

MINUTES
JAMES CITY COUNTY POLICY COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg, VA 23185
January 10, 2019
4:00 PM

A. CALL TO ORDER

Mr. Jack Haldeman called the meeting to order at approximately 4:00 p.m.

B. ROLL CALL

Mr. Paul Holt stated that Mr. Tim O'Connor has asked to participate in the meeting remotely due to a personal matter that was preventing him from physically attending the meeting. Specifically, Mr. O'Connor would be calling in from Prince William County as he was there on other business.

Mr. Heath Richardson made a motion to approve the remote participation of Mr. O'Connor.

The motion passed 4-0.

Mr. O'Connor joined the meeting remotely.

Present:

Jack Haldeman, Chair
Rich Krapf
Julia Leverenz
Tim O'Connor
Heath Richardson

Planning Commissioner:

Frank Polster

Staff:

Paul Holt, Director of Community Development and Planning
Tammy Rosario, Principal Planner
Jose Ribeiro, Senior Planner
Alex Baruch, Senior Planner
Tori Haynes, Planner
Terry Costello, Deputy Zoning Administrator
John Risinger, Community Development Assistant
Max Hlavin, Deputy County Attorney

C. MINUTES

1. December 13, 2018 Meeting Minutes

Ms. Julia Leverenz stated that a typographical error needed to be corrected on the third page. She made a motion to approve the December 13, 2018, meeting minutes as amended.

The motion passed 5-0.

D. OLD BUSINESS

1. ORD-18-0013. Proposed Zoning Ordinance Amendments Regarding Master Plan Consistency Determinations

Mr. Haldeman opened the discussion.

Mr. Paul Holt stated that this is a continuation of the previous meeting's discussion. He stated that there are no new updates since the previous meeting. He stated that Mr. Max Hlavin would be available to answer legal questions.

Mr. Haldeman asked if the current process has the final appeal at the Planning Commission (PC) level.

Mr. Holt confirmed.

Mr. Haldeman asked if the Board of Supervisors (BOS) would like to be involved when there is a significant change.

Mr. Holt stated the BOS would like to be involved with changes regarding dwelling units.

Mr. Rich Krapf asked if Master Plan Consistency Determinations (MPCD) could be scheduled at a BOS Work Session in place of a new public hearing.

Mr. Holt stated that the BOS would like to consider them as part of a public hearing.

Mr. Richardson stated that additional feedback from the BOS about the changes could be gathered at a BOS Work Session.

Mr. Haldeman stated that he would like to have a draft Ordinance to present at the BOS Work Session.

Mr. O'Connor asked if developers had vested rights with an approved Master Plan.

Mr. Max Hlavin stated that a Rezoning application could give the owner vested rights. He stated that requesting a change to what has been approved could take away the vested rights.

Mr. Richardson stated that the MPCDs could be presented at a BOS Work Session to gather feedback before going to the PC.

Mr. Hlavin stated that a process could be created to that effect. He stated that the BOS had requested that certain criteria be removed from the current policy.

Mr. Holt stated that taking the cases to BOS Work Sessions could add extra steps for the applicant.

Mr. O'Connor stated that including the cases in BOS Work Sessions could result in MPCD cases having inconsistencies. He stated that developers might be negatively impacted by increasing the number of steps in the MPCD process. He stated that the County should not get involved in a dispute between developers and homeowners.

Mr. Krapf stated the County should not get involved in disputes between developers, HOAs and homeowners.

Ms. Leverenz stated that the BOS wants citizens to have the opportunity to be heard regardless of the outcome.

Mr. O'Connor asked if a developer's request to reduce density would result in a public hearing under the proposal.

Mr. Holt confirmed.

Mr. Haldeman asked if a separate process could be created for applications that propose a reduction in density.

Mr. Holt stated that there are a few options for actions that the Policy Committee could take. He stated that it could vote on the current draft Ordinance, request additional feedback from the BOS, request that staff draft additional versions of the Ordinance or table the discussion to another Policy Committee meeting.

Mr. Richardson stated that he would like to have additional versions of the Ordinance drafted for review.

Mr. Krapf stated that he would like to have additional options to consider the different perspectives.

Ms. Leverenz stated that she would be comfortable voting on the current draft of the Ordinance.

Mr. Haldeman stated that he would like to have multiple options to consider.

Mr. Krapf requested to have a comparison of the options at the next Policy Committee meeting.

Mr. Holt stated that the first option is if there is a significant deviation of the density or dwelling unit counts of the adopted Master Plan, it would go back through a public hearing. He stated that the second option is for reductions in density or dwelling unit counts to stay with the currently adopted process. He stated that the third option is to leave the currently adopted process in place.

Mr. Krapf asked staff to create a document comparing the options and bring it to the next Policy Committee meeting.

Mr. Haldeman asked if there were any further questions.

There were none.

2. Preparations for Review of the County's 2015 Adopted Comprehensive Plan, Toward 2035: Leading the Way - Part 2

Mr. Haldeman opened the discussion.

Ms. Tammy Rosario provided an overview of the anticipated timeline. She stated that preparations for the review, including a citizen survey, would begin in spring 2019. She stated that technical review would start in 2020 and that a draft would be reviewed in 2021.

Mr. Richardson asked if the Comprehensive Plan process would be on track if it was adopted in 2021.

Ms. Rosario confirmed. She stated that the Comprehensive Plan would be built using public engagement, items and visions from previous Comprehensive Plans and guidance from State Code. She stated that projected sea level rise and recurrent flooding, broadband infrastructure

and ground water and surface water availability will be new areas addressed in the Comprehensive Plan due to new State Code requirements.

Mr. Frank Polster stated that he has concerns about the impacts of sea level rise on transportation. He stated that the Hampton Roads Planning District Commission released a study on sea level rise in 2017. He stated that increasing rainfall totals will cause more flooding. He stated that the Virginia Institute of Marine Science has conducted studies related to sea level rise. He stated that it is important to study the potential financial impacts related to sea level rise and flooding.

Mr. Richardson asked if the Strategic Plan could address those concerns in detail.

Ms. Rosario stated that the Comprehensive Plan outlines the visions for the County's future through goals, strategies and actions (GSAs). She stated that the Strategic Plan would prioritize the implementation of GSAs.

Mr. Polster stated that the concerns should be addressed from a broad perspective in the Comprehensive Plan.

Mr. Krapf stated that the documentary, "Paris to Pittsburgh," does a good job showing the interrelated issues with climate change.

Mr. Polster asked what the scope of the broadband review would be.

Ms. Rosario stated that staff would look at how other localities are addressing broadband as well as utilize additional resources.

Mr. Polster stated that the County should develop its own broadband infrastructure. He stated that the County should stay up to date with the current technologies and citizens' needs.

Mr. Richardson stated that the Commissioners should research new technologies and broadband infrastructure before they are reviewed in the Comprehensive Plan.

Mr. Polster asked how the ground water availability would be addressed in the Comprehensive Plan.

Mr. Holt stated that the Comprehensive Plan would address the long-term water supply and relate to the requirements for water utilities.

Mr. Polster asked if the County should create a zoning district for affordable housing to comply with State Code.

Ms. Rosario stated that additional discussions about housing could be held to capture thoughts about how best to address affordable housing. She presented an exercise to capture the comments and priorities of the Commissioners for the sections of the Comprehensive Plan and invited them to add suggested topics to the appropriate Comprehensive Plan section sheets.

Mr. Krapf asked if realignment of the Primary Service Area (PSA) could result in expansion and contraction in different areas of the County.

Ms. Rosario stated that it has been considered in the past and could be considered this time as well. She reviewed the responses under the Land Use section:

- "Cumulative fiscal, infrastructure, community character, environmental impact analysis of expanding PSA."

- “Refine Fiscal Impact Model to assess development impacts on fiscal health.”
- “Economic Opportunity Designation/Zone”
- “Look at Economic Opportunity areas outside PSA. Extend the PSA to them? Extend utilities to promote development?”
- “PSA Realignment”
- “Zoning District and Use List Review”
- “Fort Eustis Joint Land Use Study”
- “Greenmount industrial areas and linkage to Fort Eustis JLUS.”
- “Scenario Planning”
- “Small Area Plans”
- “Grove, Pocahontas Trail Corridor Study and Potential growth.”

Ms. Leverenz asked what would constitute a small area plan.

Mr. Krapf stated that small area plans look at a particular area, such as Grove or Toano, and evaluate the current situation of the area along with opportunities for economic or residential growth.

Mr. Richardson asked if the small area plan response would be a better fit under the economic development section of the Comprehensive Plan.

Ms. Rosario stated that small area plans evaluate a broad perspective of a small area and typically fit best under the Land Use section. She reviewed the last set of responses under the Land Use section:

- “PDR”
- “Overlap Between TDR, PDR, AFD, Chesapeake Bay, Conservation Easements. Are all needed? Other ways to protect rural lands? Financial impact of each on JCC?”
- “Cooperation with Dominion Energy to seek designations of land under major power lines for public use i.e., gardens.”

Mr. Richardson stated that the designation of land under major power lines for public use was not a high priority.

Ms. Rosario reviewed the responses under the following sections:

Transportation:

- “Non-vehicular connectivity between residential areas (especially existing) and community and commercial hubs.”
- “A vision for Williamsburg Area Transit Authority to create a real public-private cooperation to build more shelters at bus stops.”

Economic Development:

- “Tourist homes and rental of rooms”
- “Rural Economic Development Committee work”

Housing:

- “Workforce Housing”
- “Attracting and housing younger professionals.”

Environment:

- "Establish goals for emissions or energy consumption reduction by 2050. More solar? Biomass facilities? PBS documentary "From Paris to Pittsburgh.""
- "Flooding concerns for transportation, rural lands and land uses."

Community Character:

- "Lower Chickahominy Watershed Economic Study"
- "Toano redevelopment"

Mr. Richardson stated that the Toano redevelopment response would better fall under the Land Use section.

Ms. Rosario reviewed the responses under the following sections:

Public Facilities:

- "10-year capital maintenance plan/public facilities master plan."
- "Ensure a Public Facilities Master Plan results from next Strategic Plan review."

Parks and Recreation:

- "Review Parks and Recreation Master Plan as recently revised."

Mr. Haldeman asked if it was too early to start planning for where future schools will be built.

Mr. Holt stated that it would be difficult to predict where the schools will be needed.

Mr. Haldeman stated that he viewed it to be important to plan for land acquisition for future schools.

Mr. Holt stated that it could cause scenarios where the acquired land is not where schools are needed.

Ms. Rosario stated that there were no responses under the Demographics section. She reviewed the responses under the following sections:

Population Needs:

- "Senior housing needs"

Other:

- "Evaluation of previous Comprehensive Plan"
- "Encourage additional revenue streams for the County that are not as dependent on hospitality and tourism."

Mr. Polster asked if the items that are already confirmed to be part of the Comprehensive Plan process could be moved away from the consideration items before the Commissioners vote on their top priorities.

Ms. Rosario confirmed.

Mr. Polster stated that population projections show that additional schools may not be needed.

Mr. Holt asked if the item for additional revenue streams under the Other section could be moved to the Economic Development section. He stated that the Economic Development Authority has ongoing efforts to increase the economic diversity of the County.

Mr. Krapf confirmed. He stated that he was interested in the potential for technology parks or research facilities in the County.

Mr. O'Connor asked if there were plans to improve Jamestown Beach Event Park and the James City County Marina.

Mr. Holt stated that the Parks and Recreation Department is in the process of creating a master plan for those areas.

Mr. Polster stated that he is interested in the Lower Chickahominy Watershed Economic Study and the potential for tourism.

Ms. Rosario presented the next activity and invited the Commissioners to vote on their top priorities.

Mr. O'Connor asked what items still needed to be discussed at the meeting.

Ms. Rosario stated that they would be finish the Comprehensive Plan discussion after voting for their priorities and then move into the last item on the agenda.

Mr. O'Connor asked if he would be able to end his remote participation at this time.

Mr. Holt confirmed.

Mr. O'Connor ended his remote participation at 5:45 p.m.

After the Commissioners placed five dots on their priority items, Ms. Rosario presented the preliminary vote totals. She stated that review of the PDR program and rural land protection received five votes. She stated that review of the Economic Opportunity zone, PSA realignment, small area plans, diversifying revenue streams and creating a Public Facilities Master Plan each received three votes. She stated that once the vote tallying was finalized, they would be presented to the BOS to have additional feedback.

Mr. Haldeman asked if the results of the citizen survey would contribute to the prioritization of items.

Ms. Rosario stated that the survey would be used to guide the discussion in future meetings.

Mr. Holt stated that the scope of the Comprehensive Plan review would be set before the survey results were attained.

Ms. Rosario stated the citizen survey would provide insight into the public opinion. She stated that the results would be used in the public input sections of the Comprehensive Plan topics. She stated that the results should be considered during future meetings.

Mr. Holt stated that the results of the citizen survey should contribute to the prioritization of the GSAs.

Mr. Polster asked to have updated information about the scenario planning part of the Comprehensive Plan when available.

Ms. Rosario asked if there were any further questions.

There were none.

E. NEW BUSINESS

1. Capital Improvements Program (CIP) Preview and Training

Ms. Rosario stated that a new online system for scoring and ranking CIP applications would be used this year. She stated that the old method of spreadsheets would be available if requested.

Mr. Richardson asked if the online system would allow the Commissioners to view each other's reviews.

Ms. Tori Haynes confirmed. She presented the website and its features to the Commissioners. She explained the application process and the scoring methodology. She stated that the scores could be saved and returned to as time permitted. She stated that once submitted, the scores could be modified and then resubmitted.

Ms. Leverenz asked if there would be information explaining the scoring process and methodology.

Ms. Rosario stated that packets of information and rubrics would be distributed with explanations for the process.

Ms. Haynes stated that the rubrics and applications would have the details needed for review.

Ms. Leverenz asked where the applications come from.

Ms. Rosario stated that the County Government divisions submit them to the County Administrator. She stated that the Policy Committee reviews new capital requests but not capital maintenance requests.

Mr. Richardson stated that the process has operated well for the past few years.

Ms. Haynes presented the website's dashboard and ranking list.

Ms. Rosario stated that additional information would be shared in the future.

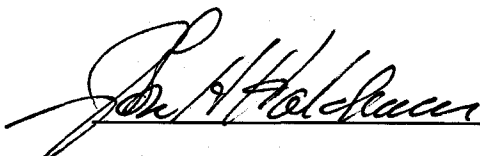
Ms. Haynes asked if there were any further questions.

There were none.

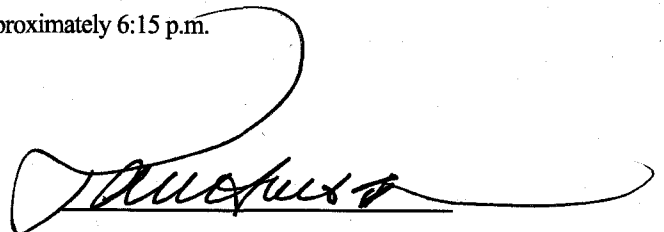
F. ADJOURNMENT

Mr. Richardson made a motion to adjourn. The motion passed 4-0.

Mr. Haldeman adjourned the meeting at approximately 6:15 p.m.



Mr. Jack Haldeman, Chair



Mr. Paul Holt, Secretary