

MINUTES
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 1, 2017
7:00 PM

A. CALL TO ORDER

Mr. Tim O'Connor called the meeting to order at 7:00 p.m.

B. ROLL CALL

Planning Commissioners

Present:

Tim O'Connor
Rich Krapf
Robin Bledsoe
John Wright
Heath Richardson
Danny Schmidt
Jack Haldeman

Staff Present:

Paul Holt, Director of Community Development and Planning
Maxwell Hlavin, Assistant County Attorney
John Carnifax, Director of Parks and Recreation
Veda McMullen, Senior Communication Specialist
Julie Northcott-Wilson, Parks and Recreation Business Analyst
Alex Baruch, Planner

C. PUBLIC COMMENT

Mr. O'Connor opened Public Comment.

As no one wished to speak, Mr. O'Connor closed Public Comment.

D. CONSENT AGENDA

1. Minutes Adoption - February 1, 2017 Regular Meeting
2. Development Review Committee Action Items: Case No SP-0091-2016, Noland Blvd. AutoZone
3. Development Review Committee Action Item: Case No. SP-0043-2016/S-0020-2016, New Town Section 8 Parcel D Subdivision Exception Request
4. SP-0043-2016/S-0020-2016, New Town Section 8 Parcel D Preliminary Approval

Mr. O'Connor stated that prior to considering the Consent Agenda, Mr. Richardson would provide an update on the Development Review Committee (DRC) actions.

Mr. Heath Richardson stated that the DRC met on February 22, 2017 to consider two cases.

Mr. Richardson stated that the first case was SP-0091-2016, Noland Blvd. AutoZone. Mr. Richardson stated that in October 2016 the DRC granted preliminary approval contingent on abandonment of previously approved, unbuilt retail square footage; collaboration with Planning staff on the landscape plan and revised architectural elevations for the building. Mr. Richardson stated that the DRC found the revised elevations acceptable and the DRC voted to approve the elevations with the understanding that they would be binding.

Mr. Richardson stated that the second case was SP-0043-2016/S-0020-2016, New Town Section 8 Parcel D Subdivision Exception Request. Mr. Richardson stated that the applicant had requested an exception to Section 19-50 of the Subdivision Ordinance which requires that all street intersection jogs have centerline offsets of greater than 200 feet. Mr. Richardson stated that due to the unique characteristics of the property and because the Virginia Department of Transportation (VDOT) and the Fire Department had no objections, the DRC voted to recommend approval of the exception request.

Mr. Rich Krapf made a motion to approve the Consent Agenda. On a voice vote, the Commission voted to approve the items on the Consent Agenda (7-0).

E. REPORTS OF THE COMMISSION

Mr. Krapf stated the Policy Committee met on February 9 and February 16, 2017 to review applications and score submissions for the FY18-22 Capital Improvements Program (CIP) projects. Mr. Krapf stated that 18 applications were submitted with four being from various County departments and 14 from the Williamsburg-James City County Schools. Mr. Krapf stated that the projects totaled \$44.8 million with \$4.46 million identified for the upcoming fiscal year. Mr. Krapf stated that staff from Parks and Recreation, the Williamsburg James City County Schools and Financial and Management Services were in attendance at the February 16 meeting to answer questions. Mr. Krapf stated that the Policy Committee approved the ranked listing of projects and voted to forward the list to the Planning Commission for consideration at its March 20, 2017 Special Meeting.

F. PUBLIC HEARINGS

1. SUP-0028-2016, Solar Electrical Generation Facility at Norge

Mr. Paul Holt, Director of Community Development and Planning, stated that the applicant has requested that the matter be deferred for one month. Mr. Holt stated that staff concurs with the request and recommends that the Planning Commission defer the matter to its April 5, 2017 meeting.

Mr. O'Connor reopened the Public Hearing which was continued from the February 1, 2017 meeting.

Mr. O'Connor stated that anyone wishing to speak could do so and the comments would become part of the record; however, they would not be able to speak again at the April meeting.

Mr. Dennis Cotner, 127 Wilson Circle, Citizen, addressed the Commission in opposition to the application. Mr. Cotner expressed concerns about the impact on the viewshed, fire risks and the effect of solar glare on aircraft. Mr. Cotner requested that the Commission preserve the ambiance and rural character of the area.

No one else wished to speak at this meeting.

Mr. O'Connor inquired if any of the Commissioners opposed deferring the application.

Ms. Robin Bledsoe inquired about the reason for the deferral.

Mr. O'Connor stated that there was a question about access.

Mr. Holt stated that it was a question about how best to provide access for the heavy tractor-trailer equipment.

Ms. Bledsoe inquired if this was a staff driven consideration.

Mr. Holt stated that it was something that the applicant wanted to address.

Mr. Max Hlavin, Assistant County Attorney, noted that a motion to postpone would be necessary. Mr. Richardson made a motion to postpone.

On a voice vote the Commission voted to postpone SUP-0028-2016, Solar Electrical Generation Facility at Norge to its April 5, 2017 meeting (7-0).

G. PLANNING COMMISSION CONSIDERATIONS

1. Parks and Recreation Master Plan Update

Mr. John Carnifax, Director of Parks and Recreation, introduced Veda McMullen and Julie Northcott-Wilson and noted that they were instrumental in preparing the Master Plan update. Mr. Carnifax noted that since the earlier discussion on the Warhill Sports Complex Master Plan, the traffic management plan has been developed and is currently under review by VDOT. Mr. Carnifax stated that the strategy to have a police officer assist with traffic control for the larger tournaments has been implemented. Mr. Carnifax noted that this has made a significant improvement.

Mr. O'Connor noted that he had received positive feedback regarding the use of officers to assist with traffic during the recent tournament.

Mr. Carnifax stated that the Master Plan has gone before the DRC twice and that several tweaks have been made based on that feedback. Mr. Carnifax stated that public meetings were held in November 2016 and that approximately 572 surveys had been submitted. Mr. Carnifax stated that the results of the survey and citizen input are consistent with the 2009 Parks and Recreation Master Plan. Mr. Carnifax noted that two new items came forward, one of which is primitive camping for scouts. Mr. Carnifax

stated that staff would be working with the Virginia Department of Health and Planning staff to develop suitable options that comply with regulations. Mr. Carnifax further noted that pickleball and lawn bowling were also mentioned in the survey. Mr. Carnifax stated that the Master Plan has been approved by the Parks and Recreation Advisory Commission and that it is scheduled to go to the Board of Supervisors on April 11. Mr. Carnifax stated that staff would welcome any comments and suggestions from the Commission.

Mr. O'Connor opened the floor for questions.

Mr. Jack Haldeman inquired if the Level of Service(LOS) deficit figures adhered to the standard formula or were adjusted to reflect local preferences.

Mr. Carnifax stated that that it was based purely on the formula. Mr. Carnifax noted that when you benchmark against the formula numbers, you have to account also for the demographics of the community and the specific demands and needs that community has for recreation facilities.

Ms. Bledsoe expressed appreciation for addressing the traffic concerns at the Warhill Sports Complex. Ms. Bledsoe further expressed appreciation for the beauty of Freedom Park and the efforts of staff to develop it in a thoughtful manner. Ms. Bledsoe stated that she likes the incorporation of public-private partnerships in the Master Plan. Ms. Bledsoe noted that the partnership with the local veterans groups who use the park for training and, in turn, provide a service to the park with debris clean up. Ms. Bledsoe further stated that this is the best Parks and Recreation Master Plan she has seen and that it reflects the needs of the community.

Mr. Carnifax stated that the Parks and Recreation Master Plan, the Comprehensive Plan and the new Strategic Plan all work in concert to identify and meet the needs and desires of the community as efficiently as possible.

Mr. Krapf stated that the Master Plan is exceptionally well put together. Mr. Krapf further stated that the demographic portion was eye-opening on how the staff has needed to adapt to growth and population shifts over a relatively short time span. Mr. Krapf expressed appreciation for staff and their efforts to provide a first class park system.

Mr. Richardson expressed appreciation for the level of detail in the Master Plan. Mr. Richardson made a recommendation about the placement of the graphs in the document.

Mr. Carnifax noted that the recommended change had already been made. Mr. Carnifax expressed appreciation for the recommendation and noted that it was a nice enhancement to the document.

Mr. Haldeman stated that he was amazed by the increase in park use from 2.2 million in FY2013 to 2.8 million in FY2016. Mr. Haldeman noted that James City County is expected to have an 86.5% population increase by 2040 which will bring the County to almost 140,000 residents. Mr. Haldeman noted the lack of facilities in the lower end of the County and inquired why this is not showing up in the CIP applications.

Mr. Carnifax stated that the Master Plan will be adjusted several times over the years.

Mr. Carnifax stated that the Master Plan would be used to inform future CIP applications. Mr. Carnifax noted that it is necessary to be able to move and act when opportunities or necessities present themselves.

Ms. Bledsoe noted that one of the issues is that the County has been unable to find a suitable location for a park in the lower end of the County.

Mr. Carnifax stated that acquisition of appropriate lands is always considered when reviewing development proposals for that area of the County.

Mr. Haldeman noted that there is also a noted deficiency in access to the rivers.

Mr. Carnifax stated that consistent with the Virginia Outdoor Plan, trails and water access are the two items most requested by citizens. Mr. Carnifax stated that with the addition of Jamestown Beach Event Park, Chickahominy Riverfront Park and the James City County Marina, the County has made good headway in providing beach and boating access. Mr. Carnifax further stated that even with the addition of another facility, there would continue to be requests for more.

Mr. Haldeman noted that based on the combined cost of CIP requests, this might be an appropriate time to consider a bond issue.

Mr. Carnifax stated that most of the larger improvements do require a bond issue. Mr. Carnifax noted that much of what is in the CIP is to maintain, repair and replace existing facilities. Mr. Carnifax noted that Parks and Recreation along with the Fire Department, the Police Department and the Williamsburg-James City County Schools would be vying for funding as it becomes available.

Mr. Danny Schmidt inquired if any efforts have been made to reach out to the National Park Service to determine if an agreement would be possible to allow access to the river from Park Service property along the Colonial Parkway.

Mr. Carnifax stated that it is on his agenda to meet with state and national park representatives to discuss various matters including the possibility of river access from the Colonial Parkway.

Mr. O'Connor expressed congratulations to the Parks and Recreation staff on the Master Plan and wished them success with the accreditation process. Mr. O'Connor also noted the importance of the Parks and Recreation Advisory Commission and recommended that citizens consider it when looking for volunteer opportunities.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - March 2017

Mr. Holt stated that he would like to highlight the Joint Land Use Study with Joint Base Langley-Eustis and surrounding localities. Mr. Holt stated that the Department of Defense in conjunction with their Office of Economic Adjustment provided a grant to conduct a Joint Land Use Study (JLUS) to support the long term sustainability and operability of the military installation complex at Ft. Eustis. Mr. Holt stated that the study will examine installation activities and surrounding land use and development plans

to identify and document impacts and opportunities to develop shared goals and long term compatibility with adjacent localities. Mr. Holt stated that the goal of the JLUS is to encourage local governments, together with the Commonwealth of Virginia, to work closely with Ft. Eustis to implement measures that will prevent the introduction of incompatible civilian development that will impair the continued operation of the military installation and to preserve and protect the health, safety and welfare of those living on or near Ft. Eustis. Mr. Holt stated that the JLUS process is intended to increase public awareness of the military missions and their contribution to the regional economy; to protect and preserve military readiness and defense capabilities while supporting the community economic development. Mr. Holt stated that the localities involved in the process are the City of Newport News and James City County. Mr. Holt stated that the JLUS process is officially underway and is expected to be completed in the next 12 to 18 months. Mr. Holt stated that there would be community workshop in Grove on March 7 at James River Elementary School and a second one on March 8 at the Denbigh Community Center.

Mr. Richardson noted that he wanted to discuss the upcoming DRC calendar.

Mr. Holt noted that the Calendar was on the agenda for Planning Commission Discussion and Requests.

I. PLANNING COMMISSION DISCUSSION AND REQUESTS

1. Draft Calendar for 2017-2018

Mr. Holt stated that a draft calendar for 2017 and tentative dates for 2018 has been distributed to the Commission. Mr. Holt requested that the Commission review the proposed dates and provide feedback prior to the March 20 Special Meeting.

Mr. Schmidt noted that the Williamsburg-James City County tentative calendar has Spring Break falling on the first week of April in 2018. Mr. Schmidt inquired if it would be possible to move the April meeting to the second week.

Ms. Bledsoe stated that it is necessary to consider the Commission as a whole as well as an expectation of consistency for the public.

Mr. Krapf stated that the fall back is the policy for remote participation which would allow a commissioner to participate when out of town. Mr. Krapf stated that with that option as a fall back, it would be better to maintain consistency with the meeting schedule.

Mr. O'Connor stated that maintaining the customary schedule would also allow staff the necessary time to prepare cases that would be moving forward to the Board of Supervisors.

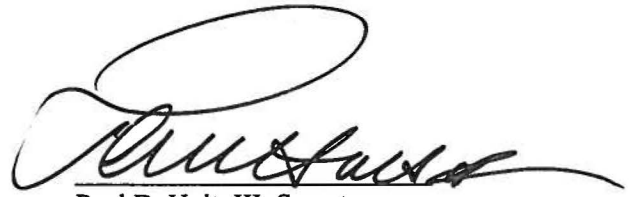
J. ADJOURNMENT

Mr. John Wright made a motion to adjourn to the Special Meeting on March 20, 2017 at 6:00 p.m.

The meeting was adjourned at approximately 7:55 p.m.



Tim O'Connor, Chair



Paul D. Holt, III, Secretary