

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE FIFTH DAY OF FEBRUARY, TWO-THOUSAND AND FOURTEEN, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101-F MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

1. ROLL CALL

Planning Commissioners

Present:

Rich Krapf

Tim O'Connor

Chris Basic

George Drummond

Staff Present:

Paul Holt, Planning Director

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

2. PUBLIC COMMENT

Mr. Krapf opened the public comment.

There being none, Mr. Krapf closed the public comment.

3. MINUTES

Mr. Rich Krapf moved to approve the minutes from the January 8, 2013 meeting.

Mr. Chris Basic stated that the last line on page six in the Planning Commission packet needs to be added and/or corrected. Mr. Basic noted that utilities that are building mounted rather than the site were the intent of his comments.

Mr. Basic stated that as the DRC, the Planning Commission, the Board, and the Planning staff all work hard for four sided or two sided front architecture, he wanted the building mounting utilities to work great with the building architecture.

Mr. Tim O'Connor requested that the word "only" be stricken from his comments located on Page 11 in the Planning Commission packet.

Mr. Krapf moved to approve the minutes, as amended.

In a unanimous voice vote, the Commission approved the amended minutes 4-0.

4. COMMITTEE / COMMISSION REPORTS

A. Development Review Committee

Mr. Tim O'Connor stated that the Development Review Committee did not meet in December or January due to inclement weather.

The DRC did meet on Wednesday, February 5, 2014 at 6:30 p.m. with members attending to review the following three cases.

A. C-0070-2013, 1592 Harbor Road Patio

Mr. Donald Newsom applied on behalf of Mr. Dave Trickey for an expansion of an existing deck, placement of a stone walking path and partial re-vegetation of existing turf grass. All of these improvements are planned in an existing conversation area as shown on the deed of open space easement and are within the 100 foot RPA buffer. These improvements were approved at the December 2013 Chesapeake Bay Board meeting and staff finds that the vegetative improvements will improve stormwater run-off quality.

The DRC voted 4-0 in favor of the submitted plan with the noted encroachments into the conversation area.

B. SP-0090-2013, New Town, Section 7, Parcel C, Townhomes

Mr. Bob Cosby of AES has applied on behalf of Atlantic Homes for an exception to Section 19-50 of the Subdivision Ordinance to allow an intersection jog along Casey Boulevard with a centerline offset of less than 200 feet. VDOT allows for 125 foot minimums in certain instances when private roads are involved.

The DRC voted 3-0-1 (Mr. Basic abstaining), to grant an exception to Section 19-50 of the Subdivision Ordinance, subject to VDOT approval.

C. SP-0097-2013, New Town, Section 9, (Settler's Market) Townhomes

Mr. Jason Grimes of AES has applied on behalf of Eagle Construction for an exception to Section 19-50 of the Subdivision Ordinance to allow three intersection jogs with centerline offsets of less than 200 feet. VDOT allows for 125 foot minimums in certain instances when private roads are involved.

The DRC voted 4-0 to grant an exception to Section 19-50 of the Subdivision Ordinance subject to VDOT approval.

For DRC Consideration: C-0028-2013, New Town Shared Parking

On June 26, 2013, Mr. Larry Salzman of New Town Associates provided an update on the proposed timed parking trial. Ms. Pollock updated the DRC noting that the timed parking implementation was delayed due to a number of factors, most importantly to avoid disruptions to holiday shopping. Therefore, it has been recommended that a new trial be approved with

four hour maximums along Main Street to be implemented in the spring of 2014 and an update be provided to the DRC in September of 2014.

The DRC accepted staff recommendations to defer the update until the September DRC meeting.

Mr. Krapf moved to approve the report.

In a unanimous voice vote, the Commission approved the DRC report 4-0, with the exception of item B where the vote was 3-0-1 (Mr. Basic abstaining).

B. Policy Committee

Mr. Krapf reported that the Policy Committee met on January 16, 2014.

Mr. Krapf further reported that the Policy Committee approved the Policy Committee minutes for meetings conducted on 2nd, 3rd, and 5th of 2013. In addition, the members of the Policy Committee conducted a fact gathering session on Case No. Z-0007-2013, Zoning Ordinance Amendment to consider the keeping of chickens in residential zoned areas in the County. Planning staff gave a brief presentation highlighting the success of the community survey on the topic as well as reviewing the current ordinance. The discussion was then opened to public comment with 20-25 citizens commenting on various chicken keeping issues, successful chicken keeping practices, and foreseeable obstacles. After each speaker had an opportunity to speak, the Policy Committee members asked questions and the public comment period was closed. The Policy Committee members also discussed Planning Commission organizational items to include reviewing and updating signatures on the Planning Commission Bylaws, Planning Commission Guidelines for outside Communications with Applicants, and Planning Commission Resolution regarding Limitations on Public Hearing Presentations.

C. Regional Issues Committee

Mr. Krapf reported that the Regional Issues Committee met on January 28, 2014 in the Williamsburg Municipal Building located in Williamsburg, VA.

Mr. Krapf further reported that after the introduction of new members and the approval of minutes, the following updates were presented. The Greater Williamsburg Chamber and Tourism Alliance provided a recap of 2013 events and expectations for 2014 including serving as a venue for sporting events that could draw additional attention and boost visitation to other attractions. The Historic Triangle Collaborative presentation discussed the Virginia Chamber of Commerce's blueprint *Virginia* which was delivered to then Governor elect McAuliffe in November during the Virginia Chamber Economic Summit held in Williamsburg and that document is available online. Mr. Wanner also mentioned that they are looking for businesses willing to fund Route 199 median mowing on those sections currently being mowed by VDOT. If successful, this would allow VDOT to concentrate more on the I-64 medians in the Historic Triangle.

5. PLANNING COMMISSION CONSIDERATIONS

A. 2013 Planning Commission Annual Report

Mr. Al Woods presented the 2013 Planning Commission Annual Report.

Mr. George Drummond moved to accept the report.

In a unanimous voice vote, the Commission accepted the report (4-0).

6. PLANNING DIRECTOR'S REPORT

Mr. Holt stated that aside from the information included in the agenda packet, there is a Longhill Road Corridor Study workshop tentatively scheduled for February 19 and 20, 2014 located at Lafayette High School.

7. PLANNING COMMISSION DISCUSSION AND REQUESTS

Mr. Krapf stated that this discussion is a precursor to the March 5, 2014 organizational meeting and provides the Commissioners a chance to discuss any concerns pertaining to Planning Commission Bylaws, Planning Commission Guidelines for outside Communications with Applicants, and Planning Commission Resolution regarding Limitations on Public Hearing Presentations.

Mr. Krapf addressed the Commissioners regarding the Planning Commission Bylaws.

Mr. O'Connor requested that the Planning Commission Bylaws reflect the current date as being reviewed or adopted.

Mr. O'Connor requested that the roles of the Development Review Committee and Policy Committee be updated in the Planning Commission Bylaws.

Mr. Krapf addressed the Commissioners regarding the Planning Commission Guidelines for outside Communications with Applicants.

Mr. Krapf requested that the "applicants should contact two Commissioners at a time for any scheduled meetings" be included in the Planning Commission Guidelines for outside Communications with Applicants document.

Mr. O'Connor requested that "Commissioners' standard practice is to communicate with staff and colleagues shortly after meeting with applicant" be included in the Planning Commission Guidelines for outside Communications with Applicants document.

Mr. Krapf addressed the Commissioners regarding the Planning Commission Resolution regarding Limitations on Public Hearing Presentations.

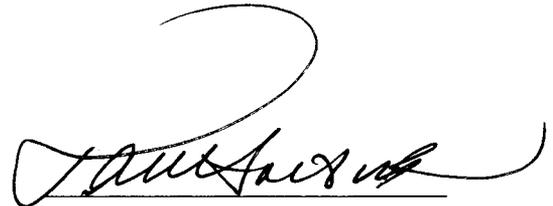
Mr. Basic stated that the Resolution needs to be updated to reflect the time allotted for citizen's group.

8. **ADJOURNMENT**

Mr. Krapf moved to adjourn the meeting until 6:30 p.m. on March 05, 2014.

The meeting was adjourned at approximately 7:32 p.m.


Richard Krapf, Chairman


Paul D. Holt, III, Secretary