

JAMES CITY COUNTY
PLANNING COMMISSION
ANNUAL REPORT

FY 2008



December 2008

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MESSAGE FROM THE PLANNING COMMISSION CHAIRMAN

The enclosed report, prepared in accordance with Section 15.2-2221 of the Code of Virginia, summarizes the activities of the James City County Planning Commission and the Planning Division for Fiscal Year 2008.

The development community stepped it up this year and submitted a number of innovative, creative and high quality rezoning applications, special use applications, site plans and subdivision plans. We were presented with developmental plans that included preliminary environmental inventories, reclaimed and recyclable water systems, stream monitoring systems, green industry certifications, Green roofs, adherence to the County's special stormwater criteria policy, developmental phasing and the conceptual plan review process. Many of these elements were a first for James City County. We were also presented a site plan containing a stormwater management design 100% committed to Low Impact Development measures, eliminating the need for any stormwater management surface ponds. This represents another first for James City County.

Two important new initiatives by the Planning Commission, and supported by Staff, were recommendations to reform James City County's Capital Budgeting Process and Adequate Public Facilities Policy. The Commission and Staff will be presenting a recommendation to the Board of Supervisors in a joint January work session to reform the Capital Budgeting Process. Staff has completed work on the first phase of a new model to assess the cumulative impact of development on public facilities. Work on the second phase will resume upon completion of the Comprehensive Plan update.

The Planning Commission was fully engaged in the Comprehensive Plan update in 2008 as three members served on the Community Participation Team and four members are now serving on the Steering Committee. We will be using modeling techniques in this Comprehensive Plan to develop a build-out analysis of James City County under two scenarios; current zoning and land use designations in the Comprehensive Plan.

The Comprehensive Plan update will be the dominant activity for the Planning Commission and Staff in the upcoming year. Citizen commentary will be critical to this work and we encourage all citizens to be actively engaged in the process.

Sincerely,

Jack Fraley
Chair of the Planning Commission and Roberts District Representative

INTRODUCTION

The James City County Planning Commission (Commission) is composed of 7 members, one member from each of the County's magisterial districts (Powhatan, Roberts, Stonehouse, Jamestown, Berkeley) and two at-large members. Members are appointed for four year staggered terms by the Board of Supervisors (Board). As an advisory body to the Board, the primary purpose of the Commission is to ensure orderly development within the County in accordance with our Comprehensive Plan, County ordinances, and Board-adopted policies. The Commission, with the support of County Planning Division staff, conducts public hearings and meetings and recommends actions to the Board regarding proposed land use (including rezoning cases, special use permits, subdivision plans, and site plans), land use policies, ordinances, and revisions to the Comprehensive Plan.

Members of the Commission also are required to participate on one or two subcommittees: Development Review Committee (DRC) and the Policy Committee. The DRC reviews subdivision and site plans for consistency with approved master plans, County Zoning and Subdivision Ordinance, the Comprehensive Plan, and other Board-adopted policies; the DRC-recommended action is presented for approval by the Commission at the regular monthly meeting. 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.

The Section 15.2-2223 of the *Code of Virginia* requires the Commission to prepare an annual report for the Board to make recommendations, summarize commission activities, and summarize the status of planning activities in the community. During Fiscal Year 2007, joint Commission and staff activities included:

- Review of rezoning, master plan, special use permit, subdivision and site plan applications
- Consideration and preparation of policy and ordinance revisions,
- Preparation of the Capital Improvement Program,
- Initiation of the Comprehensive Plan update process, and
- Participation in community planning forums, committee studies, and planning seminars.

This report summarizes these joint activities, summarizes additional staff activities and projects, and provides information on Commissioners and staff.

PLANNING COMMISSION MEMBERS

Jack Fraley (Roberts District Representative) Jack Fraley graduated from the University of California (UCLA) with a Bachelors' Degree in Economics. He held several managerial positions with Shell Oil Company before starting up a new high technology venture for Shell in 1984, Rampart Packaging, located in the Busch Corporate Center. He retired from the business in 1998 to spend more time with his family and contribute to the community. Mr. Fraley was appointed to his first term on the Planning Commission in January 2004 and was elected Chairman in 2006. He was certified by the CPEAV as a Virginia Certified Planning Commissioner. He was reappointed to a second term on the Planning Commission in January 2008 and was again elected Chairman for 2008. He serves on both the DRC and Policy Committees of the Planning Commission. Mr. Fraley was elected Chairman of this year's Comprehensive Plan Steering Committee. He also served as past Chairman on the James City County Board of Zoning Appeals and is a member of the Design Review Board for the James River Commerce Center. Mr. Fraley's second term on the Planning Commission expires on January 31, 2012.

Anthony Obadal, Vice-Chairman, (Powhatan District Representative) Tony Obadal has been a resident of James City County since 2003 and was appointed to the Planning Commission in January 2006. He practiced law in New York and Washington, D.C. for over 45 years, retiring from the law firm of Obadal, Filler, MacLeod and Klein of Alexandria, Virginia. He was Chairman of the Board of Westminster School in Annandale, Virginia, a member of the Advisory Board of the National Legal Center for the Public Interest, a member of the Board of Transportation Road Information Program and a member of the Board and President of the Thomas More Society of America. Mr. Obadal and his wife came to Williamsburg over five years ago. He currently serves on the Commission's DRC and is a member of the Community Participation Team for the County's Comprehensive Plan update. In 2006, he was certified by the CPEAV as a Virginia Certified Planning Commissioner. Mr. Obadal's first term on the Planning Commission expires on January 31, 2010.

Richard Krapf (Stonehouse District Representative) Rich Krapf is a 1972 graduate of the United States Air Force Academy. His Air Force career spanned 20 years and included assignments as a staff officer in Europe, an Associate Professor at Ohio University, and two assignments as a squadron commander. He earned a Masters of Public Administration degree from Golden Gate University, and retired from active duty as a Lieutenant Colonel. Mr. Krapf works for the Colonial Williamsburg Foundation, is a member of the Board of Directors of the Williamsburg Land Conservancy and is a founding member of Friends of Forge Road & Toano. He was appointed to the Planning Commission in February, 2007 and has completed the Virginia Planning Commissioner Certification Program. He also sits on the Policy Committee, chairs the Development Review Committee, was a member of the Community Participation Team and is currently on the Steering committee for the County's Comprehensive Plan update. Mr. Krapf's first term on the Planning Commission expires on January 31, 2011.

George Billups (At-Large) George Billups was re-appointed to the James City County Planning Commission for his second term in February 2006. He graduated from Virginia State College with a Bachelor of Science in Industrial Vocational Education and Science. He earned his Master's degree and Certificate of Advanced Studies from the State University of New York in the fields of Education and School Administration and Supervision. A retired high school principal and community activist, Mr. Billups has served on numerous local, state and federal boards which worked to create positive public policy and civil rights legislation. Mr. Billups is a Virginia Certified Planning Commissioner and currently a member of the Board of Directors for the CPEAV. In addition to his service on the Planning Commission, he served as Policy Committee Chairman in 2006, serves on the DRC and the Regional Issues Committee, and he was a member of the 2003 Comprehensive Plan Steering Committee. He is serving on the Steering Committee for the current Comprehensive Plan update. Mr. Billup's second Planning Commission term expires on January 31, 2010.

Joe Poole III (Jamestown District Representative) Joe Poole is the Director of Special Gifts at the Colonial Williamsburg Foundation, the educational institution he has been affiliated with since his 1987 completion of studies at Wake Forest University and the College of Design at North Carolina State University. His community involvement includes service on the James City County Planning Commission and on the Boards of Directors of Hospice House and Support Care of Williamsburg, United Way of Greater Williamsburg, the Williamsburg Chamber and Tourism Alliance, Leadership Historic Triangle, and on the vestry of St. Martin's Episcopal Church. He currently serves on the DRC. Mr. Poole and his wife, Meredith (a staff archaeologist at Colonial Williamsburg) have a twelve-year-old daughter (Amelia) and a nine-year-old son (Drummond). Mr. Poole's term expires on January 31, 2012.

Chris Henderson (At-Large) Chris Henderson was appointed to the Planning Commission in January 2008. He is a graduate of Walsingham Academy and the University of Virginia. Chris is the Senior Vice-President and Principal of CB Richard Ellis and its heritage organization, Trammell Crow Company. Mr. Henderson participates on several community and professional boards including the James City County Republican Committee, Ford's Colony Home Owner's Association, Williamsburg Metro YMCA, the First United Church of Christ Church Council, International Council of Shopping Centers, National Association of Realtors, Hampton Roads Association for Commercial Real Estate, and Commercial Real Estate Council. He served the County during the 2003 Comprehensive Plan update as a volunteer facilitator, is currently a member of the Policy Committee, and is serving on the Steering Committee. Mr. Henderson and his wife Tami, have a seven-year-old son. Mr. Henderson's first term expires January 31, 2009.

Reese Peck (Berkeley) Reese Peck was appointed to the Planning Commission in January 2008. Mr. Peck graduated from SUNY-Albany with a Bachelor's Degree in Political Science, and obtained a Master's Degree in Public Administration from the University of South Dakota. His past accomplishments include Deputy Secretary of

Environment and Natural Resources in South Dakota, local government liaison with the South Dakota State Planning Bureau, and worked with the administration of the State's Community Development Block Grant Program. Following his environmental career in South Dakota, he was selected in 1997 to set-up the Catskill Watershed Corporation which was an environmental and economic partnership program in the New York City watershed. In addition to the Planning Commission, Mr. Peck is Chairman of the Policy Committee and served on the Comprehensive Plan's Community Participation Team. He and his wife, Julie Apgar, live with their two children, Kristofer and Alexander, in Powhatan Secondary. Mr. Peck's first term expires on January 31, 2009.



The James City County Planning Commission (Left to Right: Reese Peck, Joe Poole III, George Billups, Tony Obadal, Jack Fraley, Rich Krapf, and Chris Henderson.)

PLANNING DIVISION

The Planning Division provides staff support to the Board, the Commission, and its subcommittees. In addition to regular development review, Staff makes planning-related policy recommendations to the Commission, administers and enforces the Zoning Ordinance, implements landscaping and bikeway projects, and acts as a liaison to a variety of other Board-appointed committees, community organizations and government entities. These include the Hampton Roads Planning District Commission, Virginia Department of Transportation-Hampton Roads, Pedestrian and Bicycle Advisory Committee, and the Virginia Organizing Project. Staff also regularly provides support for a number of other short-term and ongoing committees including the New Town Design Review Board, Historical Commission, Historic Triangle Bicycle Advisory Committee, Corridor Enhancement Steering Committee, Development Roundtable, Toano Revitalization Initiative to implement the Toano Area Study, and other special project committees.

Some of the ongoing planning initiatives undertaken in FY08 represent new services and programs to better serve customers and implement the Comprehensive Plan. Staff continues to look at ways to enhance the web-based CaseTrak system and is in the beginning stages of developing a reporting feature.

Staff typically responds to over 12,000 citizen inquiries each year. Planners are responsible for citizen's inquiries regarding the Comprehensive Plan, development issues, population, census and housing estimates, land use, transportation, traffic issues and assigned development issues. Planners also respond to citizen's inquiries regarding land development cases, the Zoning and Subdivision Ordinances, site plans, landscaping, development submittal requirements and general development in James City County. The administrative staff handles questions regarding the Commission and Board meetings, application processes, public hearing notices, development case status and other logistical and informational questions. These inquiries come from attorneys, architects, contractors, engineers, developers, landowners, and citizens at large. A substantial amount of staff time is dedicated to providing this service to keep the public informed and to provide an additional outlet for citizen response and comment.

In addition, staff has continued to conduct a bi-monthly conceptual review meeting, called Development Roundtable, for applicants that need to resolve issues with various County agencies before submitting a site plan.

Planning Staff

(Lists all staff that worked in the Planning Division during FY08)

Planning Staff	Title	Year Employed	Comments
Management			
Marvin Sowers	Planning Director	1987	
Allen Murphy	Zoning Administrator and Principal Planner	1979	Serving as Acting Development Manager and Acting Planning Director
Don Davis	Principal Planner	1989-2008	Currently with the City of Hampton
Tammy Rosario	Principal Planner	1995	Recently promoted
Professional Planning Staff			
Scott Whyte	Senior Landscape Planner	2004	
Ellen Cook	Senior Planner	2003	Serving as Acting Principal Planner
Matthew Smolnik	Senior Planner	2005-2008	Currently with Isle of Wight County
Jason Purse	Senior Planner	2005	
David German	Senior Planner	2005	
Kate Sipes	Senior Planner	2005	
Leanne Reidenbach	Senior Planner	2005	Recently promoted
Jose L. Ribeiro	Senior Planner	2005	Recently promoted
Luke Vinciguerra	Planner	2006	
Beau Blevins	Planner	2007-2008	Currently with the Virginia Governor's Office
Sarah Probst-Worthley	Planner	2008	Recently hired
Zoning Officers			
Melissa Brown	Deputy Zoning Officer	2003	Serving as Acting Zoning Administrator
John Rogerson	Senior Zoning Officer	2000	
Christy Parrish	Proffer Administrator	1993	
Front Desk – Support Staff			
Terry Costello	Development Management Assistant	1987	
Brian Elmore	Development Management Assistant	2008	Transferred from JCC Parks and Recreation
Jennifer Van Dyke	Administrative Services Coordinator	2007	

Milissa Story	Development Management Assistant	2006-2007	Currently with York County
Interns			
Name	Education Affiliation	Date	Comments
Krista Hailey	Va Tech	5/08-8/08	Econ Dev Section, Youth master plans of Comp Plan, assisted in Youth technical report for Comp Plan, assisted with CPT and communications efforts
Stamen Lolov	W&M	5/08-7/08	Researched Economic Development section and Rural Land tools for Comp Plan
Geoff Peck	W&M	9/07-5/08	CaseTrak database, Comp Plan section updates, planned community research, VAPA award applications
David Reynolds	W&M	9/07-7/08	Comp Plan communications, research for P&R proffer guidelines, citizen input database, CaseTrak update
Jessica Mackow	W&M	5/07-4/08	Comp Plan communications, CPT, and Community Conversations, weekly list of cases to VDOT, rural lands research, sustainable strategies research
Amanda Roberts	W&M	9/07-4/08	Updated CaseTrak database, researched data for Comp Plan
Evan Skinner	Va Tech	5/07-8/07	Updated land use by zoning district spreadsheet, law review (examination of Senate Bills and House Bills)
Steve Harrison	W&M	5/07-8/07	Worked on VDOT Enhancement Grant, researched adj locality comp plans for regional comp plan update, studied Hazard Mitigation documents

Management Staff pictured from left: Allen Murphy and Tammy Rosario (*Not pictured: Marvin Sowers*)



Planning Staff Jose Ribeiro, Seated: Scott Whyte, Luke Vinciguerra, Kate Sipes, David German

Planning Staff pictured from left: Leanne Reidenbach, Ellen Cook, Sarah Probst-Worthley, and Jason Purse





Zoning Staff pictured from left: Christy Parrish, John Rogerson, and Melissa Brown

Front Desk Staff pictured from left: Jennifer VanDyke, Brian Elmore, and Terry Costello



Staff Changes

The Planning Division staff underwent some changes this year. Don Davis, Principal Planner, left the Division in 2008 to work for the City of Hampton in the Economic Development Department. Tammy Rosario, who has been with the County since 1995, has been promoted to Principal Planner. Matthew Smolnik left in 2008 to serve as Principal Planner with Isle of Wight. Beau Blevins, who was a Zoning Officer and recently was promoted to Planner, left in 2008 to work with the Virginia Governor's Office. Sarah Probst-Worthley began as an intern with the Division in May 2008 and was hired as a planner in September 2008. Milissa Story, Development Management Assistant left the Division in 2007 for a planner position with York County, and was replaced by Brian Elmore. Brian started with the County in 2006 in the Parks and Recreation Division.

SUMMARY OF COMMISSION AND STAFF ACTIVITIES

Development Review

Development review activities consist primarily of rezonings, special use permits, site plans, subdivisions and conceptual plans. The rezonings and special use permits applications must go through the legislative review process and are considered during Commission and Board public hearings. The DRC reviews and recommends actions on certain major subdivision plans and site plans in accordance with the Subdivision and Zoning Ordinances and Comprehensive Plan. A list of major cases and fiscal year summary are provided in the appendices in this report. The number of applications filed decreased during FY08.

Cases considered during the monthly public hearings by the Commission included zoning ordinance amendments, AFD renewals and withdrawals, and rezoning, master plan, and SUP cases (see Appendix A). Significant efforts and time were devoted to all thirty four cases considered by the Commission. In particular, the following six cases involved a high degree of staff and Commission review:

- Candle Factory (Z-0001-2006/MP-0012-2006/SUP-0037-2006)
- Powhatan Terrace (MP-0005-2007/SUP-0020-2007/Z-0007-2007)
- Stonehouse Planned Community Amendment (Z-4-07/MP-4-07)
- Ford's Colony Section 37 (Z-0008-2007/MP-0006-2007)
- 4th Middle School/9th Elementary Schools (SUP-0024-2007/SUP-0030-2007)
- Chestnut Grove Proffer and Master Plan Amendment (Z-0014-2007)

Policy Related Activities

The Policy Committee and Planning staff reviews Capital Improvement Program (CIP) requests on an annual basis. In addition, the Policy Committee conducts meetings to assess additions or revisions to County land use policies and ordinances. In FY 2008, the Policy Committee considered the following revisions to the Zoning Ordinance:

- Allow the sale, repair and storage of heavy equipment in M-2 Business District
- Changes in the review process for master plans in the Cluster Ordinance
- Direct discharge sewer systems
- Definition of affordable housing
- Allow alternative mounted wireless communication antennas atop water towers over 120 feet
- Changes to certain specially permitted uses in various zoning districts
- Changes in width requirements for handicap parking spaces
- Changes in setback requirements in the R-1 Zoning District

Recommendations for improvements and/or modification to the CIP process. The members of the Policy Committee reported to the Planning Commission that the review and ranking process could be improved, and recommended the process be evaluated. The

Chairman of the Planning Commission and the Chairman of the Policy Committee met with staff to discuss possible revisions to the process, with the focus specifically on having the process produce more meaningful results for both members of the public and the Board of Supervisors pursuant to Virginia Code Section 15.2-2239. Suggestions included looking at changing the process timeline to start in early fall and developing revised evaluation criteria, including a stronger link to the Comprehensive Plan. The intention is to present a final document to a joint worksession with the Planning Commission and the Board of Supervisors.

Capital Improvement Program

Every year the Commission reviews projects proposed by County agencies for inclusion in the Capital Improvements Program (CIP) Budget. The CIP review process is conducted by the Policy Committee and the CIP rankings are approved by the Commission. The Policy Committee meets with County department representatives and staff to establish a priority ranking of projects. Each County department is asked to provide an initial priority ranking and justification for the requested project. The Committee then ranks the CIP projects in accordance with the Comprehensive Plan, existing master plans, and service needs. Of the 78 CIP requests for Fiscal Year 2008, the Committee placed the highest priority on projects associated with public health and safety, deteriorating public facilities with known maintenance issues, and projects affiliated with the schools and the maintenance of those facilities. School CIP priority rankings were based on the tier rankings provided by the Williamsburg James City County School system. School CIP projects in the Tier 1 (Health and Safety Issues) and some Tier II (Growth and Maintenance) category were designated high priority by the Committee. The Commission recommended that the Board place a high priority on funding for the following Fiscal Year 2008 CIP projects:

General Services

- Croaker Library Roof
- LEED/Green Building Design
- JCWCC Renovation
- Dump Truck /Sand Spreader / Plow
- Neighborhood Drainage
- Building D HVAC-Air Handling / DCC Replace
- Fleet and Equipment Service Truck
- Building C Replacement

Parks and Recreation

- Mid-County Park Playground Replacement

Public Health and Safety (Fire and Rescue and Police)

- Engine Pumper Replacement (FY09)
- Engine Pumper Replacement (FY11)
- Engine Pumper Replacement (FY12)

- Engine Pumper Replacement (FY13)
- SCBA Upgrades
- Ambulance Replacement (FY11)
- Ambulance Replacement (FY12)
- Ambulance Replacement (FY13)

JCSA

- PDA Debt Service
- Rt 199 (B-32) Booster
- Ironbound Road (B-27) Booster Improvements

WJCC School District

- HVAC – Clara Byrd Baker
- HVAC / HVAC Phase II – D. J. Montague
- Roof Project – D. J. Montague
- Parking Lot / Stormwater Improvement – Norge
- Auditorium Ceiling Project – Matthew Whaley
- Attic Insulation Project – Matthew Whaley
- Cooling Tower Replacement – James River
- Cooling Tower Replacement – Berkeley
- Roof Project – Berkeley
- Energy Self-Management Project – Berkeley
- Kitchen Renovation – James Blair
- Grease Trap / Drain-line Replacement – James Blair
- Outfall Repair Project – Toano
- Sewer Replacement Project – Lafayette High
- Division Technology Upgrade Project Phases 1 – 5
- Division Gym Lighting – James Blair, Berkeley, Toano

2008 Comprehensive Plan

According to Section 15.2-2230 of the *Code of Virginia*, the Commission must review the Comprehensive Plan “at least once every five years...to determine if amending is needed.” In April 2007, the Commission and the Board approved a timeline and methodology for the 2008 Comprehensive Plan. In addition, the Board approved participation of James City County in the joint comprehensive plan initiative with York County and the City of Williamsburg, which has been adjusted to occur in 2012. The joint-plan process and associated timeline, accepted by all three jurisdictions, will include a series of discussion forums to identify those areas requiring coordination, and possibly, joint decision-making between the three localities.

The Commission and Division staff began work on updating the 2003 Comprehensive Plan in November 2007 for consideration by the Planning Commission in June 2009. Previous Comprehensive Plans provided the groundwork for the current Plan process in three key areas: update process methodology and schedule, the establishment and role of

the Community Participation Team, and the establishment and role of the Steering Committee. Two random sample scientific surveys of 1100 citizens were conducted in Fall 2007 by the Virginia Tech Center for Survey Research and the National Research Center to gauge how citizens felt about certain aspects of the County as compared to both the survey conducted prior to the 2003 Comprehensive Plan and to other municipalities nationally who have participated in the survey.

In November 2007, after an open application process, the Community Participation Team (CPT) was appointed. The CPT, composed of three Planning Commission members and seven citizens-at-large, has played a vital role in collecting public input and promoting the Plan through public meetings, surveys, and media outreach opportunities. Over 150 individuals attended the four Community Conversations held in April and more than 200 written comments were also received. The Land Use application process also was open from April to mid-July and 34 property owner applications were received for consideration. Numerous applications were also received by internal County departments. Additional public input opportunities such as the CPT forums and a second round of Community Conversations were planned for the summer.

Policy development, goals and actions approval, land use decisions and Comprehensive Plan drafts will be considered first by a Steering Committee that will begin meeting at the beginning of October, and will be acted upon by the Commission and the Board in summer 2009.

OTHER MAJOR PROJECTS AND INITIATIVES

Rural Lands Study

The County continues to pursue alternatives supporting the Comprehensive Plan's goals for residential development in rural land areas outside the Primary Service Area (PSA). A steering committee was appointed during the previous fiscal year, and the committee made recommendations based on its findings to the Board and the Commission. A technical committee was formed and completed three important tasks: setting guiding principles for formulating ordinances and policies, crafting a narrative ordinance and starting work on a technical ordinance. County staff suspended work on the ordinance pending further guidance from the Board of Supervisors and the completion of the Comprehensive Plan update.

Business Climate Task Force

On February 28, 2006, the Board of Supervisors adopted a resolution creating the Business Climate Taskforce (BCTF). The purpose of the BCTF, as originally envisioned by the James City County Economic Development Authority (EDA), was to review the climate for business retention and expansion of existing small, medium, and cornerstone business in the County, in addition to recruiting other business. A 13-member group, the BCTF released a report highlighting its main findings on January of 2008.

Subdivision/Site Plan Review Improvement Team

After the release of the report, Sanford Wanner, County Administrator, charged Development Management with organizing a team to review the County's development plan (site and subdivision plan) review process in support of the BCTF's recommendations. The Subdivision/Site Plan Review Improvement Team (SSPRIT) was designed to incorporate members from all aspects of the development community. Representatives included professionals from local firms, a diverse group of staff members, and a representative from the Virginia Department of Transportation.

SSPRIT began meeting biweekly in February 2008. The Team discussed and established goals and objectives and various speakers were invited to present and discuss new ideas for the Team's consideration. Currently, the Team is preparing a report recommending several improvements and changes to the current development plan review process. These recommendations are designed to provide predictability and transparency throughout the review process, improve two-way communication, enhance the quality of plans, and create a positive perception of the development process for all parties involved.

Changes to certain specially permitted uses in various zoning districts

In accordance with the BCTF's report, staff undertook a study of potential changes to what uses are permitted or specially permitted uses (SUP's) in various business/industrial

districts in the County. Looking at the uses that were currently allowed by-right, staff compiled a list of specially permitted uses that have similar impacts in those zoning districts. Staff felt that moving some of these uses from SUPs to permitted uses would not have additional adverse effects on similarly zoned properties across the County. As part of this review, the Office of Economic Development reviewed the ordinance and provided recommendations, and staff also consulted the York County ordinance and incorporated some “new” uses into this amendment.

The Planning Commission made recommendations on each of the specific districts. The Commission approved changes to the M-1 and M-2 districts, but recommended that no action be taken on the LB and B-1 districts until after the Comprehensive Plan update process is completed. The Board of Supervisors approved the recommendations from the Planning Commission.

Transportation Impact Initiatives

VDOT has recently adopted, as of July 1, 2008, new regulations requiring an extensive Traffic Impact Analysis for large developments. Currently James City County requires traffic study if a proposed development exceeds 100+ peak hour trips; however, the County does not specify what the parameters are for such a study. Staff has contracted with Kimley-Horn and Associates to create a document defining the parameters of a traffic impact analysis using VDOT’s newly adopted regulations as a guide. The County has the ability to require analysis above and beyond VDOT’s minimum guidelines. Staff’s conclusions and recommendations will be presented to the Policy Committee in the future.

CaseTrak 2.0

The Planning Division developed CaseTrak 2.0; a case tracking system used to organize and document the more than 500 applications that staff receives for review annually, and launched it spring 2007. Since then, staff has been collecting input from frequent users and making system improvements throughout the year. New fields and features, such as external comments, housing type, land use cases, and links to the County’s property information page, have been added to help share more information about cases with County citizens. Additionally, staff has continued to develop reporting functions and update older case information.

Toano Area Study Implementation

In 2006, the Board approved the Design Guidelines for Toano, a set of guiding principles for development in Toano. A citizen group, the Toano Revitalization Initiative (TRI) was formed in the spring of 2007 to help initiate enhancements along the Richmond Road corridor of the study area. With the assistance of Planning staff, the group received \$8,000 from the Board for landscaping and signage for the median areas in Toano. This past spring County staff, along with members of the Toano community, used the money to plant median landscaping along Richmond Road. The signs have also been installed. Planning staff, along with members of TRI, were awarded a matching grant through the

VDOT SAFETEA-LU grant program this past year as well. The grant will provide \$67,000 for sidewalk, landscaping, and urban furniture improvements along the historic corridor of Toano. The TRI is responsible for matching 20% of the funding required by the grant for this project, which would total \$13,400. To accomplish this, TRI is targeting in-kind donations from local businesses, as well as cash contributions from fundraisers. If the grant is approved, money would be available for the 2009 budget cycle.

Historical Commission

The Planning Division has administrative responsibility for the Historical Commission. Responsibilities include taking minutes, preparing the budget, and assisting with projects such as “Oral Histories,” acquiring highway markers, and completing the architectural survey. Specifically, the Historical Commission helped to fund new signage for the Norge Depot this past year. Commissioners and Planning staff continued to be active in the progression of the Norge Depot relocation and renovation (see specific section for more information). The Commission received funding in the 2009 budget to hold a series of speakers celebrating the 350th Anniversary of James City County.

Norge Depot Relocation

Norge, originally settled by Norwegian immigrants, is home to several historical structures, including the Norge Depot. The railway station was built by the railroad in the early 1900s and served as a connector for the Norge community to the rest of the country. The station acted as a vital catalyst of economic development in the surrounding area. Before being decommissioned in the late 1960s, the depot was adapted from a train station into an office building. Due to its inoperative status, CSX proposed that the structure be demolished. The County and Historical Commission acquired a federal grant and obtained CSX permission to transport the depot to a new location, the Norge Library on Croaker Road. Currently, the Norge Depot rests in the Croaker Library parking lot where it will be restored and remodeled into a community meeting center.

During the past year the relocated depot has been under renovation. With money from the TEA-21 VDOT grant program renovation work on the exterior of the depot is currently underway. This Phase II portion of the project will help restore the depot to its original look in the early 1900s. The work will include re-shingling the roof and repainting the exterior to match paint that has been photo-matched to the time period. The exterior renovation is expected to be complete sometime in early 2009.

VDOT grant funding has already been secured for these renovations, and interior layout plans have been prepared.

Architectural Assessment Project

Using a \$25,000 matching grant from the Virginia Department of Historic Resources (VDHR) to survey the County’s architectural resources, a consultant completed a field

study for the project and provided documentation, analysis, and recommendations to the Planning Division. The Department of Historic Resources recently completed their review of the updated study. The County may use the results of the survey to guide the development of a policy for the protection of historic structures and staff has developed a GIS layer that identifies the location of over 200 architecturally significant structures in the County. As a part of the project, a portion of Toano was nominated for and was deemed eligible for historic district status by the VDHR. Funding has not yet been received to further the nomination for historic district status at this time.

Washington-Rochambeau Route Project

Using a Virginia Department of Historic Resource (VDHR) matching grant and support from the City of Williamsburg, York County, Gloucester County, and Charlotte County, County staff is currently participating in a study of the American Revolutionary War Route of Washington and Rochambeau through the area. Dr. Robert Selig, renowned historian and expert of Revolutionary War routes throughout the East Coast, has been hired to conduct the study and has participated in numerous lecture events and field visits in the area. The final report for the study has been delayed due to additional localities recently joining the project, but the extra data will ultimately create a more complete report. A draft report is anticipated in the fall of 2008. The project has also expanded to include entry of raw data into VDHR's Data Sharing System and archives to aid in future research.

Corridor Enhancement Projects

The Jamestown Road Corridor Enhancement Project includes the creation of a corridor landscape plan and a grant program for businesses and neighborhoods. Phase II of the Jamestown Road project, which area includes from Lake Powell Road to Route 199, is completed. Fifteen businesses participated and the Historic Triangle Corridor Enhancement Committee recently had an award ceremony at Legacy Hall to honor the participants.

Carlton Abbott completed preliminary drawings of Route 60 East for James City County, Williamsburg, and York County to participate in a joint effort to enhance Route 60 as it passes through each jurisdiction. Abbott has held one public meeting inviting shareholders from each jurisdiction to see his conceptual work.

Revenue Sharing Landscape Projects

Revenue sharing landscape projects are funded by resources provided by James City County and VDOT. Designs have been completed for the Longhill Road, Anderson's Corner, and Monticello Avenue projects, and permits have been obtained. Plans are to solicit bids and work through the new VDOT regulations for revenue sharing. Paperwork has been submitted to VDOT to acquire revenue sharing funds for all of these projects. The targeted completion date for these projects is late 2008.

Five Forks Sub Area Study Update

The formal process to improve the Ironbound Road and Route 5 intersection began last fiscal year. The proposed changes include creating additional turn lanes and adding bike lanes. This project has been funded by VDOT, the Metropolitan Planning Organization grant fund, and through cash proffers. The targeted completion date is late 2008.

2030 and 2034 Regional Transportation Plan

The 2030 Regional Transportation Plan has been approved by the Metropolitan Planning Organization (MPO) and staff is currently working with the MPO on the 2034 update. Furthermore, the County's consultant is working on incorporating the 2030 Transportation Plan into the 2008 Comprehensive Plan update.

New Town

The New Town Design Review Board (DRB), assisted by staff, continued to review proposed developments in New Town, including the site plan and elevations for Section 9, Settler's Market. Throughout FY08, numerous building and site plans were approved in the Town Center (Sections 2 & 4), in the Discovery Business Park (Sections 3 & 6) and in Settler's Market (Section 9). All sections have developed at a steady pace during FY08. Oxford Apartments, the Sentara medical building, both Discovery office buildings, and multiple other office buildings opened in Sections 3 & 6 last fiscal year. Also, Foundation Square, which is adjacent to Legacy Hall and includes a mix of retail and residential units, was also completed in FY08. Windsor Hall was completed and numerous occupants have moved into the Windsor Meade Villas residences. Finally, construction in Section 9, which includes more than 412,000 square feet of commercial and office space and 204 residential units, has been progressing quickly during this fiscal year.

No rezonings for the New Town area were completed during FY08. The remaining section to be rezoned to Mixed Use with proffers in New Town is Section 12, which is located west of Route 199. Staff anticipates submittal of Section 12 this fall.

The Development Review Committee (DRC) has reviewed and approved quarterly shared parking updates for Sections 2 & 4 of New Town. The premise of shared parking is starting to become evident as residential units are being occupied and construction continues on mixed use and office buildings throughout the Town Center. The opening of Main Street in the Town Center, which includes restaurants and national retailers, has enticed many visitors to New Town during the past year. New Town Associates also began consideration of time limited parking in certain areas of Sections 2 & 4 adjacent to high-turnover retail uses to make quick stops more convenient.

Neighborhood Connections

Neighborhood Connections is a division of James City County's Community Services Department. They have a full-time staff as well as ten volunteer liaisons comprised of County employees, including two from the Planning Division. Each liaison communicates with his or her assigned homeowner's association (HOA). Part of the liaison's responsibilities includes coordinating the HOA about training opportunities provided by the County and other agencies. The Planning Division liaisons are Deputy Zoning Administrator Melissa Brown and Senior Landscape Planner Scott Whyte.

Parks and Recreation Division Master Plan

The Parks and Recreation Division began to update its master plan in 2007 for the first time since 1993. Planning staff has participated in several phases of the update, including selecting and working with consultants, gathering public input, serving on focus groups, and helping to prepare the draft plan for consideration. Alongside this process, staff from both divisions has been updating the Parks and Recreation proffer guidelines to match new standards in the master plan. The master plan will be reviewed by the Planning Commission and Board in upcoming months and will be folded into the current Comprehensive Plan update.

Adequate Public Facilities Policy

The current Board adopted Adequate Public Facilities Policy serves as a tool to measure the impact of proposed residential development in the Williamsburg-James City County Public School System. Each of the district's schools has a measured, verifiable student capacity threshold, which is based upon the infrastructure, age, physical space, condition, planned and built design, and other factors found at each facility. The policy compares the projected increase in student population to each affected facility's capacity and determines the direct impact that a new development might have. Currently, planners incorporate the policy into their staff reports for new residential developments. The Commission identified a need to review the policy. Suggested improvements to the Adequate Public Facilities Policy included identifying if the policy should compare all approved but unbuilt new development versus actual or planned school capacity, determining whether the policy should be used to deny new development or simply identify when additional public facilities are needed, incorporating revisions to reflect current School Board policies, and determining whether the policy should be applied to other public facilities such as roads, water supply, and sewage treatment capacity. Currently, efforts are underway to update the adequate public facilities policy for schools, based on the suggestions of the Commission, to include a cumulative impact component.

The new model being created will attempt to capture the impact of all development rather than just the impact of an individual proposal on each school that would potentially serve a proposed development. The model is composed of two components. The first measures the potential influx of new children into the school system as a raw number. This component has been completed. The second component attempts to subtract those

children coming from recently approved developments that would already be included in the current enrollment numbers from the raw number of students created in the first component. This would produce a “net impact” number that would be meaningful for measuring and discussing future impacts of new developments to our school system. The completion of the second component of the model has been delayed by data issues, and has been set aside until the Comprehensive Plan update effort has been completed.

Staff and Commissioner Training, Certification, and Educational Opportunities

Staff development continues to remain a high priority for both the Planning staff and the Commission. Staff and Commission members take various planning and policy courses throughout each year. The Planning Division cross-trains staff so that comprehensive planners are assigned current planning cases such as rezonings, special use permits, site plans and subdivisions. Likewise, current planners also assist in comprehensive planning activities such as the development and implementation of the Comprehensive Plan.

The Planning Division continues to attend training opportunities and has extended educational opportunities to the Commission. Two planners attended the Virginia Preservation Conference on Historic Preservation. Several planners attended the Virginia APA Conference, at which Senior Planners Ellen Cook and Jose Ribeiro gave a presentation on the Better Site Design Committee. Tammy Rosario attended seminars on Conservation Easements and Urban Development and Climate Changes. Several staff members attended conferences held by the Hampton Roads Green Building Council and the Shenandoah Resource Conservation & Development Council on green infrastructure and sustainable buildings. Communications training was attended by Senior Planner Leanne Reidenbach in an effort to increase awareness of the Comprehensive Plan update. A seminar was held by Urban Land Institute on Developing Master Plan Communities, which was attended by Senior Planner David German. Allen Murphy attended the national APA conference. Planning Director Marvin Sowers, Zoning Administrator Allen Murphy, Tammy Rosario, and Senior Planner David German fulfilled continuing education standards established by the American Planning Institute for Certified Planners. The County’s transportation planner, Luke Vinciguerra, attended several meetings held by VDOT and Hampton Roads Transit. The Division’s Zoning Officers attended the Virginia Association of Zoning Officers conference in Fredericksburg, Virginia. Planning Division staff received training in March and again in April on VDOT’s new requirements for traffic impact analysis (TIA) reports required with development proposals and Comprehensive Plans. Planning staff also attended information sessions on VDOT’s 527 regulations.

The Commission also participated in a variety of training opportunities. Most of the Commissioners are certified through CPEAV as Virginia Certified Planning Commissioners, with Richard Krapf obtaining his certification this year, and Planning Commissioners attended County and citizen sponsored planning workshops.

James City County Demographics Updates

General Demographics: Population Estimates

Population estimates providing approximate counts of the population of James City County for both the present day and for past, non-census years are prepared by the Planning Division. It is the Division's policy to generate a population estimate at the end of each quarter. Staff has been working to improve our population estimates system, which is based on the number of Certificates of Occupancy that are issued by the County's Codes Compliance Division. This streamlining effort was started in recent years, and is ongoing. The main goal of the effort is to produce the most accurate estimates possible so that other internal County departments, external government agencies and private citizens can feel confident in the estimates being produced. A secondary goal is to make the efforts to improve the system as transparent as possible, so that activities dependent upon the estimates are not compromised. In the early part of 2008, it was clear that the Planning Division's continued efforts at accuracy had paid off, when it was noted that the Division's fourth quarter 2007 population estimate differed from the Weldon-Cooper Center for Public Service's number for the same time period by only forty-five people—less than a one-percent differential. The Weldon-Cooper Center is part of the University of Virginia, and is charged with serving as the official state demographer for the Commonwealth of Virginia.

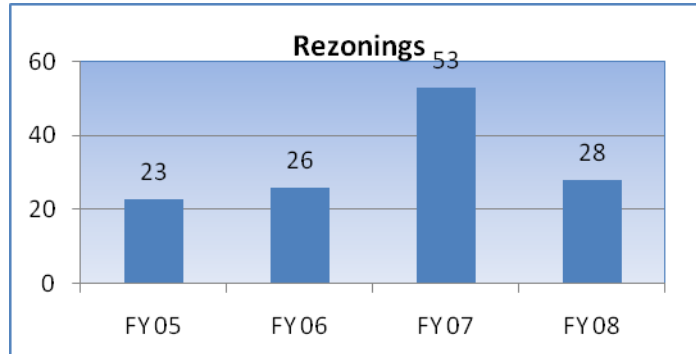
General Demographics: Population Projections

Population projections attempt to project approximate counts of the population of James City County in future years. Currently, planning staff is working with a linear population projection model in an effort to ensure as accurate a projection as possible. The model, which was completed in 2007, has been undergoing analysis to ensure that it is producing accurate and defensible projections. It is anticipated that this model will be introduced to the public in the 2008-2009 Comprehensive Plan revision.

Applied Demographics: School Population Projections

In the last year, planning staff has increased its role in assisting Williamsburg-James City County Schools, and its private consultant, DeJong Inc., with school population projections. The goal is to accurately anticipate how many school children will need to be accommodated in upcoming school years—both in the immediate future and on a longer-term basis. Great strides were made between the Schools, DeJong, and the Planning Division to identify ways in which data generated by the Planning Division (including population estimates, population projections, and development tracking numbers) could be used to better approximate the numbers of children likely to be attending school in the short-term and long-term future. The Planning Division will provide data to the Schools and DeJong on a regular basis, and will continue to foster strong communication and working relationships between all parties involved. This effort has been ongoing, and the Planning Division continues to support the Schools as needed, which results in better enrollment projections over the long-term.

Appendix A - Major Cases – Rezoning*



Z-0004-2007

Stonehouse

Location: Sycamore Landing Rd PC: Approved 12/05/07
 Rezoning: A-1 PUD to PUD BOS: Approved 01/22/08
 District: Stonehouse

Z-0005-2007

112 Ingram Road

Location: 112 Ingram Road PC: Approved 01/08/08
 Rezoning: R8 to B1 BOS: Approved 02/12/08
 District: Berkeley

Z-0006-2007

Public Land District Creation

Location: Various PC: Approved 08/01/07
 Rezoning: Various to PL BOS: Approved 09/11/07
 District: Various

Z-0007-2007

Powhatan Terrace

Location: Red Oak Landing, Jamestown Road PC: No Recom 10/03/07
 Rezoning: LB to R2 BOS: Approved 03/25/08
 District: Jamestown

Z-0008-2007

Ford's Colony Sec 37

Location: News Road PC: Approved 06/04/08
 Rezoning: R8 to R4 BOS: Approved 07/08/08
 District: Berkeley

Z-0009-2007

Michelle Point Proffer Amendment

Location: Barhamsville Road PC: Denied 10/03/07
 Rezoning: R5 BOS: Denied 12/11/07
 District: Stonehouse

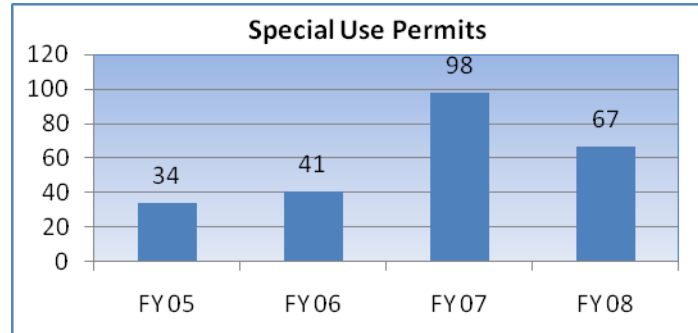
Z-0010-2007

Anderson Hughes House Proffer Amendment

Location: Richmond Road PC: No date set
 Rezoning: No change BOS: No date set
 District: Stonehouse

Z-0011-2007	Monticello at Powhatan North Phase 3		
Location:	Powhatan Parkway	PC:	Hearing 12/03/08
Rezoning:	R8 to R2	BOS:	
District:	Powhatan		
Z-0012-2007	Williamsburg Auto Group		
Location:	Richmond Road	PC:	Approved 02/06/08
Rezoning:	LB to B1	BOS:	Withdrawn 04/17/08
District:	Stonehouse		
Z-0014-2007	Chestnut Grove Proffer / Master Plan Amendment		
Location:	Wisteria Garden Drive	PC:	Approved 02/06/08
Rezoning:	LB to R5	BOS:	Approved 02/12/08
District:	Robertson		
Z-0001-2008	St. Olaf's Catholic Church Building Expansion		
Location:	Norge Lane	PC:	Approved 06/04/08
Rezoning:	R-8	BOS:	Approved 07/22/08
District:	Stonehouse		

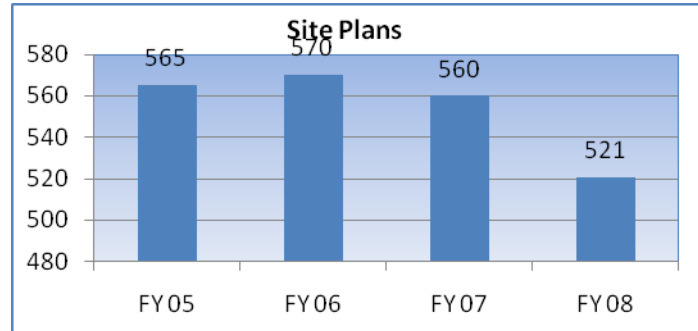
Appendix B - Major Cases – Special Use Permits*



SUP-0037-2006	The Candle Factory	
Location:	Richmond Rd	PC: Indefinitely Deferred by Applicant
Zoning:	A-1	
District:	Stonehouse	
SUP-0019-2007	King of Glory Lutheran Church	
Location:	Longhill Road	PC: Approved 07/11/07
Zoning:	R-2	BOS: Approved 09/11/07
District:	Powhatan	
SUP-0020-2007	Powhatan Terrace	
Location:	Red Oak Landing/Jamestown Road	PC: No Recom 07/11/07
Zoning:	LB	BOS: Approved 03/25/08
District:	Jamestown	
SUP-0021-2007	Contractor's Warehouse – Tiki Climbing & Grinding Tree Svc	
Location:	Centerville Road	PC: No Recom 07/11/07
Zoning:	A-1	BOS: Denied 09/11/07
District:	Powhatan	
SUP-0022-2007	Monticello at Powhatan North Phase 3	
Location:	Powhatan Parkway	PC: Hearing 12/03/08
Zoning:	R-8	BOS:
District:	Powhatan	
SUP-0023-2007	Trailers at Eastern State Hospital	
Location:	Ironbound Road	PC: Approved 07/11/07
Zoning:	R-2	BOS: Approved 09/11/07
District:	Powhatan	
SUP-0025-2007	Colonial Penniman Waterline Extension	
Location:	Columbia Drive	PC: Approved 10/03/07
Zoning:	MU	BOS: Approved 10/23/07
District:	Robertson	

SUP-0029-2007	Freedom Park Master Plan Amendment	
Location:	Centerville Road	PC: Approved 12/05/07
Zoning:	PL	BOS: Approved 01/08/08
District:	Powhatan	
SUP-0030-2007	4th Middle / 9th Elementary School	
Location:	Centerville Road	PC: Approved 12/05/07
Zoning:	PL	BOS: Approved 02/26/08
District:	Powhatan	
SUP-0031-2007	Jolly Pond Road Utility Extension	
Location:	Centerville Road	PC: Approved 12/05/07
Zoning:	PL	BOS: Approved 01/08/08
District:	Powhatan	
SUP-0032-2007	Richmond Road – Basketville Site	
Location:	Richmond Road	PC: Approved 12/05/07
Zoning:	B-1	BOS: Approved 01/08/08
District:	Stonehouse	
SUP-0033-2007	Williamsburg Auto Group	
Location:	Nina Lane	PC: Approved 02/06/08
Zoning:	LB	BOS: Withdrawn 04/17/08
District:	Stonehouse	
SUP-0005-2008	Cingular Wireless PCS	
Location:	Longhill Road	PC: Approved 06/04/08
Zoning:	PL	BOS: Approved 06/10/08
District:	Berkeley	
SUP-0006-2008	St Olaf’s Church Bldg Expansion	
Location:	Norge Lane	PC: Approved 06/04/08
Zoning:	R-8	BOS: Approved 07/22/08
District:	Stonehouse	
SUP-0007-2008	David Nice Contractor’s Office and Shed	
Location:	Fenton Mill Road	PC: Approved 07/02/08
Zoning:	A-1	BOS: Approved 08/12/08
District:	Stonehouse	
SUP-0009-2008	King’s Way Church – Greenwood Christian Academy	
Location:	John Tyler Hwy	PC: Approved 09/10/08
Zoning:	R-1	BOS: Hearing 10/14/08
District:	Jamestown	

Appendix C -Major Cases – Site Plans*



SP-0150-2004	Abe's Mini-Storage		
Location:	Richmond Road	DRC:	Approved 01/31/07
Zoning:	B-1	Final:	Approved 01/29/08
District:	Berkeley		
SP-0103-2005	Colonial Heritage Phase 4		
Location:	Centerville Road	DRC:	Approved 11/02/05
Zoning:	MU	Final:	Expired 05/06/08
District:	Powhatan		
SP-0133-2005	Prime Outlets Phase 6		
Location:	Richmond Road	Preliminary:	Approved 05/11/06
Zoning:	B-1	Final:	Approved 01/09/08
District:	Powhatan		
SP-0147-2005	Warhill – TNCC Site Improvements		
Location:	Centerville Road	Preliminary:	
Zoning:	PUD-R	Final:	
District:	Powhatan		
SP-0025-2006	Prime Outlets Phase 7 Expansion		
Location:	Richmond Road	DRC:	Approved 07/25/07
Zoning:	B-1	Final:	Approved 09/26/07
District:	Powhatan		
SP-0031-2006	Shell Building – James River Commerce Center		
Location:	Pocahontas Trail	Preliminary:	Approved 04/26/06
Zoning:	M-1	Final:	
District:	Roberts		
SP-0069-2006	Settlement at Powhatan Creek, Phase 2		
Location:	Croaker Road	DRC:	Deferred 02/27/08
Zoning:	PUD-R	Final:	
District:	Berkeley		

SP-0070-2006	Williamsburg Airport Access Road		
Location:	Marclay Road	Preliminary:	
Zoning:	R-8	Final:	
District:	Roberts		
SP-0071-2006	T-Hanger Site Prep, Williamsburg Airport		
Location:	Marclay Road	Preliminary:	
Zoning:	R-8	Final:	
District:	Roberts		
SP-0085-2006	Settler's Market New Town Section 9 Phase 2		
Location:	Monticello Avenue	DRC:	Approved 09/26/07
Zoning:	MU	Final:	Approved 03/14/08
District:	Berkeley		
SP-0104-2006	Walnut Grove		
Location:	Richmond Road	DRC:	Approved 03/26/08
Zoning:	R2	Final:	
District:	Stonehouse		
SP-0118-2006	Thomas Nelson Community College Parking Lot		
Location:	Olde Towne Road	DRC:	Approved 12/06/06
Zoning:	LB	Final:	Approved 08/02/07
District:	Powhatan		
SP-0119-2006	Michelle Point Renewal		
Location:	Barhamsville Road	DRC:	Approved 09/27/06
Zoning:	R-5	Final:	Approved 07/05/07
District:	Stonehouse		
SP-0129-2006	Massie Parking Lot Expansion		
Location:	Richmond Road	DRC:	Approved 11/29/06
Zoning:	M-1	Final:	
District:	Stonehouse		
SP-0143-2006	White Hall Section 1		
Location:	Rochambeau Drive	DRC:	Approved 07/25/07
Zoning:	R-2	Final:	Approved 01/22/08
District:	Stonehouse		
SP-0144-2006	White Hall Section 2		
Location:	Rochambeau Drive	DRC:	Approved 11/28/07
Zoning:	R-2	Final:	Approved 04/18/08
District:	Stonehouse		

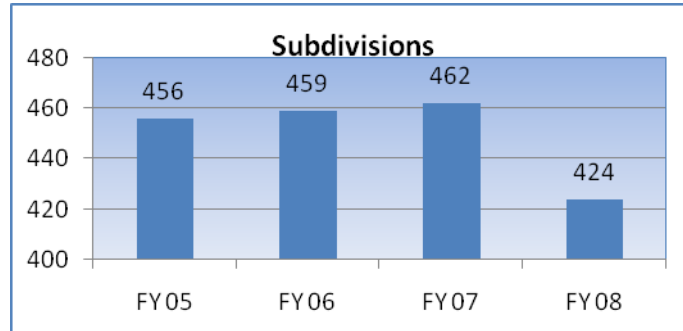
SP-0146-2006	Carolina Furniture Warehouse		
Location:	Richmond Road	DRC:	Approved 01/31/07
Zoning:	B-1	Final:	Approved 01/16/08
District:	Berkeley		
SP-0027-2007	Handel's Ice Cream and Yogurt		
Location:	Richmond Road and Noland Boulevard	DRC:	Approved 05/30/07
Zoning:	B-1 and MU	Final:	Approved 11/13/07
District:	Stonehouse		
SP-0031-2007	The Colonies at Williamsburg		
Location:	Olde Towne Road	DRC:	Approved 09/26/07
Zoning:	R-2	Final:	
District:	Berkeley		
SP-0039-2007	Ironbound Park		
Location:	Magazine Road	DRC:	Approved 10/31/07
Zoning:	R-2	Final:	Approved 02/13/08
District:	Jamestown		
SP-0045-2007	Rawls Byrd Parking Lot Expansion		
Location:	Laurel Lane	DRC:	Approved 05/30/07
Zoning:	R-2	Final:	Approved 06/27/07
District:	Jamestown		
SP-0047-2007	Nicewood Building Expansion		
Location:	Westmont Drive	DRC:	Approved 07/05/07
Zoning:	PUD-C	Final:	Approved 10/24/07
District:	Stonehouse		
SP-0056-2007	White Hall Clubhouse		
Location:	Richmond Road	DRC:	Approved 10/31/07
Zoning:	A-1	Final:	
District:	Stonehouse		
SP-0066-2007	Kristiansand Sewer Extension		
Location:	Astrid Lane	Preliminary:	
Zoning:	R-2	Final:	Approved 06/10/08
District:	Stonehouse		
SP-0068-2007	New town Section 7 Roadways		
Location:	Tewning Road	DRC:	
Zoning:	M-1	Final:	
District:	Berkeley		

SP-0091-2007	Quarterpath at Williamsburg PH1A Battery Blvd		
Location:	Pocahontas Trail	DRC:	
Zoning:	B-1	Final:	
District:	Roberts		
SP-0100-2007	Office Warehouse		
Location:	McLaws Circle	DRC:	Approved 04/30/08
Zoning:	M-1	Final:	Approved 07/01/08
District:	Roberts		
SP-0109-2007	Hwy 60 / Wisteria Garden Tower Co-Location		
Location:	Pocahontas Trail	Preliminary:	
Zoning:	A-1	Final:	Approved 01/14/08
District:	Stonehouse		
SP-0127-2007	New Cingular Wireless PCS		
Location:	Frances Thacker Road	DRC:	Approved 06/18/08
Zoning:	R-4	Final:	
District:	Berkeley		
SP-0130-2007	Weatherly at White Hall SP Amendment		
Location:	Barhamsville Road	DRC:	Approved 01/04/08
Zoning:	A-1	Final:	Approved 01/18/08
District:	Stonehouse		
SP-0131-2007	New Cingular Wireless Tower		
Location:	Frances Thacker Road	DRC:	Approved 06/18/08
Zoning:	R-4	Final:	
District:	Berkeley		
SP-0132-2007	Quarterpath Phase 2		
Location:	Pocahontas Trail	DRC:	
Zoning:	City of Williamsburg/Rt. 199	Final:	Approved 05/30/08
District:	Roberts		
SP-0133-2007	Green Mount Warehouse		
Location:	Blow Flats Road	DRC:	
Zoning:	M-2	Final:	
District:	Roberts		
SP-0134-2007	Green Mount Carter Equipment		
Location:	Green Mount Parkway	DRC:	Approved 04/02/08
Zoning:	M-2	Final:	Approved 05/08/08
District:	Roberts		

SP-0135-2007	Shell Building James River		
Location:	Columbia Drive	DRC:	
Zoning:	M-2	Final:	
District:	Roberts		
SP-0138-2007	9th Elementary School/4th Middle School		
Location:	Centerville Road	DRC:	Approved 02/27/08
Zoning:	PL	Final:	
District:	Powhatan		
SP-0003-2008	New Town Sec 3 & 6 Block 14		
Location:	New Town Avenue	DRC:	
Zoning:	MU	Final:	Approved 06/06/08
District:	Berkeley		
SP-0007-2008	New Town Sec 3 & 6 Roadways Phase 8		
Location:	Discovery Park Blvd	DRC:	
Zoning:	MU	Final:	Approved 09/02/08
District:	Berkeley		
SP-0011-2008	Chestnut Grove		
Location:	Wisteria Garden Dr	DRC:	Approved 09/24/08
Zoning:	LB	Final:	
District:	Roberts		
SP-0014-2008	New Town Sec 7 Parcel 1		
Location:	Monticello Avenue	DRC:	
Zoning:	MU	Final:	Approved 07/07/08
District:	Berkeley		
SP-0015-2008	New Town Sec 3 & 6 Block 19 Arc Studio Building		
Location:	Monticello Avenue	DRC:	
Zoning:	MU	Final:	Approved 06/26/08
District:	Berkeley		
SP-0025-2008	News Road Sidewalks		
Location:	Powhatan Parkway	DRC:	
Zoning:	R-4	Final:	Approved 10/27/08
District:	Powhatan		
SP-0028-2008	New Dawn Assisted Living		
Location:	Jamestown Road	DRC:	
Zoning:	LB	Final:	
District:	Berkeley		

SP-0041-2008	Fleet Brothers Building Expansion		
Location:	Richmond Road	DRC:	Approved 04/30/08
Zoning:	B-1	Final:	Approved 07/01/08
District:	Stonehouse		
SP-0046-2008	Moss Creek Commerce Center		
Location:	Old Stage Road	DRC:	
Zoning:	MU	Final:	
District:	Stonehouse		
SP-0050-2008	Cingular Wireless Warhill Water Tank		
Location:	Warhill Trail	DRC:	
Zoning:	PL	Final:	Approved 07/09/08
District:	Powhatan		
SP-0059-2008	Cingular Tower Longhill Road Recreation Ctr		
Location:	Long hill Road	DRC:	
Zoning:	PL	Final:	Approved 07/09/08
District:	Berkeley		
SP-0072-2008	Greenmount Industrial E&S Plan		
Location:	Blow Flats Rd	DRC:	
Zoning:	M-2	Final:	
District:	Roberts		
SP-0078-2008	Tower Co-Location Brick Bat Road		
Location:	Centerville Road	DRC:	
Zoning:	A-1	Final:	Approved 08/12/08
District:	Powhatan		
SP-0080-2008	St. Bede's Road Widening		
Location:	Ironbound Rd	DRC:	Approved 07/30/08
Zoning:	R-8	Final:	
District:	Berkeley		
SP-0082-2008	Southland Hammerworks		
Location:	Richmond Road	DRC:	
Zoning:	M-1	Final:	
District:	Stonehouse		

Appendix D – Major Cases – Subdivisions*



S-0103-2003	Ford’s Colony Section 35 MP Consistency		
Location:	Centerville Road	DRC:	Approved 02/04/04
Zoning:	A-1	Final:	
District:	Powhatan		
S-0002-2005	The Pointe at Jamestown Section 2B (53 Lots)		
Location:	Sir Thomas Way	Preliminary:	Approved 02/18/06
Zoning:	R-2	Final:	
District:	Jamestown		
S-0043-2005	Colonial Heritage Phase 3, Section 3 (66 Lots)		
Location:	Richmond Road	Preliminary:	Approved 06/06/05
Zoning:	MU	Final:	Approved 09/27/07
District:	Stonehouse		
S-0053-2005	Kingsmill – Spencer’s Grant (52 Lots)		
Location:	Kingsmill Road	Preliminary:	Approved 07/11/05
Zoning:	R-4	Final:	Approved 12/05/07
District:	Roberts		
S-0078-2005	Stonehouse Fairmont Subdivision Section 1-4 (127 Lots)		
Location:	Six Mount Zion Road	DRC:	Approved 09/28/05
Zoning:	PUD-R	Final:	Expired 10/03/07
District:	Stonehouse		
S-0079-2005	Colonial Heritage Phase 4 (137 Lots)		
Location:	Centerville Road	DRC:	Approved 11/02/05
Zoning:	MU	Final:	Expired 11/06/07
District:	Powhatan		
S-0091-2005	Windmill Meadows (78 Lots)		
Location:	Centerville Road	DRC:	Approved 09/28/05
Zoning:	R-2	Final:	
District:	Powhatan		

S-0106-2005	Colonial Heritage Phase 5 Section 1 (144 Lots)		
Location:	Richmond Road	DRC:	Approved 11/30/05
Zoning:	MU	Final:	
District:	Powhatan		
S-0117-2005	Liberty Ridge (139 Lots)		
Location:	Centerville & Jolly Pond Road	DRC:	Approved 03/29/06
Zoning:	A-1	Final:	
District:	Powhatan		
S-0026-2006	Colonial Heritage Phase 5, Section 2 (118 Lots)		
Location:	Richmond Road	DRC:	
Zoning:	MU	Final:	
District:	Stonehouse		
S-0039-2006	Settlement at Powhatan Park		
Location:	Monticello Avenue	DRC:	Approved 03/14/08
Zoning:	PUD-R	Final:	
District:	Berkeley		
S-0055-2006	Burlington Woods		
Location:	Richmond Road	DRC:	Approved 03/26/08
Zoning:	R-2	Final:	
District:	Powhatan		
S-0064-2006	Colonial Heritage Phase 3 Section 2		
Location:	Richmond Road	Preliminary:	Approved 12/01/06
Zoning:	MU	Final:	Expired 12/01/07
District:	Powhatan		
S-0071-2006	AVID Medical and ESGI Expansion		
Location:	LaGrange Parkway and Westmont Drive	Preliminary:	
		Final:	Approved 11/21/07
Zoning:	PUD-C		
District:	Stonehouse		
S-0078-2006	Walnut Grove		
Location:	Richmond Road	DRC:	Approved 03/26/08
Zoning:	R-2	Final:	
District:	Stonehouse		
S-0081-2006	Liberty Crossing/ Noland		
Location:	Richmond Road	Preliminary:	
Zoning:	MU	Final:	
District:	Stonehouse		

S-0090-2006	Fenwick Hills Section 4		
Location:	Old Stage Road	Preliminary:	
Zoning:	R-2	Final:	
District:	Stonehouse		
S-0093-2006	Matoaka Elementary School		
Location:	Centerville Road	Preliminary:	
Zoning:	A-1	Final:	
District:	Powhatan		
S-0098-2006	White Hall Section 2		
Location:	Rochambeau	DRC:	Approved 11/28/07
Zoning:	R-2	Final:	
District:	Stonehouse		
S-0103-2006	Liberty Crossing Phase 2		
Location:	Richmond Road	Preliminary:	
Zoning:	MU	Final:	
District:	Stonehouse		
S-0019-2007	Mason Park		
Location:	Jamestown Road	Preliminary:	
Zoning:	R-8	Final:	
District:	Jamestown		
S-0021-2007	Liberty Crossing Phase 3		
Location:	Richmond Road	Preliminary:	
Zoning:	B-1	Final:	
District:	Stonehouse		
S-0023-2007	Preserve at Uncle's Neck		
Location:	Forge Road	Preliminary:	Approved 02/29/08
Zoning:	A-1	Final:	
District:	Stonehouse		
S-0031-2007	McFarlin Park		
Location:	Neck-O-Land Road	Preliminary:	Approved 07/16/08
Zoning:	R-2	Final:	
District:	Jamestown		
S-0037-2007	Ford's Colony- Section 35		
Location:	Centerville Road	DRC:	Approved 10/02/07
Zoning:	MU	Final:	
District:	Powhatan		

S-0050-2007	Mill Creek		
Location:	Ivy Hill Road	Preliminary:	
Zoning:	A-1	Final:	
District:	Stonehouse		
S-0005-2008	Marywood Phase 2		
Location:	Spring Road	Preliminary:	
Zoning:	R-1	Final:	
District:	Jamestown		
S-0017-2008	Kingsmill River Bluffs		
Location:	Wareham's Pond Road East	DRC:	Approved 06/25/08
Zoning:	R-4	Final:	
District:	Robertson		
S-0019-2008	Marywood Phase 3		
Location:	Spring Road	Preliminary:	
Zoning:	R-1	Final:	
District:	Jamestown		
S-0023-2008	Marywood Phase 4		
Location:	Spring Road	Preliminary:	
Zoning:	R-1	Final:	
District:	Jamestown		
S-0026-2008	9th Elementary / 4th Middle School		
Location:	Centerville Road	Preliminary:	
Zoning:	PL	Final:	Approved 07/31/08
District:	Powhatan		
S-0030-2008	Shepard's Landing		
Location:	Little Creek Dam Road	Preliminary:	
Zoning:	A-1	Final:	
District:	Stonehouse		

* Figures are based on workload indicators, which track multiple submissions and reviews of single cases. Totals for FY 2008 are as follows: Rezoning-10, Special Use Permits-28, Site Plans-155, and Subdivisions-79.

