

**Policy Committee
Government Center Complex
Conference Room, Building A**

December 16, 2010 - 6:00 p.m.

A. Roll Call

B. Old Business

1. Capital Improvement Program (CIP) Project Evaluations (if not completed on December 13)
2. Planning Commission Annual Report

C. New Business

1. Q and A with wireless communications consultant (**note:** scheduled to begin at approximately 7:00 p.m.)
2. Update on Transfer of Development Rights Feasibility Study

D. Adjournment



2010 PLANNING COMMISSION ANNUAL REPORT

MESSAGE FROM THE CHAIRMAN



Contents:

List of Commission Members and Staff	2	Planning Commission Actions	10
Introduction	3	Zoning/Subdivision Ordinance Update	15
List of Meeting Dates	3	2009 Comprehensive Plan Update	17
Development and Growth	4	Glossary of Terms	25
Planning Commission Highlights/Activities	7	Contact Information	26

2010 PLANNING COMMISSION

Name	District	Appointment	Term Expires
Reese Peck ** (Chair)	Berkeley	1/2/2008	1/31/2013
Joe Poole III ** (Vice-Chair)	Jamestown	1/22/2008	1/31/2012
Richard Krapf **	Stonehouse	1/23/2007	1/31/2011
Jack Fraley **	Roberts	1/12/2004	1/31/2012
Al Woods	Powhatan	1/26/2010	1/13/2014
Mike Maddocks	At-Large	1/26/2010	1/31/2014
Tim O'Connor	At-Large	8/10/2010	1/31/2013

PLANNING DIVISION STAFF

Allen J. Murphy Jr., AICP, Director of Planning / Assistant
Development Manager

Tammy Rosario, AICP, Principal Planner

Christopher Johnson, Principal Planner

Ellen Cook, AICP, Senior Planner II

Scott Whyte, Senior Landscape Planer

Jason Purse, Senior Planner

Jose Ribeiro, Senior Planner

Kate Sipes, Senior Planner

Leanne Reidenbach, Senior Planner

Luke Vinciguerra, Planner

Sarah Propst, Planner

Terry Costello, Development Management Assistant

Brian Elmore, Development Management Assistant

Jennifer VanDyke, Administrative Services Coordinator

ZONING DIVISION STAFF

Melissa Brown, CZA, Zoning Administrator

Christy Parrish, CZA, Proffer Administrator

John Rogerson, CZA, Senior Zoning Officer

** Virginia Certified Planning Commissioner
AICP – American Institute of Certified Planners
CZA-Certified Zoning Administrator

INTRODUCTION

The James City County Planning Commission (Commission) is composed of seven members, one member from each of the County's five magisterial districts (Powhatan, Roberts, Stonehouse, Jamestown, Berkeley) and two at-large members. Members are required to participate on one or two subcommittees: Development Review Committee (DRC) and the Policy Committee. The DRC reviews subdivisions and site plans for consistency with approved master plans, County zoning and subdivision ordinances, the Comprehensive Plan, and other Board-adopted policies. The Policy Committee works with staff to (1) prioritize Capital Improvement Program (CIP) requests in accordance with the Comprehensive Plan, and (2) address specific planning-related issues such as policy and ordinance revisions.

Planning Commission Responsibilities:

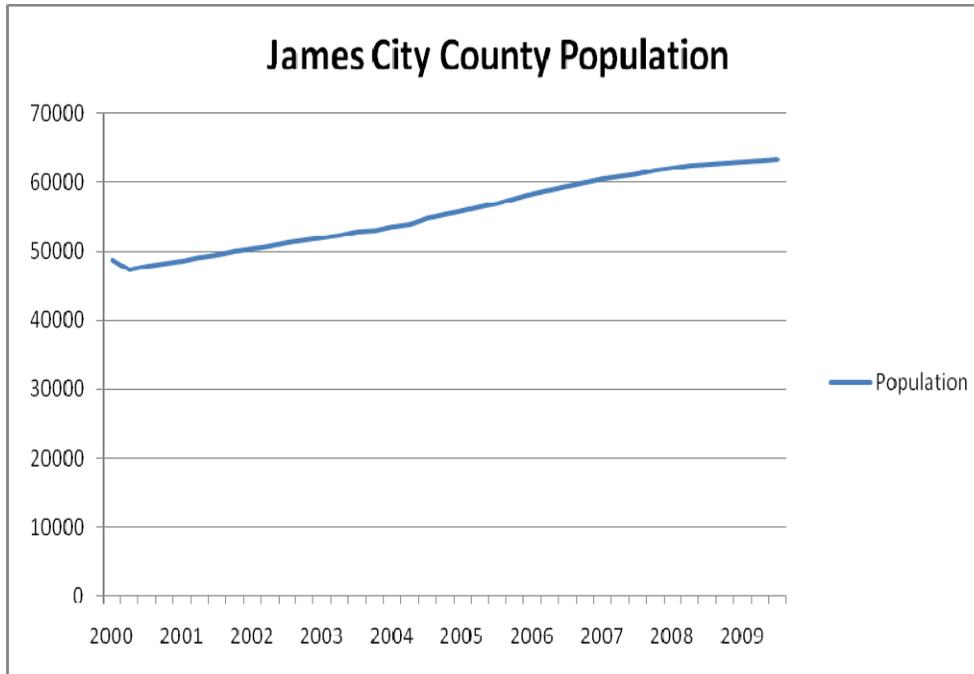
The Board appoints members to the Commission to review cases and make recommendations regarding land use, transportation, public facilities and utilities. The Commission shall, among other things:

- Update and coordinate the implementation of the County's Comprehensive Plan;
- Review and make recommendations to the Board of Supervisors on rezoning, master plan, special use permit, subdivision and site plan applications;
- Consider and prepare of policy and ordinance revisions;
- Assess the annual Capital Improvements Program;
- Participate in community planning forums and committee studies.



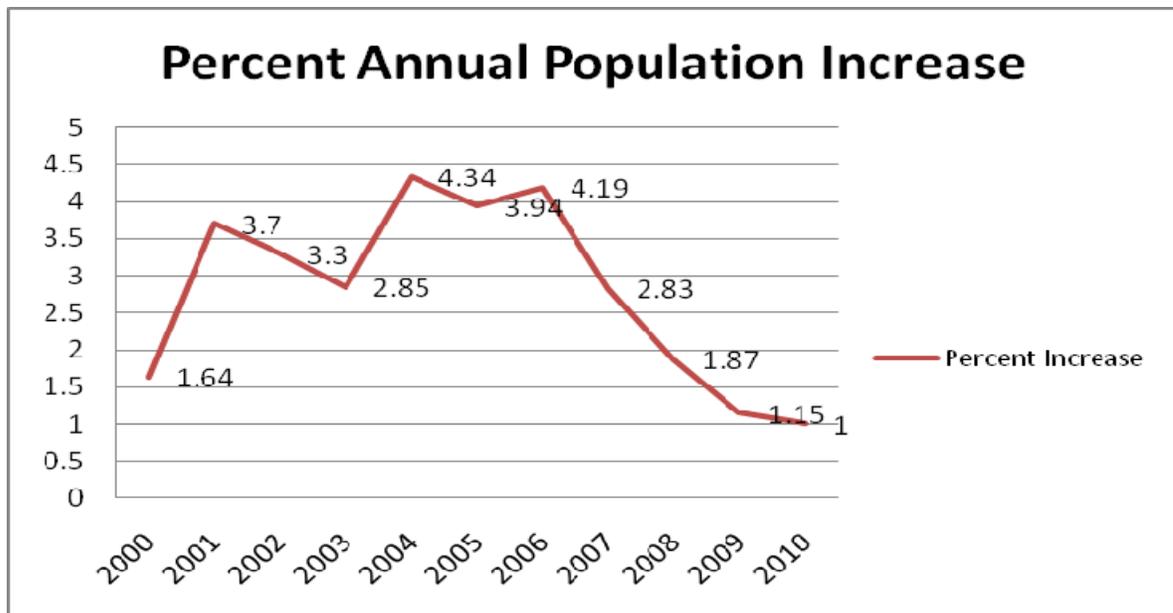
2010 Schedule		
Regular Meetings		Work Sessions
01/31/10	07/07/10	03/23/10
02/03/10	08/04/10	08/10/10
03/03/10	09/01/10	
04/07/10	10/06/10	Public Forums
05/05/10	11/03/10	08/24/10
06/02/10	12/01/10	09/01/10
		09/27/10

DEVELOPMENT AND GROWTH

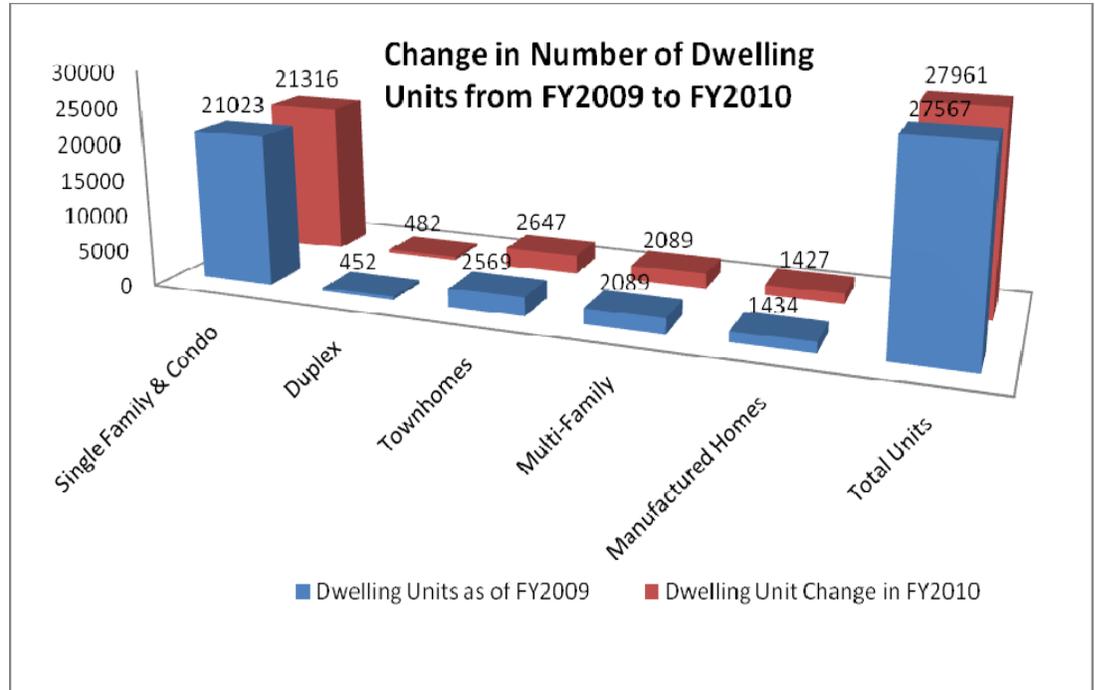


Population

Year	Pop.
2001	48228
2002	49997
2003	51622
2004	55399
2005	57584
2006	59994
2007	61694
2008	62847
2009	63569
2010	64207*
* 3rd qtr totals	



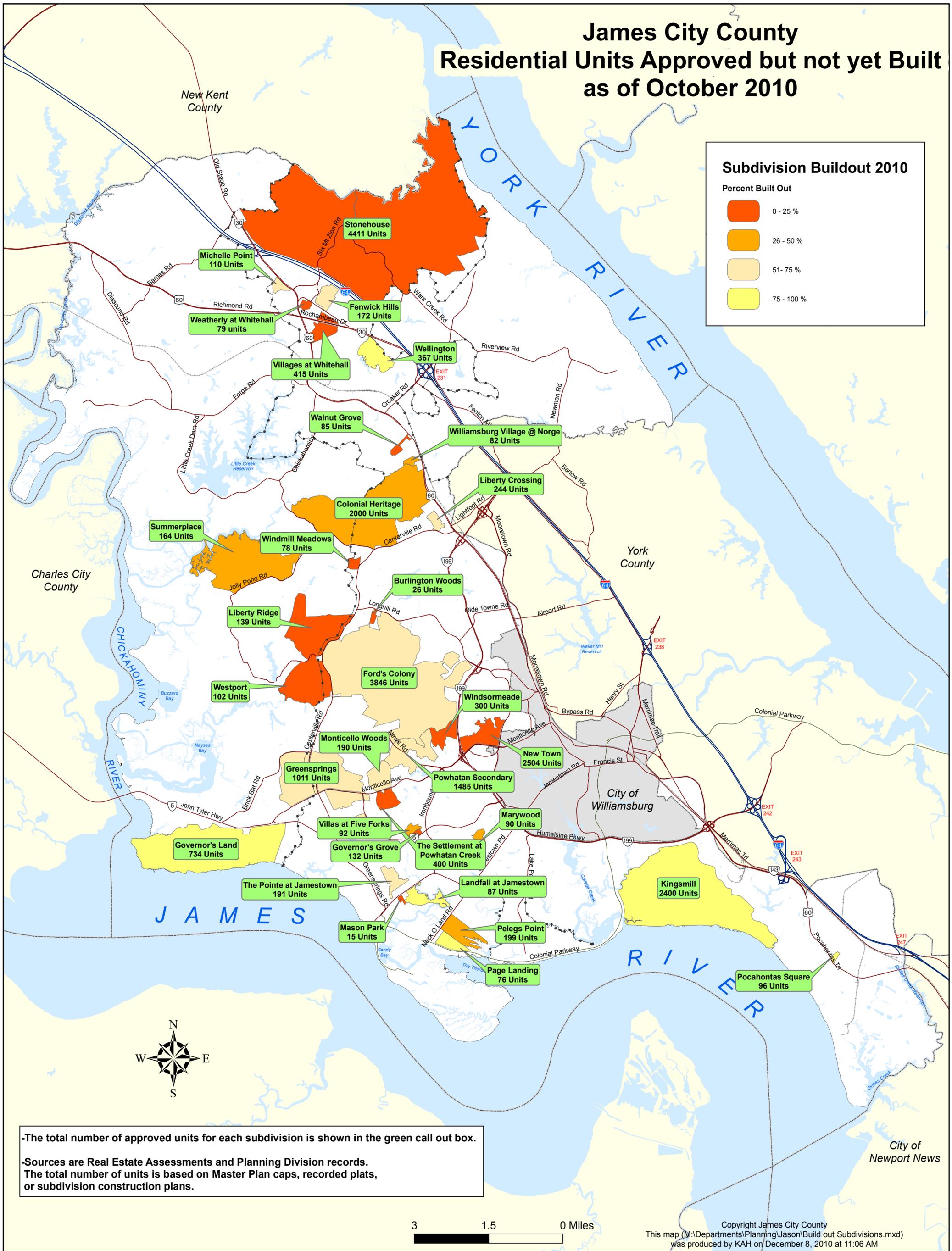
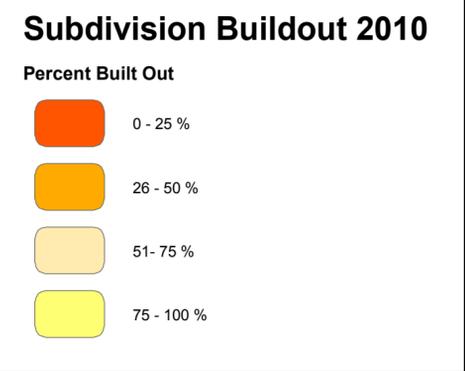
Housing



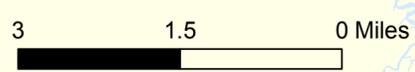
Types of Units	Single Family & Condo	Duplex	Townhomes	Multi-Family	Manufactured Homes	Total Units
Dwelling Units as of FY2009	21023	452	2569	2089	1434	27567
Dwelling Unit Change in FY2010	293	30	78	0	-7	394
Total	21316	482	2647	2089	1427	27961



James City County Residential Units Approved but not yet Built as of October 2010



-The total number of approved units for each subdivision is shown in the green call out box.
 -Sources are Real Estate Assessments and Planning Division records.
 The total number of units is based on Master Plan caps, recorded plats,
 or subdivision construction plans.

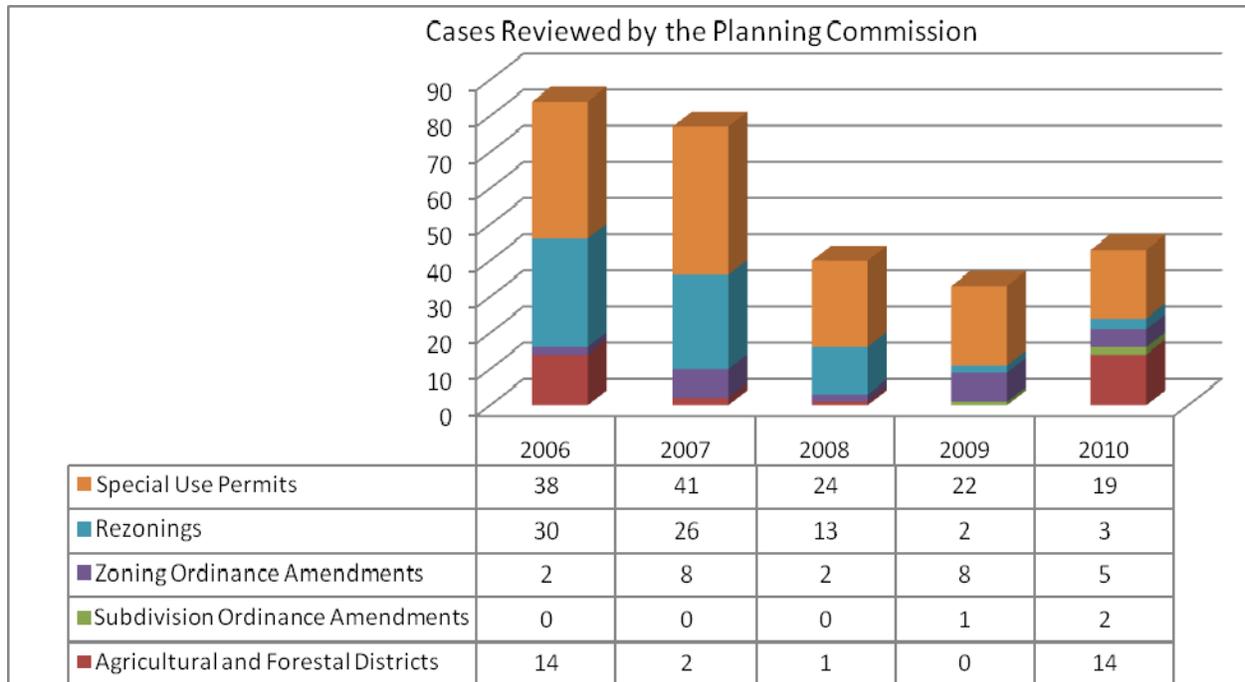


Copyright James City County
 This map (M:\Departments\Planning\Jason\Build out Subdivisions.mxd)
 was produced by KAH on December 8, 2010 at 11:06 AM

PLANNING COMMISSION ACTIVITIES AND HIGHLIGHTS

Development Review

Development review activities consist primarily of rezoning, special use permits, site plans, subdivisions and conceptual plans.



Special Use Permits: The Planning Commission reviewed 19 applications. The applications included three wireless communication towers, a CVS/Food Market, four business expansions, a new landscaping business, and two borrow pit renewals. A trail amendment, special lighting and seasonal lighting for Busch Gardens, and an outreach center expansion were considered.

Rezoning: Three applications were considered by the Commission. The application for a fast food restaurant rezoned property from M-2, General Industrial, to B-1, General Business, with Proffers. Other applications include the School Operations Center on Jolly Pond Road which added additional parking, and an application for a convenience store with fuel sales.

Residential Units Legislatively Approved in 2010: The Planning Commission and Board of Supervisors approved 1 two-family dwelling. (SUP-0003-2010, Gilley Property, Neck-O-Land Road)

Zoning Ordinance Amendments: Five amendments were reviewed by the Commission. These included changes to the permitted uses for LB (Limited Business) and B-1 (General Business)

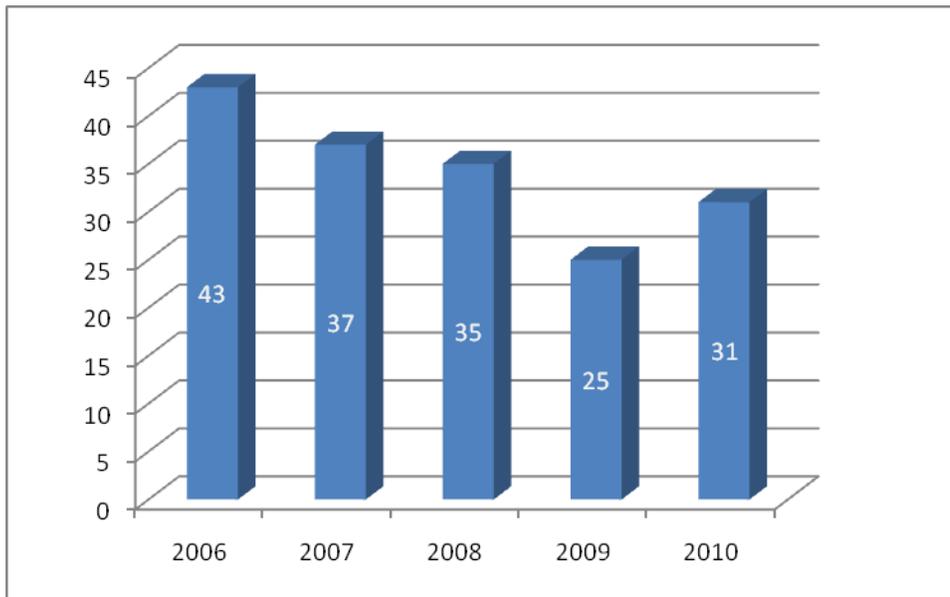
Districts, changes to pedestrian orientated signage, and updates to the plan review criteria and procedures for site plans and subdivisions. These amendments incorporated many of the BCTF and SSPRIT recommendations including the creation of enhanced conceptual plan review into the Zoning Ordinance. Two other amendments were necessary to bring the County Code in conformance with the Virginia State Code.

Subdivision Ordinance Amendments: Two amendments were considered by the Commission. These included changes to the plan review criteria and procedures for subdivisions, and changes to bring the County Code into compliance with the Chesapeake Bay Act

Agricultural and Forestal Districts: The Planning Commission reviewed 13 districts being renewed and two applications for additions to the Barnes Swamp AFD.

The Development Review Committee reviewed 31 cases. These included Zaxby's Chicken, The Colonies at Williamsburg Timeshares, Autumn West Townhomes, TPMG Medical Building, Police Headquarters, Summerplace, Williamsburg Pottery and Courthouse Commons. Nine applicants requested the Committee's input on potential legislative proposals and received guidance and feedback to help them create plans and drawings that are consistent with the Comp Plan.

DRC Cases



Policy Review

Policy review functions include reviewing the Capital Improvements Plan as well as processing any changes to the Zoning Ordinance or Committee Bylaws. This year the Policy Committee undertook the following topics:

- External Communications
- Planning Commission Public Comment Session Format
- Comprehensive Plan – CIP Progress Report
- Zoning Ordinance Update Methodology
- Pedestrian Wayside Signage
- Subdivision / Site Plan Review Improvement Team (SSPRIT) Recommendations

PLANNING COMMISSION ACTIONS

Special Use Permits

Case Number	Name of Project	Location	Acres	Case Description	Recommendation / Action		
					Staff	PC	BOS
SUP-0003-2010	Gilley Property Two Family Dwelling	248 Neck O Land	4.74	Construction of a two-family dwelling	Approval	Approval	Approved
SUP-0026-2009	Constance Avenue WCF Tower	115 Constance Ave	27	Wireless communication tower	Approval	Approval	Approved
SUP-0002-2010	CVS & Food Mart at Soap and Candle Factory	7521 Richmond Road	14	Construction of a CVS/Food Market	Approval	Approval	Approved
SUP-0028-2009	Ingram Road Pegasus Tower	108 Ingram Road	6.98	Wireless communication tower	Approval	Approval	Approved
SUP-0017-2009	Freedom Market	5534 Centerville Road	1	Convenience store with fuel sales	Approval	Approval	Approved
SUP-0008-2010	Busch Gardens Griffon Theatrical Lighting	7851 Pocahontas Trail	5	Theatrical lighting for summer nights special events	Approval	Approval	Approved
SUP-0012-2010	Camp Road Tower	126 Camp Road	1.22	Wireless communication tower	Approval	Approval	Approved
SUP-0009-2010	USA Waste of Virginia Borrow Pit Renewal	700 Blow Flats Road	139	Continuing operation of an existing borrow pit	Approval	Approval	Approved
SUP-0010-2010	Branscome Borrow Pit Renewal	750 Blow Flats Road	281	Continuing operation of an existing borrow pit	Approval	Approval	Approved
SUP-0004-2010	Courthouse Commons	5223 Monticello Ave, 4023 & 4025 Ironbound Rd, 113 New Quarter Rd	9	Create commercial center at the intersection of Monticello Rd and Ironbound Rd	Denial	Denial	Approved

Case Number	Name of Project	Location	Acres	Case Description	Recommendation / Action		
					Staff	PC	BOS
SUP-0013-2010	Chickahominy Road Manufactured Home	2818 Chickahominy Road	.57	Replace existing dwelling with a manufactured home	Approval	Approval	Approved
SUP-0014-2010	Grove Christian Outreach Center	8798 Pocahontas Trail	2	Permit a single building with 2750 square feet	Approval	Approval	Approved
SUP-0015-2010	Chanco's Grant Greensprings Trail Amendment	3123 Ironbound Road	5	Allow a trail to be constructed to connect the Greensprings Trail Network to Clara Byrd Baker Elementary School	Approval	Approval	Approved
SUP-0016-2010	La Tienda Virginia Packaging	8105 Richmond Road	0.15	Applicant proposes sausage and ham processing operations in existing units	Approval	Approval	Approved
SUP-0018-2010	American Heritage RV Park Expansion	146 Maxton Lane	70	Phased expansion of the American Heritage RV Park, a total of 327 RV sites	Approval	Approval	Approved
SUP-0019-2010	Harmonious Hardscapes	8162 Richmond Road	2	Retail sales of plant, garden and hardscape supplies and services	Approval	Approval	Approved
SUP-0020-2010	Diamond Healthcare SUP Amendment	5477 Mooretown Road	8	Permit an additional 17 in-patient psychiatric beds	Approval	Approval	Approved
SUP-0022-2010	Charlie's Antiques	7691 & 7709 Richmond Road, 3645 Toano Woods Dr	17	Relocate Charlie's Antiques	Approval	Approval	Approved
SUP-0023-2010	Cranston's Mill Pond Dam	6616 Cranston's Mill Pond Rd	59	Bring dam in compliance with State Dam safety Act and related state regulations	Approval	Approval	Approved

Rezoning

Case Number	Name of Project	Location	Acres	Case Description	Recommendation / Action		
					Staff	PC	BOS
Z-0004-2009	School Operations Center Parking	597 Jolly Pond Road, 6616 Cranston's Mill Pond Road	28	A-1 to PL	Approval	Approval	Approved
Z-0003-2009	Freedom Market	5534 Centerville Road	1	LB to B-1, with Proffers	Approval	Approval	Approved
Z-0001-2010	Fast Food Restaurant	8953 Pocahontas Trail	1	M-2 to B-1, with Proffers	Approval	Approval	Approved

Zoning Ordinance Amendments

Case Number	Name of Project	Case Description	Recommendation / Action	
			PC	BOS
ZO-0004-2009	Use List for Limited Business and General Business Zoning Districts	Changing certain SUPs to permitted uses	Approval	Approved
ZO-0001-2010	Pedestrian Oriented Signage	Changing requirements for Exterior Signs Way-Finding Signage	Approval	Approved
ZO-0002-2010	Plan Review Criteria and Procedures	Changes to Subdivision and Zoning Ordinances	Approval	Approved
Section 24-24	Adding to Article I	Changes that require proof of real estate taxes paid for properties listed in applications	Approval	Approved
Section 24-666	Addition	Petition for Certiorari to Review Decision of Board	Approval	Approved

Subdivision Ordinance Amendments

Case Number	Name of Project	Case Description	Recommendation / Action	
			PC	BOS
SO-0001-2010	Plan Review Criteria and Procedures	Changes to Subdivision and Zoning Ordinances	Approval	Approved
SO-0002-2010	Changes to Ordinance	To bring Ordinance in compliance with Chesapeake Bay Preservation Ordinance	Approval	Approved

Agricultural and Forestral District Renewals

Case Number	Name of Project	Acres	Case Description	Recommendation / Action			
				Staff	AFD	PC	BOS
AFD-1-94	Wright's Island AFD Renewal	1454.4	Renewal of District	Approval	Approval	Approval	Approved
AFD-1-89	Armistead AFD Renewal	311.5	Renewal of District	Approval	Approval	Approval	Approved
AFD-2-86	Croaker AFD Renewal	1075.9	Renewal of District	Approval	Approval	Approval	Approved
AFD-3-86	Hill Pleasant Farm AFD Renewal	568.8	Renewal of District	Approval	Approval	Approval	Approved
AFD-5-86	Barnes Swamp AFD Renewal	1616.1	Renewal of District	Approval	Approval	Approval	Approved
AFD-6-86	Cranston's Pond AFD Renewal	769.2	Renewal of District	Approval	Approval	Approval	Approved
AFD-7-86	Mill Creek AFD Renewal	2913.5	Renewal of District	Approval	Approval	Approval	Approved
AFD-9-86	Gordon Creek AFD Renewal	3206.8	Renewal of District	Approval	Approval	Approval	Approved
AFD-10-86	Christenson's Corner AFD Renewal	562.2	Renewal of District	Approval	Approval	Approval	Approved

Case Number	Name of Project	Acres	Case Description	Recommendation / Action			
				Staff	AFD	PC	BOS
AFD-11-86	Yarmouth Island AFD Renewal	2031.4	Renewal of District	Approval	Approval	Approval	Approved
AFD-12-86	Gospel Spreading Church AFD Renewal	1133.7	Renewal of District	Approval	Approval	Approval	Approved
AFD-1-93	Williamsburg Farms AFD Renewal	279.9	Renewal of District	Approval	Approval	Approval	Approved
AFD-1-02	Carter's Grove AFD Renewal	317.7	Renewal of District	Approval	Approval	Approval	Approved

Agricultural and Forestral District Additions

Case Number	Name of Project	Location	Acres	Case Description	Recommendation / Action			
					Staff	AFD	PC	BOS
AFD-2-86-2-2010	Hankins Property Croaker AFD Addition	8196, 8220, & 8270 Croaker Road	234.6	Addition to the Croaker AFD	Denial	Denial	Deferred	
AFD-5-86-2-2010	Racefield Property Barnes Swamp AFD Addition	230 & 260 Racefield Drive	121.7	Addition to the Barnes Swamp AFD	Approval	Approval	Approval	Approved

ZONING ORDINANCE AND SUBDIVISION ORDINANCE UPDATE

The Planning Division announced the official kick-off of the Zoning Ordinance and Subdivision Ordinance update process in July 2010. This undertaking is to ensure that many of the concepts expressed in the recently adopted 2009 Comprehensive Plan are implemented and put into practice. The update is scheduled to follow a 20-month timeline with new ordinances ready for consideration in late 2011 or early 2012.

The Planning Commission and the Board of Supervisors discussed a draft methodology on several occasions, including a joint work session on March 23, 2010. The Commission endorsed the methodology at its April 7, 2010 meeting and the Board of Supervisors gave its approval on May 11, 2010. Then the ordinance update process began with a joint work session of the Planning Commission and Board of Supervisors on August 10, 2010. Three public forums were held during the months of August and September to collect citizen, business, and community group ideas regarding the ordinances. A dedicated website (www.jccplans.org) has also been established to collect community input and provide information throughout the process.

Through a review of approved 2009 Comprehensive Plan strategies and actions, staff, the Planning Commission, and the Board of Supervisors identified several major research topics to evaluate during the review of the ordinance. Five priority items were identified:

- Cumulative Impact Database Set-Up
- Sustainability Audit
- Development Standards – with Sign Ordinance
- Commercial/Business Districts
- Economic Opportunity District

Highlights of 2010 activities include:

Sustainability Audit

One of the five priority items for the Zoning Ordinance update process was to conduct a sustainability audit. This summer, LSL Planning, Inc. was hired in order to undertake a sustainability audit. This audit entailed a review of the existing ordinances and policies and provision of actions which could improve the County's sustainability, which is the ability to meet present needs without compromising those of future generations. The final report was presented to the Commission and shared with the Board of Supervisors in November 2010. The actions will be utilized to develop a Zoning Ordinance and Subdivision Ordinance which incorporates the ideas of the 2009 Comprehensive Plan *Historic Past, Sustainable Future*.

Green Building Design Roundtable

The final James City Green Building Design Roundtable Report was completed by the group of 26 members from the private sector, the County and the schools. The



report describes green building and design, reviews other local governments' green efforts, covers the County's existing policies and presents the roundtable's recommendations for the future. The report was endorsed by the Board of Supervisors on July 27, 2010.

Fiscal Impact Analysis Worksheet

For the past six months, staff has been developing a draft Fiscal Impact Analysis Template. The template creates a standard for fiscal impact analyses and studies submitted to the County. The template uses the County's own data and assumptions when calculating the fiscal impact of a development on the community. Designed for maximum simplicity and user-friendliness, it will calculate residential and commercial costs and revenues, as well as a phasing plan. This worksheet is in its early developmental stage, and staff is currently soliciting comments from other departments and outside resources.

Business Climate Task Force Recommendations

The Business Climate Task Force (BCTF) helped identify how the County could be a more value-added partner to the business and industrial community. (This report can be found at <http://www.jccegov.com/pdf/businessstaskforce/08Jan02FINALReport.pdf>.) The zoning and subdivision ordinances were amended to address recommendations of the BCTF regarding the review process for new development proposals. Changes were also made to the Zoning Ordinance for the Limited Business (LB) and General Business (B-1) Districts, allowing uses by-right that were once specially permitted uses. The goal is that these changes will attract, retain, and expand businesses in the County.

Highlights of Completed Priority Items from the 2009 Comprehensive Plan Implementation Schedule

Most sections of the Comprehensive Plan include goals, strategies, and actions (GSAs), which collectively provide a mechanism for turning the written guidance of the Comprehensive Plan into tangible steps that can affect positive change, either through action or by identification of areas where additional resources are needed. The Planning Commission Annual Report provides an update on the progress that has been made in implementing the GSAs.

Specifically, the report lists actions that have been completed and their associated tasks. A number of high priority items from the Community Character (CC), Economic Development (ED), Environmental (ENV), Housing (H), Land Use (LU), Parks and Recreation (PR), Population Needs (PN), Public Facilities (PF), and Transportation (T) sections of the Comprehensive Plan have yet to be initiated and/or completed. Tasks may not have been initiated and/or completed during the past calendar year because of financial constraints, Board of Supervisors direction, available manpower, County Administration decisions and other limiting factors that play a crucial role in determining when GSAs get implemented. Other tasks may be high priority items with a 0-5 year timeframe, but have yet to be started even though they are still on schedule to be completed within the timeframe established in the Comprehensive Plan. The Board of Supervisors further prioritizes projects, based on available funding and resources, through the annual budget and Strategic Management Plan processes. For a list of the complete Implementation Schedule with all GSAs and the associated priority and timeframe, please visit the following link: <http://planning.jccegov.com/default.aspx>

Note: The list below focuses on completed high priority actions as referenced in the 2009 Comprehensive Plan Implementation Schedule. It does not include current in-progress tasks (i.e. specific zoning ordinance update items not yet completed) or actions programmed for future years.

Tasks with a 0-5 year timeframe

Action	Task Completed
<p>CC 3.2. Adopt a conceptual plan process that provides early input from staff and where appropriate, appointed or elected officials, to allow applicants to better assess critical issues with the goal of having a predictable and timely development plan approval process.</p>	<p>Planning staff processed a new Conceptual Plan process zoning ordinance amendment adopted by the Board of Supervisors on June 22nd of this year. This amendment allows applicants to submit a plan for conceptual review by County staff and/or the Development Review Committee prior to a legislative case submission and to elicit comments early in the process.</p>
<p>ED 1.6. Support the recommendations of the Business Climate Task Force Report as determined by the Board of Supervisors.</p>	<p>Planning staff processed a number of Zoning Ordinance amendments to help streamline the administrative review process and allow more permitted uses in the business/industrial districts. Staff looked at uses that were currently allowed by-right and compiled a list of specially-permitted uses (SUPs) that had similar impacts and amended the ordinance to allow those uses by-right. Staff also reviewed the site plan section of the ordinance and amended the thresholds for cases that require approval of the Development Review</p>

	<p>Committee.</p> <p>The Office of Economic Development (OED) and the College of William & Mary’s Technology and Business Center have connected the County’s Incubator clients with W&M business school professors and students.</p> <p>OED redesigned its website and is developing a promotional video to enhance marketing efforts.</p> <p>OED developed a proposal to create a Technology Zone.</p>
<p>ENV 4.5. Investigate amending County ordinances to allow or encourage appropriate energy production and conservation technologies in residential areas (i.e., rain barrels, residential-sized wind turbines, solar panels, etc.).</p>	<p>The final James City Green Building Design Roundtable Report was completed by the group of 26 members from the private sector, the County and the schools. The Report describes green building and design, reviews other local governments’ green efforts, covers the County’s existing policies and presents the Roundtable’s recommendations for the future. The Report was presented to, and accepted by, the Board of Supervisors on July 27, 2010. The report includes recommendations on policy/ordinance amendments that are being examined as part of the overall ordinance amendment process.</p> <p>The sustainability audit, conducted by a consultant, and presented to the Planning Commission in November 2010, also included an evaluation of appropriate conservation technology in the zoning ordinance. Recommendations from the audit are being evaluated for possible inclusion in the ordinance during the update process.</p>
<p>ENV 4.4. Create a green building policy and a cost-benefit analysis policy for County building capital projects and ensure that proposed County buildings meet the guidelines of that policy in advance of Capital Improvements Program construction expenditures.</p>	<p>On March 23, 2010, the BOS adopted a Sustainable Building Policy to guide facility design, construction, and renovation for County projects and set a goal of Silver Certification under the Leadership in Energy and Environmental Design (LEED) rating system. Several new construction and renovation projects meeting these standards are underway as listed in PF 4.1.</p>
<p>ENV 4.6. Make County facilities a climate stabilization leader throughout the County by:</p> <p>ENV 4.6.1. Developing an action plan for the installation of energy</p>	<p>As noted in ENV 4.4, the James City County Sustainable Building Policy was adopted as a follow up to the Cool Counties Declaration. In addition, a number of actions have occurred with respect to existing buildings. To improve energy efficiency in existing County</p>

<p>management control systems and renewable energy technologies and the maintenance of heating and cooling systems at County facilities.</p>	<p>buildings, windows and doors were replaced in County offices on Palmer Lane. HVAC systems were upgraded at the Emergency Operations Center (EOC) and at several County offices. Lighting systems were upgraded at the JCWCC and the EOC. By the end of FY11, all lighting will be changed at Buildings A,B,F, and the WJCC Community Center to high efficiency fluorescent and LED lights. Web based building control systems will be in place at all Government Center Buildings and the Community Center. These capital maintenance activities will result in long-term energy savings for the County.</p>
<p>H 2.1. Support the efforts of private and non-profit entities to improve the condition of the County's housing stock.</p>	<p>The County awarded a contract to construct infrastructure, including new streets, in the Ironbound Square Subdivision. The subdivision will contain 33 new EarthCraft certified homes built by private and non-profit housing partners.</p>
<p>H 2.4. Continue to support, through marketing, partnering, or other means, programs that provide emergency home repair; preventive maintenance; and counseling in home finance, rental assistance, budgeting, maintenance, and sanitary health conditions.</p>	<p>The Office of Housing and Community Development (OHCD) received a \$7,900 Virginia Department of Housing and Community Development (DHCD) award to make emergency home repairs.</p> <p>OHCD receives additional funding from DHCD to provide indoor plumbing to residences with failed well/water or sewer/septic systems.</p> <p>OHCD partners with Housing Partnerships to provide emergency home repairs.</p> <p>OHCD received a grant from the Virginia Housing Development Authority to provide counseling to home buyers.</p> <p>OHCD administers approximately \$1.2 million per year of HUD funded rental assistance.</p>
<p>H 2.5. Continue to support, through marketing, partnering, or other means, private nonprofit groups such as Housing Partnerships, Inc., Habitat for Humanity, and the Community Action Agency, and the need for donations of money, supplies, and labor to keep these groups functioning to meet their missions.</p>	<p>The Office of Housing and Community Housing Development assists in marketing and referring applicants to Peninsula Habitat for Humanity, and in marketing and financing new homes built by Housing Partnerships. Two OHCD staff sit on the Habitat Family Selection Committee and two staff sit on the Housing Partnership's Core Group advisory committee.</p>
<p>H 2.6. Continue to promote the deferred payment policy of the</p>	<p>OHCD has taken two applications for low-income home owners and</p>

James City Service Authority as a means to promote utility connections to existing homes in areas with health, safety, and general welfare concerns.	home buyers to connect to JCSA water and sewer.
H 2.9. Continue efforts to attract funds from Federal and State sources for housing and neighborhood rehabilitation.	OHCD received a Community Development Block Grant award of \$1.4 million to improve housing and infrastructure in the Forest Heights Neighborhood.
LU 1.5. Facilitate continued diversification of the local economy and maintain an adequate balance between residential and non-residential development.	The County’s part-time Business Facilitator helped 22 businesses navigate through government processes such as obtaining businesses licenses, applying for Special Use Permits and submitting site plan reviews.
LU 4.5.2. Revisions to the Zoning Ordinance and/or Subdivision Ordinance or development of guidelines to provide additional flexibility, clear standards, or incentives such as expedited plan review.	The Zoning Ordinance was revised to include more flexibility with regard to which uses needed special use permits in the business/industrial districts, and amendments also streamlined the approval process for cases requiring approvals from the Development Review Committee.
LU 6.1.1. Support both the use value assessment and Agricultural and Forestal (AFD) programs to the maximum degree allowed by the Code of Virginia.	Thirteen of the fourteen Agricultural and Forestal Districts were all recently evaluated and renewed for new terms. The Board of Supervisors also adopted a new withdrawal policy for all districts for parcels both inside and outside the Primary Service Area.
LU 7.1. Conduct a sustainability audit of James City County codes, ordinances, and regulations prior to conducting comprehensive updates.	A consultant was hired and a sustainability audit was completed. The audit was presented to the Planning Commission at its November meeting. Recommendations from the audit are currently being evaluated for possible inclusion into the zoning ordinance during the update process.
PN 4.3. Work with the Senior Services Coalition to develop a strategic plan for seniors.	Through work with the Senior Services Coalition, Community Services staff developed a strategic plan for seniors during the last calendar year.
PF 4.1. Utilize energy efficient heating, cooling, ventilation, lighting, and similar systems and designs for newly constructed facilities, and where feasible, for renovations of existing County facilities. Innovation and technology (such as that found in geothermal heating and cooling systems, green roofs, and solar panels) should similarly be employed where feasible, and where appropriate levels of long-term sustainability, cost savings, efficiency, and durability can be clearly expected or demonstrated.	Renovations to the Law Enforcement Center to make it the Fire Administration Headquarters and Training Center, as well as design and construction of the new Police Building were completed in accordance with “green” building design standards with the goal of attaining Silver LEED recognition. Both projects incorporated highly efficient HVAC and lighting systems which will be more efficient than industry standards. The design of the new Community Gymnasium at Warhill will also incorporate these measures.
PF 4.2. Strive toward constructing new County buildings and	The BOS adopted a Sustainable Building Policy to guide facility

<p>facilities to meet or exceed Silver LEED (Leadership in Energy and Environmental Design) (or industry similar or successor) standard wherever applicable. The Silver LEED (or industry similar or successor) standard should also be sought for renovation projects whenever feasible. Adopt a specific County policy governing the application of sustainable building standards to County built and occupied facilities and buildings.</p>	<p>design, construction, and renovation for County projects and set a goal of Silver Certification under the Leadership in Energy and Environmental Design (LEED) rating system. Several new construction and renovation projects meeting these standards are underway as listed in PF 4.1.</p>
<p>PF 5.1. Evaluate the security of County facilities and buildings from internal and external threats to better ensure the safety of citizens, visitors, and County staff, and to better protect County assets, sensitive data and data systems, the public water supply, and property.</p>	<p>Public, building, and information safety were taken into account during the design of the new police building at Warhill and resulted in specific architecture, fencing, and buffering to provide additional security.</p>

Tasks with a 6-11 year timeframe

<p>PR 2.3.1. Aligning the Greenway Master Plan with existing and planned sidewalks and bikeways, and integrating this plan with greenway plans of adjacent localities and interested organizations.</p>	<p>As part of the ordinance update, staff has developed an updated inventory of existing and proffered sidewalks to help evaluate the best locations for sidewalk construction both by the County and by private development proposals.</p>
--	--

Tasks with a 10+ year timeframe

<p>T 1.3.4. Maximizing current road capacity by adding turn lanes or travel lanes, where appropriate, in a context sensitive manner.</p>	<p>The Jolly Pond Road/ Centerville Road and the Longhill/Centerville Road intersections have been redesigned to accommodate a significantly higher volume of traffic from the new schools on Jolly Pond Road and increasing park and community traffic while maintaining the rural character of the community.</p>
---	--

Tasks with an Ongoing timeframe. While generally speaking, tasks with an Ongoing timeframe represent items that will not have measurable yearly progress, the following items had substantial progress achieved in the last calendar year.

<p>ED 1.1. Maintain an active and effective economic development strategy, which includes existing business retention and expansion, the formation of and assistance to new business, and new core business recruitment.</p>	<p>OED has participated in two marketing missions with the Hampton Roads Economic Development Alliance (HREDA) targeting specific geographic regions and another marketing mission targeting industrial asset managers. OED attended a trade show for a targeted industry to learn about opportunities within the industry.</p>
---	--

	<p>OED continues to present development opportunities and inventory to economic development allies, such as service providers and commercial real estate brokers.</p> <p>OED continues its Existing Industry Visitation (EIV) program to maintain contact with local businesses and identify any expansion projects.</p> <p>OED collaborated with regional partners to recruit Frontier Airlines to provide low fare, non-stop access to the western U.S.</p> <p>OED issued performance-based grants to small businesses through the EDA’s Business Assistance Program.</p>
<p>ED 1.5. Continue to analyze County regulations, policies, and procedures to ensure that they do not unnecessarily inhibit commercial and industrial development.</p>	<p>A number of Zoning Ordinance amendments were processed to help streamline the administrative review process and allow more permitted uses in the business/industrial districts. Staff looked at uses that were currently allowed by-right and compiled a list of specially-permitted uses (SUPs) that had similar impacts and amended the ordinance to allow those uses by-right. Staff also reviewed the site plan section of the ordinance and amended the thresholds for cases that require approval of the Development Review Committee.</p> <p>OED assisted Planning Division create the Economic Opportunity Zone.</p> <p>OED contributed to the Historic Triangle Collaborative’s Economic Diversification Task Force.</p>
<p>ED 4.1. Work with the College of William and Mary Office of Economic Development in support of business attraction and expansion.</p>	<p>The EDA entered into an agreement with the College of William and Mary to manage the Business Incubator. The EDA expanded the scope of the Incubator to include several categories of businesses.</p> <p>OED has included W&M Economic Development Office EIVs.</p> <p>In follow up to EIV, OED introduced W&M Technology and Business Center to businesses seeking consulting services.</p>
<p>ED 2.1. Support the development of diverse types of retail and non-</p>	<p>Owens-Illinois (O-I) North America, with the help of an EDA</p>

<p>retail core business.</p>	<p>performance-based grant, invested \$20 million in their Toano plant. The investment will allow O-I to produce a diversified product mix of glass containers. These improvements are in addition to the \$20 million investment announced in 2008 that will create at least 20 new jobs to the 180-person staff and \$10 million payroll.</p> <p>OED prepared development proposals and responses to requests for information for business development opportunities.</p> <p>OED issued funding grants to businesses to develop e-commerce projects.</p>
<p>H 3.6. Continue to assist for profit and non-profit developers in obtaining funds to finance affordable and workforce housing developments from programs such as the Affordable Housing Incentive Program (AHIP). Continue to investigate the possibility of additional demonstration projects to illustrate the integration of financial incentive programs and modified land use policy to encourage least cost housing developments.</p>	<p>OHCD received allocations, totaling \$5,560,000, of special low-interest financing to assist first-time home buyers purchase new or existing homes.</p>
<p>PR 2.1. Continue to coordinate with the Virginia Department of Transportation (VDOT), the Historic Triangle Bicycle Advisory Committee, and local running, hiking, and bicycling clubs to develop a bikeway network consistent with the adopted Regional Bicycle Facilities Plan and support the public provision of bicycle facilities by seeking County funding whenever feasible and by seeking non-County funding sources.</p>	<p>Parks and Recreation received a \$283,976 Virginia Recreational Trails Fund Grant to construct a paved multi-use path called the Powhatan Creek Trail to connect the Capital Trail adjacent to Mainland Farm with Clara Byrd Baker Elementary School.</p>
<p>PF 5.4. Prepare and maintain detailed emergency preparedness plans to protect the County’s citizens, facilities, and infrastructure.</p>	<p>JCC Alert was launched as a new way to communicate with County residents about emergency alerts, notifications, and updates via text message or e-mail.</p> <p>The Fire Department received two Local Emergency Management Performance Grants totaling \$69,384 to be used to enhance the capability of JCC to develop and maintain a comprehensive emergency management program.</p> <p>The Fire Department received two Radiological Emergency Preparedness Funds grants from Virginia Dominion Power totaling</p>

	<p>\$75,000 to help the County make improvements to the Emergency Operations Center, purchase radiological response equipment, and conduct readiness drills to prepare for responses to threats related to the Surry Nuclear Power Plant.</p> <p>The Fire Department’s Division of Emergency Management received two Citizens Corps Program grants from the Virginia Department of Emergency Management totaling \$39,600 to be used in the delivery of preparedness education and training to County citizens.</p>
<p>T 3.2. Actively pursue additional local, State, Federal, and private funding to accelerate the construction for all needed modes of transportation facilities.</p>	<p>County staff has been aggressively pursuing funds for road improvement projects including Route 60 relocated, the Route 60 & Route 143 connector, and the extension of Mooretown Road. The Longhill/Centerville Road intersection project will be financed with State funding.</p> <p>Staff has secured \$300,000 for the Longhill Road corridor study, \$300,000 for the Route 60/Rt. 143 connector, and \$400,000 for the Mooretown Road extension. This is scheduled to begin July 1, 2011.</p>
<p>T 3.13. Continue to pursue with the Williamsburg-James City County Schools a Safe Routes to School program that identifies primary walking and biking routes to schools and prioritizes improvements to make those routes safe for children.</p>	<p>The County/WJCC Schools has received a grant for \$126,000 for a pedestrian signal and crossing improvements at James River Elementary School on Route 60. This money will be used to redesign the intersection in front of the school to be more pedestrian oriented and ultimately be an incentive for students living in nearby neighborhoods to walk to school.</p>

GLOSSARY OF TERMS

AFD	Agricultural and Forestal District
BCTF	Business Climate Task Force
BMP	Best Management Practice
BOS	Board of Supervisors
CIP	Capital Improvements Program
DCHD	Virginia Department of Housing and Community Development
DRC	Development Review Committee
EDA	Economic Development Authority
EOC	Emergency Operations Center
GSA	Goal, Strategy and/or Action
JCWCC	James City-Williamsburg Community Center
LEED	Leadership in Energy and Environmental Design
OED	Office of Economic Development
OHCD	Office of Housing and Community Development
PC	Planning Commission
SSPRIT	Subdivision / Site Plan Review Improvement Team
VDOT	Virginia Department of Transportation
VHDA	Virginia Housing Development Authority



PLANNING DIVISION,
OF DEVELOPMENT MANAGEMENT

Contact or Visit:

101-A Mounts Bay Road
Williamsburg, Virginia 23185
Phone: 757.253.6685
Fax: 757.253.6822
Email: planning@james-city.va.us

Website: www.jccgov.com



2008 James City County Comprehensive Plan

Website: www.jccplans.org

James City County Planning
Commissioners



Front Left to Right: Tim O'Connor, Rich Krapf, Joe Poole III, Jack Fraley

Back Left to Right: Al Woods, Reese Peck, Mike Maddocks