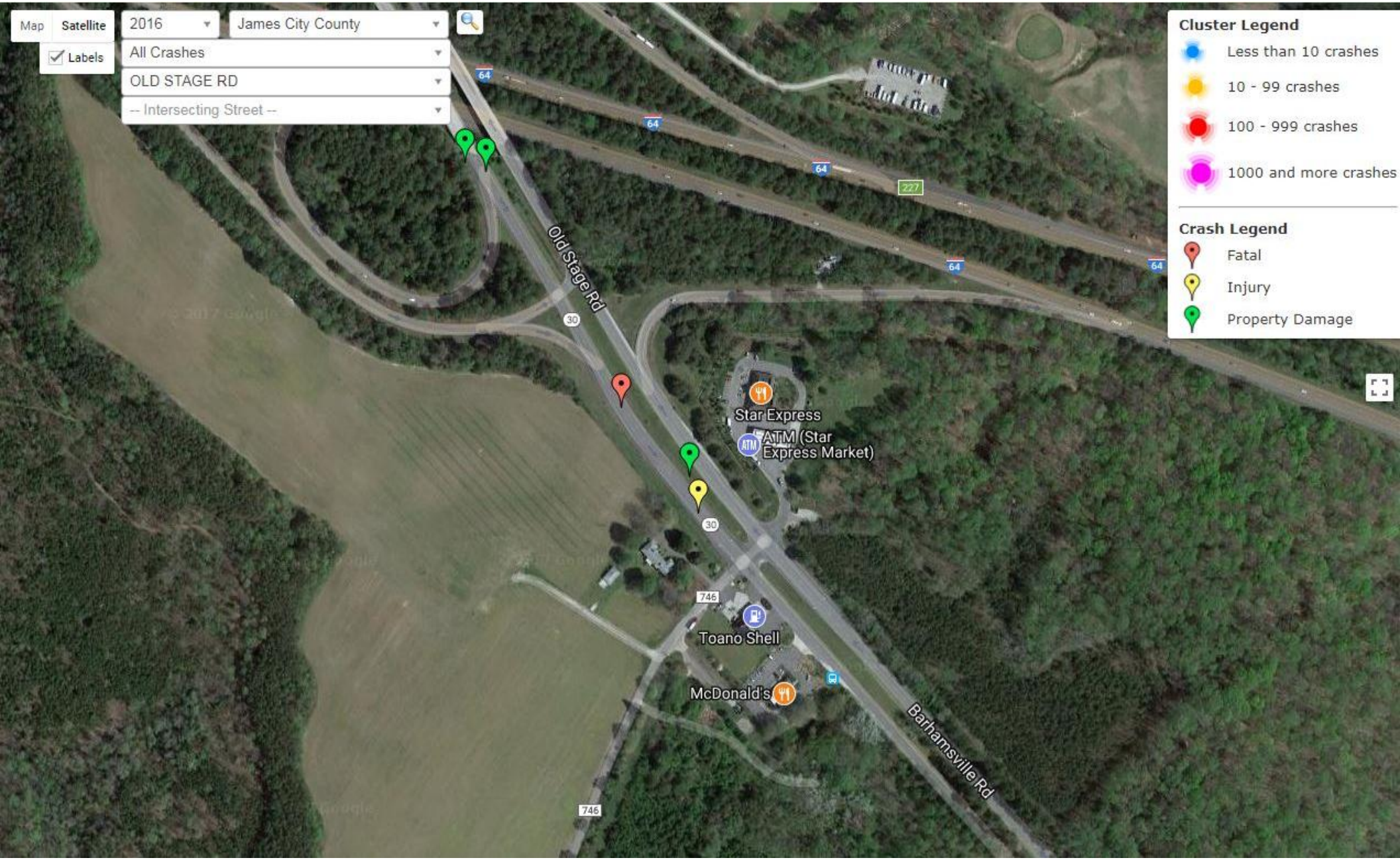
High Crash Location Map

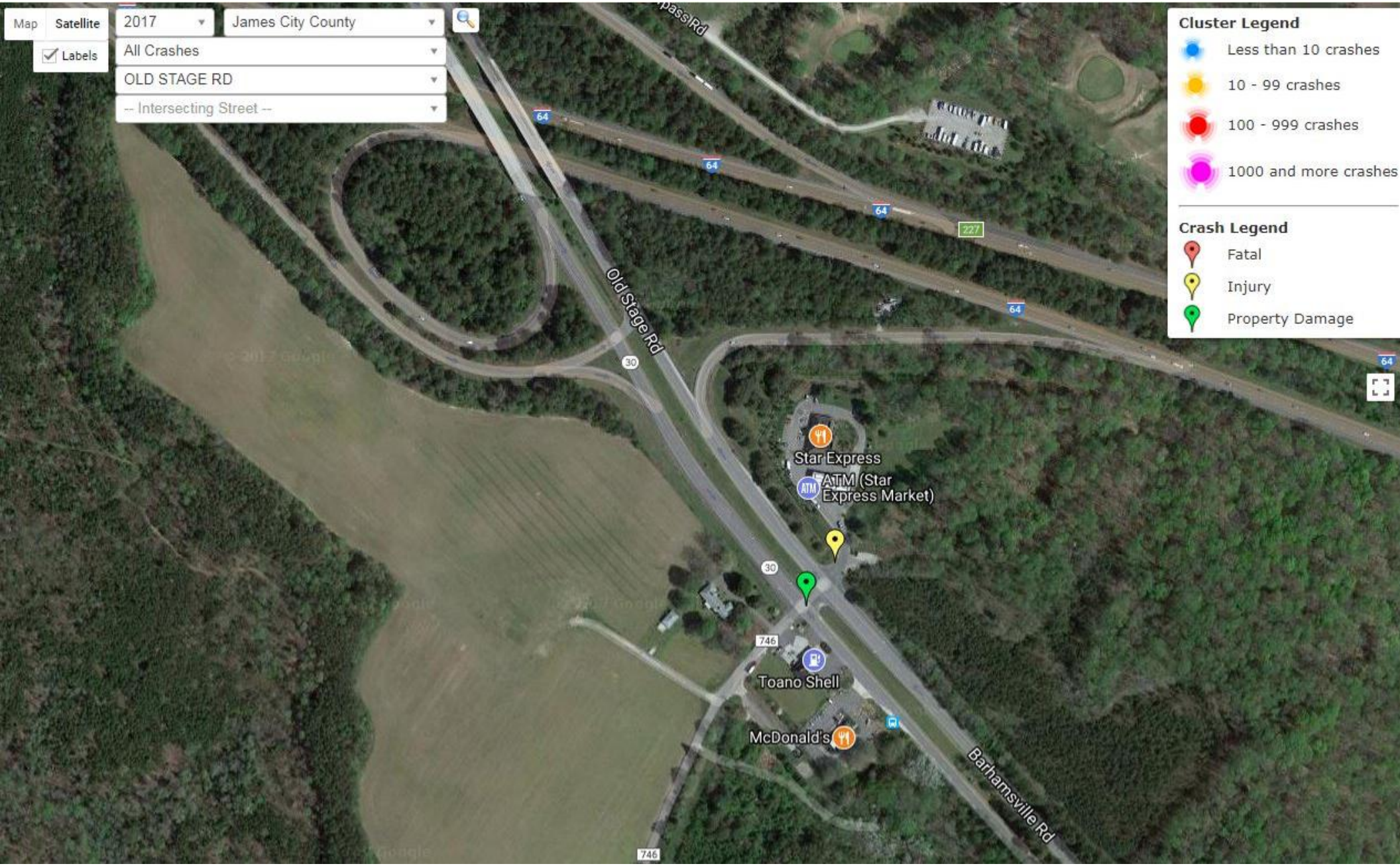
08/29/2017 review of High Crash Location Maps for Years 2015, 2016 and 2017 (to date) show no crash clusters in study area. Review of Crash Location Maps by Jursidisction also confirm that here is not the study area is not a high crash location.


Map
Satellite
2013
James City County
All Crashes
OLD STAGE RD
-- Intersecting Street --
Cluster Legend
Less than 10 crashes
10 - 99 crashes
100 - 999 crashes
1000 and more crashes
Crash Legend
Fatal
Injury
Property Damage
Stone House Presbyterian Church
Mill Pond Run
Overpass Rd
Fieldstone Pkwy
Briarhill Way
Star Express
McDonald's
Upper County Park
64
227
746
30


Map
Satellite
2014
James City County
All Crashes
OLD STAGE RD
-- Intersecting Street --
Cluster Legend
Less than 10 crashes
10 - 99 crashes
100 - 999 crashes
1000 and more crashes
Crash Legend
Fatal
Injury
Property Damage
Old Stage Rd
Star Express
ATM (Star Express Market)
Toano Shell
McDonald's
Barhamsville Rd
64
227
30
746


Map
Satellite
2015
James City County
All Crashes
OLD STAGE RD
-- Intersecting Street --
Cluster Legend
Less than 10 crashes
10 - 99 crashes
100 - 999 crashes
1000 and more crashes
Crash Legend
Fatal
Injury
Property Damage
Stone House Presbyterian Church
Mill Pond Run
Overpass Rd
Fieldstone Pkwy
Briarhill Way
Star Express
McDonald's
Upper County Park
64
227
746
30


Map
Satellite
Labels
2016
James City County
All Crashes
OLD STAGE RD
-- Intersecting Street --
Cluster Legend
Less than 10 crashes
10 - 99 crashes
100 - 999 crashes
1000 and more crashes
Crash Legend
Fatal
Injury
Property Damage
Old Stage Rd
Star Express
ATM (Star Express Market)
Toano Shell
McDonald's
Barhamsville Rd
64
227
30
746

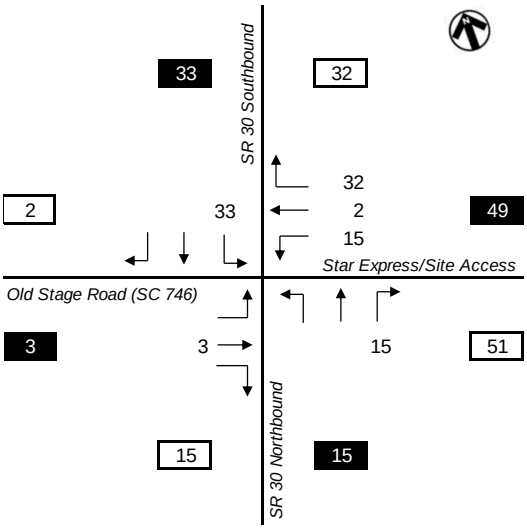

Map
Satellite
Labels
2017
James City County
All Crashes
OLD STAGE RD
-- Intersecting Street --
Cluster Legend
Less than 10 crashes
10 - 99 crashes
100 - 999 crashes
1000 and more crashes
Crash Legend
Fatal
Injury
Property Damage
Old Stage Rd
Star Express
ATM (Star Express Market)
Toano Shell
McDonald's
Barhamsville Rd
64
227
30
746

Appendix E

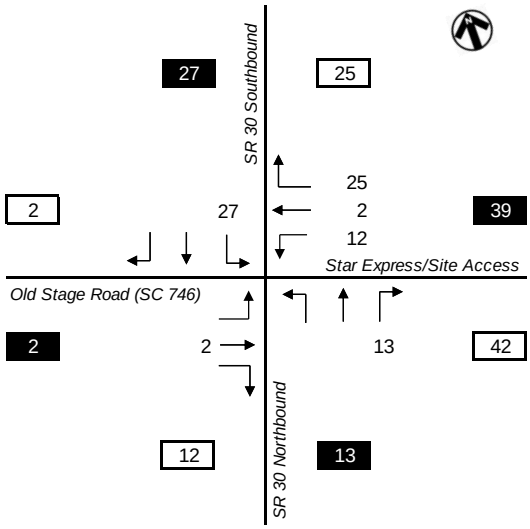
Site Trip Generation & Distribution

Wendy's Restaurant Site Trips: Primary

AM PEAK HOUR

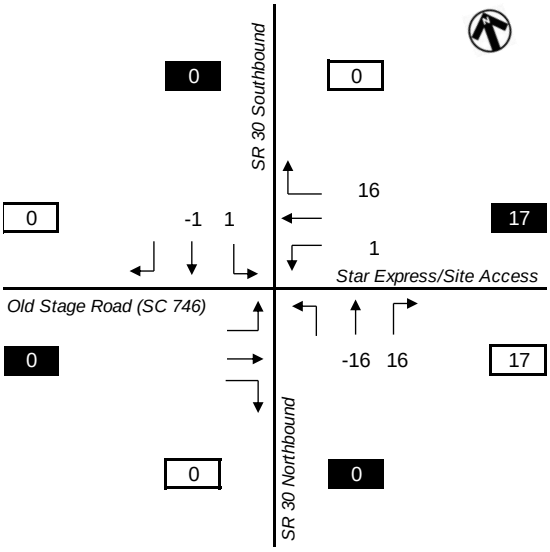


PM PEAK HOUR



Wendy's Restaurant Site Trips: Pass-By

AM PEAK HOUR



PM PEAK HOUR

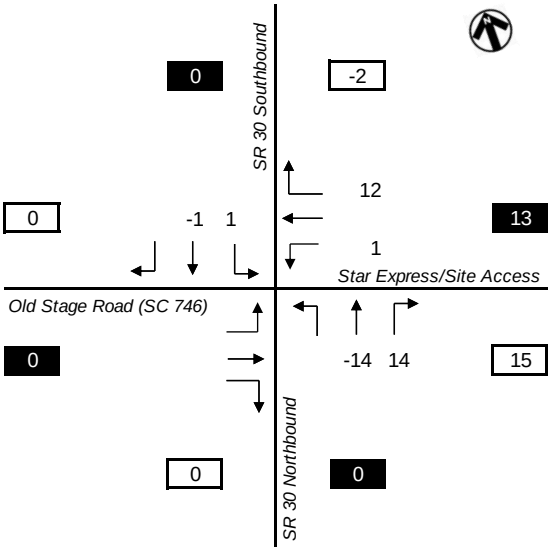


Chart 4. Mixed Use Designation Descriptions

Mixed Use	
1. Basic Description	• Mixed Use areas are centers within the PSA where higher density development, redevelopment and/or a broader spectrum of land uses are encouraged. Mixed Use areas located at or near interstate interchanges and the intersections of major thoroughfares are intended to maximize the economic development potential of these areas by providing areas primarily for more intensive commercial, office and limited industrial purposes. • The other Mixed Use areas are intended to provide flexibility in design and land uses in order to protect and enhance the character of the area.
2. Recommended Uses and Intensity	• While there is no preferred mix of uses for every Mixed Use development, each development should have a mix of uses that complements the area, and as written in the specific descriptions below. James City County has examples of Mixed Use areas with minimal residential development (such as McLaw's Circle), but the mix of office, limited retail and light industrial development creates an acceptable mixing of uses. Mixed Use developments that include residential components should have commercial or office uses that complement those residences. Residences should be encouraged to patronize those areas, and the entire development should be cohesive to create a greater potential for internal capture of vehicle trips. While mixed use buildings are not essential or desirable for all developments, they should be encouraged for those Mixed Use centers that seek to achieve higher densities and seek to create a more urban environment. The recommended FAR range will depend on the context of the specific Mixed Use area, but for all areas it is strongly encouraged that opportunities for on-street parking, shared parking, structured parking and other measures to cohesively plan development be considered that maximize the efficient use of land and achieve FARs close to, or greater than, 0.4.
3. Recommended Density	• Moderate to high density residential uses with a maximum gross density of 18 dwelling units per acre could be encouraged in Mixed Use areas where such development would complement and be harmonious with existing and potential development and offer particular public benefits to the community. In order to encourage higher quality design, a residential development of this gross density is not recommended unless it offers particular public benefits to the community. Examples of such benefits include affordable housing, workforce housing, enhanced environmental protection, a high degree of access to multi-modal/transit transportation, or development that adheres to the principles of open space development design. (See Residential Development Standards for more specific guidance on meeting these criteria.)
Mixed Use Development Standards	
4. General Language	a) All developments should refer to the Residential and Commercial/Industrial Development Standards along with the Mixed Use Development Standards. b) Mixed Use developments should create vibrant urban environments that bring compatible land uses, public amenities and utilities together at various scales. These developments should create pedestrian-friendly, higher-density development and a variety of uses that enable people to live, work, play and shop in one place, which can become a destination. c) Mixed Use developments require nearby police and fire protection, arterial road access, access to public utilities, large sites, environmental features such as soils and topography suitable for intense development, and proximity or easy access to large population centers. The timing and intensity of commercial development at a particular site are controlled by the maintenance of an acceptable level of service for roads and other public services, the availability and capacity of public utilities, and the resulting mix of uses in a particular area. Master plans are encouraged to assist in the consideration of Mixed Use development proposals. The consideration of development proposals in Mixed Use areas should focus on the development potential of a given area compared to the area's infrastructure and the relation of the proposal to the existing and proposed mix of land uses and their development impacts. d) Mixed Use developments should focus on place-making. Developments should be designed to create a sense of place and should be seen as community destinations. Focal open spaces, community oriented gathering places, unified architectural design, and a mix of uses and design that encourages pedestrian activity are all examples of creating a sense of place. e) Mixed Use developments should allow for higher development intensities that create more efficient buildings and spaces, which can be less of a burden on the environment, creating a more sustainable community. f) Mixed Use developments should encourage the proximity of diverse uses to make it possible to reduce vehicle trips and vehicle miles traveled, providing for a greater potential for internal capture than with typical suburban development.
The following Mixed Use areas and their recommended priorities of land uses can be found in James City County:	
1. Stonehouse	The principal suggested uses for the Stonehouse Mixed Use area are light industrial and office/business park. Except for the area between I-64 and Old Stage Road, commercial uses should be clearly secondary in nature, should be limited in scale, comprise a small percentage of the land area of the overall mixed use area, and be oriented towards support services that employees and residents in the Stonehouse area can utilize. The commercial uses should not be developed in a "strip" *(Chart 4 continued on next page)*

1. Stonehouse *(continued)*	commercial fashion, but rather should be internally oriented with limited and shared access to Route 30. For the area between I-64 and Old Stage Road, community-scale commercial uses (such as shopping center, hotel, restaurant and office uses) consistent with prominent interstate interchange access and in support of surrounding residential development are envisioned. For the area between I-64 and Old Stage Road, residential is not a recommended use. With regard to the Stonehouse Planned Use Development, future development should be developed in accordance with a binding master plan which maintains the appropriate mixture of principal and secondary uses. Development in the Mixed Use area should also emphasize shared access and parking, consistent treatment for landscaping and architecture and the preservation of environmental and cultural resources. New residential developments in the Mixed Use area as well as the surrounding existing residential developments should be buffered from the light industrial and office uses through landscaping and architecture treatment, but connected with pedestrian access where possible. Future development in the Stonehouse area will be conditioned on the provision of adequate transportation access.
2. Andersons Corner	Andersons Corner is one of the few remaining areas in the PSA with significant rural agricultural vistas and contains one of the few remaining rural historic structures in the County, the Whitehall Tavern. Future development should occur in a manner that maintains an appropriate historic setting for the Whitehall Tavern and preserves the rural, historic character of the area. Views from Richmond Road (Route 60) and Route 30 should receive high priority. To accomplish this, significant amounts of open land and farm fields should be preserved along with agricultural and rural structures in a manner that creates a village commercial node that is integrated with surrounding residential development and suitably transitions to the Rural Lands areas to the west. The suggested principal uses are a balance of office and commercial. Residential is recommended as a supporting but not dominant use, and where it is proposed, the preferred format is integration in mixed use buildings that should be blended into the development of the principal uses for an overall village effect. Master planning of each of the Mixed Use intersection quadrants with adjacent existing and future residential development is strongly encouraged, with the use of shared access points as a primary consideration. Due to the width and traffic volumes on Routes 60 and 30, it is recognized that creation of a unified village effect that encompasses all four quadrants may be difficult, and for this reason, careful quadrant planning as described in the previous sentence will be important, and unique pedestrian connections, if feasible and appropriate, are encouraged. While greater intensities are anticipated, designs and land use patterns should reflect aspects of both appropriate PSA and Rural Lands Development Standards. Buildings and other structures should be small to moderate sized in scale, and of architectural styles that respect local rural and historic traditions. Standardized architectural and site designs should be strongly discouraged. Preservation and adaptive reuse of existing buildings is strongly encouraged as is their integration into plans for new development. Sections of Richmond Road (Route 60) east of Croaker Road are projected to be at or above capacity in the future. The extent to which development of this area contributes to traffic congestion in those sections of Richmond Road (Route 60) should be an important consideration in the review of development proposals.
3.Toano	The developed land within the vicinity of Toano is composed of smaller retail, limited industrial and moderate density residential uses. As part of the 1997 Comprehensive Plan review, the Toano Mixed Use area was expanded to include the area fronting on the southwestern side of Richmond Road (Route 60) between Chickahominy Road and Bush Springs Road. Toano Middle School remained designated Federal, State and County Land. Bush Springs Road is the distinct boundary between the Mixed Use and Low Density Residential designations. Further commercial development south and east of Bush Springs Road is strongly discouraged. Future development should be consistent with the design standards of the Toano CCA. The age, architecture, scale, materials and spacing of the buildings give the community its unique character. Principal suggested uses include moderate density residential development, neighborhood scale commercial establishments, and small office developments. Limited industrial uses may be appropriate as secondary uses provided that they are set back and screened from Richmond Road (Route 60). Preservation and adaptive re-use of historic buildings are encouraged. Redevelopment of existing residential areas and commercial development are also encouraged. The following principles should guide streetscape and building designs in this area: • Highlight and honor history; • Encourage appropriate growth that enhances unique small town character; • Preserve open space: establish communal greenspace; • Enhance pedestrian and bicycle environment while slowing vehicular traffic; and • Improve streetscape and landscape to create a sense of place. *(Chart 4 continued on next page)*

AGENDA ITEM NO. F.3.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Alex Baruch, Planner

SUBJECT: SUP-0001-2018. LifePointe Christian Church

ATTACHMENTS:

	Description	Type
🗋	Staff Report	Staff Report
🗋	Location Map	Backup Material
🗋	Proposed SUP Conditions	Backup Material
🗋	Master Plan	Backup Material
🗋	Public Facilities Report	Backup Material
🗋	Water and Sewer Report	Backup Material
🗋	Environmental Constraints Analysis	Backup Material
🗋	Natural Resources Inventory	Backup Material
🗋	Landscape Narrative	Backup Material
🗋	Rural Lands Report	Backup Material
🗋	Letter from LifePointe Church Minister	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:29 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:29 PM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 3:30 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:32 PM

Staff Report for the March 7, 2018, Planning Commission Public Hearing

SUMMARY FACTS

Applicant:	Gregory R. Davis, Esq., Kaufman & Canoles
Land Owner:	Victoria Mary Caramanica
Proposal:	Place of public assembly using the structures currently on-site and planning for future growth.
Locations:	8841 and 8851 Richmond Road
Tax Map/Parcel Nos.:	1110100029 and 1110100030A
Project Acreage:	+/- 10.17 acres
Zoning:	A-1, General Agricultural
Comprehensive Plan:	Rural Lands
Primary Service Area:	Outside
Staff Contact:	Alex Baruch, Planner

PUBLIC HEARING DATES

Planning Commission:	March 7, 2018, 7 p.m.
Board of Supervisors:	April 10, 2018, 5:00 p.m. (tentative)

FACTORS FAVORABLE

1. With the proposed conditions, staff finds the proposal will not impact the surrounding zoning and development.

2. With the proposed conditions staff finds the proposal consistent with the recommendations of the Comprehensive Plan adopted in 2015, "*Toward 2035: Leading the Way*."

FACTORS UNFAVORABLE

With the attached Special Use Permit (SUP) conditions, staff finds no unfavorable factors.

SUMMARY STAFF RECOMMENDATION

Approval, subject to the proposed conditions.

PROJECT DESCRIPTION

Proposal to establish a place of public assembly for LifePointe Christian Church at 8841 and 8851 Richmond Road. The property is zoned A-1, General Agricultural, and has multiple existing buildings that the church is proposing to convert to usable space for its operations. The residence at 8841 Richmond Road has been used as a single-family dwelling with an approved SUP for a Bed and Breakfast under SUP-0009-1999. If the proposal is approved the SUP conditions for the place of public assembly will supersede the Bed and Breakfast SUP conditions. The property at 8851 Richmond Road has been used as a horse and pony farm. The buildings are used as a livestock arena, livestock stable and horse barn.

The proposal includes buildings for office space, a large assembly area for worship services, children's activity space and storage. According to the applicant, proposed church activities could include children's classes on Sunday mornings, youth programing Sunday evening and classes for adult small groups throughout the week. A 9,000-square-foot expansion is proposed on the Master Plan with a parking expansion at that time.

The Master Plan shows up to 206 parking spaces to be built during different phases of the project. The first phase shows 167 parking spaces and with the future expansion an additional 39 spaces are proposed. A parking waiver to exceed 120% of the maximum parking will need to be approved prior to site plan approval, because 167 spaces is over 120% of the required parking for a place of public assembly.

The Master Plan shows one entrance at an existing median crossover. The current driveway on 8851 Richmond Road would be eliminated.

PLANNING AND ZONING HISTORY

- The Board of Supervisors approved an SUP (Case No. SUP-0009-1999) for the operation of a Bed and Breakfast on 8841 Richmond Road on June 8, 1999.
- The property at 8851 Richmond Road has operated as a horse and pony farm.
- These properties are not in an Agricultural or Forestal District.
- LifePointe Chuch currently uses 101 School House Lane (Williamsburg Christian Academy) for its worship services and 8251 Richmond Road (a single-family home) as small group/office space.

SURROUNDING ZONING AND DEVELOPMENT

- Located on Richmond Road.
- Surrounding Zoning Designations include:
    a. A-1, General Agricultural, to the north, south, east and west, primarily residential or undeveloped parcels.

COMPREHENSIVE PLAN

- Rural Lands are areas containing farms, forests and scattered houses, exclusively outside of the Primary Service Area (PSA), where a lower level of public service delivery exists or where utilities and urban services do not exist and are not planned for in the future. Rural Land uses are intended to help protect and enhance the viability of agricultural and forestal resources as important components of the local economy.

Community Character Corridor (CCC):

- This portion of Richmond Road is designated as a CCC and a wooded buffer type is recommended. A wooded CCC is characterized as an area having natural wooded areas along the road, with light to moderate traffic and minimal existing or planned commercial development. The objective of this buffer type is to visually screen the development from the road. Ideally, existing vegetation should be preserved or supplemented to create a wooded buffer that preserves open space and wildlife habitat to maintain the natural character of the County. Areas of the County that are appropriate for this type of treatment include areas that have existing vegetation consisting of mature trees and shrubs and that are mostly developed with residential uses. Areas of John Tyler Highway (Route 5), Centerville Road, Longhill Road,

Greensprings Road and Humelsine Parkway (Route 199) are examples of the wooded landscape type treatment. This type of treatment offers the least amount of visibility to the development, and the intent is to preserve the natural beauty of the site. The design should be informal and natural. SUP Condition No. 5 states that all landscaping shall match the landscaping described in the text on the Master Plan and the condition is proposed to ensure compliance with the adopted CCC buffer policy adopted by the Board of Supervisors.

- While this use would replace some open field area with more intense development, staff finds this proposal is substantially consistent with the Rural Lands Development Standards (pg. 179) for the following reasons:

  a. Comprehensive Plan: Locating structures and uses outside of sensitive areas.

     Staff Analysis: The place of public assembly is proposing to locate structures and uses outside sensitive areas.

  b. Comprehensive Plan: Maintaining existing topography, vegetation, trees and tree lines to the maximum extent possible, especially along roads and between uses.

     Staff Analysis: With proposed SUP Condition No. 5, the existing topography will be maintained and vegetation, trees and tree lines will be maintained, replaced where warranted or supplemented. Enhanced landscaping will also be used to screen the development from the roadway and from adjacent residential dwellings.

  c. Comprehensive Plan: Discouraging development on farmland, open fields and scenic roadside vistas.

     Staff Analysis: 8841 Richmond Road has been used as single-family residence/bed and breakfast (SUP-0009-1999). The property at 8851 Richmond Road has been used as a horse and pony farm. The proposed development would develop the open fields on the property into parking lots. Existing lawn area shown as No. 9 on the Master Plan will remain.

  d. Comprehensive Plan: Encouraging enhanced landscaping to screen developments located in open fields using a natural appearance or one that resembles traditional hedgerows and windbreaks.

     Staff Analysis: The Master Plan and Landscape Narrative show enhanced landscaping between parcels to screen parking lots from existing residential dwellings. The proposed enhanced landscaping will also screen the parking lots from the right-of-way. The CCCr Buffer will also meet the Board of Supervisors Adopted policy per the Master Plan.

  e. Comprehensive Plan: Locating new service or neighborhood access roads so that they follow existing contours and old roadway corridors whenever feasible.

     Staff Analysis: Richmond Road is a four-lane divided highway that has the capacity to serve a place of public assembly with potential improvements identified by turn lane and median improvement warrant analyses (Condition No. 7).

  f. Comprehensive Plan: Generally limiting the height of structures to an elevation below the height of surrounding mature trees and scaling buildings to complement the character of the existing community.

Staff Analysis: The proposed place of public assembly is proposing the reuse of existing agricultural structures as shown on the Master Plan. The future expansion shall meet the height limit in the district.

g. Comprehensive Plan: Minimizing the number of street and driveway intersections along the main road by providing common driveways and interconnection of developments.

Staff Analysis: Two entrances from Richmond Road will be consolidated to one with the proposed development.

h. Comprehensive Plan: Utilizing lighting only where necessary and in a manner that eliminates glare and brightness.

Staff Analysis: The proposed development would meet the lighting section of the Zoning Ordinance to limit glare and brightness of proposed lighting.

- Surrounding Comprehensive Plan designations include:

a. Rural Lands to the north, south, east and west consisting of mostly residential or undeveloped properties.

PUBLIC IMPACTS

1. Anticipated Impact on Public Facilities and Services:

a. *Streets*. SUP Condition No. 7 proposes a turn lane and median improvement warrant analysis to be completed prior to site plan approval. SUP Condition No. 8 proposes a Traffic Mitigation Plan study shall be completed within 180 days of the initial Certificate of Occupancy and submitted to the Director of Planning for review and approval.

- This project will have low traffic generation on weekday peak hours as shown in the table below.

Use (ITE Code)	*Peak AM Trip Generation (trips)*	*Peak PM Trip Generation (trips)*
Church (560)	33.07	35.73

- Sunday traffic is expected to have more trip generation at 457.6 trips.

- This section of Richmond Road operated at LOS A-C in 2010 and is projected to continue to operate at LOS C or better through 2034.

- VDOT has reviewed the application and has approved of SUP Condition Nos. 7 and 8 regarding proposed turn lane and median improvement warrant analysis.

b. *Schools/Fire/Utilities*. This area of the County is served by Fire Station 1 on Forge Road in Toano. This parcel is outside the PSA, and is served by private well and private septic system. A new septic system will be installed with this proposal to replace the existing smaller system. The Health Department will review the proposed expansion of the septic system at the site plan stage.

2. Anticipated Impact on Environmental/Cultural/Historical:

Environmental: The Stormwater and Resource Protection Division has reviewed the preliminary stormwater management approach and will continue to work with the applicant through the site plan process if approved. The Master Plan shows a new Best Management Practice at the rear of the property for stormwater

management. The 100-foot Resource Protection Area buffer remains undisturbed with this proposal.

Cultural/Historic: The subject properties are shown as moderately sensitive areas on the Comprehensive Plan's Archaeologically Sensitive Areas Map (CC-1, pg. 101). An archaeological study will need to be submitted in accordance with SUP Condition No. 3.

3. Anticipated Impact on Nearby and Surrounding Properties: No bell or external sound system is proposed with this application. Landscaping shown and described on the Master Plan (SUP Condition No. 5) mitigate visual impacts to adjacent properties. While there will be significant activity and traffic on Sundays, moderate to low activity is expected to be taking place on site for much of the week.

PROPOSED CONDITIONS

- Proposed conditions are provided in Attachment No. 2.

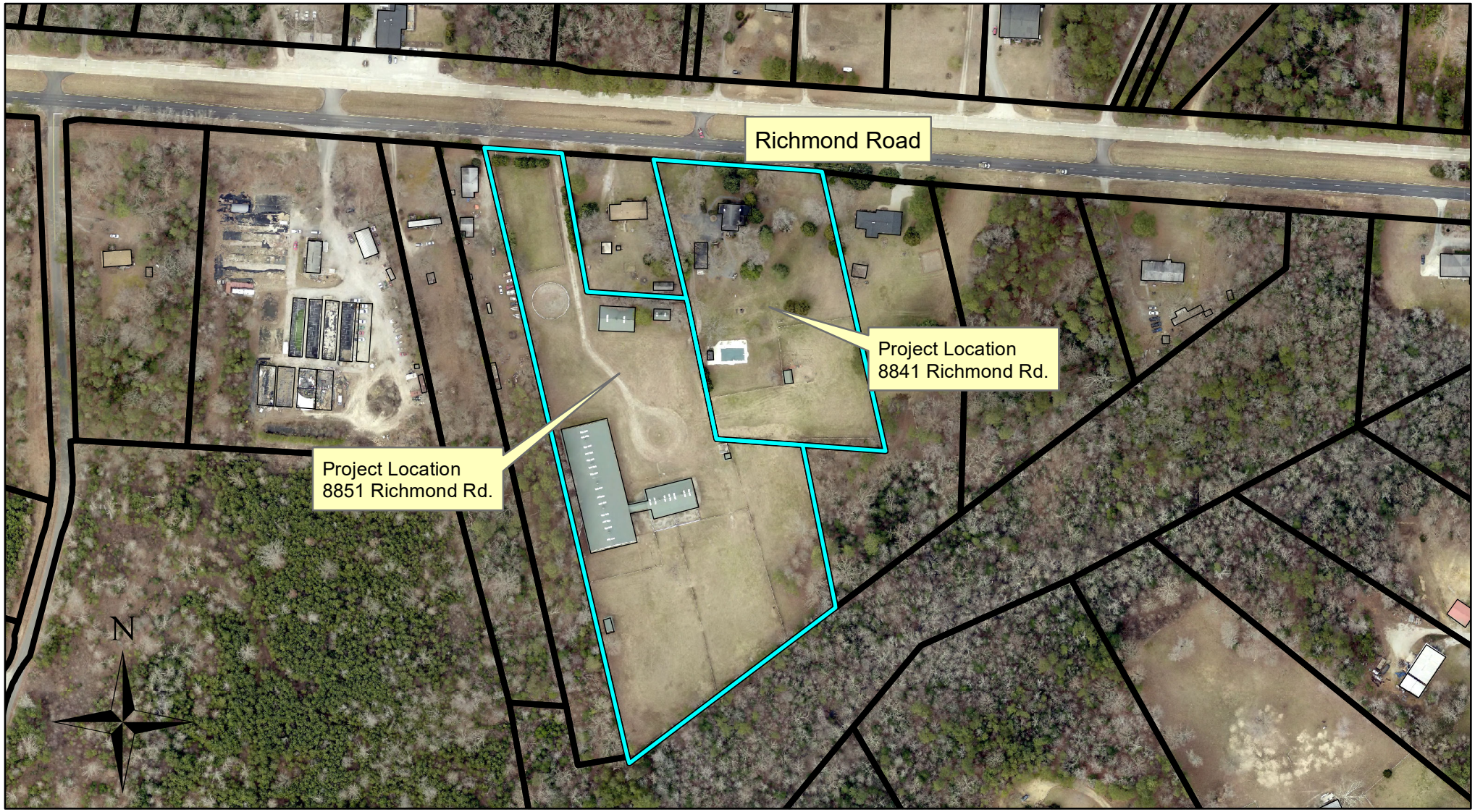
STAFF RECOMMENDATION

Approval, subject to the proposed conditions (Attachment No. 2).

AB/nb
SUP01-18LifePtCh

Attachments:
1. Location Map
2. Draft SUP Conditions
3. Master Plan
4. Public Facilities Report
5. Water and Sewer Report
6. Environmental Constraints Analysis
7. Natural Resources Inventory
8. Landscape Narrative
9. Rural Lands Narrative
10. LifePointe Church Minister Letter

JCC-SUP-0001-2018
LifePointe Christian Church



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200 100 0 200 400 600 Feet

Draft SUP Conditions

1. **Master Plan**. This SUP shall be valid for a place of public assembly (the "Project") located at 8841 and 8851 Richmond Rd., further identified as James City County Real Estate Tax Map Nos. 1110100029 and 1110100030A, respectively (the "Property"). Development of the Project on the Property shall occur generally as shown on the exhibit drawn by VHB, entitled "Master Plan LifePointe Christian Church," dated March 2018, (the "Master Plan"), with any deviations considered pursuant to Section 24-23(a)(2) of the James City County Code (the "County Code"), as amended.

2. **Architectural Elevations/Design**: Any future building expansion shown on the Master Plan shall use a design and materials that are substantially in accord with the existing structures on the Property as shown in Attachment A of the document entitled "Natural Resources Inventory" prepared by VHB and dated January 22, 2017. Such determination shall be made by the Director of Planning prior to site plan approval for the expansion.

3. **Archaeological**: A Phase I Archaeological Study for the Property, excluding the existing structures, shall be submitted to and approved by the Director of Planning prior to land disturbance approval for the Project. A treatment plan shall be submitted to and approved by the Director of Planning for all sites in the Phase I study that are recommended for a Phase II evaluation and/or identified as being eligible for inclusion on the National Register of Historic Places. If a Phase II study is undertaken, such a study shall be approved by the Director of Planning and a treatment plan for said sites shall be submitted to, and approved by, the Director of Planning 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 Director of Planning prior to preliminary approval 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.

4. **Ingress and Egress**: Only one ingress/egress point may be constructed from Richmond Road to the Property and it shall line up with the existing median opening. The intent of this condition is to limit the number of ingress/egress points along Richmond Road.

5. **Landscaping**: A landscape plan for the Property shall be submitted for review and approval by the Director of Planning with the initial plan of development for the Project and shall match the landscaping described in the text on the Master Plan. All landscaping on the plan shall be installed or bonded prior to the issuance of the initial final Certificate of Occupancy for the

Project. Any deviations shall be considered pursuant to Section 24-23(a)(2) of the County Code, as amended.

6. **Signage**: The Property shall be allowed one exterior freestanding sign. The freestanding sign shall be externally illuminated, monument style, not exceed eight (8) feet in height, and have a base of brick or other materials similar in type and color with the architecture of the Project. The Director of Planning shall approve the design of the sign prior to initial site plan approval, and prior to any subsequent sign modifications.

7. **Traffic Analysis**: Turn lane warrant analyses, as determined by the Virginia Department of Transportation (VDOT), for the entrance and median opening improvements shall be submitted to and approved by the Director of Planning and VDOT prior to final site plan approval. If the approved analysis demonstrates that improvements are warranted, such improvements shall be shown on the initial site plan and shall be installed prior to the issuance of any Certificate of Occupancy for the Project.

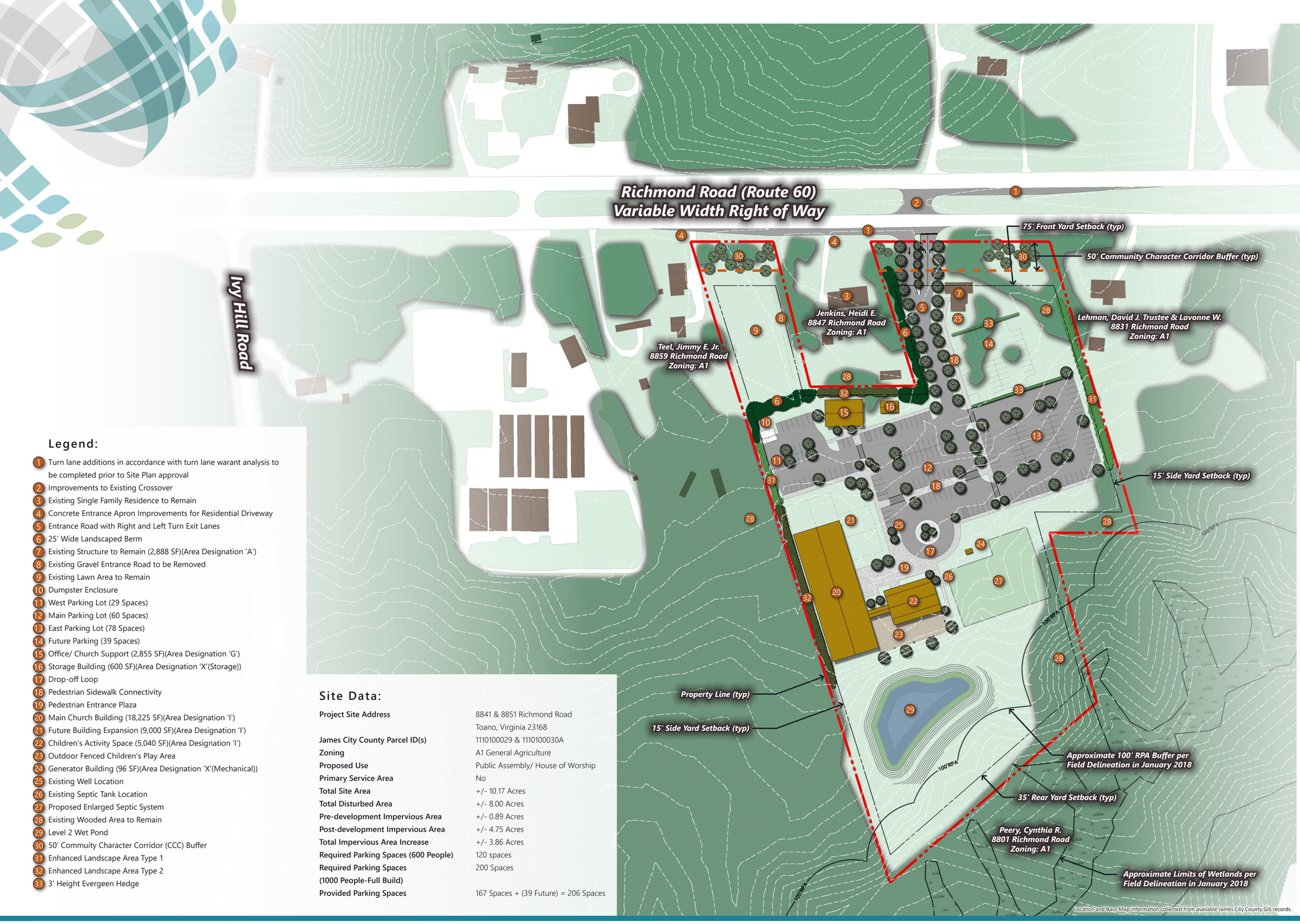
8. **Traffic Management Plan**: Within 180 days after initial issuance of a Certificate of Occupancy for the Project, a traffic management plan (the "TMP") addressing circulation and queuing of vehicles on the Property associated with peak occupancy periods for the Project shall be submitted to the Director of Planning for review and approval. The TMP shall be designed to limit the impact of traffic flows along Richmond Road and shall consist of measures such as, but not limited to, parking lot usage, signage, pavement markings or other vehicle control/directional devices and manual traffic control (police officer or similar) at the intersection of Richmond Road and the Project entrance. The approved TMP shall be implemented on the Property for peak occupancy periods for the Project. The TMP shall be evaluated for its effectiveness within 180 days after initial implementation and, based on such evaluation, be revised as necessary to maintain consistency with this condition. Thereafter, the TMP shall be reevaluated and resubmitted to the Director of Planning by January 31st of each year for review and approval for consistency with this condition. The TMP shall be reevaluated and resubmitted until it accommodates the full occupancy of the Project as determined by the Director of Planning.

9. **Screening**: Dumpsters shall be screened with a brick enclosure or other materials substantially in accordance with the existing structures on the Property as shown in Attachment A of the document entitled "Natural Resources Inventory" prepared by VHB and dated January 22, 2017.

10. **Exterior Lighting**: All new exterior light fixtures on the Property, including new building lighting, shall have recessed fixtures with no lens, bulb, or globe extending below the casing. All new light poles shall not exceed twenty (20) feet in height from finished grade unless otherwise approved by the Director of Planning. A lighting plan indicating no glare outside the boundaries of the Property shall be submitted for any new lighting. The lighting plan shall be approved by the Director of Planning or his designee prior to site plan approval. "Glare" shall be defined as more than 0.1 foot-candle at the property line or any direct view of the lighting source from the adjoining properties.

11. **Commencement of Construction**: Final site plan approval for the Project shall be obtained within 36 months from the date of approval of this SUP or this SUP shall be void. Prior to the site plan becoming invalid, a permanent Certificate of Occupancy shall be obtained for the "Main Church Building" shown on the Master Plan or the SUP shall be void.

12. **Severability**: This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.



Legend:

1. Turn lane additions in accordance with turn lane warant analysis to be completed prior to Site Plan approval
2. Improvements to Existing Crossover
3. Existing Single Family Residence to Remain
4. Concrete Entrance Apron Improvements for Residential Driveway
5. Entrance Road with Right and Left Turn Exit Lanes
6. 25' Wide Landscaped Berm
7. Existing Structure to Remain (2,888 SF)(Area Designation 'A')
8. Existing Gravel Entrance Road to be Removed
9. Existing Lawn Area to Remain
10. Dumpster Enclosure
11. West Parking Lot (29 Spaces)
12. Main Parking Lot (60 Spaces)
13. East Parking Lot (78 Spaces)
14. Future Parking (39 Spaces)
15. Office/ Church Support (2,855 SF)(Area Designation 'G')
16. Storage Building (600 SF)(Area Designation 'X'(Storage))
17. Drop-off Loop
18. Pedestrian Sidewalk Connectivity
19. Pedestrian Entrance Plaza
20. Main Church Building (18,225 SF)(Area Designation 'I')
21. Future Building Expansion (9,000 SF)(Area Designation 'I')
22. Children's Activity Space (5,040 SF)(Area Designation 'I')
23. Outdoor Fenced Children's Play Area
24. Generator Building (96 SF)(Area Designation 'X'(Mechanical))
25. Existing Well Location
26. Existing Septic Tank Location
27. Proposed Enlarged Septic System
28. Existing Wooded Area to Remain
29. Level 2 Wet Pond
30. 50' Commuity Character Corridor (CCC) Buffer
31. Enhanced Landscape Area Type 1
32. Enhanced Landscape Area Type 2
33. 3' Height Evergeen Hedge

Site Data:

Project Site Address	8841 & 8851 Richmond Road Toano, Virginia 23168
James City County Parcel ID(s)	1110100029 & 1110100030A
Zoning	A1 General Agriculture
Proposed Use	Public Assembly/ House of Worship
Primary Service Area	No
Total Site Area	+/- 10.17 Acres
Total Disturbed Area	+/- 8.00 Acres
Pre-development Impervious Area	+/- 0.89 Acres
Post-development Impervious Area	+/- 4.75 Acres
Total Impervious Area Increase	+/- 3.86 Acres
Required Parking Spaces (600 People)	120 spaces
Required Parking Spaces (1000 People-Full Build)	200 Spaces
Provided Parking Spaces	167 Spaces + (39 Future) = 206 Spaces

Landscape Buffers Summary

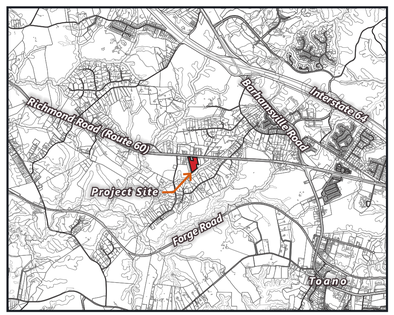
Community Character Corridor (CCC) Buffer
This wooded landscape treatment CCC buffer will retain existing mature trees and supplement the existing buffer with additional planting. The Community Character Corridor buffer will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors.

Enhanced Landscape Area Type 1
This landscape area type is designed to buffer adjacent residential uses from proposed parking areas. A 15' wide buffer with a wood split rail fence and planted with 1 large deciduous tree, 2 evergreen trees, 1 deciduous understory tree and 12 medium-sized shrubs every 100 linear feet will be provided in these areas. The mixed evergreen and deciduous buffer approach will provide an aesthetic that strengthens the existing landscape character while still providing a visual screen between residential and parking uses. The proposed split rail fence will reinforce the rural landscape character of the site.

Enhanced landscape Area Type 2
This landscape area is designed to buffer adjacent residential uses from existing and proposed buildings on site. The landscape areas will be planted with 4 deciduous understory trees and 12 large shrubs every 100 linear feet.

25' Landscaped Berm
This landscape treatment consists of a 25' wide by 3' tall earthen berm with planting in accordance with "Enhanced Landscape Area Type 1" as described in this landscape buffers summary. This type of buffer will provide maximum visual screening from the adjacent residential property at 8847 Richmond Road.

3' Height Evergreen Hedge
This evergreen hedge is designed to screen the proposed parking area from the Public Right of Way. Plants will be installed at a minimum height of 24" and will be maintained at a height of at least 3' to screen the parking lot.



LOCATION MAP

SCALE IN FEET
0' 80' 160'
N

Master Plan

March 2018

351 McLaws Circle, Suite 3 | Williamsburg, Virginia 23185
Tel: 757.220.0500 | www.VHB.com

LifePointe Christian Church

8841 & 8851 Richmond Road
Toano, Virginia 23168

LifePointe Christian Church

Toano, VA

PREPARED ON BEHALF OF

LifePointe Christian Church
c/o Mr. Phillip Murdock
P.O. Box 400
Toano, VA 23168
philm@lifepointchristian.net

PREPARED BY

351 McLaws Circle
Williamsburg, VA 23185
757.279.2864

02/16/2018

Public Facilities Report

LifePointe Christian Church currently meets at Williamsburg Christian Academy in Toano, VA. The Church has outgrown the available space and is currently considering relocating to the sites at 8841 and 8851 Richmond Road. The two sites are located outside of the James City County Primary Service Area (PSA). The Church plans to re-purpose existing agricultural buildings for Church related uses. This narrative describes the existing public facilities that serve the two sites.

Roads

The site is accessible from Richmond Road (Route 60). Richmond Road is classified as "Other Principal Arterial" by the VDOT 2014 Approved Functional Classification Map and has a posted speed limit of 55 MPH along this segment of the road. The roadway is currently a four-lane divided highway with crossovers. Preliminary comments from James City County Planning and VDOT indicate turn lanes for site access will likely need to be added to Richmond Road and a turn lane warrant analysis will need to be completed. An existing median crossover is located in front of the 8841 Richmond Road Property. The crossover will need to be improved as a part of the Right of Way improvements associated with this project.

Water & Sewer

The site is located outside of the James City County Primary Service Area. Therefore, public water and sewer services are not provided to the site. Water is provided from an existing well on the site. The existing permitted septic system and septic field is currently serving the existing buildings. More information on the existing water and sewer systems capacity can be found in the Water and Sewer Impact Report.

Schools

The site is in the school district for Stonehouse Elementary School, Toano Middle School and Warhill High School. The proposed use change for the site is for "place of public assembly". The proposed LifePointe Christian Church will not generate any additional school age children living in the district of the Church. Therefore, the proposed use change will not have any adverse effect on the school system capacity.

Fire Stations

Fire and Emergency Services are provided to the site by the James City-Bruton Volunteer Fire Department and Rescue Squad, also known as Fire Station 1. The Station, located in the heart of Toano on Forge Road, was recently re-designed and a new building was constructed with updated facilities to better serve the Toano community. The new Station was completed in Spring of 2017 and its located less than 3 miles from the subject site.

Libraries

James City County Library, also known as Williamsburg Regional Library, is located about 5 miles away from the site at 7770 Croaker Road. No additional dwelling units are proposed as a part of this project which results in no additional demand for library services.

LifePointe Christian Church

Toano, VA

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Water & Sewer Report

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Septic

The existing barn at 8851 Richmond Road and the existing house at 8841 Richmond Road are each tied to their own septic systems.

The septic system on the 8841 Richmond Road parcel will be removed as part of this project. The house that the system serves does not have a planned use at this time. The existing grinder pump will be salvaged for potential future use.

The septic system on the 8851 Richmond Road parcel was designed for an average design flow of 300 gpd. The proposed usage will result in an average design flow of 2785 gpd (see table below) and will require a new

septic field and additional septic tanks. The existing 4" sanitary lateral from the building to remain will be adequate to pass the design peak flow rate and can remain in place if desired.

The proposed wastewater flows per the 2017 version of the James City Service Authority Design & Acceptance Criteria for Water Distribution and Sanitary Sewer Systems – Table 2.1 are as follows:

Lifepointe Church Sewer Flows (1000 person)

1000 x 2.5 (gpd/unit) = 2500 gpd
2500 gpd / (6 hour duration x 60 min/hr.) = 6.95 gpm
6.95 gpm x 4 (peak factor per SCAT regulations) = 27.80 gpm

Office building Sewer Flows (2855 SF)

2855SF x 0.1(gpd/SF) = 285 gpd
285 gpd / (12 hour duration x 60 min/hr.) = 0.40 gpm
0.40 gpm x 4 (peak factor per SCAT regulations) = 1.60 gpm

The Master Plan included with this submittal shows the schematic layout of the proposed septic field. The existing septic field was designed for a flow rate of 300 gpd. An approximate septic field is shown on the Master Plan that has an area proportional to the increase in flow (approximately 9.5 times larger than the 720 sf existing field). A full design of the septic field cannot be completed without the required number of percolation tests. Should a larger area be needed, wastewater can be pumped to a new septic field in the northwest corner of the property.

Domestic Water

The existing well on 8851 Richmond Road will be reused for the future site. However, the 20 gpm capacity of the well will not be sufficient for the proposed use of the site. The options of increasing the existing pump size versus adding an additional well will be analyzed as design progresses.

The existing well on 8841 Richmond Road is located adjacent to the existing building in a well house. The well will not be disturbed as a part of this project.

Fire Suppression

The site is not fronted by any public water supply that can be used for fire suppression. The current plan for fire suppression is to install firewalls to minimize assembly areas to 10,000 square feet. If the church wishes to expand an assembly area beyond 10,000 square feet in the future, the stormwater pond could be retrofitted to provide water for fire suppression.

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Toano, VA

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Environmental Constraints Analysis

LifePointe Christian Church currently meets at Williamsburg Christian Academy in Toano, VA. The Church has outgrown the available space and is currently considering relocating to the sites at 8841 and 8851 Richmond Road. The Church plans to re-purpose existing agricultural buildings for Church related uses. This narrative describes the environmental constraints on both sites.

Hydrologic Features

There are no significant hydrologic features on the project site that will be directly impacted by the proposed development. GIS records show the adjacent property to the South contains a perennial stream and wetlands. VHB scientists conducted a field visit for stream and wetland delineation in January of 2018. The delineation proves there are several areas of wetlands that reach up towards the property line from the perennial stream. In one instance at the southeast corner of 8851 Richmond Road the wetlands appear to be located on site per James City County GIS property lines. These property lines will need to be field surveyed to verify if wetlands are in fact present on the subject property. The resultant 100' Resource Protection Area (RPA) buffer from the VHB delineated wetlands limits development on the

southern portion of the 8851 Richmond Road site. No development is proposed in this area. The National Wetlands Inventory indicates the wetlands are a Freshwater Forested Shrub Wetland. There are no confirmed wetlands on the 8841 & 8851 Richmond Road properties.

The site is located in the Diascund Creek Watershed. The Diascund Creek drains into the Chickahominy River which drains into the James River and ultimately into the Chesapeake Bay and Atlantic Ocean. The site is located outside of the 100-year and 500-year floodplain according to Flood Insurance Rate Map (FIRM) 51095C0039D revised on December 16, 2015.

Physical Features

The site is approximately 10.17 acres in size and majority of the site outside of the 100-foot RPA buffer will be disturbed as part of this project. The existing parcel is zoned A-1 (General Agriculture) in James City County. The existing surface consists of several exiting buildings, gravel roads, maintained lawn and small woodland section in the South-East section of the property that is a part of the existing 100-foot RPA buffer.

The existing soils on site are 11C, 19B, and 34B per the USDA soils map. The 11C soils are in Hydrologic Soil Group (HSG) 'D'. The 19B soils are in HSG 'A' and 34B soils are in HSG 'B'. These soils are not listed on the Soil Data Access (SDA) Hydric Soil List. Soils in group 'A' and 'B' are typically sufficient for septic leaching fields in this area.

The site elevation varies from approximately elevation 61 to 100. There are some existing steep slopes on site mainly located to the South of the existing buildings and on the South end of the property.

The existing steep slope in excess of 25% are mainly man-made and established during previous site development.

All proposed steep slopes will be treated with blanket erosion and sediment control matting.

Prohibited or Restricted Development Areas

The existing wetlands on the southern adjacent property create an RPA buffer that extends onto the southern portion of the project site. No development is proposed in this area of the site. There are some wooded areas along the perimeter of the site. No development will result in clearing of any woods within 30 feet of the property line. Some stand-alone mature trees on site will be removed for development. Several of these trees are dead or in decline already.

The required setbacks in accordance with the James City County Zoning Ordinance will be adhered to.

Existing and Proposed Changes to the Site

Existing development on site includes a large indoor riding ring and stable building for horses, a large garage for storage of farm equipment, sheds, a generator building and a farmhouse with a freestanding garage and an inground pool. The existing riding ring is accessed by a gravel road and the farmhouse has a paved driveway.

The proposed development will convert the large indoor riding ring and stables into a church building with rooms including a worship center, Sunday School classrooms, a children's church area and other church support rooms. The large garage will be converted to church offices and other church support rooms. The farmhouse will remain but the inground pool and garage will be removed. An entrance road and parking lots will be built in accordance with VDOT Standards and James City County Zoning. A drop off loop will be provided for persons with accessibility challenges. A level 2 wet pond will be installed on the southern portion of the property to mitigate stormwater runoff quality and quantity. Refer to the Master Plan for additional information and locations of all proposed improvements.

The site is bound by Richmond Road and one single family residential property to the North, single family residential properties to the East and West and a vacant residential property to the South. All adjacent properties are zoned A1 Agriculture. A 25' wide landscaped berm is proposed between the North residential property and the proposed improvements. Landscaped buffers in accordance with James City County Zoning will be provided where applicable in all other areas.

Approximately 8 acres of the site will be disturbed as part of this development. All disturbance will be on the upland, northern part of the property. The RPA buffer and steep slopes to the south will remain undisturbed.

The existing structures and driveways amount to 0.89 acres of impervious cover. The proposed development will increase the impervious cover by 3.86 acres.

A level II Wet Pond is proposed between the existing barn and the RPA buffer to handle water quality and quantity control. The increase in impervious cover would require 7.33 lbs of phosphorus per year to be removed prior to discharging stormwater offsite. The wet pond will have a phosphorus removal efficiency of 65% because the site lies in the coastal plain region of Virginia. The existing uniform slope of the site will make it

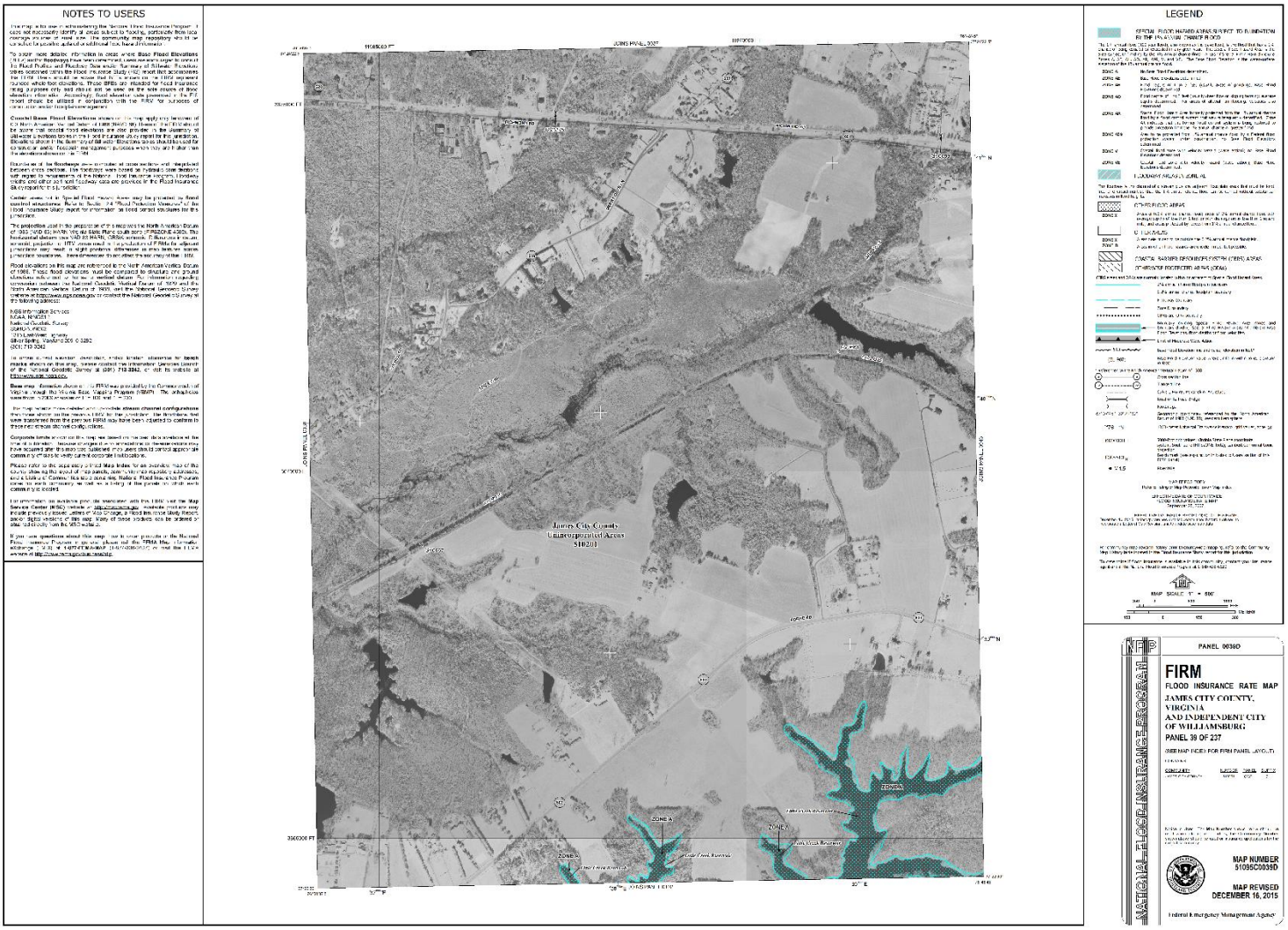
possible to drain all of the runoff from the developed site to the new BMP and achieve the pollutant load requirements.

Preliminary stormwater management design reveals that a single Level 2 Wet Pond BMP meets or exceeds applicable pollutant removal requirements. If site plan approval reveals that impervious cover increases or site conditions render the proposed BMP concept plan ineffective, a treatment train design will be considered. The goal of the stormwater management plan for the site is to provide pollutant removal required by Virginia DEQ regulations. Exceeding those standards (with, for example, an unnecessary treatment train design) will increase costs to the church congregation, adversely affect the aesthetics of the site, and require unneeded soil disturbance and site work.

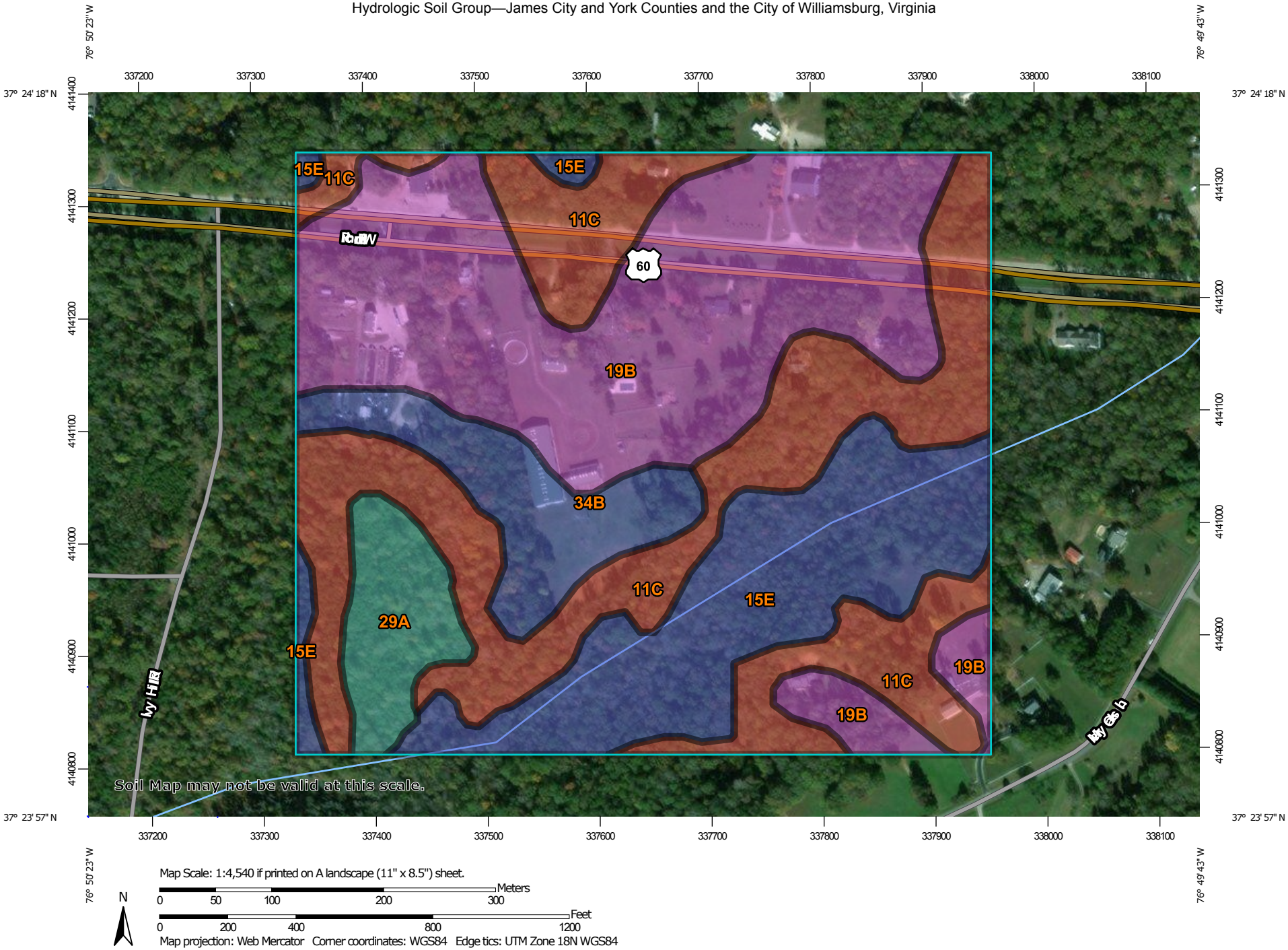
The storage volume in the Wet Pond above the normal pool elevation will be sized to attenuate peak flows for the 2-, 10-, and 100-year storm events below the existing flow rates leaving the site. The existing drainage pattern of the site will not be altered. All stormwater runoff will continue to discharge to the RPA to the south as it currently does. The proposed culvert leaving the wet pond will discharge to a level spreader. This will dechannelize the stormwater prior to discharging into the steeply sloped RPA to minimize the risk of erosion.

The site is designed to minimize adverse effects to the environment while still providing the necessary improvements for church operations. Visual impacts to adjacent properties and Richmond Road are considered and vehicular use areas have been located away from residential homes to the maximum extent feasible. Existing on and off-site resources are preserved by minimizing impacts to wooded areas and treating stormwater on site.

FEMA Floodplain Map



Soils Data (NRCS)


76° 50' 23" W
76° 49' 43" W
37° 24' 18" N
37° 23' 57" N
337200
337300
337400
337500
337600
337700
337800
337900
338000
338100
4141400
4141300
4141200
4141100
4141000
4140900
4140800
15E
11C
15E
11C
60
19B
34B
11C
15E
29A
15E
11C
19B
19B
Soil Map may not be valid at this scale.
Map Scale: 1:4,540 if printed on A landscape (11" x 8.5") sheet.
N
Meters
0 50 100 200 300
Feet
0 200 400 800 1200
Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

MAP LEGEND

Area of Interest (AOI)

- Area of Interest (AOI)

Soils

Soil Rating Polygons

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Soil Rating Lines

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Soil Rating Points

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Water Features

- Streams and Canals

Transportation

- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background

- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: James City and York Counties and the City of Williamsburg, Virginia
Survey Area Data: Version 15, Oct 11, 2017

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Mar 17, 2016—Nov 22, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
11C	Craven-Uchee complex, 6 to 10 percent slopes	D	25.9	31.4%
15E	Emporia complex, 15 to 25 percent slopes	B	15.6	18.9%
19B	Kempsville-Emporia fine sandy loams, 2 to 6 percent slopes	A	30.0	36.3%
29A	Slagle fine sandy loam, 0 to 2 percent slopes	C	4.3	5.2%
34B	Uchee loamy fine sand, 2 to 6 percent slopes	B	6.7	8.1%
Totals for Area of Interest			**82.5**	**100.0%**

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

National Wetland Inventory Data

U.S. Fish and Wildlife Service
National Wetlands Inventory

8841 & 8851 Richmond Road Wetlands



January 23, 2018

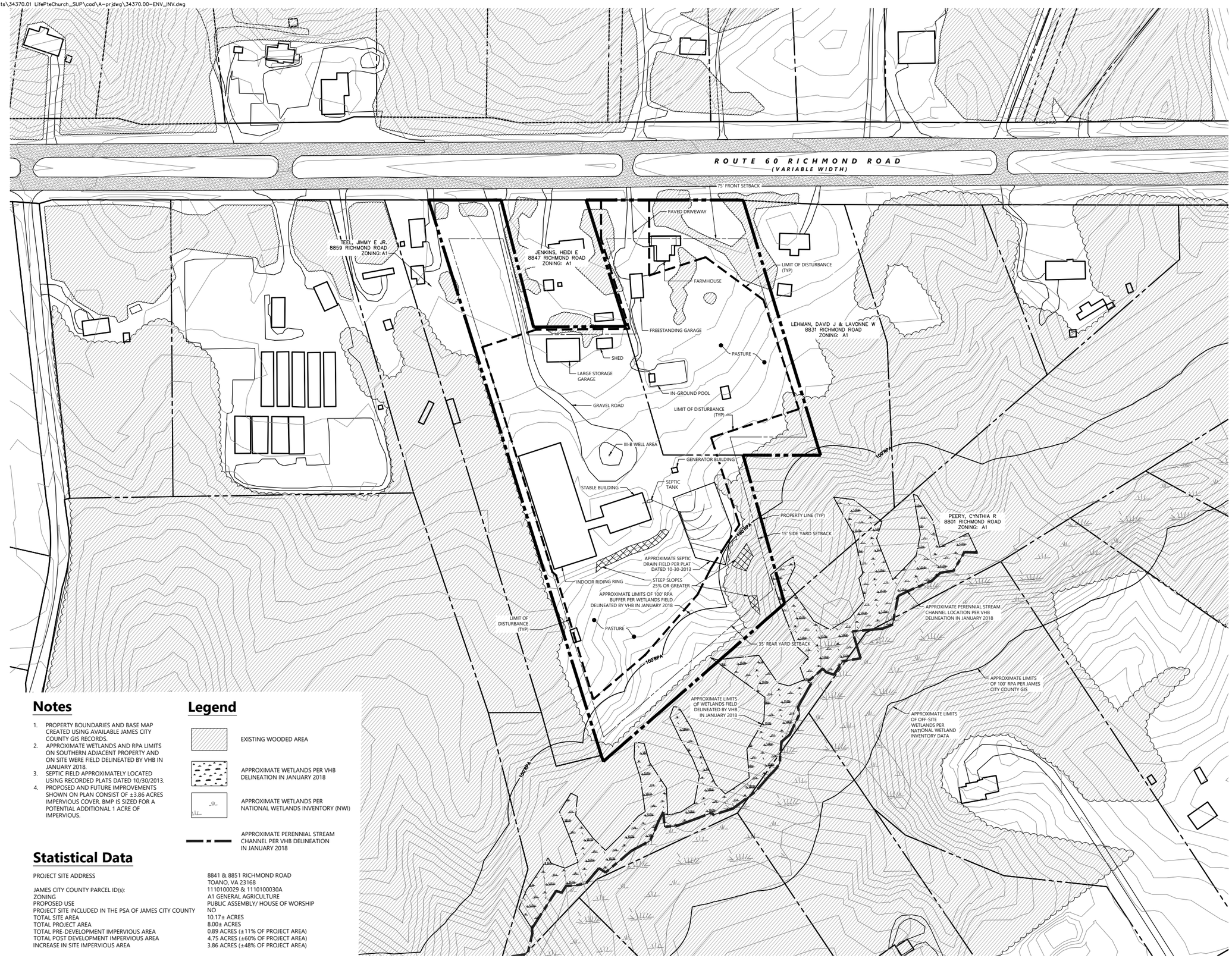
Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

National Wetlands Inventory (NWI)
This page was produced by the NWI mapper

\\VAWILDATA\projects\34370.01 LifePteChurch_SUP\cad\A-prjdwg\34370.00-ENV_INV.dwg



Notes

1. PROPERTY BOUNDARIES AND BASE MAP CREATED USING AVAILABLE JAMES CITY COUNTY GIS RECORDS.
2. APPROXIMATE WETLANDS AND RPA LIMITS ON SOUTHERN ADJACENT PROPERTY AND ON SITE WERE FIELD DELINEATED BY VHB IN JANUARY 2018.
3. SEPTIC FIELD APPROXIMATELY LOCATED USING RECORDED PLATS DATED 10/30/2013.
4. PROPOSED AND FUTURE IMPROVEMENTS SHOWN ON PLAN CONSIST OF ±3.86 ACRES IMPERVIOUS COVER. BMP IS SIZED FOR A POTENTIAL ADDITIONAL 1 ACRE OF IMPERVIOUS.

Legend

- EXISTING WOODED AREA
- APPROXIMATE WETLANDS PER VHB DELINEATION IN JANUARY 2018
- APPROXIMATE WETLANDS PER NATIONAL WETLANDS INVENTORY (NWI)
- APPROXIMATE PERENNIAL STREAM CHANNEL PER VHB DELINEATION IN JANUARY 2018

Statistical Data

PROJECT SITE ADDRESS	8841 & 8851 RICHMOND ROAD TOANO, VA 23168
JAMES CITY COUNTY PARCEL ID(s):	1110100029 & 1110100030A
ZONING	A1 GENERAL AGRICULTURE
PROPOSED USE	PUBLIC ASSEMBLY/ HOUSE OF WORSHIP
PROJECT SITE INCLUDED IN THE PSA OF JAMES CITY COUNTY	NO
TOTAL SITE AREA	10.17± ACRES
TOTAL PROJECT AREA	8.00± ACRES
TOTAL PRE-DEVELOPMENT IMPERVIOUS AREA	0.89 ACRES (±11% OF PROJECT AREA)
TOTAL POST DEVELOPMENT IMPERVIOUS AREA	4.75 ACRES (±60% OF PROJECT AREA)
INCREASE IN SITE IMPERVIOUS AREA	3.86 ACRES (±48% OF PROJECT AREA)

vhb.com
vhb
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757.220.0500

0 40 80 160 Feet

Life Pointe Christian Chruch

8841 & 8851 Richmond Road
Toano, Virginia

No.	Revision	Date	Apprvd.

Designed by | Checked by

Issued for | Date

Environmental Constraints Analysis
Not Approved for Construction — Jan. 24, 2017

Drawing Title
Environmental Constraints Analysis Map

Drawing Number
EV-1

Sheet 1 of

Project Number
34370.01

Saved Tuesday, January 23, 2018 4:31:16 PM STALLEY Plotted Tuesday, January 23, 2018 4:43:30 PM Talley, Stephen

Natural Resources Inventory

LifePointe Church

Toano, VA

PREPARED ON BEHALF OF

LifePointe Christian Church
c/o Mr. Philip Murdock
P.O. Box 400
Toano, VA 23168
philm@lifepointchristian.net

PREPARED BY

351 McLaws Circle
Williamsburg, VA 23185
757.279.2864

02/16/2018

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2.2 Onsite Analysis 3

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3.2 RTE Species and Natural Communities 4
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1

Introduction

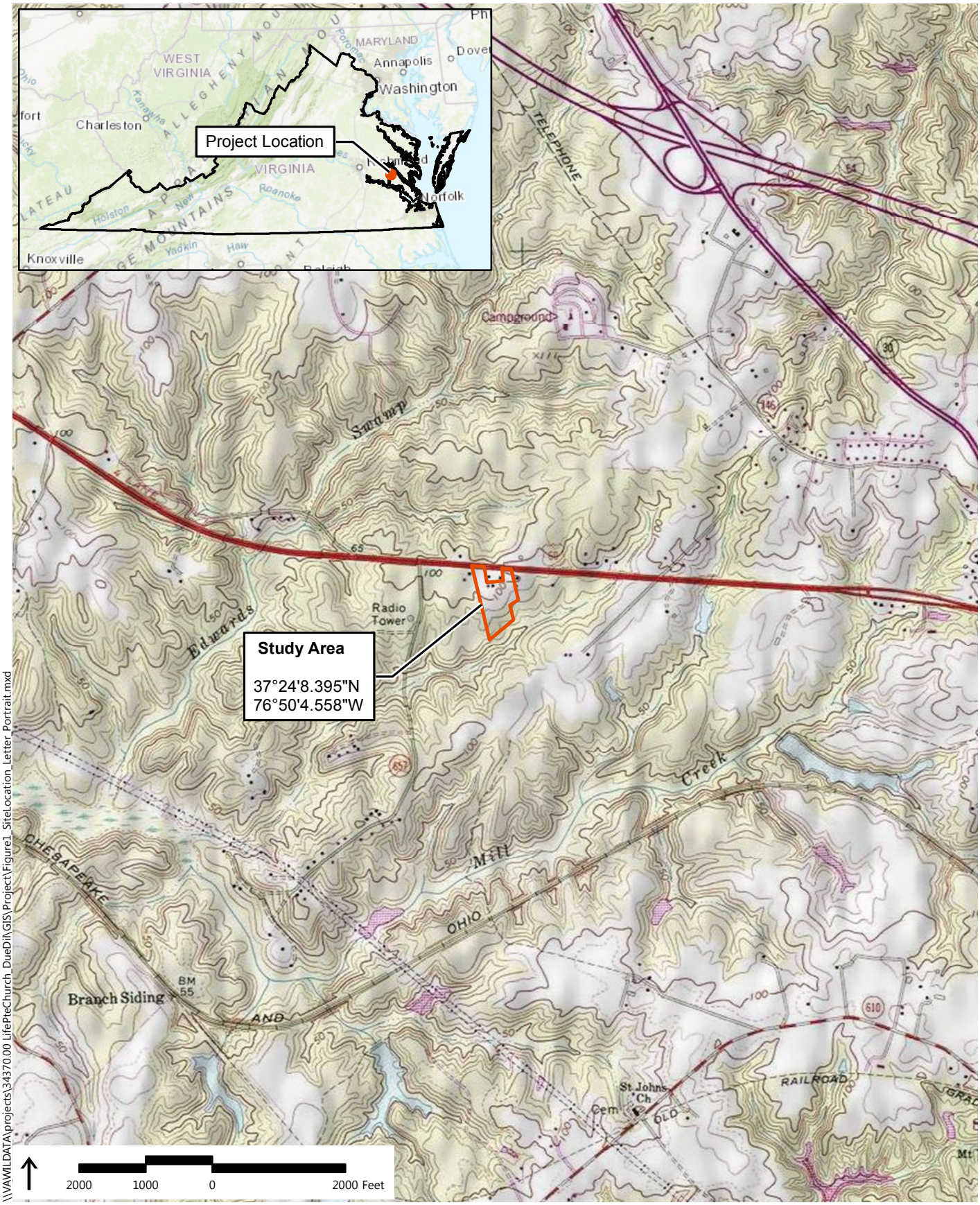
LifePointe Christian Church is submitting a request for a Special Use Permit (SUP) from James City County for Parcel ID# 1110100030A located at 8851 Richmond Rd and Parcel ID# 1110100029 located at 8841 Richmond Road for a church. The site is currently zoned A1 General Agriculture, and has existing buildings on site that will be converted into assembly and office use. The Zoning Class of the property requires a SUP be submitted to the County Planning Department for assembly uses.

The SUP requires a natural resource inventory to identify rare plants, animals, and ecosystems ranked as S1, S2, S3, G1, G2, and G3. This report provides an assessment of the properties (referred to hereafter as the study area), to include:

- An ecological description of the study area;
- Descriptions of the habitats present within the study area;
- Field photographs; and,
- An assessment of the probability of rare species and natural communities occurring on the subject property.

1.1 Study Area

The approximately 10-acre study area contains two adjacent parcels located in Toano, Virginia (Figure 1). These parcels are comprised of maintained pasture land with associated farm buildings (i.e. barns and stables), and are bordered to the north by Richmond Road. The remaining three boundaries (western, eastern, and southern) of the study area abut an undeveloped hardwood forest stand. An unnamed tributary to Mill Creek is located just outside of the study area to the south.



\\VAWILDATA\projects\34370.00 LifePteChurch_DueDil\GIS\Project\Figure1_SiteLocation_Letter Portrait.mxd

LifePointe Church
Natural Resources Inventory
8851 & 8841 Richmond Road

Toano, VA
James City County, Virginia

Study Area (9.9 Acres)

Source: USGS 7.5 minute Toano, Virginia Quadrangle

Project Location Map

2

Methods

2.1 Desktop Analysis

The online Virginia Natural Heritage Data Explorer (NHDE) (VA DCR, 2018) was accessed in order to determine whether any documented natural heritage resources (NHRs) were located within or near the study area. The NHDE was also used to generate a list of rare, threatened, and endangered (RTE) plant, animal, and natural communities for James City County. This list includes species and natural communities that have a state or federal status as well as those with global or state rankings of G1, G2, G3 or S1, S2, S3. The habitat was determined for each RTE species and natural community on the NHDE list using the Flora of Virginia (Weakley et al. 2012).

VHB scientists identified habitat types and natural communities present within the study area via a desktop analysis that used the most recent aerial imagery (April 2017) and a set of ground photographs taken by project engineers on October 4th, 2018. These habitat types were then cross-referenced with the list of RTE species for James City County and a determination was made as to the likelihood of each species and natural community being present within the study area.

2.2 Onsite Analysis

Data collected from the desktop analysis were field-verified on January 22, 2018 by VHB scientists Caitlin Cyrus and Joey Thompson, who are botanists qualified to perform rare plant surveys. Habitat types were evaluated, and a species list for each natural community was generated. Supplemental photographs of the site were also taken.

3

Results

3.1 Ecological Description of Study Area and Associated Natural Communities

The study area is composed of a single community type that can be described as maintained/disturbed early successional upland fields association with livestock husbandry. An aerial photograph illustrates the level of maintenance on the site (Figure 2) and ground photographs of the site are provided in Attachment A.

The site is composed of two types of maintained/disturbed habitat: lawn and pasture. The lawn is concentrated towards the northern end of the study area and surrounds the existing buildings on site. Here the vegetation is regularly mowed low and is dominated by traditional lawn grasses, such as fescues, Kentucky bluegrass, Bermuda grass, etc.

The pasture contains a mixture of forage grasses that are regularly maintained and those that are mowed less often (perhaps biannually). Shrubby areas are located along unmaintained fence lines and the interface of the forest and pasture. These portions of the site contain saplings of winged sumac (*Rhus copallinum*), loblolly pine (*Pinus taeda*), and persimmon (*Diospyros virginiana*) and a diversity of herbaceous species such as Virginia creeper (*Parthenocissus quinquefolia*), goldenrods (*Solidago* sp.), and purpletop (*Tridens flavus*).

3.2 RTE Species and Natural Communities

The online search revealed no NHRs are documented within the study area or within a 1-mile radius of the study area. However, results from the NHDE indicate the presence of 33 RTE species and natural communities within James City County. Table 1 summarizes the status of each of the 33 species and natural communities, their likelihood of occurring within the project area, and VHB's final biological conclusion for each.



\\VAWILDATA\projects\34370.00 LifePteChurch_DueDil\GIS\Project\Figure2_AerialLmxd exported by:smanley On 1/22/2018

Study Area (9.9 Acres)

10' Contour

1' Contour

LifePointe Church
Natural Resources Inventory
8851 & 8841 Richmond Road

Toano, VA
James City County, Virginia

Aerial Map

Sources: Contours generated by VHB from LiDAR (2010-2016 acquisition) from Virginia GIS Clearinghouse.

Table 1 Summary of status of rare, threatened, and endangered (RTE) species and natural communities that could potentially occur within the study area.

Common Name	Scientific Name	Global Ranking	Federal Status	State Ranking (Status)	Habitat Present?	Biological Conclusion
Animals						
Mabee's Salamander	*Ambystoma mabeei*	G4	LT	S1S2(LT)	No	No Effect
Atlantic Sturgeon	*Acipenser oxyrinchus*	G3	LE	S2(LE)	No	No Effect
Colonial Wading Bird Colony	N/A	G5	None	S2	No	No Effect
Natural Communities						
Coastal Plain Calcareous Seepage Swamp	N/A	G2	None	S2	No	No Effect
Coastal Plain Calcareous Ravine Forest	N/A	G2?	None	S2	No	No Effect
Northern Coastal Plain/ Piedmont Oak-Beech/ Heath Forest	N/A	G4	None	S3	No	No Effect
Coastal Plain Seasonal Pond (Swamp Tupelo-Overcup Oak Type)	N/A	G1G2	None	S1S2	No	No Effect
Tidal Freshwater Marsh (Arrow-Arum-Pickerelweed Type)	N/A	G3G4	None	S3S4	No	No Effect
Non-Riverine Wet Hardwood Forest	N/A	G2?	None	S2	No	No Effect
Coastal Plain Dry Calcareous Forest	N/A	G1	None	S1	No	No Effect
Riverine Salt Marsh (Saltmarsh Cordgrass – Saltmarsh Bulrush Type)	N/A	GNR	None	S3?	No	No Effect
Tidal Oligohaline Marsh (Big Cordgrass Type)	NA	G4	None	S4	No	No Effect

Tidal Freshwater Marsh	N/A	G4?	None	S4	No	No Effect
Plants						
Sensitive Joint-vetch	*Aeschynomene virginica*	G2	LT	S2(LT)	No	No Effect
Purple milkweed	*Asclepias purpurascens*	G5?	None	S2	No	No Effect
False Hop Sedge	*Carex lupuliformis*	G4	None	S1S2	No	No Effect
Ten-angled pipewort	*Eriocaulon decangulare* var. *decangulare*	G5T5?	None	S2	No	No Effect
Parker's pipewort	*Eriocaulon parkeri*	G3	None	S2	No	No Effect
Pink Thoroughwort	*Fleischmannia incarnata*	G5	None	S2	Marginal	No Effect
Short-leaf sneezeweed	*Helenium brevifolium*	G4	None	S2	No	No Effect
Mud plantain	*Heteranthera multiflora*	G4	None	S1	No	No Effect
Small whorled pogonia	*Isotria medeoloides*	G2	LT	S2(LE)	No	No Effect
New Jersey rush	*Juncus caesariensis*	G2G3	SOC	S2(LT)	No	No Effect
Common bog-buttons	*Lachnocaulon anceps*	G5	None	S1	No	No Effect
Narrow-leaved spatterdock	*Nuphar sagittifolia*	G5T2	SOC	S1(LT)	No	No Effect
Southern beard-tongue	*Penstemon australis*	G5	None	S1?	No	No Effect
Slender marsh pink	*Sabatia campanulata*	G5	None	S2	No	No Effect
Northern pitcher plant	*Sarracenia purpurea*	G5	None	S2	No	No Effect
Hoary skullcap	*Scutellaria incana*	G5	None	S2	Marginal	No Effect
Gaping panic grass	*Steinchisma hians*	G5	None	S1	No	No Effect
Mountain camellia	*Stewartia ovata*	G4	None	S2	No	No Effect
Virginia least trillium	*Trillium pusillum* var. *virginianum*	G3T2	SOC	S2	No	No Effect
Rough vervain	*Verbena scabra*	G5	None	S1	No	No Effect

3.2.1 RTE Animal Species

Two RTE animal species and one colony of colonial wading birds have been previously recorded within James City County. The sections below detail the habitat for each species and VHB's conclusion about their presence within the study area.

Mabee's Salamander

This species occurs within fish-free vernal ponds or ephemeral coastal plain sinkholes, with surrounding forests composed of mixed hardwoods that support a pine component. It can also be found in low areas near coastal rivers and pine savannas, such as bogs, ponds, wet woods, and swamps (VADGIF 2018). The study area does not support habitat for this species because it is composed entirely of non-forested uplands.

Atlantic Sturgeon

The Atlantic sturgeon lives within large rivers and near-shore environments, and migrates up rivers to spawn (VIMS 2018). The study area does not support habitat for this species because there are no rivers on site.

Colonial Wading Bird Colony

Colonial wading birds include species such as bitterns, herons, and egrets. These species primarily feed on aquatic species and thus require a nearby source of water (FWS 2002). Although there is a stream located outside of the study area to the south, it is not large enough to support a nesting colony of wading birds.

3.2.2 Natural Communities

The ten rare natural communities that have been previously documented in James City County have, as a physical feature, one of two characteristics: the presence of wetlands or the presence of forest stands. Since the study area occurs entirely within herbaceous uplands, neither characteristic is present. Therefore, there are no rare natural communities present within the study area.

3.2.3 Rare, Threatened, and Endangered (RTE) Plant Species

Twenty RTE plant species have been previously recorded within James City County. The sections below detail the habitat for each species and VHB's conclusion about their presence within the study area.

Sensitive Joint-Vetch

This species is located in freshwater to slightly oligohaline tidal marshes and adjacent wet ditches along the James, Chickahominy, Mattaponi, Pamunkey,

Rappahannock, and Potomac Rivers as well as their associated tributaries (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Purple Milkweed

Purple milkweed is found in clearings and openings in various types of non-tidal wetlands (floodplain forests, wet meadows, stream banks, etc.) (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

False Hop Sedge

This species is a wetland plant that occupies ponds and swamps (alluvial, non-riverine, and depression) (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Ten-angled Pipewort

The ten-angled pipewort is found in bogs, boggy clearings, fens, and wetlands along the Northwest River (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Parker's Pipewort

This species is located in mud, sand, silt, and gravel flats on intertidal river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Pink Thoroughwort

Pink thoroughwort is located in mesic to dry open forests, woodlands, and clearings (Weakley et al 2012). Marginal habitat may be present for this species along the edge of the study area where the wood line meets pasture, and within the study area along unmaintained fence lines. Habitat is suboptimal and it is unlikely that this species occurs within the study area. The site visit on January 22nd, 2018 confirmed that habitat is poor for this plant.

Short-leaf sneezeweed

This species is located in bogs, seeps, seepage swamps, and mafic fens (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Mud Plantain

Mud Plantain can be found in shallow water and mud on river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Small Whorled Pogonia

This species occurs in acidic mesic to dry-mesic forests, most often in mature mixed beech-oak forests (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of herbaceous uplands.

New Jersey Rush

New Jersey rush is located in bogs, sphagnous seeps in powerline rights-of-way, and peaty edges of beaver ponds (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Common Bog-Buttons

This species is located in bogs, open seeps, and boggy powerline clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Narrow-leaved Spatterdock

This species is located in freshwater tidal aquatic beds and mud flats (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Southern Beard-Tongue

This species can be found in sandhill woodlands, dry sandy clearings, and roadsides (Weakley et al. 2012). The study area is well-vegetated throughout and mostly mesic; therefore, it does not support habitat for this species.

Slender Marsh Pink

Slender marsh pink is located in bogs, seeps, fens, depression ponds, and wet power-line clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Northern Pitcher Plant

This species is located in thinly canopied acidic seepage swamps, streamhead pocosins, boggy depressions in pine flatwoods, sphagnous power-line seeps and other boggy clearings (Weakley et al. 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Hoary Skullcap

This species can be found in rich, well-drained floodplain forests as well as mesic and dry-mesic upland forests and clearings (Weakley et al. 2012). Due to the presence of suboptimal habitat on site, it is unlikely that this species occurs within the study area. The site visit confirmed that habitats are poor for this species.

Gaping Panic Grass

Gaping panic grass is found in floodplain forests, alluvial swamps, and wet clearings and fields (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

Mountain Camellia

This species is located in mesic to dry, mostly acidic forests, especially on river bluffs and ravine slopes among dense ericaceous shrubs (Weakley et al 2012). The study area does not support habitat for this species because it is non-forested.

Virginia Least Trillium

This species is located in mesic forests, wet flatwoods, bottomland forests, alluvial swamp hummocks, seeps, and seepage swamps in the Coastal Plain (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of non-forested uplands.

Rough Vervain

This species is located in oligohaline tidal marshes, impoundment edges, ditches, wet clearings, shell middens, eroding coastal river bluffs, and river shores (Weakley et al 2012). The study area does not support habitat for this species because it is composed entirely of uplands.

4

Conclusion

Thirty-three RTE species and natural communities are known to occur within James City County. A review of the literature, aerial photography, and site photographs indicated that marginal habitat was available for only two species along the wood line and along unmaintained fence rows. An onsite inspection confirmed habitat quality for the two species in question was determined to be poor. Therefore, it is VHB conclusion that the project should have no effect on any of the 33 identified RTE species and natural communities because it is highly unlikely that any of these resources occur within the study area.

5

References

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Virginia Departments of Game & Inland Fisheries. 2018. Mabee's salamander (*Amybstoma mabeei*). Available online at https://www.dgif.virginia.gov/wildlife/information/mabees-salamander/. Accessed January 18, 2018.

Virginia Institute of Marine Science. 2018. Atlantic Sturgeon. Available online at http://www.vims.edu/research/facilities/fishcollection/highlights/atlantic_sturgeon.php.

Weakley, Alan S., J. Christopher Ludwig, John F. Townsend, and Bland Crowder. 2012. Flora of Virginia. Fort Worth, Tex: Botanical Research Institute of Texas Press.

Attachment A
Site Photographs



Figure 1. View of entrance to property facing south away from Richmond Road.



Figure 2. Photo of circular pen taken while facing south from Richmond Road.



Figure 3. Photo of residence located within north-central portion of the study area.



Figure 4. Photo of existing barns located within the study area.



Figure 5. Photo of existing building on site taken while facing north toward Richmond Road. The circular pen is visible to the left.



Figure 6. Photo of existing buildings on site taken while facing north towards Richmond Road.



Figure 7. Photo of existing building on site taken while facing east from the approximate center of the study area.



Figure 8. Photo of maintained pasture land on east-central portion of the study area.



Figure 9. Photo of unmaintained fence line.



Figure 10. Photo of maintained pasture land on eastern portion of the site.



Figure 11. Photo of unmaintained yard.



Figure 12. Photo of large pasture land facing southeast from the stables.



Figure 13. Photo of pasture land facing southwest from barn.



Figure 14. Edge of pasture in far south-western corner of study area.



Figure 15. Photo showing pasture land taken while facing northeast from southern portion of study area.



Figure 16. Photo showing wood edge behind existing building.

Landscape Narrative

LifePointe Christian Church

Toano, VA

PREPARED ON BEHALF OF

LifePointe Christian Church
c/o Mr. Phillip Murdock
P.O. Box 400
Toano, VA 23168
philm@lifepointchristian.net

PREPARED BY

351 McLaws Circle
Williamsburg, VA 23185
757.279.2864

02/26/2018

Landscape Narrative

The existing buildings on 8841 and 8851 Richmond Road offer a distinct rural architecture and character. Site features such as wood split rail fencing, rolling pasture land and naturalized perimeters dominate the landscape. The proposed site and landscape design will incorporate these existing characteristics.

Adjacent Properties

The site is surrounded by single-family residential dwellings and has frontage on Route 60. These residential properties will be screened from view with several different types of landscape buffers and enhanced landscape areas as described in detail in the "Proposed Landscape Buffers Summary" on the Master Plan and in this report. The 8847 Richmond Road site will be heavily screened with a 25' wide by 3' tall landscaped berm. Parking lots adjacent to the residential sites on the east and west will be buffers using a combination of evergreen and deciduous plant material and a wood split rail fence. This will provide a naturalized aesthetic to the buffer and compliment the character of the site with the split rail fencing. The existing buildings on site will be buffered with understory trees and large

shrubs. Large canopy trees are not supported in close proximity to the buildings. These buffers are designed to provide a naturalized perimeter to the site and eliminate a sense of site enclosure and exclusion from the existing landscape.

Right of Way Frontage

The site in located on Route 60 (Richmond Road). This road is a corridor identified in the James City County Comprehensive Plan as a Community Character Corridor. The “wooded” landscape treatment type is applicable to this site as existing mature canopy trees front Richmond Road. The proposed supplemental landscaping will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors. The parking lot, which is set back a considerable distance from the Right of Way, will be screened with a 3’ tall evergreen hedge around the perimeter of the parking lot that faces the Right of Way. Other buffers and enhanced landscape areas required to screen residential properties will also support screening the parking areas from the Right of Way.

Proposed Landscape Buffers Summary

Community Character Corridor (CCC) Buffer

This wooded landscape treatment CCC buffer will retain existing mature trees and supplement the existing buffer with additional planting. The Community Character Corridor buffer will comply with the Board of Supervisors Adopted Policy for wooded Community Character Corridors.

Enhanced Landscape Area Type 1

This landscape area type is designed to buffer adjacent residential uses from proposed parking areas. A 15’ wide buffer with a wood split rail fence and planted with 1 large deciduous tree, 2 evergreen trees, 1 deciduous understory tree and 12 medium-sized shrubs every 100 linear feet will be provided in these areas. The mixed evergreen and deciduous buffer approach will provide an aesthetic that strengthens the existing landscape character while still providing a visual screen between residential and parking uses. The proposed split rail fence will reinforce the rural landscape character of the site.

Enhanced landscape Area Type 2

This landscape area is designed to buffer adjacent residential uses from existing and proposed buildings on site. The landscape areas will be planted with 4 deciduous understory trees and 12 large shrubs every 100 linear feet.

25’ Landscaped Berm

This landscape treatment consists of a 25’ wide by 3’ tall earthen berm with planting in accordance with “Enhanced Landscape Area Type 1” as described in this landscape buffers summary. This type of buffer will provide maximum visual screening from the adjacent residential property at 8847 Richmond Road.

3’ Height Evergreen Hedge

This evergreen hedge is designed to screen the proposed parking area from the Public Right of Way. Plants will be installed at a minimum height of 24” and will be maintained at a height of at least 3’ to screen the parking lot.

Site Photographs



Figure 1: Existing storage building adjacent to 8847 Richmond Road. This building will be re-purposed for Church Office use. Enhanced Landscape Area Type 2 will buffer this building from the residential property



Figure 2: Existing condition along Richmond Road



Figure 3: Existing rural landscape character and architecture



Figure 4: Existing split rail fence along perimeter of property



Figure 5: Existing condition between existing indoor riding ring and adjacent property. This building will be converted to the main church building. Enhanced Landscape Area Type 2 will be applied here.

LifePointe Christian Church

Toano, VA

PREPARED ON BEHALF OF

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PREPARED BY

351 McLaws Circle
Williamsburg, VA 23185
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02/20/2018

Rural Lands Report

The proposed plan to convert a single-family residential property with into a religious use is in alignment with James City County's desire to not increase the overall net number of residential units on these rural lands. Furthermore, the re-purpose of existing agricultural buildings for Church related uses and site features such as wood split rail fencing, rolling pasture land and naturalized landscape perimeters will be retained in accordance with the Rural Lands Comprehensive Plan Development Standards.

Compliance

The proposed plan provides for a single access point on Route 60, a four-lane divided highway with rural character, which follows the Rural Lands standard to minimize the number of intersections. The existing mature trees along Route 60 and other areas of the property will be retained to the maximum extent possible. The site's topography lends itself to naturally accommodate the parking and pedestrian facilities necessary for the church's activities with minimal grading.

The site located within the Diascund Creek Watershed will be developed in a sensitive manor to preserve as much natural areas as feasible and protect the existing Resource Protection Areas on the southern portion of the property and adjacent properties. The surrounding properties and right of way will be screened from view with landscape buffers and enhanced landscape areas as outlined in the "Landscape Narrative." In accordance with the Rural Lands standards, the proposed plan includes the preservation and reuse of several of the existing agricultural structures.



Figure 1: Existing Site Conditions



Figure 1: Existing condition along Richmond Road

LIFEPOINTE
christian church

January 23, 2018

To Whom It May Concern,

My name is Phillip Murdock and I am the Lead Minister at LifePointe Christian Church in Toano. I have been on staff at LifePointe since its beginning in 2006. I wanted to take this opportunity to share with you a little about our church and our plan for the property located at 8841/8851 Richmond Road in the upper James City County area.

LifePointe has been around for eleven years and is currently meeting at Williamsburg Christian Academy (101 School House Lane) where we lease space on Sunday mornings. We currently own property at 8251 Richmond Rd (30 acres) and this is where our offices are located. We have seven people on staff who work in areas such as admin, children's ministry, music, etc. Currently, LifePointe averages around 375 in Sunday morning attendance.

Our desire is to purchase 8841/8851 Richmond Road and to use it to build a campus to be used for our church. At this time, there are several pre-existing structures on the property that we would like to convert to usable space for our church operations. This would include office space, a large assembly area for worship services, children's classes for Sunday mornings and classrooms for adult small groups that could be used throughout the week. We believe that this can all be accomplished by using the existing footprint of the structures that are currently on the property. We also believe that there is adequate space for parking both now and in the future.

National statistics show that most churches who move into a new facility experience an average bump in attendance of 50% in the first 24 months. Therefore, the scope of this project is one designed to not only meet our current needs but also our needs that will arise with projected growth.

We have spent the last several months consulting with David Nice Builders, Vanasse Hangen Brustlin Inc., Greg Garrett Realty and Kaufman and Canoles Law Office to determine the viability of this project. It was during this time that we discovered the need for a SUP with James City County. That is the reason for this letter and accompanying documents.

If you have any questions for our church leadership, please feel free to reach out and contact us at any time.

Sincerely,

Phillip Murdock
Lead Minister

PO BOX 400 TOANO, VIRGINIA 23168 TEL: 757-741-1022
FAX: 757-741-1021 WWW.LIFEPOINTECHRISTIAN.NET

AGENDA ITEM NO. G.1.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Planning Commission and Board of Zoning Appeals 2017 Annual Report

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The 2017 Annual Report is attached for the Commissions review and consideration.

ATTACHMENTS:

	Description	Type
🗋	2017 PC and BZA Annual Report	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:18 AM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:18 AM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 11:24 AM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 11:25 AM

Planning Commission and Board of Zoning Appeals 2017 Annual Report



Department of Community Development
101-A Mounts Bay Road
Williamsburg, VA 23185

Planning Division
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www.jamescitycountyva.gov/404/planning

Zoning Division
757.253.6671
zoning@jamescitycountyva.gov
www.jamescitycountyva.gov/447/zoning

2017 Planning Commission Annual Report

On behalf of the James City County Planning Commission, I am pleased to present our 2017 Annual Report. In reviewing the data, it is interesting to note that 2017 population growth in James City County was essentially flat to that of 2016.

	2015	2016	2017
Agricultural and Forestal District	1	1	1
Height Waiver	2	0	4
Master Plan	2	2	2
Rezoning	5	7	3
Special Use Permit	10	12	13

Most significant, however was an action taken during the Virginia General Assembly's 2016 Legislative Session. Senate Bill 549 was signed into law and thereby changed the conditional zoning system in our Commonwealth. As a result, the County no longer accepts proffers for new residential rezoning applications or the residential component of multi-use rezoning applications. Last fall, the Planning Commission's Policy Committee began discussing whether adoption of new policies or ordinance amendments could sufficiently address the absence of residential proffers. Initial considerations will focus on street trees, archaeology, natural resources, bicycle and pedestrian accommodations and traffic impact analyses. This initiative will continue into 2018.

In other business, the Commission reviewed the County's first alternative energy project: a utility scale solar electrical generation facility on 223 acres in Norge. Also located in the Upper County, the Lightfoot Marketplace continued development by applying to add an automotive service center, gasoline fueling station and a drive-thru restaurant.

2017 was a very productive year for the James City County Planning Commission. It has been an honor to serve with my colleagues and I would like to take this opportunity to thank them and the entire staff of the Planning Division for their hard work and dedication.

Rich Krapf, 2017 Planning Commission Chair

James City County Planning Commission

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2017 PLANNING COMMISSION

Name	District	Appointment	Term Expires
Rich Krapf** (Chair)	Powhatan	1/23/2007	1/31/2018
Heath Richardson** (Vice Chair)	Stonehouse	2/25/2014	1/31/2019
Robin Bledsoe**	Jamestown	2/24/2012	1/31/2018*
Felice Pete	Jamestown	10/10/2017	1/31/2018
Jack Haldeman**	Berkeley	1/10/2017	1/31/2021
Tim O'Connor**	At-Large	8/10/2010	1/31/2021
Danny Schmidt**	Roberts	2/23/2016	1/31/2020
John Wright, III**	At-Large	1/31/2014	1/31/2018

*term ended 10/10/2017

2017 PLANNING DIVISION STAFF

Paul D. Holt, III, AICP, CNU-A, CFM, Director of Community Development and Planning**
Tammy Rosario, AICP, Principal Planner
Ellen Cook, AICP, Principal Planner
Scott Whyte, AICP, Senior Landscape Planner II
Jose Ribeiro, AICP, Senior Planner II
Savannah Pietrowski, Senior Planner
Roberta Sulouff, Planner
Alex Baruch, Planner
Lauren White, Planner
Beth Klapper, Community Development Assistant
Tori Haynes, Community Development Assistant
Tom Leininger, Community Development Assistant

2017 ZONING DIVISION STAFF

Christy Parrish, CZA, CFM, Zoning Administrator
Terry Costello, CZA, Deputy Zoning Administrator
John Rogerson, CZA, Senior Zoning Officer
Louis Pancotti, Zoning Officer

**Virginia Certified Planning Commissioner
AICP – American Institute of Certified Planners
CNU-A – Congress for the New Urbanism – Accredited
CZA – Certified Zoning Administrator
CFM – Certified Floodplain Manager

Townhomes in Liberty Crossing.



INTRODUCTION

The James City County Planning Commission (Commission) is composed of seven members, one member from each of the County's five magisterial districts (Powhatan, Roberts, Stonehouse, Jamestown, Berkeley) and two at-large members. Members are required to participate on one or two subcommittees: Development Review Committee (DRC) and the Policy Committee. The DRC reviews subdivisions and site plans for consistency with approved master plans, County zoning and subdivision ordinances, the Comprehensive Plan, and other Board-adopted policies. The Policy Committee works with staff to (1) prioritize Capital Improvements Program (CIP) requests in accordance with the Comprehensive Plan, and (2) address specific planning-related issues such as policy and ordinance revisions.

PLANNING COMMISSION RESPONSIBILITIES

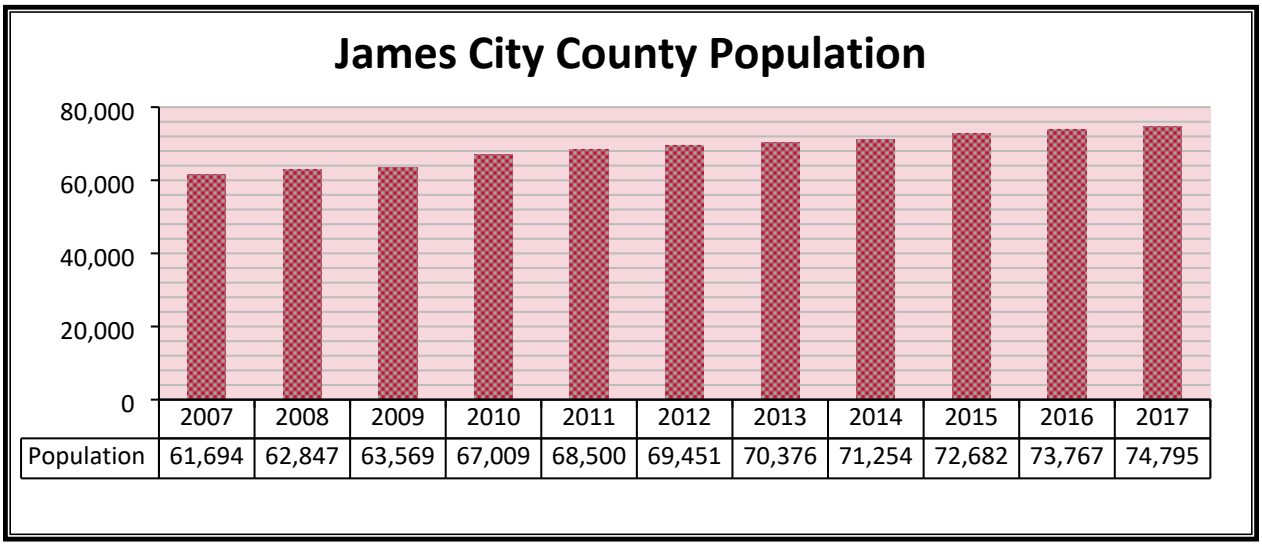
The Board appoints members to the Commission to review cases and make recommendations regarding land use, transportation, public facilities and utilities. The Commission shall, among other activities:

- Update and coordinate the implementation of the County's Comprehensive Plan;
- Review and make recommendations to the Board of Supervisors on rezoning, master plan, special use permit, subdivision and site plan applications;
- Consider and prepare policy and ordinance revisions;
- Assess the annual CIP Program; and
- Participate in community planning forums and committee studies.

2017 Planning Commission Schedule		
Regular Meetings		**Work Sessions & Special Meetings**
January 4	July 5	March 20*
February 1	August 2	May 23**
March 1	September 6	
April 5	October 4	
May 3	November 1	
June 7	December 6	

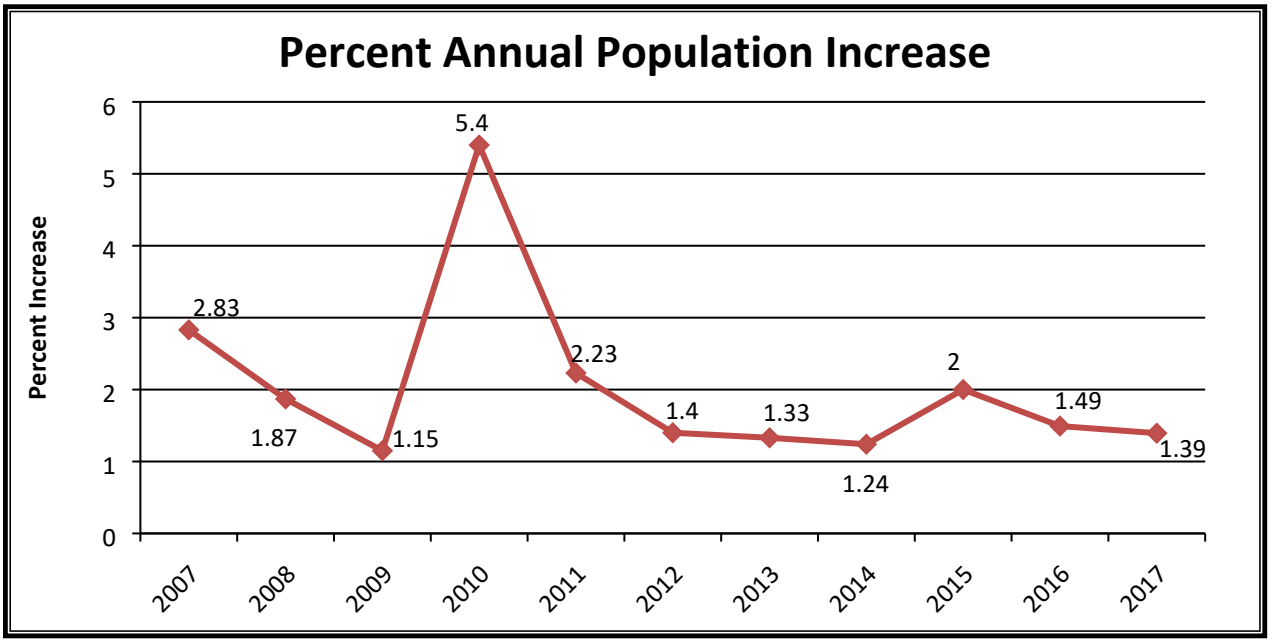
*Organizational and CIP Recommendation Meeting
**Joint Work Session with Board of Supervisors

DEVELOPMENT AND GROWTH



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Population	61,694	62,847	63,569	67,009	68,500	69,451	70,376	71,254	72,682	73,767	74,795

Source: Staff population estimates (2007-2009, 2011-2017) and United States Census Bureau (2010).
Note: Staff population estimates are as of December of the year indicated.

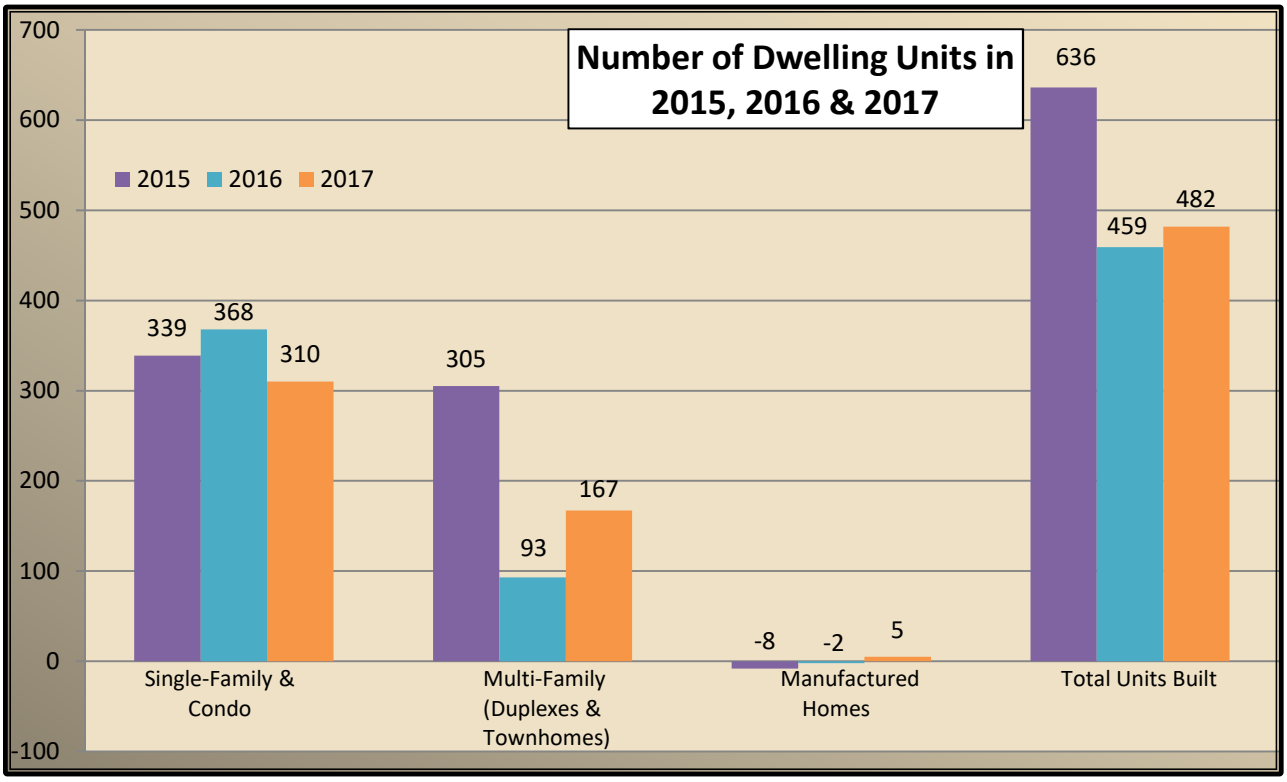


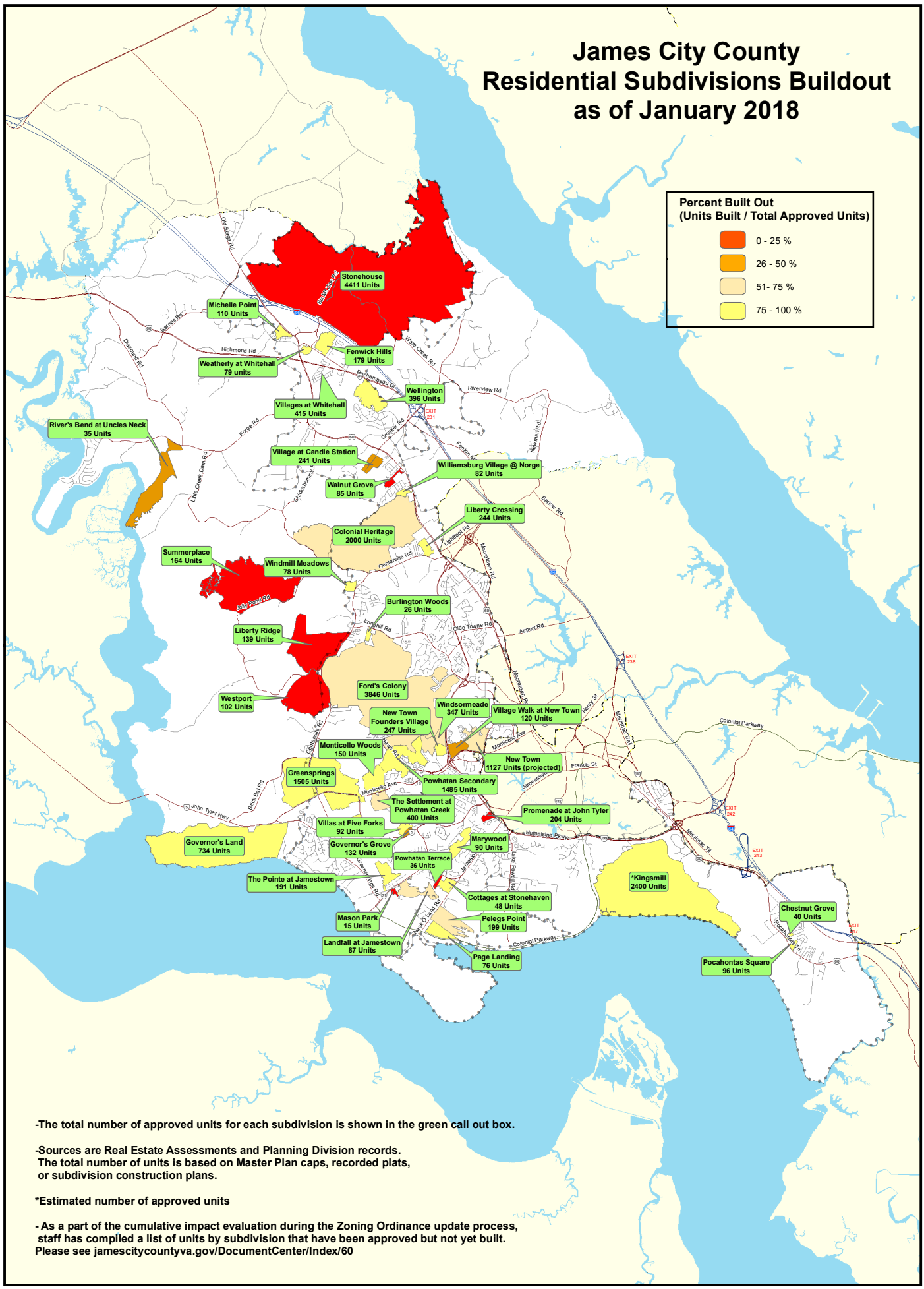
The apparent "jump" in population numbers between the years 2009 and 2010 represented in the above graphic by a sharp vertical line does not reflect real population growth; rather, the "jump" is attributed to a recalibration of the population figure based on new data from the U.S. Census Bureau released in 2010.

Number of Dwelling Units Built in 2015, 2016 & 2017					
Calendar Year	Single Family & Condo	Multi-Family (includes duplexes and townhomes)	Manufactured Homes	Total Number of Dwelling Units Added Each Year	Total Unit Count*
2015	339	305	-8	636	32,724
2016	368	93	-2	459	33,183
2017	310	167	5	482	33,665

As of 2010, the U.S. Census Bureau no longer provides a breakdown of dwelling units by housing type.

* The Total Unit Count represents the total net number of dwelling units in the County per the 2010 Census (29,797 dwelling units) plus the number of residential Certificates of Occupancy issued in 2015-2017. To better align with the date range for the Planning Commission Annual Report, data is now reported on a calendar year basis.





-The total number of approved units for each subdivision is shown in the green call out box.

-Sources are Real Estate Assessments and Planning Division records.
The total number of units is based on Master Plan caps, recorded plats,
or subdivision construction plans.

*Estimated number of approved units

- As a part of the cumulative impact evaluation during the Zoning Ordinance update process,
staff has compiled a list of units by subdivision that have been approved but not yet built.
Please see jamescitycountyva.gov/DocumentCenter/Index/60

RESIDENTIAL SUBDIVISION BUILDING DATA / CUMULATIVE IMPACT DATABASE

The Residential Subdivision Buildout Map has been updated. Staff exported and coded data for all newly created parcels from Real Estate Assessments/GIS as part of the cumulative impact evaluation. Based on this information, staff has also updated the series of reports that provide detailed information for all subdivisions within James City County. Each report is organized by subdivision alphabetically or by election district.

The following reports are described below and posted in the Development Status Report folder under Policy Guidelines and Studies:

http://jamescitycountyva.gov/DocumentCenter/Index/690

- "Development Status Report – All Data" - reports the number of vacant parcels, improved parcels, residential units and all parcel unit classifications. This report includes common areas, timeshares, public lands, commercial, etc. A summary of the data from this report is present in the table below:

Election District	Residential Unit Count	Vacant Parcels	Improved Parcels	Total Parcels
Berkeley	6,961	553	6,691	7,244
Jamestown	7,510	623	5,877	6,500
Powhatan	6,443	949	5,625	6,574
Roberts	6,996	651	5,289	5,940
Stonehouse	6,909	1,173	6,811	7,984
TOTAL	34,819	3,949	30,293	34,242

- "Residential Development Status Report – Residential Only," provides information only on residential units. This report is condensed and excludes unit classification. The unit counts do not include common areas, timeshares, public lands, commercial, etc. An updated summary of the data from this report is presented in the table below:

Election District	Residential Unit Count	Vacant Parcels	Improved Parcels	Total Parcels
Berkeley	6,368	251	5,888	6,139
Jamestown	7,062	394	5,129	5,523
Powhatan	6,243	833	5,250	6,083
Roberts	6,995	394	4,955	5,349
Stonehouse	6,907	932	6,544	7,476
TOTAL	33,575	2,804	27,766	30,570

- "Residential Development Status Report – Schools" – displays information sorted by school districts. A report is provided for (1) elementary school, (2) middle schools and (3) high schools.

Staff continues to evaluate opportunities to assess impacts of planned and approved development. Finalization and implementation schedule is dependent on County-wide efforts such as the Strategic Plan to ensure the end product of the impact analysis tool is in-line with current County goals and priorities. In addition, features within the new permitting software may also aid with tracking capabilities. Installation of this software is anticipated to be complete in spring 2018.

PLANNING COMMISSION HIGHLIGHTS AND ACTIVITIES

DEVELOPMENT REVIEW

Development review activities consist primarily of rezonings, special use permits, site plans, subdivisions and conceptual plans.

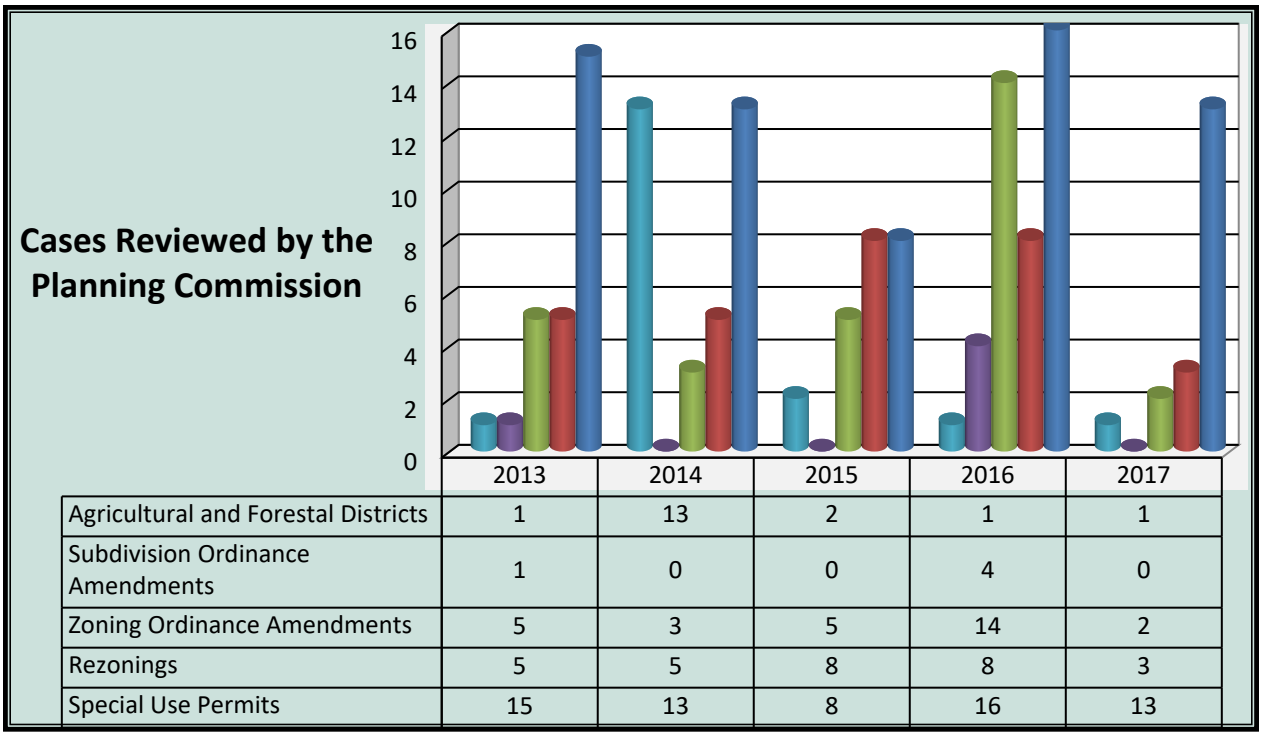
Special Use Permits: The Planning Commission reviewed 13 SUP applications including a request to redevelop a parcel on Pocahontas Trail to rebuild the existing 7-Eleven and incorporate a drive-thru restaurant; a request to allow a cluster development for affordable and workforce housing located on a parcel within the Forest Glen subdivision; a request to allow the construction of a utility scale solar electrical generation facility; a request to allow the addition of an independent living facility at Williamsburg Landing; requests to allow an automotive service center, gasoline fueling station and drive-thru restaurant at Lightfoot Marketplace; and a request for a child care center to allow The Kensington School to expand its operations.

Rezonings: Three rezoning applications were considered by the Commission including a request to rezone 43.7 acres from R-8, Rural Residential to R-5, Multi-family Residential to allow the development of an independent living facility at Williamsburg Landing; a request to rezone 45.9 acres from A-1, General Agricultural to R-4 Residential Planned Community to allow the development of The Parke at Westport; and a request to amend the proffers for Powhatan Terrace to allow the rental of units.

Master Plan: The Commission considered two applications including a request to amend the master plan for Williamsburg Landing to allow the addition of an independent living facility; and a request to amend the master plan for Ford's Colony to incorporate the proposed development of The Parke at Westport.

Residential Units Legislatively Approved in 2017: One single-family residence was approved with SUP-0004-2017, McClure Family Subdivision; up to 44 single-family residences were approved with SUP-0026-2016, Forest Glen Section 5; and up to 135 independent living units were approved with SUP-0001-2017, Williamsburg Landing, Marclay Road.

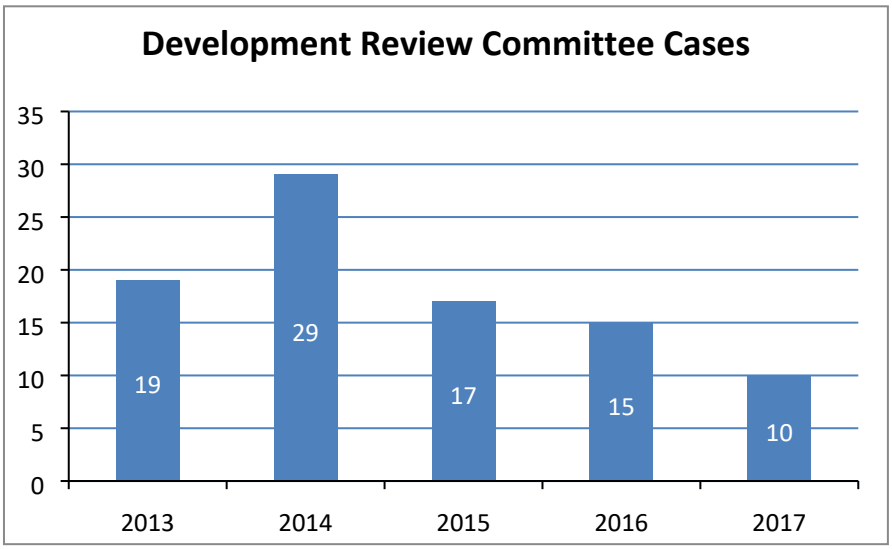
Agricultural and Forestal Districts (AFDs): The Commission reviewed one application for the addition of 1.48 acres to the Croaker AFD.



	2013	2014	2015	2016	2017
Agricultural and Forestal Districts	1	13	2	1	1
Subdivision Ordinance Amendments	1	0	0	4	0
Zoning Ordinance Amendments	5	3	5	14	2
Rezonings	5	5	8	8	3
Special Use Permits	15	13	8	16	13

DEVELOPMENT REVIEW COMMITTEE (DRC)

The DRC reviewed 10 cases. These included SP-0091-2016, 4501 Noland Blvd. AutoZone; SP-0043-2016/S-0020-2016, New Town Section 8 Parcel D Subdivision Exception Request; SP-0047-2017, Colonial Heritage Model Home Rentals; C-0058-2017, Norge Food Lion Store Enclosed Dumpsters Addition; and SUP-0005/0006/0007/0008-2017, Lightfoot Marketplace Special Use Permit Amendment. In addition, the following cases were reviewed by the DRC to receive feedback prior to submitting a rezoning or SUP application: Z-0001-2017, SUP-0001-2017, MP-0001-2017 Williamsburg Landing, Marclay Road; C-0014-2017, 6515 Richmond Road Lidl Grocery Store; Case No. C-0029-2017. Parke at Westport; C-0052-2017. S. Wallace Edwards and Sons, Inc.; and C-0072-2017, Oakland Farm.



POLICY COMMITTEE

Policy Committee review functions include reviewing the Capital Improvements Plan as well as reviewing any changes to the Zoning Ordinance or Commission Bylaws. In 2017, the Committee also reviewed potential changes to the Zoning Ordinance including amendments to the floodplain regulations for accessory structures; amendments to allow short-term rental of residential properties; amendments to address formerly proffered policies and impact mitigation items including the Streetscape Policy, Bicycle and Pedestrian Accommodations and Transportation Impact Analysis, Archaeological Policy and Natural Resource Policy; and amendments to R-8, Rural Residential and Cluster Overlay Districts to address the provision of age-restricted housing, independent living facilities and specially permitted density bonuses. The Committee also reviewed amendments to the Planning Commission Bylaws as they pertain to outside meetings with applicants.

Planning Commission Actions

Special Use Permits

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
SUP-0016-2016	Pocahontas Trail 7-Eleven Redevelopment and Drive-Thru Restaurant	7327, 7337, 7341 Pocahontas Trail and 3000 Battery Boulevard	4.0	Redevelopment of the existing 7-Eleven on a larger parcel resulting from a boundary line adjustment. A drive-thru restaurant will occupy the remainder.	Approval	Approval	Approval
SUP-0026-2016	Forest Glen Section 5	310 Walker Drive	14.97	A request for a Special Use Permit to allow the construction of a cluster development for affordable and workforce housing located on a parcel within the Forest Glen subdivision.	Approval	Approval	Approval
SUP-0027-2016	Top Notch Tree Service SUP Extension	4680 Fenton Mill Road	3.01	A request to extend the existing Special Use Permit for eight months to 12 months.	Approval	Approval	Approval
SUP-0028-2016	Norge Solar Farm	320, 339, 341, 345 Farmville Lane	223.0	A request for a Special Use Permit to construct a utility-scale solar electrical generation facility on 223 acres.	Approval	Approval	Approval
SUP-0001-2017	Williamsburg Landing, Marclay Road SUP	20 Marclay Road	43.7	A request for a Special Use Permit for an independent living facility. A request to rezone a portion of 20 Marclay Road from R-8 to R-5 (Z-0001-2017), a request for a Master Plan Amendment (MP-0001-2017), and a request for a Height Waiver (HW-0001-2017) also submitted.	Denial	Approval	Approval

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
SUP-0005-2017	Lightfoot Marketplace SUP Amendment	6401 Richmond Road	18.86	A request to amend the Special Use Permit (SUP-0014-2013) to allow automobile and gasoline service stations and drive-thru restaurant.	Approval	Approval	Approval
SUP-0006-2017	Lightfoot Marketplace Gasoline Station	6401 Richmond Road	18.86	A request for a Special Use Permit to allow the construction of 240-square-foot gasoline fueling station with canopy.	Approval	Approval	Approval
SUP-0007-2017	Lightfoot Marketplace Automotive Service Center	6401 Richmond Road	18.86	A request for a Special Use Permit to allow the construction of a 1674 square-foot automotive service center.	Approval	Approval	Approval
SUP-0008-2017	Lightfoot Marketplace Drive-Thru Restaurant	6401 Richmond Road	18.86	A request for a Special Use Permit to allow the construction of a 9,000-square-foot restaurant with drive-thru.	Approval	Approval	Approval
SUP-0009-2017	3601 La Grange Parkway Expansion	3601 LaGrange Parkway	11.7	Proposed building addition for the manufacture of food and food products.	Approval	Approval	Approval
SUP-0010-2017	The Kensington School, 8231 Richmond Road	8231 Richmond Road	2.11	A request for a Special Use Permit to allow a child care center.	Approval	Approval	Withdrawn Prior to BOS Action
SUP-0011-2017	3001 Ironbound Tourist Home	3001 Ironbound Road	0.5	A request for a Special Use Permit to allow the property to be used as a short-term vacation rental home.	Approval	Approval	Approval
SUP-0013-2017	The Kensington School, 8340 Richmond Road	8340 Richmond Road	11.53	A request for a Special Use Permit to allow a child care center.	Approval	Approval	Approval

Please note that some cases were omitted from this list as they had no Planning Commission action in 2017:

- SUP-0002-2017, Williamsburg Unitarian Universalists Commercial Kitchen
- SUP-0003-2017, Lidl Grocery Store

- SUP-0004-2017, McClure Family Subdivision (BOS Action Only)
- SUP-0012-2017, Wendy's - Toano
- SUP-0014-2017, Yard Works SUP Amendment
- SUP-0015-2017, Jamestown High School Modular Trailer Units

REZONINGS

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
Z-0001-2017	Williamsburg Landing, Marclay Road Rezoning	20 Marclay Road	43.7	A request to rezone a portion of 20 Marclay Road from R-8 to R-5. A request for a Special Use Permit for an independent living facility (SUP-0001-2017), a request for a Master Plan Amendment (MP-0001-2017), and a request for a Height Waiver (HW-0001-2017) have also been submitted.	Denial	Approval	Approval
Z-0002-2017	Ford's Colony Section 35, Parke at Westport	3400 and 3401 Westport	45. 9	A request to rezone Ford's Colony Section 35 from A-1 to R-4 for development of Parke at Westport. A request for a Master Plan (MP-0002-2017).	Approval	Approval	Denial
Z-0004-2017	Powhatan Terrace Proffer Amendment	1676 Jamestown Road	10.43	A Proffer amendment request to allow rental of units, in addition to sale of units.	Approval	Approval	Approval

Please note that some cases were omitted from this list as they had no legislative actions in 2017:

- Z-0003-2017, Oakland Pointe

MASTER PLANS

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
MP-0001-2017	Williamsburg Landing, Marclay Road MP	20 Marclay Road	43.7	Request to rezone portion of 4820100012 from R-8 to R-5 and affiliated master plan review.	Denial	Approval	Approval
MP-0002-2017	Ford's Colony Section 35, Parke at Westport	3400 and 3401 Westport	45.09	Master plan amendment with rezoning of Ford's Colony Section 35 from A-1 to R-4 for development of Parke at Westport.	Approval	Approval	Denial

AGRICULTURAL AND FORESTAL DISTRICTS

Case Number	Name of Project	Acres	Case Description	Staff	PC	BOS
AFD-02-86-1-2017	9730 Sycamore Landing Road, Croaker AFD Addition	48.49	A request add 48.49 acres of the property to the AFD.	Approval	Approval	Approval

Please note that some cases were omitted from this list as they had no legislative actions in 2017:

- AFD-04-86-1-2017, Pates Neck AFD 2018 Renewal

Zoning Ordinance Amendments

Case Number	Case Name	Case Description	PC	BOS
Z0-0001-2017	Article VI, Division 3 – Floodplain Area Regulations	To incorporate construction regulations of small accessory structures in the special flood hazard areas and other changes necessary to achieve compliance with the National Flood Insurance Program regulations.	Approval	Approval
ZO-0002-2017	Zoning Ordinance Revisions to Permit Short-Term Residential Rentals	Policies and ordinance amendments to address the emerging topic of short-term residential rentals.	Approval	Denial

Please note that some cases were omitted from this list as they had no legislative actions in 2017:

- ZO-0003-2017, Zoning Ordinance Amendments for streetscapes

Subdivision Ordinance Amendments

Please note that some cases were omitted from this list as they had no legislative actions in 2017:

- SO-0001-2017, Zoning Ordinance Amendments for streetscapes

MAJOR INITIATIVES

ORDINANCE UPDATES AND PROCESS REVISIONS

Throughout 2017, the Planning Division and Planning Commission worked on a variety of ordinance updates and process improvements. These items were designed help the division improve the development process by increasing the level of predictability and flexibility in our policies and ordinances, and also to enhance customer service and provide additional tools. Some items were completed at a staff level, while others went through multiple stages of research, public input, refinement and review with the Policy Committee. Ordinance updates were highlighted in the previous table; additional Items that were completed are noted below:

- Planning staff developed a draft application and checklist to assist staff in processing site plans for modifications to eligible communications facilities. The application and checklist will help applicants and planners more readily identify eligible facilities per the Spectrum Act and related Zoning Ordinance amendments. They also allow staff to more easily track associated review timelines.
- Planning staff worked with Building Safety and Permits to streamline agency reviews of Change of Use applications.
- Planning staff and the Policy Committee discussed potential amendments to address formerly proffered policies and impact mitigation items for street trees, archaeology, natural resources, bicycle and pedestrian accommodations and traffic impact analyses.
- Community Development staff made progress on implementation of Tyler Technologies' Land Development and Asset Management Software to provide and support interactive service and allow online transactions, among other benefits. In particular, staff worked to integrate all of the existing databases into the Tyler system to create a better customer experience and to enhance communications between divisions.

POCAHONTAS TRAIL CORRIDOR STUDY

In August 2017, James City County, the Virginia Department of Transportation (VDOT) and RK&K began the first phase of the Pocahontas Trail Corridor Study. The purpose of the study is to examine the Pocahontas Trail corridor between Fire Station 2 and James River Elementary School and engage the community in identifying key transportation needs and a vision for the future of the corridor. The study will identify feasible transportation improvements for all users, including motorists, transit users, pedestrians and bicyclists. The recommended improvements will match the surrounding character of the Pocahontas Trail corridor and address the community's needs while also enhancing the quality of life for area residents and users of the corridor. Using the collected information and public input, the Study Team will develop concept sketches and cost estimates and recommend strategies to prioritize improvements along the corridor.

During the early fall, RK&K collected data and reviewed the characteristics of the corridor in terms of its traffic operations/congestion, safety, connectivity/access, multi-modal elements and land use/development. RK&K subsequently worked with the County and VDOT to present this information to two committees: a technical committee comprised of various agency stakeholders and a steering committee comprised of neighborhood, church and business representatives along the corridor. These committees provided feedback on the technical analysis and shared their perspectives on their vision for the corridor.

Following the technical analysis and work with the committees, staff and the consultant solicited broader public input on the existing conditions and desired improvements. The efforts included a public workshop held November 16 at the Abram Frink Community Center as well as small group sessions at James River Elementary School and Colonial Manor. The public was also invited to follow the process and provide input via the corridor study website (http://www.jamescitycountyva.gov/PocTrailStudy). All input has been and will continue to be used to help develop and assess options for improving the corridor as the study moves through the second and third phases in 2018.

TRANSPORTATION IMPROVEMENTS

Staff aggressively pursued funding and worked toward construction of transportation improvements identified in the Comprehensive Plan adopted in 2015, *Toward 2035: Leading the Way*. Progress made on key projects included the following:

- Completion of Neighbors Drive reconstruction
- Progress on construction of I-64 Widening – Segment 1
- Start of preliminary engineering (PE) for Longhill Road widening – Phase 1
- Start of PE for Olde Towne Road/Longhill Road intersection improvements
- Start of PE and advertisement of Route 199/Brookwood Drive intersection improvements
- Start of PE for Centerville Road/News Road intersection improvements
- Full funding and start of PE for Skiffes Creek Connector
- Full funding for Croaker Road widening

COMPREHENSIVE PLAN - *TOWARD 2035: LEADING THE WAY*

Following the adoption of the County's Comprehensive Plan in June 2015, Planning staff began work on two fronts: finalizing and publishing the plan and also implementing its goals, strategies and actions (GSAs). On the first front, staff posted the adopted text and errata items to the County's website for immediate use by the public, and then collaborated with the County's Graphics, Web Interaction Design, and Publications Management staff to format the document for official publication in 2016. On March 14, 2017, the Board of Supervisors approved land use application LU-0002-2014, 8491 Richmond Road (Taylor Property), which the Board of Supervisors had postponed pending the James City Service Authority's negotiations with the Department of Environmental Quality regarding the renewal of the groundwater withdrawal permit. Since then, staff has worked to revise the relevant Comprehensive Plan pages and land use map.

On the second front, County staff and partner agencies made strides in implementing the Comprehensive Plan. Progress made on many items are noted below. In addition, Planning staff took an active role in the development of the County's Strategic Plan to provide strong linkage between the Comprehensive Plan and County's 20-year work plan.

GOALS, STRATEGIES AND ACTIONS ANNUAL REVIEW

Most sections of the Comprehensive Plan include goals, strategies, and actions (GSAs), which collectively provide a mechanism for turning the written guidance of the Comprehensive Plan into tangible steps that can affect positive change, either through action or by identification of areas where additional resources are needed. The Planning Commission Annual Report provides an update on the progress that has been made in implementing the GSAs.



Citizens helped guide the priorities of the Strategic Plan by participating in open houses and online surveys.

Specifically, the report lists tasks have been undertaken toward completion of actions previously identified as high priority. The Board of Supervisors will officially prioritize projects, based on available funding and resources, through the annual budget and Strategic Plan processes.

Note: The following list focuses on completed high priority actions, as previously referenced in the 2009 Comprehensive Plan Implementation Schedule. The list does not include actions slated for future years.

Tasks with a 0-5 year timeframe	
Action	*Task Completed*
ED	**ECONOMIC DEVELOPMENT**
ED 1.4. Encourage private/public partnerships or similar initiatives to ensure the development and attraction of quality and innovative business ventures.	In 2017, new leadership in the County's Office of Economic Development identified priorities for potential private/public partnerships and initiatives. This process is ongoing.
ED 2.3. Promote tourism and associated industries as a year-round industry.	During 2017, there were 761 events and activities featured on the weekly "Top Things to Do" lists. Approximately 350 posts were posted to Facebook and Twitter. Instagram posts loaded totals 300. The blog feature on the tourism website had 66 posts published. The Tourism Event Coordinator continues to partner with the Virginia Tourism Corporation to promote James City County businesses including Billsburg Brewery, which received national press for receiving a Virginia Tourism Growth Fund grant in the amount of $100,000 in Sept. 2017. The Williamsburg Winery's biannual Uncorked & Unplugged Holiday Edition was sold out after being promoted on the Virginia.org blog. The growth of the craft beverage industry in 2017 was tremendous in James City County, helping to promote the County as a year-round place to visit.
ED 2.4. Analyze the opportunities for development and expansion of healthcare business, medical research sector jobs and related services.	In 2017, the target industry study identified food & beverage, manufacturing-advanced materials & components, and professional & technical services as the best opportunities for industry and business recruitment to James City County. Healthcare and medical related industries were ultimately determined not to be an effective target industry due to the County's small size and distance from a research hospital. Recruitment efforts are ongoing.
ENV	**ENVIRONMENT**
ENV 1.9. Develop Total Maximum Daily Load (TMDL) Program Action Plans to address water quality impairments within James City County and the Chesapeake Bay, including proposed actions and implementation schedule. Begin implementation in accordance with the approved action plans.	The County received approval of the Powhatan, Mill and Skiffes Creeks TMDL Action Plan for bacteria on May 9, 2017.

ENV 1.14.2. Provide assistance as funding permits to identify failing neighborhood stormwater and drainage facilities and to implement repairs on a prioritized basis.	In 2017, the Stormwater and Resource Protection Division provided $258,000 in matching grants through the Clean Water Heritage Program to homeowners associations (HOAs) for maintenance of stormwater management facilities. Technical assistance to owners as part of grant program was also provided.
ENV 1.20. Utilizing approved watershed management plans, developed hydraulic studies, and assessments of riverine and coastal flooding, begin to develop a County-wide stormwater master plan to establish measurable goals and comprehensively address both the water quality and flooding issues resulting from stormwater.	The Stormwater and Resource Protection Division continued in 2017, to review, track, and monitor published information on regional and local effects of sea level rise and recurrent flooding from reputable sources such as the state, the Hampton Roads Planning District Commission (HRPDC), Old Dominion University (ODU), and the College of William & Mary/Virginia Institute of Marine Science (VIMS).
H	**HOUSING**
H 2.1. Support with technical assistance, referrals and funding when possible, the efforts of private and nonprofit entities to improve the condition of the County's housing stock.	The James City County Housing Unit partnered with Housing Partnerships, Inc. (HPI) to provide accessibility improvements for low income, elderly/disabled citizens participating in the Home Energy Loss Prevention (HELP) and Emergency Home Repair programs and provided $60,000 to HPI to address accessibility/deteriorated housing conditions. Housing staff participated in the HPI Core Group meetings. Planning and Neighborhood Development worked with Habitat for Humanity to resolve issues to subdivide lots and begin construction of homes on Howard Drive and Moses Lane.
H 2.2. Ensure that all housing in the County meets HUD's Housing Quality Standards.	The James City County Housing Unit inspected 342 homes in 2017: 319 Housing Choice Voucher (HCV), 4 HELP, 19 Rural Homeownership Rehab. The Housing Unit rehabilitated 3 homes with Department of Energy/Revolving Loan funds as part of HELP program.
H 2.4. Continue to support, through marketing, partnering, or other means, programs that provide emergency home repair; preventive maintenance; and counseling in home finance, rental assistance, budgeting and sanitary health conditions.	In 2017, the Housing Unit provided Virginia Housing Development Authority (VHDA) homebuyer education to 29 first-time homebuyers, provided group financial education to 28 households, counseled 33 homeless or precariously housed households, and partnered with HPI (via funding, technical assistance, referrals) to provide emergency home repairs to low-income households.

H 2.5. Continue to support, through marketing, partnering, or other means, private nonprofit groups such as Housing Partnerships, Inc., Habitat for Humanity, and the Community Action Agency.	In 2017, the Neighborhood Development Division contracted with HPI to sell 4 lots in Forest Heights at minimum price for construction of affordable homes. The Housing Unit will assist in qualifying and educating James City County households to purchase the HPI houses.
H 2.6. Continue to promote the deferred payment policy of the James City Service Authority as a means to promote utility connections to existing homes in areas with health, safety, and general welfare concerns.	Throughout 2017, the Housing Unit staff worked in coordination with JCSA to provide assistance to prequalifying homeowners interested in deferred payment for utility connections.
H 2.9. Continue efforts to attract funds from Federal and State sources for housing and neighborhood rehabilitation.	In June 2017, the Housing and Neighborhood Development staff received a $350,000 grant from the Virginia Department of Housing and Community Development (DHCD) which will allow the County to rehabilitate 10 or more homes.
H 3.1. Target publicly funded or publicly sponsored housing programs toward County residents and persons employed in the County.	The Housing and Neighborhood Development staff sold 5 homes in Ironbound to County residents and/or workforce in 2017. Building permit fees are waived when requested for construction funded through a program administered by the Housing Unit, pursuant to Section 4-10 of the building regulations.
H 3.3. Continue to ensure that housing units constructed or rehabilitated with public funds remain affordable to families with low to moderate incomes.	The Housing Unit made low interest loans available to LMI owners for rehabilitation/repairs. In addition, the Housing Unit awarded grant funds from the Rural Homeowner Rehab program to rehabilitate10 homes for vulnerable households in 2017.
H 3.11. Promote the full integration of affordable and workforce housing units with market rate units within residential developments and throughout the Primary Service Area.	In November 2017, the Planning Division gave final approval to the New Town Section 8 Parcel D site plan, which integrates proffered affordable units into the development.
H 5.1. Participate in Greater Williamsburg Area and Hampton Roads public/private partnerships to identify and address regional housing issues.	Throughout 2017, the Housing Unit staff participated in the Hampton Roads Greater Virginia Peninsula Homelessness Consortium meetings and sat on the Leadership and Program Monitoring committees. The Housing Unit staff and Department of Social Services are active in the Continuum of Care and provides leadership in the Historic Triangle for persons experiencing homelessness.

LU	LAND USE
LU 3.2. Communicate with adjacent jurisdictions regarding development plans that have potential impacts on adjacent localities and public facilities. Work with them to coordinate plans and to identify and mitigate areas where there are conflicts.	Throughout 2017, the Planning Division staff regularly communicated with adjacent localities for projects near locality borders, such as the Williamsburg Landing expansion. Planning staff received six courtesy reviews from York County during this time.
LU 3.3. Continue to participate in regional planning processes with York County and the City of Williamsburg. Use the Historic Triangle Coordinated Comprehensive Plan Review Summary Report as a regional planning resource, particularly with regard to transportation and to land use issues in the three geographic focus areas (Riverside / Marquis / Busch, Lightfoot / Pottery, Northeast Triangle and Surrounding Area).	In 2017, Planning staff completed six courtesy reviews for York County, all near the Lightfoot border with York County.
LU 4.5.2. Revisions to the Zoning Ordinance and/or Subdivision Ordinance or development of guidelines to provide additional flexibility, clear standards, or incentives such as expedited plan review.	On September 12, 2017, the Board of Supervisors approved amendments to the Mixed Use district to allow small-scale mixed use developments.
LU 4.6. Encourage developments which provide mixed use development, as further defined in the Mixed Use land use designation and development standards, within the PSA. Support design flexibility to promote mixing of various types of residential and non-residential uses and structures.	On September 12, 2017, the Board of Supervisors approved amendments to the Mixed Use district to allow small-scale mixed use developments. Staff also reviewed and approved development plans for New Town Section 8.
LU 4.7.1. Encouraging multiple uses within office parks in the PSA to assure employees convenient access to shopping, services and open space.	Planning staff reviewed 15 Change of Use applications in 2017 to allow new businesses to move into existing commercial spaces, many within existing office parks.

LU 5.1.1. Continuing to further develop and refine a model or models to assess and track the cumulative impact of development proposals and development on existing and planned public facilities and services	The Planning and Zoning Divisions continued to update the cumulative impacts tracking spreadsheet and included a comprehensive plan update as part of the Planning Commission's 2017 Annual Report. Staff also worked toward the implementation of the Tyler software, which could help facilitate development tracking.
LU 6.1.1. Support both the use value assessment and Agricultural and Forestal (AFD) programs to the maximum degree allowed by the Code of Virginia.	On December 12, 2017, the Board of Supervisors approved an addition of 48 acres into the Croaker AFD. There were three AFD cases proposed in 2016, but not completed until 2017.
LU 6.1.3. Amend the Zoning Ordinance after re-evaluating the list of permitted and specially permitted uses in Rural Lands. Investigate adding a development standards policy for those uses that might benefit from a rural location. Specifically look at non-residential uses and development standards that may be appropriate, such as agri-business, ecotourism or green energy uses, and uses related to projects that are identified by the Strategy for Rural Economic Development.	On August 8, 2017, the Board of Supervisors approved amendments to the Zoning Ordinance to allow event facilities in rural lands.
PR	**PARKS & RECREATION**
PR 1.1. Implement the specific strategies and tactics approved in the 2009 James City County Parks & Recreation Master Plan Strategy Matrix.	On April 11, 2017, the Board of Supervisors adopted the James City County Parks & Recreation Master Plan Update 2017, which replaces the 2009 plan. The Master Plan Strategy Matrix is discontinued; in addition to implementing the GSAs in the 2035 Comprehensive Plan, the Parks & Recreation Department will seek to implement the strategies set forth in the County's Strategic Plan.
PR 3.3. Submit grant applications to secure funds for new parks and recreation programs, services, facilities and related transportation services.	In April 2017, the Parks & Recreation Department submitted an application for the Cultivating Healthy Communities grant through the Aetna Foundation to support the RECn' It Out Neighborhood Outreach Program initiatives. In October 2017, the Parks & Recreation Department submitted an application for the Chesapeake Bay Restoration Fund to conduct Environmental Education Days for the summer camps. In July 2017, the Parks & Recreation Department requested a $2,500 grant from Dominion Energy for assistance with operational and environmental upgrades to the

	Grove Community Garden; it received $2,500 in funding in September 2017.
PR 6.5. Incorporate leadership and volunteerism in teen programs in an effort to increase skill building and employability within the County.	In 2017, 25 teens participated in the Teens Toward Success (TTS) program, volunteering 2,426 hours in various Parks & Recreation programs. A total of 34 past TTS volunteers have been hired as recreation leaders since program inception. In addition, the Youth Advisory Council (13 teens in grades 8-12) dedicated 140 hours of service to learning government processes, leadership development and community service.
PR 8.1. Enhance the partnerships with Williamsburg-James City County (WJCC) Schools to offer joint programming for health and wellness.	In 2017, the Parks & Recreation Department collaborated with the James River Parent Teacher Association (PTA) and School Health Initiative Program (SHIP) Club to offer gardening programs for youth at the Grove Community Garden; partnered with WJCC School's Nutrition Services to provide free summer meal programs to Grove, Forest Glen I and II and Lafayette Square/Village neighborhoods; and partnered with SHIP to offer healthy cooking demonstrations and Family Fun Night dinners to youth and families in the RECn' It Out Neighborhood Summer Camps. The REC Connect program collaborated with the SHIP adult volleyball league during the months of January and February. The children and staff attended games, cheered on faculty, made signs and assisted with scorekeeping at some of the games.
PF	**PUBLIC FACILITIES**
PF 4.1. Utilize energy efficient heating, cooling, ventilation, lighting, and similar systems and designs for newly constructed facilities, and where feasible, for renovations of existing County facilities. Innovation and technology (such as that found in geothermal heating and cooling systems, green roofs and solar panels) should similarly be employed where feasible, and where appropriate levels of long-term sustainability, cost savings, efficiency and durability can be clearly expected or demonstrated.	In 2017, General Services continued to evaluate opportunities to upgrade equipment and monitors the equipment to minimize energy usage, consistent with policy and creature comfort.

PN	POPULATION NEEDS
PN 4.3. Work with the Senior Services Coalition to develop a strategic plan for seniors.	The Adult Services Unit continued to build on the Department of Social Services' (DSS) existing foundation to connect with community partners to identify and implement solutions to the core issues facing seniors. In 2017, the Peninsula Agency on Aging (PAA) staff participated in and provided input during the DSS strategic plan focus groups.
T	**TRANSPORTATION**
T 1.3.1. Adding the road segment to the Six-Year Improvement Program and considering public-private partnerships among other mechanisms to fund proposed improvements.	In May 2017, Planning staff worked with the Virginia Department of Transportation (VDOT) and the Board of Supervisors to include improvements to Longhill Road, Croaker Road, and the Hick's Island Road bridge to the County's Six-Year Improvement Program (SSYP), all of which were also priorities identified in the FY 17-22 SSYP.
T 2.5. Coordinate with Williamsburg Area Transit Authority (WATA) and/or Hampton Roads Transit Authority (HRT) during review of development applications to ensure that proposals are conducive to incorporating the use of transit.	The Planning Division continues to work with WATA and developers to identify locations for bus routes and stops. In 2017, Planning staff worked with staff from WATA and New Town to discuss possible improvements to public transit infrastructure in New Town Sections 2 & 4.
T 3.2. Actively pursue additional local, State, Federal, and private funding to accelerate the construction for all needed modes of transportation facilities.	In 2017, Planning staff submitted transportation funding applications under several different funding programs. Smart-Scale funding was successfully requested for the Skiffes Creek Connector project. Staff submitted Revenue Sharing applications for Richmond Road New Construction Ped/Bike, Safety and Storm Drain Improvements project as well as the Grove Roadway Improvements project. Applications for Transportation Alternatives funding were also submitted for the Norge Depot Caboose and Clara Byrd Baker Safe Routes to School projects.
T 3.10. Implement the adopted James City County Pedestrian Accommodations Master Plan and Regional Bicycle Facilities Plan by planning for bikeways and pedestrian facilities in primary and secondary road plans and projects.	Planning staff continued to evaluate both legislative and administrative development applications using the adopted Bicycle and Pedestrian Accommodations Master Plans. Such accommodations were considered in the case of the Pocahontas Trail 7-11 which provides a multi-use path connection to the Quarterpath development, and as part of several applications for subdivisions and developments throughout the County.

Tasks with a 6-10 year timeframe	
Action	*Task Completed*
ED	**ECONOMIC DEVELOPMENT**
ED 5.2. Identify regulatory barriers in County regulations (such as special use permits), policies and procedures that may unnecessarily inhibit redevelopment and adaptive reuse and amend the Zoning Ordinance to address these issues.	In 2017, the Planning Division recommended and the Board of Supervisors approved changes to the Mixed Use Ordinance to allow parcels smaller than 5 acres to apply for rezonings to Mixed Use.
Tasks with a 10 + year timeframe	
T	**TRANSPORTATION**
T 1.3.4. Maximizing current road capacity by adding turn lanes or travel lanes, where appropriate, in a context sensitive manner.	In 2017, Planning staff worked with adjacent property owners and VDOT to develop intersection improvements and turn lane additions to the Centerville Road and News Road intersection.
Ongoing (While generally speaking tasks with an Ongoing timeframe represent items that will not have measurable yearly progress, the following items had substantial progress achieved in the last calendar year.)	
Action	*Task Completed*
ED	**ECONOMIC DEVELOPMENT**
ED 1.1. Maintain an active and effective economic development strategy, which includes existing business retention and expansion, assistance to new business, new business recruitment and support to the tourism industry.	With a new Economic Development Director on board in 2017, the EDA held a strategic planning retreat in December 2017 to develop priorities for the next two years. Tourism efforts are now back under the Office of Economic Development; a more formal strategy is expected to be completed in early 2018.
ED 1.3. Continue to emphasize the benefits of locating new business and industry within the Enterprise Zone.	In 2017, the Office of Economic Development started developing new incentives to replace the Enterprise Zone.
ED 3.3. Working with Williamsburg-James City County Schools (WJCC), New Horizons Regional Education Center and local colleges and universities, facilitate technical and professional opportunities for high school and college	In October 2017, the Office of Economic Development worked with County employers and WJCC on Manufacturing Day, an event where high school juniors and seniors tour manufacturing facilities to see the job opportunities that exist locally with and without four year college degrees. OED and WJCC also collaborated to integrate Career expo events in the three local high schools; the first event in the spring of

students through internship, training and mentorship programs.	2017 was a daytime event at each of the three schools, where employers staffed booths to promote local careers. The second event, in the fall of 2017, combined these career opportunities with the annual college night, creating the first ever College & Career Night at WHS for all WJCC juniors.
ED 4.1. Work with the College of William & Mary Office of Economic Development and the Thomas Nelson Workforce Development Center in support of business attraction and expansion.	OED continued collaborations with the College of William & Mary on the alumni recruitment event, VIMS partnership meetings, and Launchpad continue. It also continued collaboration with Thomas Nelson Community College (TNCC) on entrepreneurship events and was instrumental in getting the new ChefsGO!1.0 program designed and implemented. The program was launched by TNCC in 2017, offering hands on training to students interested in culinary careers.
ED 6.1. Foster tourism development in James City County and the Historic Triangle by continuing to partner with the Greater Williamsburg Chamber and Tourism Alliance.	The County has continued to work with the Greater Williamsburg Chamber & Tourism Alliance. The second year of the concert series produced triple the attendance of the first year with more than 3,000 people attending the renamed Jamestown Jams in 2017.
CC	**COMMUNITY CHARACTER**
CC 6.1. Expect archaeological studies for development proposals requiring legislative approval on lands identified by the James City County staff as warranting such study and require their recommendations to be implemented. In making the determination, staff will consult archaeological studies and seek the recommendation of representatives of the County's Historical Commission or other qualified archaeologists if necessary.	This is ongoing during case reviews. As an example, in 2017, staff required an archaeology report to be recorded for Hickory Neck Church as part of SUP-0013-2017 Kensington School. Planning staff also began the process of converting the Archaeology Policy into an ordinance. The Board of Supervisors began the process on May 23, 2017 and the Policy Committee discussed the initiation on September 14, 2017.
ENV	**ENVIRONMENTAL**
ENV 1.1. Promote development and land use decisions that protect and improve the function of wetlands and the quality of water bodies.	Ongoing. In 2017 Planning Staff reviewed 5 stream and RPA restoration projects. Projects included the Oxford Road, Foxes Subdivision, Deere Circle and Woodland Farm stream restorations and a RPA restoration project for Top Notch Tree Service.
ENV 1.2.6 Continuing to encourage the development of regional BMPs that address cumulative future stormwater impacts and flood	In 2017, the Stormwater and Resource Protection Division worked with private owners to develop collaborative regional BMP plans, and installed regional BMP in older neighborhoods to address both water quality and volume.

control benefits.	
ENV 1.14.1. Utilizing available resources, including enforcement of maintenance agreements and covenants.	Throughout 2017, the Stormwater and Resource Protection Division mailed 112 inspection notices. Letters of corrective action were mailed to the BMP owners. BMPs, where the maintenance, repair or replacement or a plan for such was not submitted by the deadline, will be submitted to the County Attorney's office for further compliance action. Staff is actively working with owners to secure maintenance.
ENV 1.16. Increase education and use of sound policies such as watershed planning, agricultural BMPs, erosion control measures, stream bank buffers, and other nonpoint source controls in order to minimize negative effects of urban development and agricultural practices on water quality.	Ongoing. The Skimino Creek watershed management plan is in development.
ENV 4.1. Continue to implement reduction strategies by reducing building energy and transportation fuel consumption.	General Services continued to actively conduct energy audits and closely monitor energy usage at all County facilities. In 2017, General Services held monthly Facilities Energy Meetings held to consider strategic opportunities for reducing energy. Normalized energy per square foot continued to decrease.
H	**HOUSING**
H 3.4. Continue to assist for profit and nonprofit developers in obtaining funds to finance affordable and workforce housing developments from programs such as the Affordable Housing Incentive Program (AHIP). Continue to investigate the possibility of additional demonstration projects to illustrate the integration of financial incentive programs and modified land use policy to encourage least cost housing developments.	In 2017, the Housing Unit received a $1 million Community Homeownership Revitalization Program award to support interest rate reduction for homebuyers. Staff continued to use preapproved builders for lots in Ironbound Square and for rehabilitation projects.
H 3.5. Continue to utilize the Housing Opportunities Policy (HOP) which states the County's definitions, goals and expectations for providing affordable and workforce housing in	In 2017, the Housing Opportunities Policy could no longer be applied to new residential developments due to changes to Code of Virginia Section 15.2-2303.4. However, the County continued to monitor and enforce HOP where it applied to developments submitted prior to the changes in legislation.

developments requiring legislative approval. Examine the policy in order to address issues, related to but not limited to homeowners association fees and infill development.	
LU	**LAND USE**
LU 2.1. Plan for and encourage the provision of strategically located greenways, sidewalks and bikeways to connect neighborhoods with retail and employment centers, parks, schools and other public facilities and to effectively connect buildings and activities within individual sites, using adopted plans for guidance.	In November 2017, the Planning Division submitted an application for a Transportation Alternatives Program project to complete bicycle and pedestrian accommodations to Clara Byrd Baker Elementary School. The Board of Supervisors also approved plans for the 7-Eleven and fast food restaurant on Pocahontas Trail, and Forest Glen Section 5, both of which included pedestrian accommodations with strategic connections.
PR	**PARKS & RECREATION**
PR 2.1. Continue to coordinate with the Virginia Department of Transportation (VDOT), the Historic Triangle Bicycle Advisory Committee, and local running, hiking, and bicycling clubs to develop a bikeway network consistent with the adopted Regional Bikeways Map and support the public provision of bicycle facilities by seeking County funding whenever feasible and by seeking non-County funding sources.	Ongoing. Staff continued to support and participate in committees such as VDOT's Pedestrian And Bicycle Accommodations Committee (currently evaluating alternative routes for the expansion of the Virginia Capital Trail), and the Historic Triangle Bicycle Advisory Committee (HTBAC). The project to widen Longhill Road (Route 612), approved by the Board of Supervisors on October 14, 2014, has entered its preliminary engineering phase and includes the provisions of sharrows (a shared-lane street marking) and shared used paths. Other continuing projects which include the provision of bike lanes/facilities are the Croaker Road Multi-use Trail and the Pocahontas Trail (Route 60) Multi-Modal project.
PR 5.1. Continue to encourage new developments to dedicate or otherwise permanently convey open space, greenway and conservation areas to the County or a public land trust.	Ongoing. Planning Division staff continued to review open space with each major subdivision. In 2017, Colonial Heritage dedicated 282 acres of land as an open space easement.
PR 5.2. Encourage new developments to dedicate right-of-way and construct sidewalks, bikeways, and greenway trails for transportation and recreation purposes, and construct such facilities concurrent with road improvements and other public projects in accordance with the	Ongoing. A recent example of Planning staff working with a development to dedicate right-of-way and provide sidewalk is New Town Section 8.

Pedestrian Accommodation Master Plan, the Regional Bikeways Map and the Greenway Master Plan.	
PR 5.3. Encourage new developments requiring legislative review to proffer public recreation facilities consistent with standards in the Parks & Recreation Master Plan. New developments should have neighborhood parks with trails, bikeways, playgrounds, practice fields and open spaces.	While the County no longer accepts cash contributions, Planning staff worked with developers to incorporate certain recreational improvements into master plans. Examples of projects that have incorporated (or propose to incorporate) their recreational improvements in a master plan are Forest Glen residential development (approved by the Board of Supervisors on September 12, 2017) and Oakland Pointe (submitted for staff review in 2017 and tentatively scheduled for Planning Commission consideration in February 2018).
PR 6.3. Continue to offer the Inclusion service and conduct assessments with persons with disabilities to ensure necessary accessibility for participation in recreation programs.	In 2017, the Parks & Recreation completed a total of 39 new assessments and provided 584 citizens with accommodations in programs, classes and facilities. The Inclusion Coordinator offered disability awareness and behavior modification training to specialty, sports and outdoor camp instructors. The Parks & Recreation Department hired a full-time Therapeutic Recreation Leader position to assist with programs and completing assessments. In compliance with ADA and state licensure requirements, 27 staff maintained certifications in Medicine Administration Training and 19 staff in Diabetes Medicine Administration Training. Approximately 777 participants in the REC Connect before/after school program participated in disability awareness activities offered by the Inclusion Coordinator and Therapeutic Recreation staff. The Parks & Recreation Department also completed an ADA assessment of Jamestown Beach Event Park and recommended upgrades were added to the ADA transition plan. The County made ADA improvements to Jamestown Beach Event Park picnic area. Finally, the Parks & Recreation Department provided accessible transportation for customers with disabilities and seniors via a department-managed 14-passenger ADA

	accessible van with a wheel-chair lift and locking system.
PR 9.1. Continue to disseminate brochures and keep up to date information on the website to inform County residents and visitors about County parks and recreational opportunities in accordance with approved public information plans.	The Parks & Recreation Department produced the Spring/Summer 2017 and Fall 2017/Winter 2018 activity brochures to inform citizens and visitors of Parks & Recreation offerings. Brochures were released annually in March and September and were available online or as free paper copies at all public James City County offices, park facilities and local libraries. The brochure was distributed electronically within the Williamsburg-James City County (WJCC) public schools via Peachjar. Beginning with the September 2017 release, hard copies of the brochure were also distributed in the WJCC schools to youth in grades K-12. For future releases, brochures will be distributed to grades K-8. The Parks & Recreation website was updated with the release of each brochure cycle. Daily management of each unit's web pages was monitored by Unit Administrators or their designees. Centers program staff created and uploaded monthly calendars of land and water group fitness classes for the website. The department also produced the Rec Center Times, a bi-monthly newsletter to keep patrons informed of happenings. The newsletter was emailed to all pass holders, posted on the web and printed for on-site pick-up. Center staff attended numerous corporate benefits fairs including the schools and Colonial Williamsburg to disseminate information on classes and memberships. They also created a Lounge Road Show to take to neighborhoods and civic organizations to increase awareness and membership. Parks staff reviewed and updated on a monthly basis more than 19 webpages dedicated to parks and trails. In December 2017, Parks & Recreation staff updated the Parks Guide, which provides a brief overview of all parks and trails, and five park-specific brochures: Chickahominy Riverfront Park, Little Creek, Veterans Park, Freedom Park and Powhatan Creek Park and Blueway. Park staff also purchased three new message centers to disseminate information at Powhatan Creek Park and Blueway, Veterans Park and Ironbound Park.

	Recreation Services provided the activity brochure and program/discount information to 80 families participating in Neighborhood Outreach Programs. Staff conducted monthly reviews and updates of the division's website pages.
PF	**PUBLIC FACILITES**
PF 1.3. Design facilities and services for efficient and cost-effective operations over the expected life of the facilities or programs.	In 2017, General Services completed HVAC upgrades at Building B, the Human Services Center, the Community Video Center and the Recreation Center. General Services staff also completed lighting upgrades at the Recreation Center.
PF 1.5.2. Develop a long-term maintenance program to ensure adequate maintenance of existing and proposed facilities.	General Service updated its 10-year plan for budgets in 2017 and will continue to monitor and update.
PF 3.1. Development should occur concurrently with the adequacy and accessibility of existing facilities and phased in accordance with the provision of new facilities and services.	Planning staff worked with the Planning Commission in preparing the CIP recommendations for the Board of Supervisors' budget process. Planning staff also evaluated all legislative applications against public facility needs.
PN	**POPULATION NEEDS**
PN 3.1. Continue to pro-rate membership to community centers and cost of programs according to income.	The Parks & Recreation Department continued to offer its discount assistance program for programs and Centers memberships, based on household income.
T	**TRANSPORTATION**
T 1.1. Ensure that new development follows recommended densities, intensities, and development patterns that will serve to preserve the road capacities and support the Community Character Corridor designations of existing and proposed roads.	Ongoing. In 2017, Planning staff worked with applicants to ensure that developments, such as The Kensington School and Ford's Colony, adequately addressed traffic impacts and infrastructure needs through upholding previously adopted proffers. In the case of Ford's Colony, which was ultimately not approved, the plan included provisions for a Community Character Corridor buffer along Centerville Road.
T 1.2. Expect new developments to maintain an acceptable level of service on the surrounding roads and intersections consistent with the land use context (rural, suburban and urban) and the functional classification of the roadway. Ensure that new developments do not compromise planned transportation enhancements. New	Roadway levels of service continued to be a key factor in the evaluation of development applications, and were considered in a context sensitive manner, depending on the development's location. In 2017, the Planning Division reviewed all legislative and administrative applications with a specific eye towards transportation impacts, such as impacts associated with new development at Williamsburg Landing.

development should minimize the impact on the roadway system by:	
T 1.2.1. Limiting driveways and other access points and providing shared entrances, side street access and frontage roads.	Ongoing. The Planning Division continued to encourage shared access and appropriate entrance spacing during legislative cases, including a 2017 SUP at Two Drummers Smokehouse and Extra Mile Lawn Care, and cases that required shared driveways for subdivisions including three or more lots.
T 1.2.3. Concentrating commercial development in compact nodes or in Mixed Use areas with internal road systems and interconnected parcel access rather than extending development with multiple access points along existing primary and secondary roads.	In 2017, Planning staff continued to encourage these principles. For example, staff worked with several applicants at the conceptual plan review level to limit curb cuts in areas along Monticello Avenue.
T 1.3.2. Precluding high traffic generating uses in or near the affected road segment as allowed by the *Code of Virginia*.	Ongoing. Cases are evaluated on a case-by-case basis against this criteria.
T 1.3.5. Designing and implementing transit, pedestrian, and/or cycling alternatives along the corridor, including multi-use paths and paved shoulders.	Planning staff worked as part of a regional team to research routes for a multi-use path extending from the current Capital Trail and ending in Hampton and Suffolk, preliminarily identified as the Birthplace of America Trail (BOAT). On May 9, 2017, the Board of Supervisors adopted a resolution supporting the conceptual alignment for the BOAT.
T 2.1. Continue to participate in the Hampton Roads Transportation Planning Organization (HRTPO), which serves as the transportation planning body for the region.	Planning staff continued to attend and be an active contributor to HRTPO's Transportation Technical Advisory Committee (TTAC). In 2017, the James City County Planning Director served as Chair of that committee. Members of County administration and the Board of Supervisors also served on the HRTPO Board.
T 3.5. Work with VDOT to design new or enhanced complete streets that allow for the safe accommodation of automobiles, public transit, pedestrians, cyclists and other users.	Ongoing. In 2017, Planning staff worked to ensure that complete street design was considered during the preliminary engineering phase of the Longhill Road expansion project and as part of the Pocahontas Trail Corridor Study.
T 3.8. Balance land use and economic development needs with the need to retain a high degree of mobility for short and long intra-County trips by encouraging road and access designs that are consistent with the intended	In 2017, Planning staff applied for funding through the Smart-Scale program for the Skiffes Creek Connector Project, which will capture truck traffic which would otherwise use Pocahontas Trail.

functions of the road and adjoining land use patterns.	
T 3.9. Include bikeways, pedestrian facilities and/or multi-use trails within major developments and elsewhere in the County, especially connecting residential and non-residential areas and County facilities.	Staff continued to evaluate both legislative and administrative development applications using the adopted Bicycle and Pedestrian Accommodations Master Plans. Such accommodations were considered in the case of the Pocahontas Trail 7-11 which provides a multi-use path connection to the Quarterpath development, and as part of several applications for subdivisions and developments throughout the County.

GLOSSARY OF TERMS

AFD	Agricultural and Forestal District
BCTF	Business Climate Task Force
BMP	Best Management Practice
BOS	Board of Supervisors
CCA	Community Character Area
CCC	Community Character Corridor
CIP	Capital Improvements Program
CO	Certificate of Occupancy
DHCD	Virginia Department of Housing and Community Development
DCR	Department of Conservation and Recreation
DHR	Virginia Department of Historic Resources
DRC	Development Review Committee
EDA	Economic Development Authority
EOC	Emergency Operations Center
GSA	Goal, Strategy and/or Action
HOP	Housing Opportunities Policy
JCCRC	James City County Recreation Center
LEED	Leadership in Energy and Environmental Design
LID	Low Impact Development
LOS	Level of Service
MPO	Metropolitan Planning Organization
MSA	Metropolitan Statistical Areas
OED	Office of Economic Development
OHCD	Office of Housing and Community Development
PC	Planning Commission
PDR	Purchase of Development Rights
PLAT	Professional Landscape Assessment Team
PSA	Primary Service Area
SSPRIT	Subdivision / Site Plan Review Improvement Team
TDR	Transfer of Development Rights
VDOT	Virginia Department of Transportation
VHDA	Virginia Housing Development Authority

2017 James City County Planning Commissioners



Rich Krapf, Chair
Powhatan District



Heath Richardson, Vice Chair
Stonehouse District



Jack Haldeman
Berkeley District



John Wright, III
At-Large



Tim O'Connor
At-Large



Robin Bledsoe
Jamestown District



Danny Schmidt
Roberts District

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2017 Board of Zoning Appeals Annual Report

2017 Board of Zoning Appeal Members

Name	District	Appointment	Term Expires
Ron Campana, Jr., Chairman *	Jamestown	8/2011	6/30/2021
William J. Geib, Vice Chairman*	Powhatan	4/2013	3/31/2018
David Otey, Jr.*	Roberts	3/2015	3/31/2020
Marvin Rhodes *	Stonehouse	2/2015	3/31/2018
Stephen M. Rodgers	Berkeley	2/2014	3/31/2019

* Virginia Certified BZA Member

Introduction

The James City County's Board of Zoning Appeals (BZA) is a five-member, quasi-judicial body appointed by the local circuit court to serve five-year terms. Any community adopting a zoning ordinance must also establish an appeals board for review of circumstances where landowners may be unjustly burdened by the Zoning Ordinance. The Board conducts public hearings to consider requests for variances to the County's Zoning Ordinance, as well as appeals of decisions made by the Zoning Administrator.

The definition of variance reads:

> *Variance means, in the application of a zoning ordinance, a reasonable deviation from those provisions regulating the shape, size, or area of a lot or parcel of land, or the size, height, area, bulk, or location of a building or structure when the strict application of the ordinance would unreasonably restrict the utilization of the property, and such need for a variance would not be shared generally by other properties, and provided such variance is not contrary to the purpose of the ordinance. It shall not include a change in use, which change shall be accomplished by a rezoning or by a conditional zoning.*

The Board must find that the strict application of the Zoning Ordinance would unreasonably restrict the utilization of the property. Any decision made by the Board may be appealed to the James City County Circuit Court within 30 days.

State Code language places the burden of proof on the applicant with these five standards as the criteria:

> *Notwithstanding any other provision of law, general or special, a variance shall be granted if the evidence shows that the strict application of the terms of the ordinance would unreasonably restrict the utilization of the property or that the granting of a variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, and*

(i) the property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;

(ii) the granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;

(iii) the condition or situation of the property concerned 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 the ordinance;

(iv) the granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; and

(v) the relief or remedy sought by the variance application is not available through a special exception process that is authorized in the ordinance pursuant to subdivision 6 of § 15.2-2309 or the process for modification of a zoning ordinance pursuant to subdivision A4 of § 15.2-2286 at the time of the filing of the variance application.

MEETINGS

The James City County BZA is scheduled to meet the first Thursday of every month at 5 p.m. in Building F at the James City County Government Complex. The BZA met four times in 2017.



Five applications for variances were considered in 2017. Two were for administrative variances and three applications went before the BZA. The synopses of the applications are as follows:

VARIANCES

ZA-0001-2017, 106 Southeast Trace - This was an application for a variance to Section 24-258(b), Yard Requirements, to reduce the required rear setback from 35 feet to 30 feet to allow for the expansion of the existing kitchen and dining area. Staff recommended denial of the application based on criteria set forth by the General Assembly. This application was approved by the BZA on April 7, 2017.

ZA-0003-2017, 3651 Rochambeau Drive - This was an application for a variance to Section 24-535.4, Setback Requirements, to reduce the required setback from 60 feet from the centerline of the street to 0 feet from the edge of the public right-of-way along portion of School House Lane located internal to the property. This is where the existing school currently encroaches into the setback and where the proposed canopy is to be constructed. Staff recognized the dedication of School House Lane into the Secondary State Street Program had unintentional consequences that created the setback issue after the site plan was approved and the construction of the school was completed. Staff recommended denial of the application based on criteria set forth by the General Assembly. This application was approved by the BZA on August 3, 2017.

ZA-0004-2017, 132 Howard Drive - This was an application for a variance to Section 24-258(a), Yard Requirements, to reduce the required side setback from 10 feet to 9.2 feet on both sides of the property. This application was to allow for the continued placement of the single family dwelling. This application was approved by the Zoning Administrator on September 7, 2017.

ZA-0006-2017, 124 Indigo Dam Road - This was an application for a variance to Section 24-255(a), Area Requirements, to reduce the minimum lot size from 10,000 square feet to 8,670 square feet. This application was to allow for the subdivision of the property into 2 lots. Staff recommended denial of the application based on criteria set forth by the General Assembly. This application was approved by the BZA on December 7, 2017.

ZA-0007-2017, 8201 Croaker Road - This was an application for a variance to Section 24-219(b), Special Provisions for Corner Lots, to reduce the required side setback from 50 feet to 48.7 feet on Cedar Point Lane. This application was to allow for the continued placement of the existing modular structures. This application was approved by the Zoning Administrator on December 11, 2017.

JAMES CITY BOARD OF ZONING APPEALS



From left to right: Stephen Rodgers, Ron Campana, Jr., Marvin Rhodes, William Geib, and David Otey, Jr.

AGENDA ITEM NO. H.1.

ITEM SUMMARY

DATE: 3/7/2018

TO: The Planning Commission

FROM: Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Planning Director's Report - March 2018

ATTACHMENTS:

	Description	Type
🗋	Memo	Cover Memo
🗋	Spreadsheet listing new applications received	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:04 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:04 PM
Publication Management	Burcham, Nan	Approved	2/28/2018 - 3:07 PM
Planning Commission	Holt, Paul	Approved	2/28/2018 - 3:10 PM

PLANNING DIRECTOR'S REPORT
March 2018

This report summarizes the status of selected Department of Community Development activities during the past two months.

- **Planning**

  - **Monthly Case Report:** For a list of all cases received in the last month, please see the attached documents.

  - **Board Action Results:**
    - **February 13, 2018**
      - Gilley Conservation Easement Approval of Structures (Approved 5-0)
      - Proposed Street Name Change - Collington Lane to Gayle Lane (Approved 5-0)

  - Staff from Planning, Zoning and Building Safety & Permits have completed a substantial amount of user acceptance testing for the new EnerGov software system and submitted comments for final configuration. The end user training phase is expected to begin soon.

  - The James City County Historical Commission recently placed a marker at the grave of William Lightfoot who enlisted as a 2nd Lieutenant in the American Forces in 1777. This is one of only two known Revolutionary War graves in private family cemeteries in the county. Lightfoot later served as a major in the local militia and as a delegate to the Virginia House of Delegates from 1799 through 1808. The Lightfoot area of the county is named for this local patriotic family.



New Cases for March 2018						
Case Type	**Case Number**	**Case Title**	**Address**	**Description**	**Planner**	**District**
Agricultural and Forestal District	AFD-01-02-1-2018	Carter's Grove 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	05-Roberts
	AFD-01-89-1-2018	Armistead 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	02-Powhatan
	AFD-01-94-1-2018	Wright's Island 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	05-Roberts
	AFD-02-86-1-2018	Croaker 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	01-Stonehouse
	AFD-03-86-1-2018	Hill Pleasant Farms 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	01-Stonehouse
	AFD-05-86-1-2018	Barnes Swamp 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	01-Stonehouse
	AFD-06-86-1-2018	Cranston's Pond 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Roberta Sulouff	01-Stonehouse
	AFD-07-86-1-2018	Mill Creek 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	02-Powhatan
	AFD-09-86-1-2018	Gordon's Creek 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	02-Powhatan
	AFD-10-86-1-2018	Christenson's Corner 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	01-Stonehouse
	AFD-11-86-1-2018	Yarmouth Island 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	02-Powhatan
	AFD-12-86-1-2018	Gospel Spreading Church 2018 Renewal	~	4 year renewal of Agricultural and Forestal District	Savannah Pietrowski	05-Roberts
Conceptual Plan	C-0004-2018	Sweethaven Lavender Farm	2301 JOLLY POND ROAD	Lavendar farm for agritourism.	Roberta Sulouff	02-Powhatan
	C-0005-2018	Creative Critters Day Care	3701 ROCHAMBEAU DR	Proposed building addition to the existing creative critters day care center. The applicant has submitted a waiver request for an encroachment into the existing setback.	Roberta Sulouff	01-Stonehouse
	C-0006-2018	7250 Otey Off Site Drain Field	7250 OTEY DRIVE	Offsite Drain Field	Roberta Sulouff	02-Powhatan
	C-0007-2018	7650 Cypress Dr Subdivision	7650 CYPRESS DRIVE	Proposed boundary line adjustment and extinguishment to turn three lots into two.	Savannah Pietrowski	02-Powhatan
	C-0008-2018	Lightfoot Antique Mall Flea Market	6623 RICHMOND ROAD	Move the lightfoot flea market from 7003 Richmond Road to 6623 Richmond Road to a much less visible location.	Jose Ribeiro	01-Stonehouse
	C-0009-2018	Hankins Resource Recovery Annual Progress Report	8212 CROAKER ROAD	Annual Progress Report	Terry Costello	01-Stonehouse
	C-0010-2018	JCSA Facility Fences	103 THE COLONY	Removal of fences, replace with new chain link fences, landscaping work around JCSA Facilities.	Roberta Sulouff	05-Roberts
	C-0011-2018	101 Stanley Drive Conceptual	101 STANLEY DRIVE	Proposed group home or adult/child daycare center.	Savannah Pietrowski	04-Jamestown
	C-0012-2018	Lightfoot Marketplace Valvoline	6401 RICHMOND ROAD	Constructionion of a 2 bay corporate prototype Valvoline Instant Oil Change	Savannah Pietrowski	01-Stonehouse
Subdivision	S-0001-2018	Norge Center Subdivision	7508 RICHMOND ROAD	Plat of subdivision parcel 8 being a portion of Norge Center.	Alex Baruch	01-Stonehouse
	S-0002-2018	Village at Candle Station Ph. 6, Lots 78-123 and Open Space 1, 2, and 3	7551 RICHMOND ROAD	Final plat of 46 lots on 15.068 acres	Jose Ribeiro	01-Stonehouse
	S-0003-2018	Ford's Colony Parcel A Subdivision	1000 EAGLESCLIFFE	Subdivision of Eaglescliffe property.	Savannah Pietrowski	02-Powhatan
	S-0005-2018	Liberty Ridge, Section 1 Lot 51	3404 LIBERTY RIDGE PKWY	Final Plat of 1 lot on 3.027 acres.	Jose Ribeiro	02-Powhatan
	S-0006-2018	9355 Richmond Road Subdivision	9355 RICHMOND ROAD	Final plat of 2 lots on 30.678 acres	Alex Baruch	02-Powhatan
	S-0007-2018	20 Marclay Road Final Plat	20 MARCLAY ROAD	Final plat of 2 lots on 43.7 acres.	Alex Baruch	05-Roberts
Site Plan	SP-0004-2018	Kingsmill Pettus House SP Amendment	KINGSMILL ROAD	Removal of existing second floor balcony and install a new second floor balcony and adjacent slope roof. Covered entry will be added on the west side.	Tom Leininger	05-Roberts
	SP-0005-2018	Settler's Market and Casey Boulevard Road Improvements	~	Street improvements/repairs to Settlers Market Blvd. and Casey Blvd. including repairs to sidewalk/curb/gutter, and removal of cobblestone. Please see C-0070-2017 for comments and approvals.	Roberta Sulouff	04-Jamestown
	SP-0006-2018	7337 Pocahontas Trail 7-Eleven Convenience Store	7341 POCAHONTAS TR	Development of a new 7-Eleven Store	Alex Baruch	05-Roberts
	SP-0007-2018	4039 Ironbound Verizon Antenna SP Amend	4039 IRONBOUND ROAD	Swap nine antennas from the tower and replace them with nine upgraded antennas and twelve remote radio head units. No changes to the ground or tower structure.	Savannah Pietrowski	04-Jamestown
	SP-0008-2018	Kiskiack Golf Course Pavilion Improvements	8250 CROAKER ROAD	An addition of approx. 250 sq.ft. added to existing clubhouse pavilion.	Scott Whyte	01-Stonehouse
	SP-0009-2018	C & F Bank Employee Clinic	3600 LA GRANGE PKWY	New entry to the C&F Bank Employee Clinic	Alex Baruch	01-Stonehouse
	SP-0010-2018	Jacob's Industrial Center Parcel 1	200 INDUSTRIAL BLVD	To change the parking lot layout in front of Building 2	Alex Baruch	01-Stonehouse
	SP-0011-2018	4451 Longhill Sprint Tower SP Amendment	4451 LONGHILL ROAD	Remove 3 panel antennas, replace with 3 tri-band antennas. Install 1 hybriflex cable and 6 remote radio heads.	Scott Whyte	02-Powhatan
Special Use Permit	SUP-0001-2018	Life Pointe Christian Church	8851 RICHMOND ROAD	New church for LifePointe Christian	Alex Baruch	02-Powhatan
	SUP-0002-2018	234 Peach Street Short Term Rental	234 PEACH STREET	Use home for occasional short term rental.	Roberta Sulouff	01-Stonehouse