

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
July 1, 2020
6:00 PM

A. CALL TO ORDER

1. The meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and will be aired live on the County's government public access channel, JCC TV 48, via Live Stream on the County website: <https://jamescitycountyva.gov/220/Live-Stream>, and via the County's YouTube channel: <https://www.youtube.com/user/jamescitycounty>. Citizen comments may be submitted via US Mail to the Planning Commission Secretary, PO Box 8784, Williamsburg, VA 23187, via electronic mail to community.development@jamescitycountyva.gov, or by leaving a message at 757-253-6750. Citizens may attend and participate in the electronic meeting via Zoom at <https://zoom.us/j/96036607381> or dial any of the following numbers for listen-only audio of the meeting: 929-205-6099, 312-626-6799, 301-715-8592, 346-248-7799, 669-900-6833, or 253-215-8782 using Webinar ID: 960 3660 7381. Any public comment received through the above means will be shared at the meeting. Citizens using the link above who would like to speak during public comment and any public hearing will also be able to speak during those times.
2. Zoom Meeting Instructions

B. ROLL CALL

1. Virtual Meeting Resolution

C. PUBLIC COMMENT

D. REPORTS OF THE COMMISSION

E. CONSENT AGENDA

1. Minutes of the June 3, 2020 Regular Meeting
2. Development Review Committee Action Item: C-20-0054. 164 & 168 Bush Springs Rd - Overhead Utility Waiver
3. Development Review Committee Action Item: SP-20-0015. Virginia Health Services, Colonial Heritage

F. PUBLIC HEARINGS

1. SUP-20-0009. 3303 Rochambeau Drive Tourist Home
2. ORD-19-0010. Zoning Ordinance Amendments to Address the Keeping of Bees in Residential Neighborhoods

G. PLANNING COMMISSION CONSIDERATIONS

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - July 2020

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

J. ADJOURNMENT

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: The meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and will be aired live on the County's government public access channel, JCC TV 48, via Live Stream on the County website: <https://jamescitycountyva.gov/220/Live-Stream>, and via the County's YouTube channel: <https://www.youtube.com/user/jamescitycounty>. Citizen comments may be submitted via US Mail to the Planning Commission Secretary, PO Box 8784, Williamsburg, VA 23187, via electronic mail to community.development@jamescitycountyva.gov, or by leaving a message at 757-253-6750. Citizens may attend and participate in the electronic meeting via Zoom at <https://zoom.us/j/96036607381> or dial any of the following numbers for listen-only audio of the meeting: 929-205-6099, 312-626-6799, 301-715-8592, 346-248-7799, 669-900-6833, or 253-215-8782 using Webinar ID: 960 3660 7381. Any public comment received through the above means will be shared at the meeting. Citizens using the link above who would like to speak during public comment and any public hearing will also be able to speak during those times.

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	ComSecretary, Planning	Approved	6/24/2020 - 2:01 PM

ITEM SUMMARY


DATE: 7/1/2020

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: Zoom Meeting Instructions

ATTACHMENTS:

	Description	Type
	Zoom Meeting Instructions	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	ComSecretary, Planning	Approved	6/24/2020 - 2:04 PM

Zoom Instructions for Participants before a Meeting

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. You will receive notice for a videoconference or conference call via email. The notification will include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9-digit (usually) Meeting ID.

Join the Videoconference

1. At the start time of your meeting, click on the link in your invitation to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your computer’s audio and microphone at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without clicking on the invitation link by going to join.zoom.us on any browser and entering the Meeting ID provided by your committee analyst.

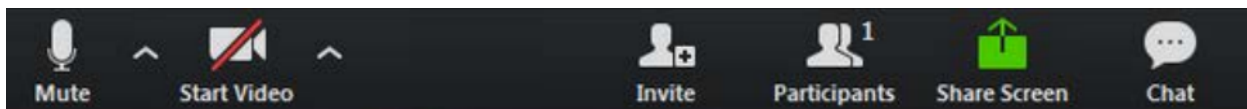
Join Audio via Phone (Recommended for best connection)

If you have sluggish internet connection, your computer or phone lacks a microphone, or for issues with hearing the audio, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided in your invitation.
2. Enter the Meeting ID number (also provided in your invitation) when prompted using your touch-tone keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

During the Meeting

Using the participant controls in the lower left corner of the Zoom screen you can:



- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand
- Change your screen name that is seen in the participant list and video window
- Share your screen

On your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants (like a grid).

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: Virtual Meeting Resolution

ATTACHMENTS:

	Description	Type
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	ComSecretary, Planning	Approved	6/24/2020 - 2:13 PM

RESOLUTION

PLANNING COMMISSION VIRTUAL MEETING

WHEREAS, on March 24, 2020, the James City County Board of Supervisors (the “Board”) adopted an emergency Ordinance to ensure the continuity of government in response to the coronavirus pandemic negatively affecting the health, safety, and welfare of the citizens of James City County (the “County”); and

WHEREAS, on April 14, 2020, the Board readopted the continuity of government Ordinance (the “Ordinance”), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or telephonic means without a quorum of members physically present (a “Virtual Meeting”); and

WHEREAS, the Planning Commission is a subordinate Commission of the Board and is therefore eligible to conduct a Virtual Meeting; and

WHEREAS, the Planning Commission desires to conduct a Virtual Meeting on June 3, 2020, at which time those items listed on the agenda attached hereto (the “Agenda”) will be considered; and

WHEREAS, each of the members of the Planning Commission have reviewed each the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of James City County, Virginia, hereby finds and declares that immediate consideration of each of the items set forth in the Agenda is necessary to ensure the continuation of essential functions of the government during the emergency declared by the Board and further described in the Ordinance.

Rich Krapf
Chairman, Planning Commission

ATTEST:

Paul D. Holt III
Secretary to the Planning Commission

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
NULL	_____	_____	_____
ROSE	_____	_____	_____
POLSTER	_____	_____	_____
HALDEMAN	_____	_____	_____
O'CONNOR	_____	_____	_____
LEVERENZ	_____	_____	_____
KRAPF	_____	_____	_____

Adopted by the Planning Commission of James City County, Virginia, this 1st day of
July, 2020.

VMtg-PC-July-res

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Paul D. Holt, III, Secretary

SUBJECT: Minutes of the June 3, 2020 Regular Meeting

ATTACHMENTS:

	Description	Type
	Minutes of the June 3, 2020 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/23/2020 - 3:30 PM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 3:30 PM
Publication Management	Burcham, Nan	Approved	6/23/2020 - 3:43 PM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 5:34 PM

MINUTES
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
June 3, 2020
6:00 PM

A. CALL TO ORDER

Mr. Rich Krapf called the meeting to order at 6:00 p.m.

1. This meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and will be aired live on the County's government public access channel, JCC TV 48, via Live Stream on the County website: <https://jamescitycountyva.gov/220/Live-Stream>, and via the County's YouTube channel: <https://www.youtube.com/user/jamescitycounty>. Citizen comments may be submitted via US Mail to the Planning Commission Secretary, PO Box 8784, Williamsburg, VA 23187, via electronic mail to community.development@jamescitycountyva.gov, or by leaving a message at 757-253-6750. Citizens may attend and participate in the electronic meeting via Zoom at <https://zoom.us/j/91306170181>, or dial any of the following numbers for listen-only audio of the meeting: 929-205-6099, 312-626-6799, 301-715-8592, 346-248-7799, 669-900-6833, or 253-215-8782 using Webinar ID: 913 0617 0181. Any public comment received through the above means will be shared at the meeting. Citizens using the link above who would like to speak during public comment and any public hearing will also be able to speak during those times.
2. Zoom Meeting Instructions

B. ROLL CALL

Planning Commissioners Present:

Rich Krapf
Tim O'Connor
Jack Haldeman
Frank Polster
Julia Leverenz
Rob Rose
Barbara Null

Staff Present:

Paul Holt, Director of Community Development and Planning
Max Hlavin, Deputy County Attorney
Thomas Leininger, Planner
John Risinger, Planner

1. Virtual Meeting Resolution

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, Null, O'Connor, Polster, Rose

Mr. Krapf provided a summary of the resolution allowing the Planning Commission to hold the virtual meeting.

Mr. Jack Haldeman made a motion to approve the resolution.

On a roll call vote the Commission voted to approve the resolution. (7-0)

C. PUBLIC COMMENT

Mr. Krapf opened Public Comment.

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

D. REPORTS OF THE COMMISSION

Mr. Haldeman stated that the Development Review Committee did not meet in May 2020.

Mr. Frank Polster stated that the Policy Committee met on May 14, 2020. Mr. Polster stated that in addition to the Committee members and staff. Mr. Michael Garvin, Williamsburg Area Beekeepers President, was also present at the meeting.

Mr. Polster stated that the Committee considered Phase III amendments to the Zoning Ordinance to address the keeping of bees in Residential Districts. Mr. Polster stated that staff presented a proposed draft Ordinance that permits beekeeping in the R-1, R-2, R-3, R-4, R-5, Planned Unit Development Residential (PUD-R), and Mixed Use (MU) Districts with no restrictions as far as whether it is an accessory use or primary use. The Zoning Administrator and Deputy County Attorney provided feedback on Section (f) of the draft ordinance, which required written notification of the intent to keep bees to abutting properties noting that it was unenforceable and recommended removal of Section (f). Mr. Polster stated that Committee members concurred with the recommendation.

Mr. Polster stated that staff noted that the Board of Supervisors' (BOS) Initiating Resolution addressed beekeeping only in Residential and Agricultural districts. Mr. Polster stated that if the Planning Commission wished to extend beekeeping to the entire County, then the BOS would have to revise its Initiating Resolution. Mr. Polster stated that in the discussion of the issue, Mr. Garvin noted that the Meadery in the City of Williamsburg was maintaining a beehive on its commercial property. Mr. Polster stated that the Committee agreed to recommend that the Planning Commission recommend to the BOS that it revise the Initiating Resolution to extending beekeeping to the entire County.

Mr. Polster stated that staff clarified a question on beekeeping on Public Lands and stated it was a permitted use.

Mr. Polster stated that the Committee voted unanimously to recommend the approval of ORD-19-0010. Zoning Ordinance Amendments to Address the Keeping of Bees in Residential Districts to the Planning Commission and Board of Directors with the deletion of section (f) in the draft ordinance and a recommendation that the Board of Supervisors considered a revision to its Initiating Resolution to include the entire County.

Mr. Polster stated that the Committee also reviewed Phase III amendments to the Zoning Ordinance to address Combat Tactical Training Facilities. Mr. Polster stated that the Committee voted unanimously to recommend the approval of ORD-19-0005. Consideration of Amendments to the Zoning Ordinance to Address Combat Tactical Training Facilities and forward it to the Planning Commission for consideration.

E. CONSENT AGENDA

1. Minutes of the May 6, 2020 Regular Meeting

Mr. Haldeman 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. ORD-19-0005. Consideration of Amendments to the Zoning Ordinance to Address Combat Tactical Training Facilities

A motion to Approve was made by Julia Leverenz, the motion result was Passed.

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

Ayes: Haldeman, Krapf, Leverenz, Null, O'Connor, Polster, Rose

Mr. John Risinger, Planner, stated that on August 13, 2019, the BOS adopted an Initiating Resolution directing staff to explore amending the Zoning Ordinance to define Combat Tactical Training Facilities, exclude it as a permitted use in Agricultural and Residential Zoning Districts, and to evaluate its appropriateness in the M-2, General Industrial District.

Mr. Risinger stated that staff analyzed development proposals from other localities as well as the County's Zoning Ordinance. Mr. Risinger stated that staff determined that a definition could be created for combat tactical training facilities without listing it in any use list. Mr. Risinger further stated that since the Zoning Ordinance is exclusionary in nature, combat tactical training facilities would not be allowed in any zoning district where the use is not listed as a permitted or specially permitted use.

Mr. Risinger stated that staff also evaluated the appropriateness of including combat tactical training facilities as a specially permitted use in the M-2 District. Mr. Risinger stated that the primary purpose of the M-2 District is to "establish an area where the principal use of land is for industrial operations which are not compatible with residential or commercial service establishments." Mr. Risinger stated that staff determined that combat tactical facilities would not fulfill the intent of the M-2 District since it is not an industrial use.

Mr. Risinger stated that staff recommends creating a definition for combat tactical training facilities within Section 24-2, Definitions, and not including it as a permitted or specially permitted use within any zoning district.

Mr. Risinger stated that during a series of Policy Committee meetings, staff presented a draft Ordinance for review. Mr. Risinger stated that at its May 14, 2020 meeting, the Policy Committee unanimously recommended approval of the draft Ordinance to the Planning Commission by a vote of 4-0.

Mr. Risinger stated that staff recommends that the Planning Commission recommend approval

of the draft Ordinance to the Board of Supervisors.

Mr. Krapf opened the Public Hearing.

Mr. Krapf inquired if any public comments or speaker cards were submitted for this application.

Mr. Holt stated that no speaker cards or public comments had been submitted.

As no one wished to speak, Mr. Krapf closed the Public Hearing. Mr. Krapf opened the floor for discussion by the Commission.

Mr. Haldeman stated that he concurs that this use is not compatible with the intent of any of the zoning districts. Mr. Haldeman further stated that staff did an excellent job developing the definition of Combat Tactical Training Facilities.

Ms. Julia Leverenz made a motion to recommend approval of the Ordinance Amendment.

On a roll call vote, the Commission voted to recommend approval of ORD-19-0005.
Consideration of Amendments to the Zoning Ordinance to Address Combat Tactical Training Facilities. (7-0)

2. ORD-20-0008. Proposed Ordinance and Policy Amendments to Address Code of Virginia Changes Regarding Wireless Communication Facilities

A motion to Approve was made by Julia Leverenz, the motion result was Passed.

AYES: 6 NAYS: 1 ABSTAIN: 0 ABSENT: 0

Ayes: Krapf, Leverenz, Null, O'Connor, Polster, Rose

Nays: Haldeman

Mr. Tom Leininger, Planner, stated that in 2017 and 2018, the General Assembly passed legislation requiring changes to how local Zoning Ordinances may treat applications for wireless communications facilities. Mr. Leininger stated that those changes, combined with recent Federal Communications Commission (FCC) decisions are intended to support the deployment of 5G technology. Mr. Leininger stated that during a series of Policy Committee meetings, staff presented the draft Zoning Ordinance language amendments to the following sections: Definitions, Division 6 Communication Facilities, each district's use list and the policy for Performance Standards for Communication Facilities, Antennas, Towers and Support Structures that require Special Use Permits.

Mr. Leininger stated that staff proposes a series of updates to the sections including additional definitions based on state and Federal changes, overall changes to Division 6 to ensure that the County complies with state and FCC regulations, and amendments to the use list for each zoning district to ensure that the use list does not conflict with Division 6. Mr. Leininger further stated that staff proposed changes to the policy titled "Performance Standards for Communications Facilities, Antennas, Towers, and Support Structures (CATS) that Require a Special Use Permit," dated November 8, 2016, and endorsed by the Board of Supervisors. Mr. Leininger stated that the amendments to the policy include removing text that is covered by the Zoning Ordinance and removing text that is prohibited by State Code.

Mr. Leininger stated that prior to the final Policy Committee meeting, the County's legal consultant reviewed the draft Ordinance and definition changes for consistency with State Code and FCC regulations. Mr. Leininger stated that the review produced additional minor

edits clarifying the timelines for application reviews in Section 24-128(c), and added additional definitions.

Mr. Leininger stated that at its December 4, 2019 meeting, the Planning Commission adopted the Initiating Resolution by a vote of 6-0.

Mr. Leininger further stated that at the February 13, 2020 Policy Committee meeting, the committee voted to recommend approval of the draft Ordinance changes for wireless communications to the Planning Commission and Board of Supervisors by a vote of 3-0.

Mr. Leininger stated that staff recommends that the Planning Commission recommend approval of the draft Zoning Ordinance language for wireless communication facilities to the Board of Supervisors.

Mr. Krapf opened the Public Hearing.

Mr. Krapf inquired if any public comments or speaker cards were submitted for this application.

Mr. Holt stated that no speaker cards or public comments had been submitted.

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

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

Mr. Haldeman stated that he was sorry to lose the section regarding performance standards.

Ms. Leverenz commended staff for the thorough update to a complex Ordinance.

Ms. Leverenz made a motion to recommend approval of the Ordinance Amendment.

On a roll call vote the Commission voted to recommend approval of ORD-20-0008. Proposed Ordinance and Policy Amendments to Address Code of Virginia Changes Regarding Wireless Communication Facilities (6-1)

G. PLANNING COMMISSION CONSIDERATIONS

There were no items for Planning Commission Consideration.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - June 2020

Mr. Holt stated that he did not have anything in addition to what was provided in the Agenda Packet.

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

Mr. Krapf stated that he has Board of Supervisors coverage for June 2020.

Mr. Haldeman thanked Mr. Krapf for his representation of the Planning Commission at the Board of Supervisors Work Session.

Mr. Krapf stated that the next Planning Commission Working Group (PCWG) meeting would be July 13, 2020.

Mr. Polster stated that he hoped there would be opportunities for follow-on discussions based on the notes from the PCWG meeting on May 6, 2020.

Mr. Holt stated that staff is working through those notes as well as requests from the Board of Supervisors for additional information. Mr. Holt further stated that staff has created a matrix with all of the follow-on items and is developing plans to address those items.

J. ADJOURNMENT

Mr. Haldeman made a motion to adjourn.

The meeting was adjourned at approximately 6:40 p.m.

Paul D. Holt, III, Secretary

Rich Krapf, Chair

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Thomas Wysong, Senior Planner

SUBJECT: Development Review Committee Action Item: C-20-0054. 164 & 168 Bush Springs Rd - Overhead Utility Waiver

A conceptual plan has been submitted to permit an overhead power line connection to two residential lots planned for single family home construction.

Reason for DRC Review: Section 24-200(c) of the Zoning Ordinance requires all new utility connections to be placed underground. The applicant has requested a waiver to this requirement, which may be permitted by approval of the Planning Commission per the recommendation of the DRC.

Link to the Agenda and Staff Report:
<https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=5680&MeetingID=1099>

On June 17, 2020, the DRC recommended approval of this item by a vote of 5-0.

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/22/2020 - 2:05 PM
Planning Commission	Holt, Paul	Approved	6/22/2020 - 2:05 PM
Publication Management	Daniel, Martha	Approved	6/22/2020 - 2:14 PM
Planning Commission	Holt, Paul	Approved	6/22/2020 - 2:15 PM

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Tori Haynes, Senior Planner

SUBJECT: Development Review Committee Action Item: SP-20-0015. Virginia Health Services, Colonial Heritage

A site plan has been submitted for the construction of a +/- 160,670 square foot assisted living facility on one of the commercial parcels of the Colonial Heritage Master Plan.

Reason for DRC review: Per Section 24-147(a)(1)(c) of the Zoning Ordinance, DRC review of the site plan is required when total floor area exceeds 30,000 square feet and is not predominantly used as office, warehousing, or industrial. Upon review of the site plan, the DRC shall make a recommendation to the Planning Commission, who shall grant preliminary approval, defer, or disapprove the site plan. Should preliminary approval be granted by the Planning Commission, final approval of the site plan must be achieved within one year from the date of issuance.

Staff notes that the DRC also reviewed conceptual elevations, which do not require further action by the Planning Commission.

Link to Agenda and Staff Report:
<https://jamescity.novusagenda.com/AgendaPublic/CoverSheet.aspx?ItemID=5654&MeetingID=1099>

On June 17, 2020, the DRC voted 5-0 to recommend preliminary approval of the site plan.

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/23/2020 - 7:37 AM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 7:37 AM
Publication Management	Burcham, Nan	Approved	6/23/2020 - 7:44 AM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 7:45 AM

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Brett Meadows, Planner

SUBJECT: SUP-20-0009. 3303 Rochambeau Drive Tourist Home

ATTACHMENTS:

	Description	Type
▣	Staff Report	Staff Report
▣	Attachment 01. Draft Conditions	Backup Material
▣	Attachment 02. Location Map	Backup Material
▣	Attachment 03. Master Plan	Backup Material
▣	Attachment 04. Applicant Narrative	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/23/2020 - 3:33 PM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 3:33 PM
Publication Management	Burcham, Nan	Approved	6/23/2020 - 3:45 PM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 5:34 PM

SPECIAL USE PERMIT-20-0009. 3303 Rochambeau Drive Tourist Home**Staff Report for the July 1, 2020, Planning Commission Public Hearing**

SUMMARY FACTS

Applicant: Ms. Ivy Brothers

Land Owner(s): Ms. Ivy Brothers

Proposal: To allow for the short-term rental of an entire four-bedroom home as a tourist home. The owner will live off-site during guest stay and on-site between guests.

Location: 3303 Rochambeau Drive

Tax Map/Parcel No.: 1220100015

Project Acreage: ± 2.25 acres

Zoning: A-1, General Agriculture

Comprehensive Plan: Low Density Residential

Primary Service Area: Inside

Staff Contact: Brett A. Meadows, Planner

PUBLIC HEARING DATES

Planning Commission: July 1, 2020, 6:00 p.m.

Board of Supervisors: September 8, 2020, 5:00 p.m. (tentative)

FACTORS FAVORABLE

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

2. With the proposed conditions, the proposal is generally consistent with the recommendations of the Comprehensive Plan.
3. The applicant has acknowledged that, should this application be approved, she will obtain the proper licensing and inspections through the County and will be subject to appropriate use-based taxes.
4. Impacts: See Impact Analysis on Page 3.

FACTORS UNFAVORABLE

1. Impacts: See Impact Analysis on Page 3.

SUMMARY STAFF RECOMMENDATION

Approval, with the proposed conditions (See Attachment No. 1).

PROJECT DESCRIPTION

- This proposal is to allow for the short-term rental of an entire four-bedroom home as a tourist home. Ms. Brothers has stated that she is planning to hire a company to handle booking, advertising, cleaning, and maintenance to the property. The owner will not be present during the rental. The owner will live on the property between guest stays.
- The property currently consists of a single-family home with a detached garage and a detached storage building. The owner is proposing to rent the entire house on a short-term basis. This Special Use Permit (SUP), if granted, would allow for short-term rentals throughout the year. No changes to the size or the footprint of the home are proposed.
- The Zoning Ordinance defines a tourist home as “a dwelling where lodging or lodging and meals are provided for

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.

Staff Report for the July 1, 2020, Planning Commission Public Hearing

compensation for up to five rooms which are open to transients.”

The proposed conditions limit the number of bedrooms available for rent to four, as there are four bedrooms in the existing home. Should a future expansion add another bedroom, an SUP amendment would be required.

SURROUNDING ZONING AND DEVELOPMENT

The subject property is located to the east of property zoned B-1, General Business. The subject parcel is surrounded on its south and east borders by property zoned R-2, General Residential, owned by Rauch Development Company, Inc. that is part of the White Hall subdivision. To the north of the subject property, across Rochambeau Drive, is another parcel owned by Rauch Development Company, Inc. and is part of the White Hall subdivision.

Direct access to the subject parcel is provided via a driveway on to Rochambeau Drive, which is classified by the Virginia Department of Transportation (VDOT) as a Major Collector.

COMPREHENSIVE PLAN

The property is designated Low Density Residential on the 2035 Comprehensive Plan Land Use Map, as are all immediately surrounding parcels. Appropriate primary uses recommended by the Comprehensive Plan include single-family homes, multifamily units, accessory units, and cluster housing. Limited commercial uses may also be considered appropriate should the proposal meet the following standards:

- Complements the residential character of the area. Staff finds the proposal consistent with the residential character of the area, as no exterior changes to the home or property are proposed.

- Have traffic, noise, lighting, and other impacts similar to surrounding residential uses. Staff finds that impacts will be similar to nearby residential uses. Traffic is anticipated to be typical of a residential home, the subject property must adhere to the County’s Noise Ordinance, and the proposed SUP conditions will restrict commercial signage and exterior lighting. Future expansions of the use would require an SUP amendment.
- Generally be located on collector or arterial roads at intersections. This property is located on, and takes access from, Rochambeau Drive. This segment of Rochambeau Drive is classified by VDOT as a Major Collector.
- Provide adequate screening and buffering to protect the character of nearby residential areas. Staff finds that existing vegetation provides adequate screening from adjacent properties. Additionally, staff notes that this use inherently retains the same visual character as nearby residences.

SPECIAL USE PERMIT-20-0009. 3303 Rochambeau Drive Tourist Home**Staff Report for the July 1, 2020, Planning Commission Public Hearing**

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Public Transportation: Vehicular</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The proposal is not anticipated to generate traffic exceeding a typical residential use.- The subject property is located on a major collector road, as designated by VDOT, and no changes are anticipated on the level of service on Rochambeau Drive.
<u>Public Transportation: Pedestrian/Bicycle</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- Pedestrian/bicycle accommodations are not proposed.
<u>Public Safety</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- Subject property is located within a five-minute radius of Fire Station 1. The proposal does not generate impacts that require mitigation to the County's emergency services or facilities.
<u>Public Schools</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The proposal will not generate schoolchildren.
<u>Public Parks and Recreation</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The proposal does not generate impacts that require mitigation to the County's parks and recreation services or facilities.
<u>Public Libraries and Cultural Centers</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The proposal does not generate impacts that require mitigation to public libraries or cultural centers.
<u>Groundwater and Drinking Water Resources</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The proposal does not generate impacts that require mitigation to groundwater or drinking water resources.
<u>Watersheds, Streams, and Reservoirs</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The Stormwater and Resource Protection Division offered no objections and proposed no conditions after reviewing this proposal. Should the use of the property result in the addition of any impervious surfaces, a stormwater management plan must be prepared and submitted for review and approval.
<u>Cultural/Historic</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">- The subject property has been previously disturbed and has no known cultural resources on-site.
<u>Nearby and Surrounding Properties</u>	<u>Mitigated</u>	<ul style="list-style-type: none">-The subject property is located near current residential uses and adjacent to zoned commercial uses.-Traffic is anticipated to be typical of a residential home, the subject property must adhere to the County's Noise Ordinance, and the proposed SUP conditions will restrict commercial signage and exterior lighting. Future expansions of the use would require an SUP amendment.
<u>Community Character</u>	<u>No Mitigation Required</u>	<ul style="list-style-type: none">-This segment of Rochambeau Drive is in neither a Community Character Corridor nor a Community Character Area.-The existing façade and parking area maintains the property's residential character.

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.

PROPOSED SUP CONDITIONS

Proposed conditions are provided as Attachment No. 1.

STAFF RECOMMENDATION

Overall, staff finds the proposal to be compatible with surrounding development and generally consistent with the recommendations of the adopted Comprehensive Plan. Staff recommends approval, subject to the proposed conditions.

BAM/md
SUP20-9_3303RochTH

Attachments:

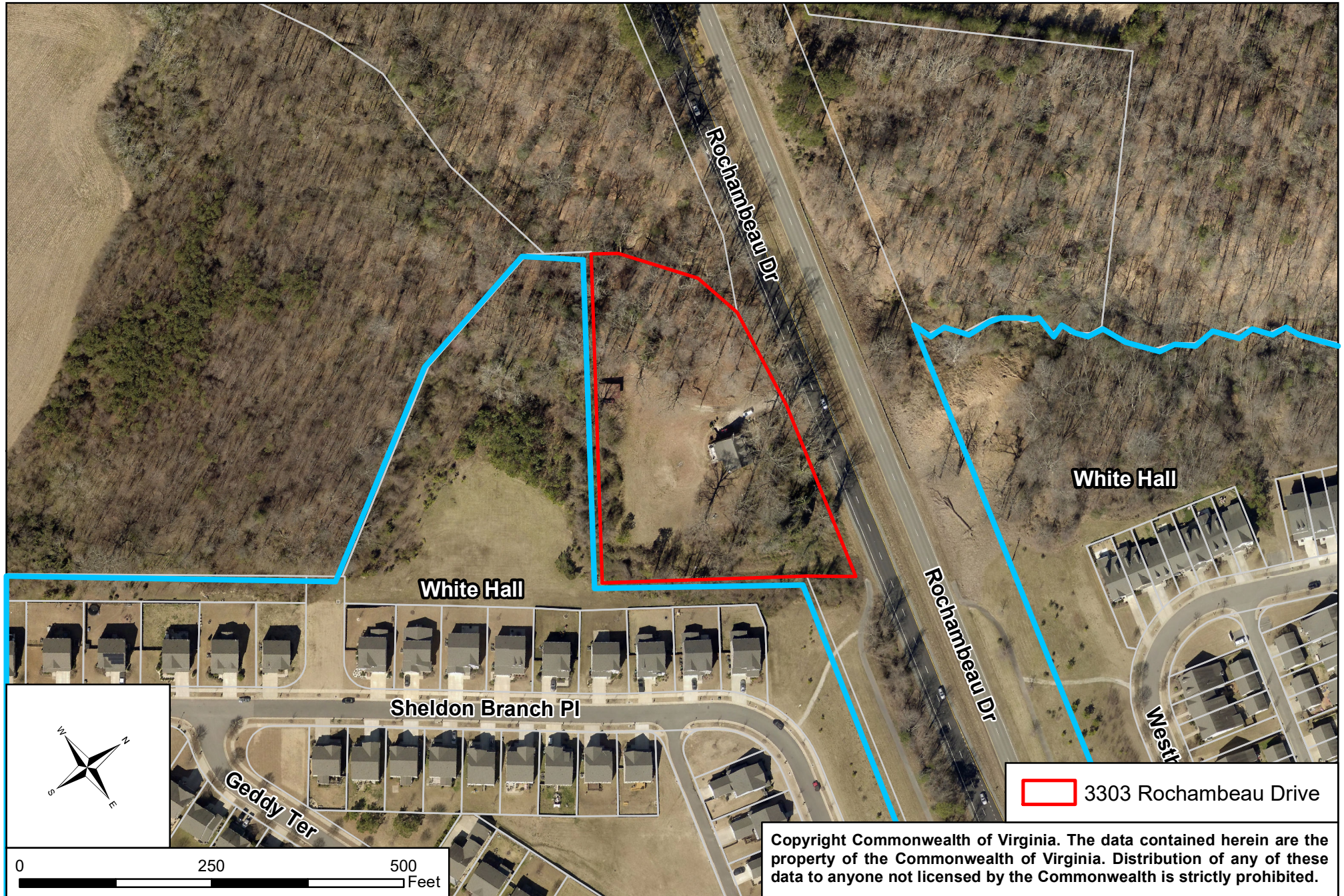
1. Proposed SUP Conditions
2. Location Map
3. Master Plan
4. Project Narrative

Proposed Conditions – SUP-20-0009, 3303 Rochambeau Drive Tourist Home

1. **Master Plan.** This SUP shall permit a tourist home use on property located at 3303 Rochambeau Drive further identified as James City County Real Estate Tax Map Parcel No. 1220100015 (the “Property”). The use and layout of the Property shall be generally as shown on the document entitled “SUP-20-0009, 3303 Rochambeau Drive Tourist Home” (the “Master Plan”), with any deviations considered per Section 24-23(a)(2) of the Zoning Ordinance, as amended. This condition does not restrict improvements typical of a residential property as determined by the Director of Planning.
2. **Commencement.** An updated Certificate of Occupancy and evidence of a business license shall be provided to the Director of Planning within twelve (12) months from the issuance of this SUP, or this SUP shall automatically be void.
3. **Number of rental rooms and occupants.** There shall be no more than four (4) bedrooms available for rent to visitors and no more than eight (8) rental occupants total at any one time.
4. **Contracts per rental period.** There shall not be simultaneous rentals of the Property under separate contracts.
5. **Signage.** No signage related to the tourist home shall be permitted on the Property.
6. **Parking.** Off-site parking for this tourist home shall be prohibited. No oversized commercial vehicles associated with occupants of the tourist home, such as, but not limited to, buses and commercial trucks and trailers, shall be allowed to park on the Property.
7. **Lighting:** No exterior lighting shall be permitted on the Property, other than lighting typically used at a single-family residence, as determined by the Director of Planning.
8. **Severance Clause.** This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

JCC SUP-20-0009

3303 Rochambeau Drive Tourist Home



James City County, Virginia

Legend

- Parcels
- 3303 Rochambeau Dr.

SUP-20-0009

Application for a 4-bedroom,
2.5-bathroom tourist home.

Address: 3303 Rochambeau Dr.

PIN: 1220100015

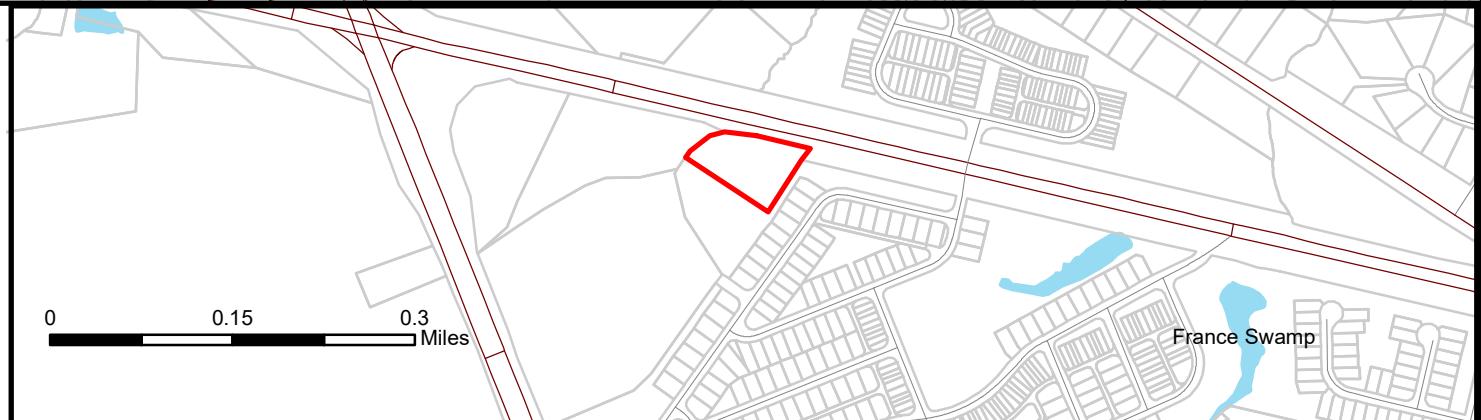
Owner: Brothers, David & Ivy

Legal Acreage: 2.25

Zoning: A1, General Agricultural

Comp Plan: Low Density Residential

PSA: inside; private water/sewer



Title: SUP-20-0009. 3303 Rochambeau Dr. Tourist Home Master Plan

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.

4/24/20

Narrative for Airbnb

I want to turn my 4 bedroom 2.5 bath home into a "Tourist Home."

The house is a Cape Cod with sq ft 1965. It was built in the early 1950's on 2.25 acres. However, about 1 acre is wooded and don't expect the guest to want to use it. That is why on my application I only wrote down 1.5 acres.

I plan to rent the full house for short stays of 3 to 7 days. The home will not be rented longer than 1 month to any person/s. The purpose of the home is for short term rentals only. When it is not rented I will be staying in the home. When it is rented the whole house will be used by the guests.

My husband and I started updating the home before his death on March 18. There is a building permit in the front window issued for the work currently being done on the home. We have added new floors in the living room, kitchen, bedroom, new kitchen cabinets and counters tops. A half bath was also added under the permit.

The home will be managed by "Belong Here" a professional group, located in Lynchburg. They will handle all the bookings and advertising. Cleaning will be done by a local cleaning service. Maintenance and lawn will also be done by a local handy-man.

I will be in an easy to reach location if there is a need or an emergency. During the guest stay.

The graveled driveway will comfortably hold 12 parked cars.

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

FROM: Terry Costello, Deputy Zoning Administrator/Senior Planner

SUBJECT: ORD-19-0010. Zoning Ordinance Amendments to Address the Keeping of Bees in Residential Neighborhoods

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Draft Ordinance	Ordinance
☐	Initiating Resolution	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/23/2020 - 10:34 AM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 10:35 AM
Publication Management	Burcham, Nan	Approved	6/23/2020 - 10:37 AM
Planning Commission	Holt, Paul	Approved	6/23/2020 - 10:41 AM

MEMORANDUM

DATE: July 1, 2020

TO: The Planning Commission

FROM: Terry Costello, Deputy Zoning Administrator/Senior Planner

SUBJECT: ORD-19-0010. Zoning Ordinance Amendments to Address the Keeping of Bees in Residential Districts

Introduction

At its October 8, 2019 meeting, the Board of Supervisors adopted an Initiating Resolution to address beekeeping in residential and agricultural districts. The keeping of bees is already currently permitted in Agricultural Districts (A-1, General Agricultural District, R-6, Low Density Residential, and R-8, Rural Residential District) under the General Agricultural use. Therefore, staff proceeded with researching beekeeping as a use in Residential Districts.

Pollinators contribute substantially to the economy. According to the Presidential Memorandum titled “Creating a Federal Strategy to Promote the Health of Honey Bees and other Pollinators” dated June 20, 2014, honey bee pollination adds more than \$15 billion in value to agricultural crops each year in the United States. There are also a number of valuable non-food products produced by the honeybee, such as beeswax used in cleaning and beauty supplies. Over the past few decades, there has been a significant loss of pollinators, which include honey bees.

At the state level, there have been several initiatives to support beekeeping in the Commonwealth. On March 30, 2012, the Virginia General Assembly created the Beehive Grant Program to assist individuals who desire to keep bees. On August 31, 2016, the Virginia Department of Agriculture and Consumer Services adopted Best Management Practices (BMPs) for the Operation of Apiaries in Order to Limit Operator Liability. These BMPs are voluntary, except that those seeking certain liability protections provided for under State Code must comply with the BMPs.

Overview

Staff conducted research on how other localities handle the keeping of bees in residential areas. In general, all localities surveyed allowed beekeeping as accessory to residential uses. Some localities do not address beekeeping in their Ordinances; due to the inclusive nature of their Ordinances, this allows the use to occur.

Staff presented Phase I materials at the January 9, 2020 meeting of the Policy Committee. Staff presented two options should the Policy Committee wish to move forward with allowing beekeeping in residential zoned districts. One option was to encourage all beekeepers to voluntarily follow the Virginia Department of Agriculture and Consumer Services BMPs that were adopted by the State of Virginia, and the other was for staff to develop performance standards in the Special Regulations section of the Zoning Ordinance. At this meeting, the Policy Committee directed staff to develop performance standards based on the BMPs of the State of Virginia and regulations in Albemarle County’s Zoning Ordinance.

Staff presented performance standards at the March 12, 2020 meeting of the Policy Committee. These standards included distances from property lines, rights-of-way, dwellings and structures. The Committee also discussed barriers, limits on the number of hives, water sources, and notifications to adjacent property owners. It was also decided there should be no restrictions as far as beekeeping being an accessory use or

primary use. The Policy Committee directed staff to prepare a draft Ordinance based on the agreed upon performance standards.

During the discussion at the March meeting, the Policy Committee also discussed beekeeping in commercial districts. However, after consulting with the County Attorney's Office, the Initiating Resolution directed staff to review beekeeping in Residential and Agricultural Districts only. In order to add Commercial Districts to the discussion, it would be necessary to amend the Initiating Resolution. Since Mixed Use has the potential for both commercial and residential uses on a property, it was not included in the analysis. The Policy Committee made a recommendation to the Planning Commission to review beekeeping as a use in Commercial Districts.

Staff presented the draft Ordinance at the May 14, 2020 meeting of the Policy Committee. After further discussion, the requirement of notifying adjacent property owners was deleted from the draft Ordinance due to the regulation being unenforceable. The Policy Committee recommended approval of the Ordinance to the Planning Commission.

Recommendation

Staff recommends that the Planning Commission recommend approval of the attached Ordinance to the Board of Supervisors. Staff also recommends that the Planning Commission make a recommendation to the Board of Supervisors to review beekeeping as a use in Commercial Districts.

TC/md
ORD19-10ZOABees-mem

Attachments:

1. Draft Ordinance
2. Initiating Resolution

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 24, ZONING, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE II, SPECIAL REGULATIONS, DIVISION 1, IN GENERAL, BY ADDING NEW SECTION 24-47.1, STANDARDS FOR BEEKEEPING; AND BY AMENDING ARTICLE V, DISTRICTS, BY AMENDING DIVISION 3, LIMITED RESIDENTIAL DISTRICT, R-1, SECTION 24-232, USE LIST; DIVISION 4, GENERAL RESIDENTIAL DISTRICT, R-2, SECTION 24-252, USE LIST; DIVISION 4.1, RESIDENTIAL REDEVELOPMENT DISTRICT, R-3, SECTION 24-273.2, USE LIST; DIVISION 5, RESIDENTIAL PLANNED COMMUNITY DISTRICT, R-4, SECTION 24-281, USE LIST; DIVISION 6, MULTIFAMILY RESIDENTIAL DISTRICT, R-5, SECTION 24-305, USE LIST; AND DIVISION 14, PLANNED UNIT DEVELOPMENT DISTRICT, PUD, SECTION 24-493, USE LIST.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 24, Zoning, is hereby amended and reordained by amending Article II, Special Regulations, Division 1, In General, by adding new Section 24-47.1, Standards for Beekeeping, and by amending Article V, Districts, by amending Division 3, Limited Residential District, R-1, Section 24-232, Use list; Division 4, General Residential District, R-2, Section 24-252, Use list; Division 4.1, Residential Redevelopment District, R-3, Section 24-273.2, Use list; Division 5, Residential Planned Community District, R-4, Section 24-281, Use list; Division 6, Multifamily Residential District, R-5, Section 24-305, Use list; and Division 14, Planned Unit Development District, PUD, Section 24-493, Use list.

Chapter 24. Zoning

Article II. Special Regulations

Division 1. In General

Sec. 24-47.1. Standards for beekeeping.

Beekeeping on residentially zoned property shall comply with the following requirements:

- (a) Hives shall be at least ten (10) feet away from public rights-of-way and the boundary lines of properties not owned or controlled by the person maintaining the hive.*
- (b) Hives shall be at least fifty (50) feet away from any dwelling or structure located on property not under the same ownership or control as that of the person maintaining the hive.*
- (c) A barrier shall be required if a hive is located between ten (10) and thirty (30) feet from a public right-of-way or boundary line of a property not owned or controlled by the person maintaining the hive. The barrier shall consist of fencing, vegetation, or both, and must (i) be no less than six (6) feet in height as measured from finished grade; (ii) be of sufficient density to establish bee flyways six (6) feet or higher; (iii) be located between the hive and public right-*

of-way or property boundary line; and (iv) extend no less than ten (10) feet in length on either side of the hive.

- (d) Hives shall be located within the rear yard of the lot and shall be orientated with the entrance facing internal to the property.*
- (e) There shall be an on-site water source located within fifty (50) feet of the hive, or less than half (½) the distance to the nearest unnatural source of water, whichever is closest.*
- (f) If the property on which the hive is located is less than one (1) acre, the person maintaining the hive shall have no more than six (6) colonies. If the property is one acre or more, the number of colonies shall not be limited.*

Article V. Districts

Division 3. Limited Residential District, R-1

Sec. 24-232. Use list.

In the limited residential district, R-1, structures to be erected or land to be used, shall be for the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

Division 4. General Residential District, R-2

Sec. 24-252. Use list.

In the general residential district, R-2, structures to be erected or land to be used, shall be for the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

Division 4.1. Residential Redevelopment District, R-3

Sec. 24-273.2. Use list.

In the residential redevelopment district, R-3, structures to be erected or land to be used shall be for one or more of the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

Division 5. Residential Planned Community District, R-4

Sec. 24-281. Use list.

In the residential planned community district, R-4, structures to be erected or land to be used shall be for one or more of the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

Division 6. Multifamily Residential District, R-5

Sec. 24-305. Use list.

In the multifamily residential district, R-5, structures to be erected or land to be used shall be for the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

Division 14. Planned Unit Development Districts, PUD

Sec. 24-493. Use list.

- (a) In the planned unit development district, residential (PUD-R), all structures to be erected or land to be used shall be for the following uses:

Use Category	Use List	Permitted Uses	Specially Permitted Uses
Residential Uses	<i>Beekeeping in accordance with section 24-47.1</i>	<i>P</i>	

ORD19-10ZOABees-ord

RESOLUTION

INITIATION OF AMENDMENTS TO THE ZONING ORDINANCE TO CONSIDER

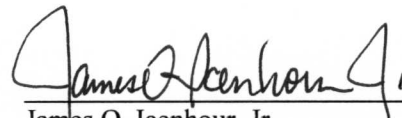
THE KEEPING OF BEES IN RESIDENTIAL AND AGRICULTURAL ZONING DISTRICTS

WHEREAS, Virginia Code § 15.2-2286 and County Code § 24-13 permit the Board of Supervisors of James City County, Virginia (the "Board") to, by resolution, initiate amendments to the regulations of the Zoning Ordinance that the Board finds to be prudent; and

WHEREAS, amendments to the Zoning Ordinance may be prudent to address the keeping of bees in residential and agricultural zoning districts; and

WHEREAS, the Board is of the opinion that the public necessity, convenience, general welfare, and good zoning practice warrant the consideration of amendments to the Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby initiate amendment of Chapter 24, Zoning of the James City County Code in order to consider the keeping of bees in residential and agricultural zoning districts, and directs staff to prepare such amendments for consideration by the Planning Commission and the Board of Supervisors. The Planning Commission shall hold at least one public hearing on the consideration of amendment of said Ordinance and shall forward its recommendation thereon to the Board of Supervisors in accordance with the law.



James O. Icenhour, Jr.
Chairman, Board of Supervisors

ATTEST:



Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
HIPPLE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LARSON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SADLER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MCGLENNON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICENHOUR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adopted by the Board of Supervisors of James City County, Virginia, this 8th day of October, 2019.

Beekeeping-res

ITEM SUMMARY

DATE: 7/1/2020

TO: The Planning Commission

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

SUBJECT: Planning Director's Report - July 2020

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Spreadsheet Listing New Cases Received	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Planning Commission	Holt, Paul	Approved	6/24/2020 - 1:43 PM
Planning Commission	Holt, Paul	Approved	6/24/2020 - 1:43 PM
Publication Management	Daniel, Martha	Approved	6/24/2020 - 1:47 PM
Planning Commission	Holt, Paul	Approved	6/24/2020 - 1:48 PM

PLANNING DIRECTOR'S REPORT

July 2020

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

- **Planning**

- **Monthly Case Reports:** For a list of all cases received in the last month, please see the attached document.

- **Board Action Results:**

June 9, 2020

- SUP-20-0007. 805 Arlington Island Road Tourist Home (Approved 4-0)
- SUP-20-0001. 2898 Lake Powell Road Tourist Home (Approved 3-2)
- SUP-20-0005. 230 Peach St. Tourist Home (Approved 5-0)
- SUP-19-0030. 124 B Cooley Rd. Rental of Rooms (Denied 3-2)
- SUP-20-0002. 3374 Ironbound Rd. Tourist Home (Approved 5-0)
- AFD-19-0003. Barnes Swamp AFD Addition, 811 & 917 Stewarts Road (Approved 5-0)

- **Comprehensive Plan Update**

On June 8, 2020 the Community Participation Team (CPT) met electronically to affirm a summary of the May 4, 2020 CPT Listening Forum and hear an update on the revised Engage 2045 Phase 2 video script and production timeline. The CPT and Planning Team discussed Engagement Approach Recommendations for the “Exploring Our Future Alternatives” Assembly, including no public in-person attendance given the continued COVID-19 crisis. The CPT also reviewed draft Assembly questions to evaluate the adopted Comprehensive Plan goals.

The “Exploring Our Future Alternatives” Assembly will be televised and broadcast live from the County Board Room on Monday, August 10, 2020 at 6:30 p.m. The virtual event will include a live question and answer session and call for citizens to review the recorded presentation and complete online questionnaires by September 1, 2020 (exact date still to be determined). Citizens may contact Planning staff to request paper copies of questionnaires or internet access.

At its June 29, 2020 electronic meeting, the CPT reviewed revisions to the Assembly goals questionnaire and the Public Engagement & Communication Plan. The CPT and Planning Team discussed advertising options and the communications campaign for the virtual “Exploring Our Future Alternatives” Assembly and online questionnaires.

In addition to the CPT's work, staff and its consultants continued work on scenario planning. Using input from the public, guidance from the Planning Commission Working Group, and information from various County departments, staff and the consultants finalized the two scenarios; progressed through land use, fiscal and transportation modeling efforts; worked on visualizations of the scenarios, and prepared a mock-up of the MetroQuest application to engage the public.

Last, staff continued to research and coordinate efforts to update the Comprehensive Plan chapters and land use map. In light of the challenges posed by COVID-19, staff extended the land use application deadline for property owners seeking land use designation changes from May 31 to June 5. In total, staff received three applications from the public. Concurrent with that process, staff also analyzed properties that might be candidates for staff-initiated land use designation changes. Staff have begun initial review of the applications and candidate properties and will continue this process into July.

New Cases for July 2020						
Case Type	Plan Number	Case Title	Address	Description	Assigned To	District
Board of Zoning Appeals	BZA-20-0006	2641 Sir Thomas Way Variance	2641 SIR THOMAS WAY	Administrative Variance to reduce the front setback from 25 feet to 23.8 feet due to misplacement of covered front porch front addition.	John Rogerson	Berkeley
Conceptual Plan	C-20-0055	1347 Oak Dr. Subdivision	1347 OAK DR	Conceptual plan for a 2 lot subdivision at 1347 Oak Drive.	Thomas Wysong	Roberts
	C-20-0057	Toano Business Center Unit 202 Vehicle Repair and Service or Trucking Office	8105 RICHMOND RD	Conceptual plan for a vehicle repair service or trucking office at the Toano Business Center.	John Risinger	Powhatan
	C-20-0058	8510 Croaker Rd. House of Worship	8510 CROAKER RD	Conceptual plan for a place of public assembly use at 8510 Croaker Road.	Jose Ribeiro	Stonehouse
	C-20-0059	1245 Stewarts Rd. Subdivision	1245 STEWARTS RD	Conceptual plan for a 2 lot subdivision at 1245 Stewarts Road.	Thomas Leininger	Stonehouse
	C-20-0065	Busch Industrial Park Rezoning (York Co. Courtesy Review)	101 MOUNTS BAY RD	Courtesy review of a proposed rezoning at Busch Industrial Park in York County.	Tori Haynes	Roberts
	C-20-0066	1651 Green Mount Parkway Archeological Study	1651 GREEN MOUNT PKWY	Conceptual plan for an archaeological study at 1651 Green Mount Parkway.	Tori Haynes	Roberts
	C-20-0067	Stonehouse Tract 9 School Site Environmental Assessment	170 SAND HILL RD	Conceptual plan for an environmental assessment at 170 Sand Hill Road.	Ellen Cook	Stonehouse
Height Waiver	HW-20-0001	King of Glory Lutheran Church Height Waiver	4897 LONGHILL RD	Height waiver application for King of Glory Lutheran Church at 4897 Longhill Road.	Thomas Leininger	Jamestown
Subdivision	S-20-0024	2280 Lake Powell Road Subdivision	2280 LAKE POWELL RD	Proposed 2 lot subdivision at 2280 Lake Powell Road.	Tori Haynes	Roberts
	S-20-0025	204 & 208 William Spencer BLE	204 WILLIAM SPENCER	Proposed boundary line extinguishment between 204 and 208 William Spencer.	Brett Meadows	Roberts
	S-20-0027	7294 Richmond Road Survey	7294 RICHMOND RD	Courthouse plat application for 7294 Richmond Road.	Ellen Cook	Stonehouse
	S-20-0029	The Promenade at John Tyler Phase 11	5304 JOHN TYLER HWY	Courthouse plat application for The Promenade at John Tyler Phase 11.	Alex Baruch	Berkeley
	S-20-0030	5214 Rollison BLA and Subdivision of Common Area 6	5214 ROLLISON DR	Proposed boundary line adjustment of Common Area 6 in New Town, Phase X, Section 7.	Thomas Leininger	Jamestown
	S-20-0031	8915 Barhamsville Rd. Minor Subdivision	8915 BARHAMSVILLE RD N	Proposed 2 lot subdivision in Stonehouse Commerce Park.	Thomas Wysong	Stonehouse
Site Plan	SP-20-0038	4541 John Tyler Hwy. Parking SP Amend.	4541 JOHN TYLER HWY	Proposed site plan amendment for ADA accessibility at PNC Bank on 4541 John Tyler Hwy.	Thomas Wysong	Berkeley
	SP-20-0040	Ford's Colony Longhill Road Entrance Turn Lane Improvements	4157 LONGHILL RD	Proposed site plan for turn lane improvements at the Longhill Road entrance to Ford's Colony.	Alex Baruch	Powhatan
	SP-20-0041	New Town Sec 8 Parcel D Garage Amend.	5335 SETTLERS MARKET BLVD	Proposed site plan amendment for New Town Section 8.	Thomas Wysong	Jamestown
	SP-20-0042	Carter's Grove Plantation Farm Storage Building	250 RON SPRINGS DR	Proposed site plan for a farm storage building at Carter's Grove.	Thomas Wysong	Roberts
Special Use Permit	SUP-20-0008	Quarterpath 7-Eleven SUP Amend.	7327 POCAHONTAS TRL	Special use permit application to amend existing conditions for a fast food restaurant at 7327 Pocahontas Trail.	Terry Costello	Roberts
	SUP-20-0011	2944 Chickahominy Rd. Manufactured Home Replacement	2944 CHICKAHOMINY RD	Special use permit application to replace a manufactured home at 2944 Chickahominy Roaf.	Thomas Leininger	Stonehouse