



## MEMORANDUM

**Date:** July 2, 2015  
**To:** Records Management  
**From:** The Planning Commission  
**Subject:** Planning Commission Minutes: 04/06/2005

---

The following minutes for the Planning Commission of James City County dated 04/06/2005 are missing an approval date and were either never voted on or never presented for approval in the year surrounding these meetings.

These minutes, to the best of my knowledge, are the official minutes for the 04/06/2005, Planning Commission meeting.

They were APPROVED by the current Planning Commission at the July 1, 2015 meeting.

Please accept these minutes as the official record for 04/06/2005.

Robin Bledsoe  
Chair

Paul Holt  
Secretary

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS CONTINUED TO THE SIXTH DAY OF APRIL, TWO-THOUSAND AND FIVE, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101-F MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

- |                     |   |               |
|---------------------|---|---------------|
| 1. <u>ROLL CALL</u> | <u>ALSO PRESENT</u>                             | <u>ABSENT</u> |
| Jack Fraley         | Christopher Johnson, Senior Planner             | Jim Kennedy   |
| Ingrid Blanton      | Matthew Arcieri, Senior Planner                 |               |
| Donald Hunt         | Toya Ricks, Administrative Services Coordinator |               |
| George Billups      |   |               |
| Wilford Kale        |   |               |
| Mary Jones          |   |               |

2. COMMITTEE AND COMMISSION REPORT

A. DEVELOPMENT REVIEW COMMITTEE (DRC)

The DRC heard 5 cases at its April 6<sup>th</sup> meeting. Three cases were unanimously recommended for preliminary approval subject to agency comments: S-116-03 Stonehouse Glen Section 2, SP-141-04 Carolina Furniture, and SP-016-05 Newtown Retail Phase 2. SP-150-04 Abe's Mini Storage was deferred at the applicant's request due to environmental issues. S-015-05 Colonial Heritage Phase 3 Section 2 was unanimously deferred by the DRC without objection from the applicant for resolution of Environmental issues.

Mr. Kale motioned to approve the report.

Ms. Jones seconded the motion.

In a unanimous voice vote the report was approved. (6-0, Kennedy absent)

3. PLANNING COMMISSION CONSIDERATION

A. ZO-3-05 Zoning Ordinance Amendment – Administrative Fees

Mr. Matt Arcieri distributed a draft statement to be forwarded to the Board of Supervisors regarding a proposed increase in administrative fees for the purpose of funding a new half-time Development Management position. At its April 4<sup>th</sup> meeting, the Commission voted 6-0 against raising certain fees and requested staff to draft a statement to the Board.

Mr. Fraley asked for clarification on the Commission's position regarding paragraph 2, increasing the site plan fee levied on new residential units. Mr. Fraley said he thought there could be other ways through the budget process to fund the new position.

Ms. Blanton recalled making the comment that perhaps a position that had a greater effect on residential aspects of development was the best source of fees. She also stated that she was persuaded during discussions that sources other than fees should be considered.

Mr. Kale stated that he was not present at the April 4<sup>th</sup> meeting and would abstain on the vote.

Mr. Billups said the new position should be funded through the County as a regular budgetary personnel item.

Mr. Hunt agreed with Mr. Billups. He stated that some alternative funding source should be found other than imposing specific fees on targeted areas.

Mr. Fraley suggested language recommending the Board of Supervisors utilize the normal budgeting process as a means to support this position.

Mr. Billups agreed. He also stated his thoughts on the process for establishing new positions.

Mr. Arcieri suggested striking the second half of the sentence starting with “or increase...”

Ms. Blanton wanted to add language making a specific recommendation that this position be funded through the ordinary budgetary process.

There was a general discussion.

Ms. Jones stated her support for the person chosen for the new position. Ms. Jones said she has worked with Tammy Rosario on several occasions. She stated that although she finds Ms. Rosario to be hard working and dedicated she is uncomfortable as a Planning Commissioner making personnel decisions.

Mr. Arcieri read the statement as amended.

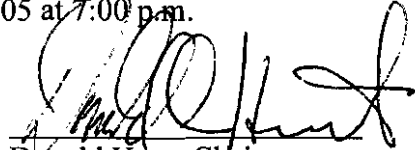
Mr. Fraley moved to accept the statement.

Ms. Jones seconded the motion.


In a unanimous voice vote the statement was accepted. (5-0, Kale abstained Kennedy absent)

4. ADJOURNMENT

There being no further business the meeting was adjourned at 7:15 p.m. until May 2, 2005 at 7:00 p.m.



Donald Hunt, Chairman



O. Marvin Sowers, Jr., Secretary