

**AT A JOINT WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, AND THE PLANNING COMMISSION, HELD ON THE 24TH DAY OF JULY 2007, AT 5:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

John J. McGlennon, Chairman, Jamestown District  
James O. Icenhour, Jr., Vice Chairman, Powhatan District  
Jay T. Harrison, Sr., Berkeley District  
Bruce C. Goodson, Roberts District  
M. Anderson Bradshaw, Stonehouse District

Sanford B. Wanner, County Administrator  
Leo P. Rogers, County Attorney

**C. BOARD DISCUSSION**

1. Joint Work Session with the Planning Commission

Mr. McGlennon welcomed the members of the Planning Commission and gave a brief overview of the Agenda:

a. Board/Commission Communication and Procedures

The Board and the Commission discussed ways to facilitate communication of land use policies and prospective challenges. The Board and the Commission discussed an idea for the Planning Commission to set aside time for discussion of issues among themselves and report the discussion at the next Board of Supervisors meeting, where the Planning Commissioner would get feedback from the Board to convey to the Planning Commission.

The Board and the Commission discussed creating an understanding of expectations and history for particular issues and a joint retreat for the Board and the Planning Commission. Discussion was held regarding Board members and Commissioners speaking one-on-one and enhancing communication by copying each other via e-mails when there is a special interest on an item.

Discussion was held regarding regulation of meetings with developers and members of the Planning Commission beyond the current Code of Ethics.

The Board and the Commission discussed public viewings of large proposals prior to a public hearing and discussed how to facilitate a more effective communication between the Board and the Commission.

b. 2008 Comprehensive Plan Background Studies

i. Build-Out Analysis

Discussion was held regarding projected build-out of all the existing rezoning cases and it was concluded that these cases would increase population to 90,000 people within 15 years. The Board and the Commission discussed with staff how this population increase would impact water with the current first-come first-served policy. Discussion was held about developing a long-range plan beyond the 20-year expected use of the reservoir.

ii. Water Supply and Demand Analysis

Mr. Larry Foster, General Manager, James City Service Authority (JCSA), discussed the current water supply and demand with the Board and Commission. He highlighted the 1998 Master Water Plan and pointed out that population drives the water plan. He stated the numbers were on target with the population growth. Mr. Foster stated though the County was experiencing unusually high peak water demands, supply was adequate to provide water for the base demands through 2012, and the County has been in discussions with Newport News Waterworks regarding the King William Reservoir Project since 1993.

c. Master Plan Process

Discussion was held about the responsibility for assessing contradictions and ambiguities in ordinances during the Master Plan process, specifically if the responsibility for the cases should return to the Planning Commission or Board, or if the determination could be made administratively by staff. The need was expressed for Master Plans to be more specific and be more binding. The Board and staff discussed ways to address the issues in the interim before the Comprehensive Plan update. Discussion was held considering that certain impacts and issues of a plan such as density, mixed use, and watershed effects should be discussed specifically and staff should point out what would be binding. Discussion was held regarding the differences in a conceptual and a master plan, and what differences would require the case to go back to the Planning Commission or the Board of Supervisors. The Board and the Commission agreed that with rapid growth and the need for growth to be accommodated, projects should be held to higher expectations, which requires a more detailed explanation of the requirements.

The Board, the Commission, and staff discussed a comprehensive zoning ordinance update and what would be considered administrative master plan amendments. Discussion was held regarding the pace and quality of development in the County.

**D. RECESS**

At 6:37 p.m., the Board recessed for dinner.

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Sanford B. Wanner  
Clerk to the Board