

MINUTES
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
March 3, 2021
6:00 PM

A. CALL TO ORDER

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

1. The meeting will be held electronically pursuant to the Continuity of Government Ordinance re-adopted by the Board of Supervisors on April 14, 2020 and September 8, 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/97503778566> 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: 975 0377 8566. 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:

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

Staff Present:

Paul Holt, Director of Community Development and Planning
Adam Kinsman, County Attorney
Alex Baruch, Acting Principal Planner
Terry Costello, Deputy Zoning Administrator
Thomas Leininger, Senior Planner
Thomas Wysong, Senior Planner

Mr. Krapf recognized the passing of Ms. Nanette Burcham, Web and Publications Specialist.

Mr. Holt stated that much like the Video Production team, Ms. Burcham was an invaluable part of the team working behind the scenes. Mr. Holt stated that Ms. Burcham was integral to producing quality documents for the Commission and the citizens of James City County. Mr.

Holt offered condolences to the Burcham family.

The Commission observed a moment of silence in memory of Ms. Burcham.

1. Virtual Meeting Resolution

Mr. Krapf provided a summary of the resolution.

Ms. Barbara Null made a motion to adopt the resolution.

On a voice vote, the Commission voted to adopt the Virtual Meeting Resolution.

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 (DRC) met on February 17, 2021, to consider C-20-0115. 1245 Stewarts Road Minor Subdivision to determine if an exception to Section 19-73 of the Subdivision Ordinance, which requires that all minor subdivisions of three or more lots shall limit direct access from the existing road to one shared driveway, is warranted.

Mr. Haldeman stated that the applicant's proposal stated the desire to subdivide 1245 Stewarts Road into eight lots, with a request for eight individual driveways instead of the required shared driveway. Mr. Haldeman stated that the DRC recommends that the Planning Commission approve the exception request to not connect the northern and southern portion of the property with a shared driveway. Mr. Haldeman stated that the DRC further recommends that the Planning Commission approve exceptions to Section 19-73 by permitting a shared driveway between Lots 1 and 2; another shared driveway between Lot Nos. 3 and 4; and an individual driveway for Lot 5. Mr. Haldeman stated that the applicant will combine Lot Nos. 6, 7, and 8 into one lot serviced by the existing driveway emptying onto Stewarts Road. Mr. Haldeman stated that these recommendations are conditioned upon the following:

1. Lot Layout. This exception to Section 19-73 of the Subdivision Ordinance shall be valid for the subdivision of property located at 1245 Stewarts Road and further identified as James City County Real Estate Tax Map No. 0310100002 (the "Property"). The layout of the property shall be substantially in accordance with the proposed lot layout titled "Boundary Survey Property of Jane B. Farmer, Betty B. Rady" prepared by Canada Land & Marine Surveying, and dated January 28, 2020 and revised December 22, 2020 (the "Master Plan"), with any deviations to be reviewed and approved by the Planning Director.

2. Driveway Requirements. Each new driveway as shown on the Master Plan shall be built to the following standards:

- a. All driveways shall have a minimum separation of 300 feet between adjacent driveways.
- b. All new driveways shall be built to the construction standards listed in Section 24-73(b) of the Subdivision Ordinance.

3. Any request to subdivide the consolidated Lot No. 6 (shown as Lot Nos. 6, 7, and 8) must gain approval from the DRC to determine if all new lots shall utilize the existing driveway off Stewarts Road (which would need to be brought into conformance with Condition No. 2) or if any new driveways shall be permitted.

Mr. Frank Polster stated that the Policy Committee met at 4:00 p.m. on **February 18, 2020**. Mr. Polster stated that this was the preliminary meeting for the Fiscal Year (FY) 2022-2026 Capital Improvements Program (CIP) Review. Mr. Polster stated that the purpose of this meeting was to allow members of the Policy Committee to discuss CIP applications with Planning, and Financial and Management Services (FMS) staff, and discuss specific CIP projects with representatives from Williamsburg James City County Schools (WJCC Schools) and the Williamsburg Regional Library (WRL).

Project ID: H - New James City County Library Branch

Mr. Polster stated that Ms. Betsy Fowler presented the history of the project, current conditions of the Williamsburg library with an emphasis on the library not meeting the Americans with Disability Act (ADA) standards and survey results leading to the submission of a project for a new James City County Library Branch or a New Joint Library.

Mr. Polster stated that the option for a new 40,000-square-foot James City County library branch would add a third library serving the City of Williamsburg, York County, and James City County. Mr. Polster stated that the option for a new joint library would be a 55,000-square-foot facility replacing the existing Williamsburg Library.

Mr. Polster noted that the cost for each proposed option were unclear. Mr. Polster noted that the Committee was not sure which option was recommended - a third library or a new library replacing the Williamsburg Library. Mr. Polster stated that in a question and answer session with Ms. Fowler, she indicated that there were preliminary discussions between the Williamsburg City Manager and the County Administrator on this issue but did not know the direction of the discussion. Mr. Polster stated that staff was asked to see if the County Administrator could shed some light on the possible direction of those discussions.

Project IDs: V-Y

Mr. Polster stated that Mr. Marcellus Snipes, WJCC Schools, provided a set of replies to specific questions submitted by Policy Committee members on, Project ID: V - Warhill High School Auxiliary Gym/Emergency Shelter, Project ID: W – Jamestown High School (JHS) Cafeteria School Expansion, Project ID: X – Lafayette High School (LHS) Renovation and Project ID: Y - Baseball Field Refurbishment Berkeley Middle School.

Project ID: V- Warhill High School Auxiliary Gym/Emergency Shelter

Mr. Polster stated that the project adds an auxiliary gymnasium to Warhill High School for additional instructional space and sports activities, and includes an emergency shelter for the community. Mr. Polster stated that Mr. Snipes clarified questions on the emergency shelter and the term additional instructional space which he described as other athletic programs.

Project ID: W - Jamestown High School Cafeteria School Expansion

Mr. Polster stated that in the Capitol Project Request form under Project Narrative, the current condition/situation states: “Jamestown is currently overcapacity. Enrollment is forecast to increase. The current cafeteria is not adequate.”

Mr. Polster further stated that discussions with Mr. Snipes indicated that the current cafeteria feeds about 1,300 students in three or four lunch sessions. Mr. Polster stated that without the cafeteria expansion, the schedule would go to five lunch sessions. Mr. Polster stated that, when asked why a fifth lunch session would be necessary when the future enrollment is predicted to be less than the current enrollment, Mr. Snipes stated that he had no reply at the

moment and promised to get back to the Committee with additional information.

Project ID: X - LHS School Renovation

Mr. Polster stated that under Project Narrative, the current condition/situation section states: "Current space is not viable for the current educational setting. The space is being renovated to accommodate educational programs. Annexed facility will also be connected to main building to increase safety."

Mr. Polster stated that when Mr. Snipes was asked to describe what educational programs will be accommodated, the discussion indicated that it adds eight classrooms; however, what subjects and grades those classrooms would be used for had not been determined.

When asked about the rationale for adding eight classrooms when future enrollment projections showed only small increases of 10 to 23 students each year over the current enrollment of 1,112, Mr. Snipes had no reply at the moment and promised to get back to the Committee with additional information.

Project ID: Y - Baseball Field Refurbishment Berkeley Middle School

Mr. Polster stated that under Project Narrative, the current condition/situation states: "The backstop is also in poor condition." Mr. Polster stated that the project replaces the backstop, regrade and reseed the field, and correct safety hazards. Mr. Polster stated that Mr. Snipes responded to the Committee's questions on the ballfield refurbishment, and specifically his responsibility for the maintenance of the ballfield. Mr. Polster stated that Mr. Snipes indicated that the maintenance for the ballfield was not his but the responsibility of the County's General Services department.

Mr. Polster stated that the Policy Committee met at 4:00 p.m. on **February 23, 2021** to continue review of the FY2022-2026 CIP. Mr. Polster stated that the purpose of this meeting was to allow members of the Policy Committee to discuss CIP applications with Planning, and FMS staff, and discuss specific CIP projects with representatives from the Police Department, General Services, and Community Development.

Project ID: F - Firing Range Expansion

Project ID: G - Covered Parking for Specialty Vehicles and Trailers Police

Chief Steve Rubino made a presentation to the Committee for each project, and replied to questions on both the Firing Range Expansion and Covered Parking for Specialty Vehicles and Trailers.

Mr. Polster stated that one of the questions on the Covered Parking for Specialty Vehicles and Trailers was why the requested budget amount did not include the addition of solar panels to the roof of the structure. Mr. Polster stated that there was some discussion that the County Administrator and General Services Director wanted the solar panel included in the project submission. Mr. Polster stated that the analysis for solar panels was very complete and indicated a substantial reduction in the annual electric bill for the Law Enforcement Center. Mr. Polster stated that Ms. Grace Boone, Director of General Services, indicated that the County is investigating solar panels for future County facilities but is still at the early stage of their due diligence. Mr. Polster stated that there is a pending Request for Information to further explore solar panel applications for the County, and that given the design phase for the project is in FY2023, adjustments to add solar panels could be made.

Project ID: E - General Services Administration Building

Mr. Polster stated that Mr. Shawn Gordon, Chief Civil Engineer with General Services, and Ms. Boone responded to Committee questions about the recently completed facility plan to consolidate County facilities and office space into one location/facility, and whether the proposed General Services Administration Building was included in that plan. Mr. Polster

stated that in addition to the administration building, there was the co-location operational pieces of General Services including laydown and storage yards, maintenance facilities, and vehicle parking. Mr. Polster stated that Ms. Boone indicated that the design phase for the project was in FY2023, and that by then there would likely be a decision on the consolidation of County facilities, and if the General Services project would be part of it.

Mr. Polster stated that the question for the reason that a solar application was not proposed for the project was addressed and similar to the discussion for the solar panels for the Covered Parking for Specialty Vehicles and Trailers, the design phase for this project is in FY2023, and adjustments to add solar panels could be made.

Project ID: A - Transportation Match Project ID:

B - Open Space Match

Mr. Polster stated that Mr. Paul Holt, Director of Community Development and Planning, addressed a question on the Transportation Match project about how the program accommodated pedestrian and bicycle paths. Mr. Polster stated that Mr. Holt described how the Smart Scale program worked with funding from the County and the Virginia Department of Transportation (VDOT). Mr. Polster stated that Mr. Holt described how the pedestrian and bicycle paths, were part of the VDOT design process and cited several ongoing and planned projects and their accommodation of pedestrian and bicycle paths.

Mr. Polster stated that Ms. Tammy Rosario, Assistant Director of Community Development, provided some background and context for the Open Space Match program. Mr. Polster stated that the program would provide the resources for Open Space project applications with matching funds, provide outreach capability for the Open Space program, and take advantage of short-term Open Space opportunities. Mr. Polster stated that the program would function similarly to the Transportation Match, in that it would annually "bank" the \$1.5M until the account could "pay as you go" with matching funds for a project.

Mr. Polster stated that the Policy Committee met at 4:00 p.m. on **March 2, 2021**. Mr. Polster stated that this was the third meeting for the FY2022-2026 CIP Review. Mr. Polster stated that the purpose of this meeting was to allow members of the Policy Committee to discuss CIP applications and provide feedback regarding CIP projects and arrive at a finalized priority ranking of the 2022-2026 CIP projects for submission to the Planning Commission. Mr.

Polster stated that the Committee agreed to discuss the top ten scores, followed by the next five, and then the remaining projects. Mr. Polster stated that after all of the discussions, the original composite scoring remained unchanged in its priority rankings and it was agreed upon by the Committee to forward that list to the Planning Commission for consideration.

E. CONSENT AGENDA

Mr. Tim O'Connor requested to pull the Development Review Committee Action Item: C-20-0115. 1245 Stewarts Road Minor Subdivision for discussion.

1. Minutes of the February 3, 2021 Regular Meeting

Mr. Jack Haldeman made a motion to approve the Minutes of the February 3, 2021, Regular Meeting.

On a voice vote, the Planning Commission voted unanimously to approve the Minutes of the February 3, 2021, Regular Meeting.

2. Development Review Committee Action Item: C-20-0115. 1245 Stewarts Road Minor Subdivision

A motion to Approve was made by Frank Polster, the motion result was Passed.

AYES: 4 NAYS: 3 ABSTAIN: 0 ABSENT: 0

Ayes: Krapf, Null, Polster, Rose

Nays: Haldeman, Leverenz, O'Connor

Mr. O'Connor stated that he had a few questions for staff regarding the application.

Mr. O'Connor inquired if Lot Nos.1-4 and Lots 5-8 were connected.

Mr. Tom Leininger stated that the two sets of lots are separated by an intervening parcel.

Mr. O'Connor stated that in essence the request is for two exceptions. Mr. O'Connor further inquired if the Commission was required to evaluate the issue of hardship in the narrow confines of the definition, or does the Commission have some discretion.

Mr. Holt stated that the intent of the Code language is to give the DRC some flexibility which is why this is an appeal process. Mr. Holt noted that the vote the Commission makes must be generally consistent with the Code language.

Mr. O'Connor noted that he was surprised to see that the item was approved by the DRC, when much of the feedback from the Comprehensive Plan public engagement expresses a desire for less development, especially outside the Primary Service Area (PSA). Mr. O'Connor stated that he believes that without the shared driveway exception, these parcels would be developed to a lesser density. Mr. O'Connor stated that he is not supportive of the application.

Mr. Krapf noted that one of the concessions made was to reduce the lower lots from four to two.

Mr. Haldeman stated that he believes that Mr. O'Connor made some good points. Mr. Haldeman stated that the DRC has reviewed and approved three previous subdivision exception requests over the last three years, which may have affected his decision on this one. Mr. Haldeman stated that requiring the shared driveway for the four northern lots would create a hardship due to the narrowness of the available area, and substantial Resource Protection Area (RPA) issues. Mr. Haldeman stated that he was not certain he would support the application.

Mr. Polster stated that something he pointed out in each of the three previous cases, is that if look to the Comprehensive Plan for guidance, under the Rural Lands development standards, there are eight items for compatibility. Mr. Polster stated that of those he considered, Number 7, minimizing the number of street intersection driveways along the main route by providing common driveway access. Mr. Poster emphasized that the operative word is minimizing. Mr. Polster stated that further, it is necessary to consider Number 2, maintaining existing topography, vegetation, trees and tree lines to the maximum extent possible along the existing roads and between uses. Mr. Polster stated that Number 3 recommends discouraging development of farmland, open fields, and scenic roadsides. Mr. Polster stated that the Committee spoke with the land owner, and learned that the area that comprises Lot Nos. 5-8 has been farmland since 1850. Mr. Polster stated that based on community feedback that they should continue to farm the land, the owner withdrew the largest parcel which would have been Lot Nos. 6 - 8, and agreed not to have any driveways there. Mr. Polster stated that the connective driveway would have bisected the property for Lot no. 5 and disrupted the intended use as a mini-farm. Mr. Polster stated that for Lot Nos. 1-4, the shared driveway would not enhance the use of the property and would add more impervious cover. Mr. Polster

stated that there were competing Comprehensive Plan priorities in this matter. Mr. Polster stated that it is not only preserving the rural character, but also preserving the farm use and the care of the land. Mr. Polster stated that without better directive language in the Land Use section of the Comprehensive Plan, the Commission has the right to look at common sense approaches to minimizing driveways to meet the topography and the farming interest.

Mr. Krapf stated that a shared driveway for the northern lots would have to be constructed parallel to Stewarts Road. Mr. Krapf further stated that he also had concerns about the amount of additional impervious cover and the impact on stormwater. Mr. Krapf stated that the proposal to put a shared drive between Lot Nos. 1 and 2 and a shared driveway between Lot Nos. 3 and 4 was an appropriate compromise .

Mr. Krapf inquired about the parcel that lies between the two sets of lots and whether the proposal could be considered as two separate subdivisions.

Mr. Holt stated that this is the subdivision of one parcel, so it could not be considered as two separate subdivisions.

Mr. Leininger stated that even though the applicant is submitting two separate subdivision applications so that the can remain as minor subdivisions, the parcels are still considered to be contiguous.

Mr. Krapf stated that he is still supportive of approving the waiver.

Ms. Null inquired about the necessity of moving the request forward since there is a moratorium on residential subdivisions.

Mr. Adam Kinsman, County Attorney, clarified that the moratorium is only on residential rezonings.

Mr. Holt stated that to further clarify, this is a request for a waiver from a Subdivision Ordinance requirement that goes to the DRC and is decided by the Planning Commission.

Ms. Julia Leverenz inquired if these lots are all developable by-right.

Mr. Leininger confirmed that this is a by-right subdivision.

Ms. Leverenz inquired if the issues is minimizing the number of curb cuts and waiving the requirement for a driveway that connects the two parcels.

Mr. Leininger confirmed that the issue is minimizing curb cuts along the main road.

Mr. O'Connor expressed appreciation for the discussion. Mr. O'Connor further stated that he believes approval of the waiver goes against all of the Comprehensive Plan discussion over the last year. Mr. O'Connor stated that it should not fall to the Planning Commission to create a solution for a property owner to best take advantage of a property.

Mr. Krapf noted that while the Engage 2045 Comprehensive Plan is more aggressive about keeping growth inside the PSA, he does not feel that current applications should be held against a standard that is not yet fully developed and adopted. Mr. Krapf stated that he is supportive of the recommendation of the DRC.

Mr. O'Connor noted that he is not suggesting to hold the application to a new standard but to consider it against the strict standards of the Zoning Ordinance.

Mr. Polster made a motion to approve the two waivers with the three recommended conditions.

On a roll call vote, the Commission voted to approve Development Review Committee Action Item: C-20-0115. 1245 Stewarts Road Minor Subdivision. (4-3)

F. PUBLIC HEARINGS

1. Z-20-0006. 8189 and 8193 Richmond Road Rezoning

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

Ms. Terry Costello, Deputy Zoning Administrator, stated that Mr. Rob Lang has applied for a rezoning for a properties located at 8189 and 8193 Richmond Road. Ms. Costello stated that the properties total approximately 2.44 acres, and are located just north of the Toano Business Center and across the road from Hankins Industrial Park.

Ms. Costello stated that this property was rezoned from B-1, General Business to B-1, General Business with proffers in 1997. Ms. Costello further stated that the current development known as Toano Business Center was also a part of this rezoning.

Ms. Costello stated that this proposal is to rezone both B-1 properties to M-1, Limited Business/Industrial with Proffers and to replace the existing B-1 proffers. Ms. Costello stated that both properties are designated General Industry on the 2035 Comprehensive Plan and Land Use Map and are located within the PSA.

Ms. Costello stated that the use proposed with this rezoning is for the construction of a two-story, approximately 10,000 square-foot building for a company that assembles metal parts to fabricate fuel injectors for high performance engines, such as those found on race cars.

Ms. Costello further stated that the use is classified in the Zoning Ordinance as the manufacturing, compounding, assembly, or treatment of products made from previously prepared paper, plastic, metal, textiles, tobacco, wood, paint, fiber, glass, rubber, leather, cellophane, felt, fur, horn, wax, hair, yarn, and stone. Ms. Costello stated that the use is not permitted within the B-1 Zoning District, but is a permitted use within the M-1 Zoning District.

Ms. Costello stated that according to the applicant, the company currently has four full-time employees including the owners, and one part-time employee.

Ms. Costello stated that with the proposed proffers, staff finds the proposed use should not any impacts on adjoining property or the surrounding area with regards to outdoor dust, odor, or noise. Ms. Costello further stated the entire operation will be conducted entirely indoors. Ms. Costello stated that during a site visit to their existing operation, staff did not notice any evidence of outdoor dust, odors, or noise while the business was in operation.

Ms. Costello stated that as part of the rezoning to the M-1 Zoning District, the applicant proposes to limit the other by-right uses that could be on-site in the future.

Ms. Costello stated that public hearing notification letters were sent to adjacent property owners, including all of the condo units in the Toano Business Center. Ms. Costello stated that staff received one inquiry as to the type of business proposed.

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

Mr. Haldeman inquired which road the building would front on.

Ms. Costello stated that it faces Richmond Road.

Mr. Haldeman inquired if there would be parking would be in front of the Building.

Ms. Costello stated that the parking is on the front.

Mr. Haldeman inquired where the entrance would be.

Ms. Costello stated that the property would take access from Industrial Boulevard.

Mr. Krapf called for disclosures from the Commission.

There were no disclosures.

Mr. Krapf opened the Public Hearing.

Mr. Rob Lang, applicant, stated that the front of the building would face Richmond Road. Mr. Lang further stated that the entrance to the property would be off Industrial Boulevard. Mr. Lang further stated that there would be some parking in front of the building, along with the ADA accessible parking. Mr. Lang stated that there would also be several parking spaces on the right side of the structure. Mr. Lang stated that the front of the building would have a brick veneer that is compatible with the surrounding buildings.

Mr. Haldeman inquired why the parking was sited at the front of the building and not at the rear.

Mr. Lang stated that the parking spaces at the front are intended for visitor parking.

Mr. Holt noted that the back half of the building is comprised of the warehouse area and the workshop. Mr. Holt further noted that the business counter portion of the building is at the front, closest to Richmond Road. Mr. Holt stated that for ADA purposes, you want to have those spaces and customer parking closest to the business end of the building.

Mr. Tim O'Connor noted that some of the newer businesses in the area have adjusted the placement of the store entrance and the angle of the building so that parking could be placed on the sides. Mr. O'Connor stated that he felt this was a good treatment for a Community Character Corridor (CCC).

Mr. Krapf stated that because Richmond Road is a CCC, there will be requirements for enhanced buffering.

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

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

Mr. Haldeman made a motion to recommend approval of the application and acceptance of the voluntary Proffers.

On a roll call vote, the Commission voted to recommend approval of Z-20-0006. 8189 and 8193 Richmond Road Rezoning and acceptance of the voluntary proffers. (7-0)

2. Z-21-0001. 3737 and 3741 Strawberry Plains Road Proffer Amendment

A motion to Approve was made by Frank Polster, the motion result was Passed.

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

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

Mr. Thomas Wysong, Senior Planner, stated that Mr. Vernon Geddy has applied on behalf of the John Grier Construction Company Inc. to amend the existing proffers for the two parcels to permit the following uses: accessory uses, antique shops, barber and beauty shops, dry cleaners and laundries, gift and souvenir stores, janitorial service establishments, pet stores and pet supply sales, photography, artist and sculptor stores and studios, printing, mailing, lithographing, engraving, photocopying, blueprinting and publishing establishments, and security service offices.

Mr. Wysong stated that the intended use of the property is a dry cleaner and laundry facility.

Mr. Wysong stated that this property is zoned Limited Business with Proffers is located within the PSA and is designated Moderate Density Residential within the adopted Comprehensive Plan. Mr. Wysong further stated that the recommended uses for Moderate Density Residential include multifamily units, apartments, recreation areas, manufactured home parks and subdivisions in accordance with location standards, very limited commercial and community-oriented facilities, timeshares, retirement and care facilities, and communities. Mr. Wysong stated that staff finds the proposed proffer amendment would allow for the use of this property to have more options to fulfill the "limited commercial" use recommended within the Comprehensive Plan and still ensure that no intense business or commercial development be allowed. Mr. Wysong stated that the immediate proposed use of the property is anticipated to be a dry cleaner and laundry facility, which will offer in-store pick-up and drop-off services. Mr. Wysong stated that this use would provide an additional service option for the adjacent neighborhoods in the area, which would be in keeping with the recommendation of the Comprehensive Plan.

Mr. Wysong stated that staff also considered the impacts resulting from this development. Mr. Wysong stated that this proposal is not projected to generate significant traffic impacts on Strawberry Plains Road, nor is lighting or noise a concern. Mr. Wysong further stated that the applicant has provided two additional proffers as part of this proposal: one limiting the ingress and egress of the property to the one existing location on site and the other proffer prohibited outdoor storage throughout the property.

Mr. Wysong noted that staff received one email in support of the application, which was shared with the Commission.

Mr. Wysong stated that staff recommends that the Planning Commission recommend approval of the proffer amendment to the Board of Supervisors, subject to the draft proffers.

Mr. Krapf called for disclosures from the Commission.

Mr. Krapf stated that he spoke with Mr. Geddy.

Mr. Polster stated that he also spoke with Mr. Geddy.

There were no other disclosures.

Mr. Krapf opened the Public Hearing.

Mr. Vernon Geddy, Geddy, Harris, Franck & Hickman, LLP, 1177 Jamestown Road, made a presentation to the Commission in support of the application.

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

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

Mr. Polster made a motion to recommend approval of the application and acceptance of the voluntary proffers.

Mr. O'Connor stated that this was an excellent example of adaptive re-use of a property and that he would support the application.

On a roll call vote, the Commission voted to recommend approval of Z-21-0001. 3737 and 3741 Strawberry Plains Road Proffer Amendment and acceptance of the voluntary Proffers. (7-0)

G. PLANNING COMMISSION CONSIDERATIONS

1. Planning Commission and Board of Zoning Appeals 2020 Annual Report

Mr. Holt stated that he appreciates the work of the Planning Commission during unprecedented times which also included a Comprehensive Plan Review added to the mix. Mr. Holt stated he was impressed with the efforts of the Commission to keep the development processes moving forward.

Mr. Krapf expressed appreciation for the efforts of staff in providing the final products that are reviewed by the Commission. Mr. Polster also commended staff for their efforts.

Mr. Polster stated that the Annual Report shows that James City County has been open for business at full tilt in spite of the pandemic.

Ms. Leverenz made a motion to accept the Planning Commission and Board of Zoning Appeals 2020 Annual Report.

On a voice vote the Commission voted unanimously to accept the Planning Commission and Board of Zoning Appeals 2020 Annual Report.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - March 2021

Mr. Holt stated that a draft of the meeting calendar for the remainder of 2021 and the first three months of 2022 has been provided for review. Mr. Holt noted that this calendar would be considered for adoption at the Organizational Meeting on March 15, 2021. Mr. Holt further stated that anticipated meeting dated through March of 2023 have also been provided as a general look-ahead. Mr. Holt requested that the Commission make him aware of any potential changes prior to the Organizational Meeting

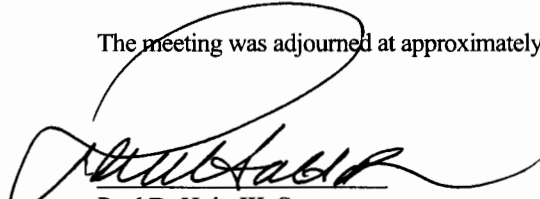
I. PLANNING COMMISSION DISCUSSION AND REQUESTS

Mr. Krapf stated that Dr. Rose has Board of Supervisors coverage for March.

J. ADJOURNMENT

Ms. Leverenz made a motion to adjourn to the Joint Planning Commission Working Group/
Community Participation Team meeting on March 8, 2021 at 4:00 p.m.

The meeting was adjourned at approximately 7:22 p.m.



Paul D. Holt, III, Secretary

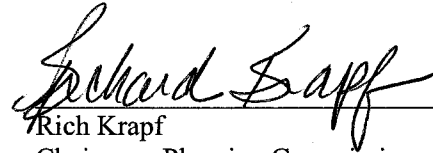


Rich Krapf, Chair

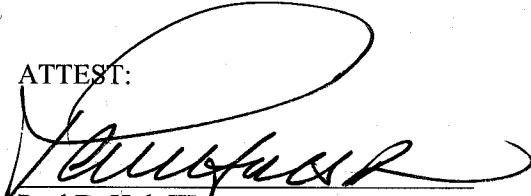
RESOLUTION

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, and September 8, 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 March 3, 2021, 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.


Richard 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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROSE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
POLSTER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HALDEMAN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'CONNOR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LEVERENZ	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KRAPF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adopted by the Planning Commission of James City County, Virginia, this 3rd day of March, 2021.

VMtg-PC-Mar-res