

MINUTES
JAMES CITY COUNTY PLANNING COMMISSION
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg VA 23185
June 2, 2021
6:00 PM

A. CALL TO ORDER

Mr. Haldeman 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, September 8, 2020, and April 13, 2021, 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/98777624860> 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: 987 7762 4860. 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 (Not present until the Consent Agenda)
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
Tom Leininger, Senior Planner

1. Virtual Meeting Resolution

A motion to Approve was made by Barbara Null, the motion result was Passed.

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

Ayes: Haldeman, Krapf, Leverenz, Null, Polster, Rose

Absent: O'Connor

Mr. Haldeman provided a summary of the resolution.

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

On a roll call vote, the Commission voted to adopt the Virtual Meeting Resolution. (6-0)

C. PUBLIC COMMENT

Mr. Haldeman opened Public Comment.

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

D. REPORTS OF THE COMMISSION

Ms. Null stated that the Development Review Committee did not meet in May.

Mr. Frank Polster stated that the Policy Committee did not meet in May.

E. CONSENT AGENDA

1. Minutes of the April 7, 2021 Regular Meeting
2. Proposed amendment to the meeting calendar

Mr. Rich Krapf made a motion to approve the Consent Agenda.

On a voice vote the Commission voted to approve the Consent Agenda. (7-0)

Mr. O'Connor noted that he had not been present at roll call, but was now in attendance.

Mr. Holt asked Mr. O'Connor if he voted on the Consent Agenda.

Mr. O'Connor confirmed that he did.

F. PUBLIC HEARINGS

1. SUP-21-0004. 1303 Jamestown Road, Williamsburg Wood Works at Colony Square

A motion to Approve was made by Rich Krapf, the motion result was Passed.

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

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

Mr. Tom Leininger, Senior Planner, stated that Mr. Patrick Russell of Williamsburg Wood Works has applied for a Special Use Permit (SUP) for a woodworking business at a property located at 1303 Jamestown Road, Unit 117. Mr. Leininger stated that the property is zoned B-1, General Business, designated Community Commercial on the 2035 Comprehensive Plan Land Use Map and is located inside the Primary Service Area.

Mr. Leininger stated that the proposed use is defined as the processing, assembly, and manufacture of light industrial products or components, with all storage, processing, assembly, and manufacture conducted indoors or under cover, with no dust, noise, odor, or other

objectionable effect. Mr. Leininger stated that Williamsburg Wood Works is a custom furniture studio with Mr. Russell as the only employee. Mr. Leininger noted that the business is currently located at 5812 Mooretown Road in York County.

Mr. Leininger stated that during the review, a Building Code Analysis was submitted and reviewed by Building Safety and Permits to ensure the proposed use will meet all Virginia Uniform Building Codes and National Fire Protection Association Codes.

Mr. Leininger stated that conditions have been included to mitigate impacts to the adjacent properties as well as the adjacent tenets. Mr. Leininger further stated that these conditions include increase wall thickness to reduce noise and improve fire rating, ensure all dust is collected utilizing a dust collector and a mobile dust collector, no outdoor use of the property, and the use of low or no volatile organic compound finishes.

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

Mr. Haldeman opened the floor for questions from the Commission. Mr. Rich Krapf inquired if staff had given any consideration to what would be an acceptable noise level reaching the adjoining units.

Mr. Leininger stated that noise impacts were discussed. Mr. Leininger stated that the Zoning Ordinance does require that there be no negative impacts such as noise, dust, or odor on adjacent properties. Mr. Leininger stated that with the two loudest pieces of equipment running simultaneously, the noise produced reaching the adjacent units would only be 38 Decibels which is equivalent to a whisper.

Mr. Haldeman called for disclosures from the Commission.

There were no disclosures. Mr. Haldeman opened the Public Hearing.

Mr. Patrick Russell addressed the Commission in support of the application. Mr. Russell expressed appreciation to staff for assisting him with the process.

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

Mr. Krapf stated that he appreciates that this is a single, independent craftsman moving into an existing location. Mr. Krapf stated that he always tries to support small businesses.

Mr. Krapf made a motion to recommend approval of the application with the proposed SUP conditions.

On a roll call vote the Commission voted to recommend approval of SUP-21-0004. 1303 Jamestown Road, Williamsburg Wood Works at Colony Square. (7-0)

G. PLANNING COMMISSION CONSIDERATIONS

There were no items for consideration.

H. PLANNING DIRECTOR'S REPORT

1. Planning Director's Report - June 2021

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. Haldeman stated that Mr. Krapf would represent the Planning Commission at the Board of Supervisors meeting in June.


Ms. Null inquired about the next meeting of the Planning Commission Working Group (PCWG).

Mr. Holt stated that the next and last PCWG meeting would be June 3, 2021 at 4 p.m.

J. ADJOURNMENT

Ms. Leverenz made a motion to adjourn. The meeting was adjourned at approximately 6:17 p.m.

Paul D. Holt, III, Secretary

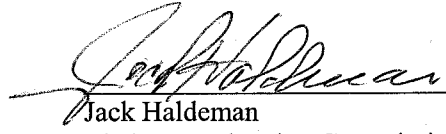


Jack Haldeman, Chair

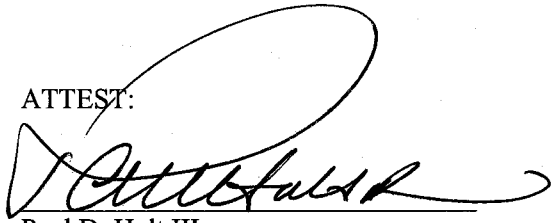
RESOLUTION

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, September 8, 2020, and April 13, 2021 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 2, 2021, at which time those items listed on the agenda attached hereto (the "Agenda") will be considered; and
- WHEREAS, 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.



Jack Haldeman
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	<u>ABSENT</u>	___	___
LEVERENZ	✓	___	___
KRAPF	✓	___	___

Adopted by the Planning Commission of James City County, Virginia, this 2nd day of June, 2021.

VMtg-PC-June-res