

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
May 2, 2018
6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. REPORTS OF THE COMMISSION

E. CONSENT AGENDA

1. Development Review Committee Action Item: C-0024-2018. Lightfoot McDonald's Remodel
2. Development Review Committee Action Item: C-0018-2018. Stonehouse Density Transfer 2018
3. Minutes of the April 4, 2018 Regular Meeting

F. PUBLIC HEARINGS

G. PLANNING COMMISSION CONSIDERATIONS

1. Rezoning-0003-2017/Height Limitation Waiver-0004-2017. Oakland Pointe
2. Initiation of Consideration of Amendments to the Subdivision and Zoning Ordinances to Delete References to Fees Which Are Proposed to be Set Forth in the County Code Appendix A - Fee Schedule for Development Related Permits

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - May 2018

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

J. ADJOURNMENT

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

FROM: Alex Baruch, Planner

SUBJECT: Development Review Committee Action Item: C-0024-2018. Lightfoot McDonald's Remodel

The applicant has applied for a conceptual plan proposing an exterior and interior remodel of the existing McDonald's restaurant located on Richmond Road in Lightfoot.

Reason for DRC Review: To appeal the decision of the Director of Planning that the proposed architectural elevations are not consistent with the Board approved Master Plan as part of the Special Use Permit approved on November 12, 2014.

Link to the DRC Agenda and Staff

Report: <https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=3670&MeetingID=807>

DRC recommendation on April 18, 2018: Denial of the Conceptual Plan (3-0).

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/19/2018 - 11:34 AM
Planning Commission	Holt, Paul	Approved	4/19/2018 - 11:34 AM
Publication Management	Burcham, Nan	Approved	4/19/2018 - 11:37 AM
Planning Commission	Holt, Paul	Approved	4/20/2018 - 3:39 PM

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

FROM: Ellen Cook, Principal Planner

SUBJECT: Development Review Committee Action Item: C-0018-2018. Stonehouse Density Transfer 2018

The applicant has applied for a conceptual plan indicating a desire to build fewer units within Land Bays 1, 3, 8 and 14 and Tract 12, and to build more units in Stonehouse Land Bay 5 than what the current Stonehouse Master Plan designates. The proposal would result in an overall decrease in the number of units.

Reason for DRC Review: To appeal the decision of the Director of Planning that the proposed shift in units within the development is not fully consistent with the adopted Master Plan per Section 24- 23 of the Zoning Ordinance.

Link to the DRC Agenda and Staff

Report: <https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=3671&MeetingID=807>

DRC recommendation on April 18, 2018: Approval (3-0).

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/19/2018 - 11:32 AM
Planning Commission	Holt, Paul	Approved	4/19/2018 - 11:32 AM
Publication Management	Burcham, Nan	Approved	4/19/2018 - 11:37 AM
Planning Commission	Holt, Paul	Approved	4/20/2018 - 3:32 PM

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: Minutes of the April 4, 2018 Regular Meeting

ATTACHMENTS:

	Description	Type
	Minutes of the April 4, 2018 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/23/2018 - 2:04 PM
Planning Commission	Holt, Paul	Approved	4/23/2018 - 2:04 PM
Publication Management	Burcham, Nan	Approved	4/23/2018 - 2:19 PM
Planning Commission	Holt, Paul	Approved	4/23/2018 - 2:19 PM

MINUTES
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
April 4, 2018
6:00 PM

A. CALL TO ORDER

Mr. Heath Richardson called the meeting to order at 6:00 p.m.

B. ROLL CALL

Planning Commissioners Present:

Heath Richardson
Rich Krapf
Tim O'Connor
Danny Schmidt
Jack Haldeman
Frank Polster
Julia Leverenz

Staff Present:

Paul Holt, Director of Community Development and Planning
Roberta Sulouff, Senior Planner
Adam Kinsman, County Attorney

C. PUBLIC COMMENT

Mr. Richardson opened Public Comment.

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

D. REPORTS OF THE COMMISSION

Mr. Danny Schmidt stated that the Development Review Committee (DRC) met on Wednesday, March 28, 2018. Mr. Schmidt stated that the DRC reviewed two cases.

Mr. Schmidt stated that the DRC considered Case No. S-0037-2012/SP-0071-2012, Walnut Grove. Mr. Schmidt stated that this was an appeal of the Director of Planning's decision that the architectural elevations recently submitted to the County for the Walnut Grove subdivision did not match those that had been approved in 2005. Mr. Schmidt stated that while many architectural elements remained similar there were several discrepancies. Mr. Schmidt stated that these inconsistencies included side door entry rather than front door entry, changes to the bay window schemes, changes to some rooflines that would be noticeable from the front, and finally some window alterations. Mr. Schmidt stated that the applicant made a presentation to the DRC comparing the elevations. Mr. Schmidt further stated that the applicant explained the reasons behind the changes including making better use of the space within the home to meet current market preferences and the desire to make the buildings more energy efficient and allow for better positioning of solar panels. Mr. Schmidt stated that the applicant stipulated that all

other agreed to aspects of this development such as the number of structures, the setbacks, and the buffers between nearby communities would remain identical to approved plan. Mr. Schmidt stated that the DRC discussed concerns over changing what had been approved through the legislative process and the potential impact of the solar panels on adjacent developments. Mr. Schmidt stated that the DRC also noted that building materials and technology had changed since the 2005 approval to the point where it made sense to allow some elevation changes and that the alterations did not appear to be inconsistent with the Richmond Road Community Character Corridor. Mr. Schmidt stated that the DRC voted 3 to 1 in favor of the applicant's appeal.

Mr. Schmidt stated that the DRC considered C-0006-2018, 7250 Otey Off-Site Drain Field. Mr. Schmidt stated that this case was before the DRC for a Subdivision Ordinance exception to permit an off-site septic field. Mr. Schmidt stated that the Subdivision Ordinance requires an on-site septic system; however, in this instance there was not adequate room for both the septic tank and the drain field on the home site. Mr. Schmidt stated that the applicant has requested an exception in order to use an existing easement that provides for access to a potential drain field site in an adjacent lot. Mr. Schmidt stated that such a request can be granted under a Subdivision Ordinance Exception with the approval of the DRC. Mr. Schmidt stated that the DRC discussed the implications that sea level rise might eventually have on this project and considered the concerns of citizens from the neighborhood. Mr. Schmidt noted that the homeowner in the neighboring lot that would accommodate the drain field had concerns about negative impacts to his property from the construction. Mr. Schmidt stated that staff confirmed that the existing easement has some built in protections for that property. Mr. Schmidt stated that the DRC had recommended that the County Attorney's Office explain these protections to the adjacent property owner; however, after the meeting it was brought to the attention of the DRC that any future legal dispute around the potential negative impacts on the neighboring lot would be a private matter, which would need to be enforced through the Court System. Mr. Schmidt stated that the DRC voted unanimously to approve the Subdivision Ordinance Exception.

Mr. Jack Haldeman stated that the Policy Committee met on March 8, 2018. Mr. Haldeman stated that the Committee made final adjustments for prioritizing capital improvement projects and voted unanimously to forward the list of priorities to the Planning Commission.

E. CONSENT AGENDA

1. Minutes of the March 7, 2018 Regular Meeting
2. Minutes of the March 19, 2018 Special Meeting
3. Development Review Committee Action Item: Case No. C-0006-2018. 7250 Otey Off-Site Drain Field
4. Development Review Committee Action Item: Case No. S-0037-2012/SP-0071-2012. Walnut Grove

Mr. Rich Krapf made a motion to approve the Consent Agenda

On a voice vote the Commission voted to approve the Consent Agenda. (7-0)

F. PUBLIC HEARINGS

1. SUP-0002-2018. 234 Peach Street Tourist Home

A motion to Approve was made by Jack Haldeman, the motion result was Passed.

AYES: 7 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Haldeman, Krapf, Leverenz, O'Connor, Polster, Richardson, Schmidt

Ms. Roberta Sulouff, Senior Planner, stated that Mrs. Jennifer Campbell has applied for a Special Use Permit (SUP) to allow the operation of a Tourist Home at 234 Peach Street. Ms. Sulouff stated that the SUP will allow for short-term rental of a four-bedroom home with no changes to the size or footprint of the home. Ms. Sulouff stated that the property is located outside of the primary service area, is zoned A-1 General Agricultural, and designated Economic Opportunity by the 2035 Comprehensive Plan as are most surrounding parcels.

Ms. Sulouff stated that staff considered the location of the home, lot size, parking provisions and screening to be favorable factors in the evaluation of this application. Ms. Sulouff stated that the property has an existing driveway access off a shared ingress/egress easement and an existing parking area sufficient to accommodate guests.

Ms. Sulouff stated that staff is recommending conditions which are intended to mitigate the impacts of the use and preserve the residential character of the home. Ms. Sulouff stated that the conditions include linking the SUP to a master plan should the owners choose to expand their property in the future, limitations on the number of rooms rented and limitations on the number of contract parties per night.

Ms. Sulouff stated that staff finds the proposal to be compatible with the 2035 Comprehensive Plan, the Zoning Ordinance and surrounding development. Ms. Sulouff stated that staff and recommends that the Commission recommend approval of the application to the Board of Supervisors subject to the proposed conditions.

Mr. Richardson opened the Public Hearing.

Ms. Jennifer Campbell, 234 Peach Street, applicant, addressed the Commission in support of the application and requested that the Commission recommend approval.

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

Mr. Richardson called for disclosures from the Commission.

There were no disclosures.

Mr. Haldeman made a motion to recommend approval of the application.

On a roll call vote, the Commission voted to recommend approval of SUP-0002-2018, 234 Peach Street Tourist Home to the Board of Supervisors, subject to the proposed conditions (7-0).

G. PLANNING COMMISSION CONSIDERATIONS

Mr. Haldeman stated that the Workforce Housing Task Force met on March 20, 2018.

Mr. Haldeman stated that the Task Force continued its discussion on Vision and Principles which is a work in progress. Mr. Haldeman stated that the Task Force also discussed defining and measuring affordability, affordable housing needs and the

apparent conflict between residents' wishes for diverse housing and preserving open space and the County's historic and rural culture.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - April 2018

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

Mr. Tim O'Connor inquired if a public outreach meeting had been scheduled for Oakland Pointe.

Mr. Holt stated that staff has not been made aware of any meeting at this time. Mr. Holt stated that staff would provide an update to the Commission once a firm date is set.

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

There were no items for discussion.

J. ADJOURNMENT

Mr. Schmidt made a motion to adjourn.

The meeting was adjourned at approximately 6:19 p.m.

Heath Richardson, Chair

Paul D. Holt, III, Secretary

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

FROM: Jose Ribeiro, Senior Planner II

SUBJECT: Rezoning-0003-2017/Height Limitation Waiver-0004-2017. Oakland Pointe

ATTACHMENTS:

	Description	Type
☐	Staff Report	Staff Report
☐	Deferral Letter	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/25/2018 - 9:03 AM
Planning Commission	Holt, Paul	Approved	4/25/2018 - 9:04 AM
Publication Management	Daniel, Martha	Approved	4/25/2018 - 9:25 AM
Planning Commission	Holt, Paul	Approved	4/25/2018 - 10:36 AM

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

Staff Report for the May 2, 2018 Planning Commission Meeting

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. (deferred)
May 2, 2018, 6:00 p.m.
August 1, 2018, 6:00 p.m. (tentative)

Board of Supervisors: September 11, 2018, 5:00 p.m. (tentative)

STAFF RECOMMENDATION

The applicant has requested that this proposal be deferred for three months. Staff concurs with the request and recommends the Planning Commission postpone consideration of this application to the August 1, 2018 Planning Commission meeting.

JR/md
Rezon3-17OakldPte

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

April 24, 2018

VIA EMAIL

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

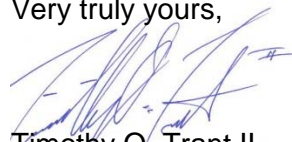
**Re: Oakland Pointe
Rezoning-0003-2017
Our matter number 0167367**

Dear Mr. Ribeiro:

As you know, I represent the applicant, Connelly Development, LLC, with regard to the above-referenced rezoning request. An initial Planning Commission public hearing on the case was held on February 7, 2018 and, due to VDOT comments as well as community interest in the project, the public hearing was continued to May 2, 2018. The applicant held a Community Meeting on April 19, 2018 in an effort to better engage the community about the project. The applicant received valuable input from the meeting and needs additional time to refine its proposal in response to the feedback it received. Accordingly, we respectfully request that the Planning Commission public hearing for this case be further postponed until the Commission's August 1, 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

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

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

SUBJECT: Initiation of Consideration of Amendments to the Subdivision and Zoning Ordinances to Delete References to Fees Which Are Proposed to be Set Forth in the County Code Appendix A - Fee Schedule for Development Related Permits

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/24/2018 - 6:22 PM
Planning Commission	Holt, Paul	Approved	4/24/2018 - 6:22 PM
Publication Management	Burcham, Nan	Approved	4/25/2018 - 7:18 AM
Planning Commission	Holt, Paul	Approved	4/25/2018 - 8:15 AM

MEMORANDUM

DATE: May 2, 2018

TO: The Planning Commission

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

SUBJECT: Initiation of Consideration of Amendments to the Subdivision and Zoning Ordinances to Delete References to Fees which are Proposed to be Set Forth in the County Code Appendix A - Fee Schedule for Development Related Permits

As noted on Page A-6 of the FY 2019-2020 Proposed Operating Budget, modernization of our County facilities will be an overarching task. Facilities including buildings, roads, stormwater rehabilitation and construction projects, technology improvements and business process enhancements will affect each resident and business owner in our great County.

Rapid growth requires us to pay attention to our infrastructure as numerous stormwater projects are planned over the next five years in addition to enhancing technology platforms to handle steady growth.

One of those enhanced technology platforms to handle the steady growth is a new permitting and inspection software system for Community Development and General Services. The software will be used by all reviewing departments and agencies, including Stormwater and Resource Protection, the Fire Department, the County Attorney's office, James City Service Authority and the Virginia Department of Transportation and will allow cross-referencing between divisions for building permits as well as site plans and zoning permits. Contractors, builders and developers will be able to access case information in real time from the field to monitor their projects.

Included in the FY 2019 budget is a new 5% fee for development-related applications. The estimated revenue generated by the fee will be used to defray the costs incurred by the County for additional resources and technology necessary to administrate each of the listed programs and for the filing and processing of amendments, applications and appeals related to each of the listed programs.

The proposed Ordinance, while adding the fees necessary to support administering our permits also increases transparency by consolidating fee references, which are currently spread throughout the County Code, into one consolidated table.

As part of the County's budget process, the Board of Supervisors conducted a public hearing on this item on April 10, 2018. A copy of the staff report and draft Ordinance can be found here: <https://jamescity.novusagenda.com/AgendaPublic/MeetingView.aspx?MeetingID=689&MinutesMeetingID=719&doctype=Agenda>

Should the proposed Ordinance be adopted by the Board on May 8, the new fee schedule would become effective on July 1, concurrent with the start of the new fiscal year, and the needed formatting and housekeeping in the Zoning and Subdivision Ordinances will need to be completed in June to avoid having outdated and conflicting information in the Code.

Initiation of Consideration of Amendments to the Subdivision and Zoning Ordinances to Delete
References to Fees which are Proposed to be Set Forth in the County Code Appendix A - Fee Schedule
for Development Related Permits
May 2, 2018
Page 2

RECOMMENDATION

Staff recommends the Planning Commission adopt the attached initiating Resolution and refer this matter to the May Policy Committee meeting.

PH/md
InitFeeSched-mem

Attachment:

1. Resolution

RESOLUTION

INITIATION OF CONSIDERATION OF AMENDMENTS TO THE SUBDIVISION AND ZONING ORDINANCES TO DELETE REFERENCES TO FEES WHICH ARE PROPOSED TO BE SET FORTH IN THE COUNTY CODE APPENDIX A - FEE SCHEDULE FOR DEVELOPMENT RELATED PERMITS

WHEREAS, the Code of Virginia § 15.2-2286 and Sections 19-10 and 24-13 of the James City County Code permit the Planning Commission of James City County (the "Commission") to, by motion, initiate amendments to the regulations of the Subdivision and Zoning Ordinances that the Commission finds to be prudent; and

WHEREAS, on April 10, 2018, the Board of Supervisors conducted a public hearing on a proposed Ordinance to detail the fees for Building Safety and Permits, Erosion and Sediment Control, Planning, and Zoning in an appendix to the County Code and adding five percent to each fee to defray the costs incurred by the County for additional resources and technology necessary to administrate each of the listed programs and for the filing and processing of amendments, applications and appeals related to each of the listed programs; and

WHEREAS, the Ordinance establishing Appendix A - Fee Schedule for Development Related Permits will be considered as part of the FY 2019-2020 Budget and, if adopted, will become effective on July 1, 2018; and

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

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of James City County, Virginia, does hereby request staff to initiate review of Section 19-15 of the Subdivision Ordinance and Section 24-7 of the Zoning Ordinance for the consideration of deleting references to fees which are proposed to be set forth in the County Code Appendix A - Fee Schedule for Development Related Permits. The Commission shall hold at least one public hearing on the consideration of amendments of said Ordinance and shall forward its recommendation thereon to the Board of Supervisors in accordance with law.

Heath Richardson
Chairman, Planning Commission

ATTEST:

Paul D. Holt, III
Secretary

Adopted by the Planning Commission of James City County, Virginia, this 2nd day of
May, 2018.

SubdvsnOrdAmnd-res

ITEM SUMMARY

DATE: 5/2/2018

TO: The Planning Commission

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

SUBJECT: Planning Director's Report - May 2018

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Spreadsheet listing new applications received	Exhibit

REVIEWERS:

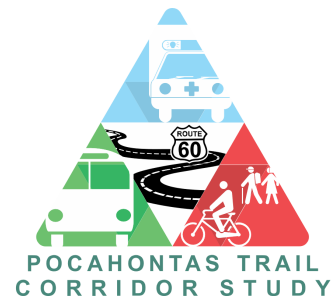
Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	4/25/2018 - 2:12 PM
Planning Commission	Holt, Paul	Approved	4/25/2018 - 2:12 PM
Publication Management	Burcham, Nan	Approved	4/25/2018 - 2:19 PM
Planning Commission	Holt, Paul	Approved	4/25/2018 - 2:22 PM

PLANNING DIRECTOR'S REPORT May 2018

This report summarizes the status of selected Department of Community Development activities during the past month.

- **Planning**

- **Monthly Case Report:** For a list of all cases received in the last month, please see the attached documents.
- **Board Action Results:**
 - **April 10, 2018**
 - SUP-0012-2017, Wendy's Toano (Approved 5-0)
 - SUP-0001-2018, LifePointe Christian Church (Approved 5-0)
- The Planning Division, VDOT and its consultant RK&K continued work on the Pocahontas Trail Corridor Study with several Steering Committee and Technical Committee meetings following a public workshop in January. At the workshop, citizens reviewed the proposed corridor layouts and responded to questions regarding their vision for the corridor. Since that time, the Steering Committee and Technical Committee have been providing input on phasing and funding strategies in preparation for the final workshop on April 25, 2018 at 6:30 p.m. at Mount Gilead Church. More information can be found at the study's website
<https://jamescitycountyva.gov/PocTrailStudy>.




- **Building Safety & Permits**

- Stacy McKinney, Plans Examiner, attended a seminar in Structural Design Topics in Wood Construction. Topics covered included wood durability, balcony and roof framing design, beam and column design, calculating wind loads, bolted connections and fire-resistant design.
- Allen Turner and Tom Coghill gave a presentation on JCC Permit Link to contractors on April 24, 2018.

- **Neighborhood Development**

- The Workforce Housing Task Force held its forth meeting on April 17, 2018. Mel Jones from the Virginia Center for Housing Research (VCHR) at Virginia Tech presented data on income differences between in-migrating and out-migrating households. She concluded the presentation with the following statement: “James City County needs housing to serve the workforce associated with tourism, hospitality and retail. The “retail trade,” “arts and entertainment, recreation, accommodation” and “food services” industry sectors dominate the county’s employment—representing 40 percent of total employment and 46 percent of non-government employment. These sectors have among the lowest average weekly wage, \$405, \$301 and \$392 respectively and drive the top growing occupations: retail sales persons, cashiers and combined food preparation and serving workers, including fast food. Median Annual Wage for these occupations are \$18,201, \$17,948 and \$18,016 respectively.”^[1]

“Stepping stone” housing is typically used to attract and retain talented young professionals, who often make low incomes at the beginning of their careers, as well as talented tourism, hospitality and retail workers. These housing stepping-stones and affordable homeownership opportunities represent a gap in the region and an opportunity for James City County to compete for a high quality, stable, resident workforce.”

 **Afford_JCCVA** In upcoming meetings, the Task Force will focus on a communicating and engaging residents in the conversation about the need for affordable housing in the County.

[1] VCHR referenced employment and occupation data in this paragraph from the Virginia Employment Commission Labor Market Information Community Profile for James City County, http://virginialmi.com/report_center/community_profiles/5104000095.pdf

New Cases for May 2018						
Case Type	Case Number	Case Title	Address	Description	Planner	District
Conceptual Plan	C-0025-2018	Forest Heights Master Plan Amendment	6015 RICHMOND ROAD	Proposed master plan amendment conceptual drawing for the Forest Heights development to add additional mulit-family residential.	Jose Ribeiro	02-Powhatan
	C-0026-2018	VDOT Shoreline Stabilization Project at York River State Park (Floodplain Review)	5526 RIVERVIEW ROAD	Early Coordination for Shoreline Stabilization Projects at 7 DGIF Wildlife Management Areas (WMAs).	Christy Parrish	01-Stonehouse
	C-0027-2018	110 A Overlook Drive Sub Concept	110-A OVERLOOK DRIVE	Conceptual to subdivide into 4 parcels with homes built into the hill with walkout basement.	Jose Ribeiro	05-Roberts
	C-0028-2018	5540 Riverview Road Subdivision Concept	5540 RIVERVIEW ROAD	Applicant is looking to subdivide using family subdivision.	Jose Ribeiro	01-Stonehouse
	C-0029-2018	4620 Monticello Bank of America Parking Lot Update	4620 MONTICELLO AVENUE	Replacement of portions of parking lot pavement, curb and gutter, and landscaping.	Savannah Pietrowski	04-Jamestown
	C-0030-2018	Interstate 64 Widening Landscape Plans	~	Landscape Plans for interstate 64 widening	Scott Whyte	~
	C-0031-2018	1685 Merrimac Trail York County Courtesy Review	~	Telecommunications tower at 1685 Merrimac Trail. York County Courtesy Review.	Alex Baruch	~
	C-0032-2018	9193 Barhamsville Rd McDonalds Renovations	9193 BARHAMSVILLE RD	Interior/exterior building renovations. Upgrade of the drive thru equipment and improvements for ADA accessibility.	Roberta Sulouff	01-Stonehouse
	C-0033-2018	338 Racefield Dr. BLA	338 RACEFIELD DRIVE	Boundary line ajdustment between 338 and 346 Racefield Drive.	Savannah Pietrowski	01-Stonehouse
	C-0034-2018	Freedom Park Cemetery Connector Concept	5537 CENTERVILLE RD	Concept plan for a paved trail to connect the Interpretive Center parking lot trail to the paved multi-use trail at Freedom Park. 630 LF of new trail.	Tori Haynes	02-Powhatan
Change of Use	CU-0005-2018	1303 Jamestown Road, Nail Salon	1303 JAMESTOWN ROAD	Change of use from retail to nail salon.	Tom Leininger	03-Berkeley
	CU-0006-2018	5251 John Tyler Hwy 27 & 28, Beauty Supply	5251 JOHN TYLER HWY	Beauty supply sales.	Tom Leininger	03-Berkeley
	CU-0007-2018	5251 John Tyler Hwy 27 & 28, Boot Camp Burn	5251 JOHN TYLER HWY	Change of use for workout facility	Tom Leininger	03-Berkeley
	CU-0008-2018	5140 Main Street, Beauty Salon	5134 MAIN STREET	Change of use from furniture/art gallery to beauty salon.	Tom Leininger	04-Jamestown
	CU-0009-2018	138 Howard Drive, Single Family Home	138 HOWARD DRIVE	Changing the us of the home from a church to a single family home.	Tom Leininger	05-Roberts
Subdivision	S-0012-2018	Windsor Ridge Sec. 4 Landscape Amend.	8514 ASHINGTON WAY	Amendment to the approved subdivision for perimeter landscaping changes, Plan apparoved	Scott Whyte	01-Stonehouse
	S-0013-2018	Stonehouse Tract 3 Pump House Parcel	9351 SIX MT ZION RD	Final plat of 1 lot on .192 acres.	Ellen Cook	01-Stonehouse
	S-0014-2018	Landfall Village BLA, Lots 1, 2, 16 and CA 1, 2	2525 WILLIAM TANKARD DR	Plat of boundary line adjustment and lot line extinguishment for lots 1, 2, 16 and CA 1, 2 in Landfall Village	Tori Haynes	03-Berkeley
	S-0015-2018	116 & 117 Birkdale BLE	117 BIRKDALE	Boundary line extinguishment to turn two lots into one.	Savannah Pietrowski	04-Jamestown
	S-0016-2018	194 Racefield Drive Family Subdivision	194 RACEFIELD DRIVE	Family subdivision to create 1 lot for 3.05 acres.	Alex Baruch	01-Stonehouse
	S-0017-2018	3877 and 3881 Strawberry Plains BLA	3877 STRAWBERRY PLAINS	Boundary line adjustment around existing encroaching structure.	Tori Haynes	04-Jamestown
	S-0018-2018	4870 Hickory Signpost Road BLE	4870 HICKORY SIGNPOST RD	Lot line extinguishment to create 1 lot on 1.035 acres.	Roberta Sulouff	03-Berkeley
	S-0019-2018	New Town, Sec. 6 Block 15, Parcel A (Veterans Memorial)	5380 DISCOVERY PARK BLVD	Final Plat of 2 lots of .677 acres	Roberta Sulouff	04-Jamestown
	S-0020-2018	Skiffes Creek Switching Station Subdivision	8964 POCAHONTAS TRAIL	VDOT Right of Way Dedication Plat	Ellen Cook	00-Unknown
	S-0021-2018	3279 Chickahominy Road BLA and BLE	3279 CHICKAHOMINY RD	Final plat of 2 lots on 4.181 acres and BLE to create 2 lots on 4.181 acres.	Scott Whyte	01-Stonehouse
Site Plan	SP-0023-2018	Carter Machinery Outdoor Storage Rack	1601 GREEN MOUNT PARKWAY	Installation of structural pallet rack on existing concrete.	Jose Ribeiro	05-Roberts
	SP-0024-2018	5087 Longhill Road Shed Addition	5087 LONGHILL ROAD	Shed for storage of landscape equipment.	Alex Baruch	04-Jamestown
	SP-0025-2018	Lightfoot Marketplace Building 4 SP Amendment	6401 RICHMOND ROAD	Site plan amendment to add a 6" fire waterline, detector check valve and post indicator valve for the fire suppression system. A portion of the storm sewer system has also been revised.	Roberta Sulouff	01-Stonehouse
	SP-0026-2018	Norge Center Entrance Road	7508 RICHMOND ROAD	Construction of an entrance connection to Croaker Road.	Scott Whyte	01-Stonehouse
	SP-0027-2018	Liberty Crossing School Bus Stop Shelter	6580 BATTLEFIELD DR	School bus stop shelter for Liberty Crossing at intersection of Revolutionary Way and Battlefield Drive.	Tori Haynes	01-Stonehouse
	SP-0028-2018	Lightfoot Marketplace Harris Teeter Fuel Center	6401 RICHMOND ROAD	Harris Teeter fuel center and 240 sf kiosk and canopy and additional site appurtenances.	Jose Ribeiro	01-Stonehouse
	SP-0029-2018	Lightfoot Marketplace Valvoline	6401 RICHMOND ROAD	Construction of a Valvoline Instant Oil Change including building, parking lot, and associated underground utilities.	Savannah Pietrowski	01-Stonehouse
	SP-0030-2018	Jamestown 4-H Educational Center Playground	3751 4H CLUB RD	Construction of a playground at Jamestown 4H Educational Center.	Tori Haynes	03-Berkeley
	SP-0031-2018	Spice Palace Patio Fence	5251 JOHN TYLER HWY	Construction of a patio fence at Spice Palace.	Roberta Sulouff	03-Berkeley
	SP-0032-2018	Toano Middle School Walk-In Cooler	7817 RICHMOND ROAD	Walk-in cooler addition inside of existing loading dock.	Alex Baruch	01-Stonehouse
Special Use Permit	SUP-0003-2018	Busch Gardens, Event Building - Withdrawn	7851 POCAHONTAS TR	Special Use Permit to build a 15,500 sf event building.	Tori Haynes	05-Roberts
	SUP-0004-2018	3021 Ironbound Rd. Tourist Home	3021 IRONBOUND ROAD	Tourist home at 3021 Ironbound Road.	Tori Haynes	03-Berkeley