

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
July 11, 2023
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

E. PUBLIC COMMENT

F. CONSENT CALENDAR

1. Appropriation of Funds to the Transportation Match Account - \$114,291
2. Contract Award - \$215,822 - Tourism Portable Stage

G. PUBLIC HEARING(S)

1. Amendment to Willow Pond Estates Phase II Deed of Conservation and Open-Space Easement
2. Disposition of publicly held real property located at 95 and 101 Mounts Bay Road and 6745 Humelsine Parkway.
3. Ordinance to Permit Use of Golf Carts on Public Highways in Windsor Forest
4. SUP-23-0015. David A. Nice Builders Office and Parking Expansion
5. Z-23-0003/SUP-23-0013. The Overlook at Rochambeau

H. BOARD CONSIDERATION(S)

I. BOARD REQUESTS AND DIRECTIVES

J. REPORTS OF THE COUNTY ADMINISTRATOR

K. CLOSED SESSION

1. Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia and pertaining to the contract between the County, the City of Williamsburg, and WJCC Schools.
2. Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; specifically, the parcels located at 4092, 4176, and 4130 Centerville Road, as well as parcels located at 1985, 1975, 2153, and 3012 Jolly Pond Road, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia
3. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel; in particular, the permissibility of alternative direct discharge sewage systems in the County pursuant to Section 2.2-3711(A)

(8) of the Code of Virginia

L. ADJOURNMENT

1. Adjourn until 1 pm on July 25, 2023 for the Business Meeting

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Appropriation of Funds to the Transportation Match Account - \$114,291

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	6/26/2023 - 12:51 PM
Publication Management	Pobiak, Amanda	Approved	6/26/2023 - 1:12 PM
Legal Review	Kinsman, Adam	Approved	6/26/2023 - 1:19 PM
Board Secretary	Saeed, Teresa	Approved	6/29/2023 - 8:22 AM
Board Secretary	Rinehimer, Bradley	Approved	6/29/2023 - 12:05 PM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:02 AM

MEMORANDUM

DATE: July 11, 2023
TO: The Board of Supervisors
FROM: Paul D. Holt, III, Director of Community Development and Planning
SUBJECT: Appropriation of Funds to the Transportation Match Account - \$114,291

In 2017, the Board of Supervisors established an Underground Utility District and authorized the expenditure of funds to underground existing overhead utilities as part of the Virginia Department of Transportation (VDOT) Project Nos. UPC 100921 Longhill Road Widening, Phase 1 and UPC 108805 Olde Towne Road at Longhill Road turn lane.

Both projects are now complete and costs to underground existing utilities (Dominion Energy and Cox Communications) totaled \$1,333,805, which is \$114,291 less than expected. VDOT has therefore returned those funds to the County.

Staff recommends approval of the attached resolution appropriating the returned funds back to the Special Projects/Grant Fund for use as Transportation Match.

PDH/ap
AppFdsTrnsMtch-mem

Attachment

RESOLUTION

APPROPRIATION OF FUNDS TO THE TRANSPORTATION MATCH ACCOUNT - \$114,291

WHEREAS, in 2017, the Board of Supervisors established an Underground Utility District and authorized the expenditure of funds to underground existing overhead utilities as part of the Virginia Department of Transportation (VDOT) Project Nos. UPC 100921 Longhill Road Widening, Phase 1 and UPC 108805 Olde Towne Road at Longhill Road turn lane; and

WHEREAS, both projects are now complete and costs to underground existing utilities (Dominion Energy and Cox Communications) totaled \$1,333,805, which is \$114,291 less than expected; and

WHEREAS, VDOT has therefore returned those funds to the County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the acceptance and appropriation of funds to the Special Projects/Grants Fund as follows:

Revenue:

Prior Year Expenditure Refund	<u>\$114,291</u>
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Expenditure:

Transportation Match Account	<u>\$114,291</u>
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Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

	VOTES	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
SADLER	_____	_____	_____	_____	_____
ICENHOUR	_____	_____	_____	_____	_____
MCGLENNON	_____	_____	_____	_____	_____
LARSON	_____	_____	_____	_____	_____
HIPPLE	_____	_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

AppFdsTrnsMtch-res

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Carla T. Brittle, Tourism and Centers Administrator of Parks and Recreation

SUBJECT: Contract Award - \$215,822 - Tourism Portable Stage

ATTACHMENTS:

	Description	Type
📎	Memorandum	Cover Memo
📎	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:26 AM

MEMORANDUM

DATE: July 11, 2023

TO: The Board of Supervisors

FROM: Carla T. Brittle, Tourism and Centers Administrator of Parks and Recreation

SUBJECT: Contract Award - \$215,822 - Tourism Portable Stage

The portable stage is being purchased to aid in special events and concerts in our Parks and Commerce Districts to increase visitor engagement and aid with the recovery of the tourism and hospitality industry as it rebounds from the effects of COVID-19. The Virginia Tourism Corporation awarded James City County's Department of Parks & Recreation an American Rescue Plan Act grant in the amount of \$200,000 to assist with this purchase and the additional funds are in the James City County Tourism Account.

After a month-long solicitation, one competitive bid was received from Century Industries for \$215,822. A staff evaluation team rated the bid and determined that it was responsive and met all required criteria.

Staff recommends approval of the attached resolution and requests authorization for the contract award to Century Industries.

CTB/md
CA-VTCPortStage-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$215,822 - TOURISM PORTABLE STAGE

WHEREAS, the James City County Department of Parks & Recreation solicited competitive bids for a portable concert stage; and

WHEREAS, James City County received one bid from Century Industries; and

WHEREAS, James City County received an American Rescue Plan Act grant from the Virginia Tourism Corporation for the purchase of tourism products.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute the contract award to Century Industries, for the James City County tourism portable stage.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

SADLER
ICENHOUR
MCGLENNON
LARSON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

CA-VTCPortStage-res

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Tammy Mayer Rosario, Assistant Director of Community Development

SUBJECT: Amendment to Willow Pond Estates Phase II Deed of Conservation and Open-Space Easement

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	1. Resolution	Resolution
☐	2. Proposed Amendments to Section 4(D)(1) - Clean Version	Backup Material
☐	3. Proposed Amendments to Section 4(D)(1) - Redline Version	Backup Material
☐	4. Proposed Draft Exhibit C	Exhibit
☐	5. Illustration of Driveway Entrance Feature for Lot 6	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	6/27/2023 - 1:55 PM
Publication Management	Daniel, Martha	Approved	6/27/2023 - 2:00 PM
Legal Review	Kinsman, Adam	Approved	7/3/2023 - 8:03 AM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:02 AM
Board Secretary	Purse, Jason	Approved	7/5/2023 - 8:31 AM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:34 AM

MEMORANDUM

DATE: July 11, 2023

TO: The Board of Supervisors

FROM: Tammy Mayer Rosario, Assistant Director of Community Development

SUBJECT: Amendment to Willow Pond Estates Phase II Deed of Conservation and Open-Space Easement

Mr. Elwood Perry and Mr. V. Hawley Smith, III, of Forge Road, LLC, have submitted a request, on behalf of themselves and the other Property Owners of Willow Pond Estates Phase II, to amend an existing deed of conservation and open-space easement (the “Easement”) on properties identified as James City County Real Estate Tax Map Parcel Nos. 1140100009 (2511 Forge Road); 1140300006 (2535 Forge Road); 1140300007 (2555 Forge Road); 1140300008 (2577 Forge Road); 1140300009 (2599 Forge Road); 1140400010 (2611 Forge Road); 1140300002 (2635 Forge Road); 1140300003 (2659 Forge Road); and 1140300004 (2683 Forge Road), together “the Property.” The applicants desire to permit driveway entrance features as part of the fencing provisions and to clarify the landscape provisions. In addition, the amendments would simplify and streamline the approval process for fencing and landscaping.

Background

On March 25, 2003, the Board of Supervisors (the “Board”) approved the purchase of a conservation easement on the Property for \$576,000. The staff report noted that “the [Property] is approximately 123 acres with a majority of the acreage in active cropland. The [Property] is located outside the Primary Service Area (PSA), contiguous with Little Creek Reservoir and Forge Road, a Community Character Corridor.” The terms of the Easement generally conformed to the restrictions found in other easements purchased under the Purchase of Development Rights program.

On June 11 and September 10, 2019, and again on March 23, 2021, the Board approved and clarified amendments to the Easement to permit up to seven residences on the Property, create an 800-foot residential setback line, and expressly include equine uses in the Easement in exchange for a similar easement on the Meadows Farm. To account for its nature as a subdivision, the Easement was restructured to mirror an existing conservation easement for Willow Pond Estates Phase I, which the County had previously acquired through the Greenspace program. The Easement states that its conservation purpose is “to preserve land for agricultural use, forestal use, watershed protection, preservation of scenic open space, and preservation of open space designated by local government and to protect the conservation values of the Property.” The conservation values of the Property are further defined as “its open space and scenic values and its values as land preserved for open-space and rural uses including agriculture, livestock production and forestry.”

Since 2019, the Property has been subdivided into seven residential lots and two nonresidential “equestrian” lots, in accordance with the terms of the Easement, and is known as Willow Pond Estates Phase II. Houses have been constructed or are under construction on four of the seven of the residential lots, and agricultural structures and a masonry wall driveway feature exist on a fifth residential lot where a horse stable is planned. Throughout the development of the Property, the Property Owners have asked staff many times to interpret the restrictions regarding fencing and landscaping. Staff has clarified that the Easement does not permit driveway entrance features and that there are no design standards for landscaping, only that Property Owners “shall not plant trees or other landscaping in such a manner as to block view of any part of the Property from Forge Road or Little Creek Reservoir.” Given the very general and vague language in the current easement, the Property Owners and staff have spent considerable time working to review and resolve landscaping proposals.

Amendment

Section S of the Easement permits it to be amended “to enhance the Property’s conservation values or add to the restricted Property, provided that no amendment shall affect this Easement’s perpetual duration or reduce the Property’s conservation values, and only with the written consent of the parties.” Furthermore, “Any such amendment shall also be consistent with the overall purposes and intent of this Easement.” Section 15.2-1800 of the Code of Virginia permits the Board to amend the easement following a public hearing.

Proposal

The amendments are proposed to apply to all parcels within the Property. Affected Property Owners received notification of the proposed amendments in advance of the public hearing, and all affirmed in writing their desire to be part of the amendment process.

As stated in the Easement, the goals of the Easement are “to preserve land for agricultural use, forestal use, watershed protection, preservation of scenic open space, and preservation of open space...and to protect the open space values of the Property” which are “open space and scenic values and its values as land preserved for agriculture, livestock production and forestry.”

The specific amendments are included in Attachment No. 3. The purposes of the amendments include:

- Allowing entrance driveway features in a way that protects the scenic view from Forge Road but also aids Property Owners’ ability to protect livestock within the Property; and
- Clarifying the term “not blocking views from Forge Road or Little Creek Reservoir” for both the Property Owners’ and staff’s benefit in a manner that protects or enhances the scenic qualities of Forge Road and Little Creek Reservoir; and
- Clarifying that orchards and forestry activities would need to adhere to the landscape section related to protecting the views of the open fields, and therefore, would be limited to areas on the Property beyond 1,600 feet, or in landscape zones around buildings for areas within 1,600 feet; and
- Simplifying and streamlining the approval process for fencing and landscaping, thereby reducing Property Owner and staff time spent on these issues. With more specific standards, Property Owners will have better understanding and fewer questions, and staff will be able monitor and review these items more quickly.

Recommendation

Staff finds that the amendments would enhance the Property’s conservation values and not affect the Easement’s perpetual duration or reduce the Property’s conservation values. Staff further finds that the amendments are consistent with the overall purposes and intents of the Easement. Staff recommends that the Board adopt the attached resolution authorizing amendment of the Easement.

TMR/md

AmdWillPdEst2DOE-mem

Attachments:

1. Resolution
2. Proposed Amendments to Section 4(D)(1) - Clean Version
3. Proposed Amendments to Section 4(D)(1) - Redline Version
4. Proposed Draft Exhibit C
5. Illustration of Driveway Entrance Feature for Lot 6

RESOLUTION

AMENDMENT TO WILLOW POND ESTATES PHASE II DEED OF CONSERVATION AND

OPEN-SPACE EASEMENT

- WHEREAS, on March 25, 2003, the Board of Supervisors of James City County, Virginia, (the “Board”) adopted a resolution accepting an offer to sell to the County of James City (the “County”) a conservation easement on properties identified as James City County Real Estate Tax Map Parcel Nos. 1140100009 (2511 Forge Road) and 11401000010 (2611 Forge Road); and
- WHEREAS, the conservation easement on 2511 Forge Road and 2611 Forge Road was recorded in the Clerk’s Office for the City of Williamsburg and the County of James City on July 11, 2003, as Instrument No. 030020603 (the “2003 Easement”); and
- WHEREAS, on June 11, 2019, the Board adopted a resolution accepting an offer to, *inter alia*, amend the 2003 Easement and directed the County Administrator sign those documents necessary to amend the 2003 Easement and to allow up to six (6) residences on the parcels encumbered by the 2003 Easement; and
- WHEREAS, on September 10, 2019, the Board adopted a resolution to correct the June resolution to allow up to seven (7) residences on the parcels encumbered by the 2003 Easement (the “September Amendment”); and
- WHEREAS, on March 23, 2021, the Board adopted a resolution further clarifying the acceptable terms of the September Amendment; and
- WHEREAS, a subdivision plat was recorded in the Clerk’s Office for the City of Williamsburg and the County of James City on June 25, 2021, as Instrument No. 210012972 that reconfigured 2511 and 2611 Forge Road into two equestrian lots and seven residential lots (the “subdivided parcels”); and
- WHEREAS, Mr. Elwood Perry and Mr. V. Hawley Smith, III, of Forge Road, LLC, and also on behalf of the owners of the subdivided parcels, have requested that the Board again amend the Easement to permit driveway entrance features and to clarify the landscape provisions (the “amendments”); and
- WHEREAS, the amendments would also streamline the approval process for fencing and landscaping; and
- WHEREAS, Section S of the Easement permits it to be amended to enhance the Property’s conservation values or add to the restricted Property, provided that no amendment affect the Easement’s perpetual duration or reduce the Property’s conservation values, and only with the written consent of the parties, and provided that the amendment is consistent with the overall purposes and intent of the Easement.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby find that the proposed amendments to the easement on properties identified as James City County Real Estate Tax Map Parcel Nos. 1140100009 (2511 Forge Road); 1140300006 (2535 Forge Road); 1140300007 (2555 Forge Road); 1140300008 (2577 Forge Road); 1140300009 (2599 Forge Road); 1140400010 (2611 Forge Road); 1140300002 (2635 Forge Road); 1140300003 (2659 Forge Road); and 1140300004 (2683 Forge Road) (together the “Property”) that is recorded in the Clerk’s

Office for the City of Williamsburg and the County of James City on June 25, 2021, as Instrument No. 210012976 (the “Easement”) enhances the Property’s conservation values, does not affect the Easement’s duration or reduce the Property’s conservation values, is consistent with the overall purposes and intent of this Easement, is in the best interest of the citizens of James City County, and comports with the Virginia Open Space Land Act set forth in Section 10.1-1700 et seq. of the Code of Virginia.

BE IT FURTHER RESOLVED that the County Administrator of James City County, Virginia, or his designee, is hereby authorized to sign those documents necessary to amend the Easement to permit driveway entrance features as part of the fencing provisions, to clarify the landscape provisions, and to simplify and streamline the approval process for fencing and landscaping, and other minor amendments as may be necessary to further the goals as articulated in the staff report and this resolution.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
SADLER	_____	_____	_____
ICENHOUR	_____	_____	_____
MCGLENNON	_____	_____	_____
LARSON	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

AmdWillPdEst2DOE-res

**PROPOSED AMENDMENTS TO SECTION 4(D)(1) OF FORGE ROAD LLC DEED OF CONSERVATION AND
OPEN-SPACE EASEMENT – July 11, 2023**

D. Improvements. The following may be constructed, placed, or maintained, provided they are consistent with this Easement and with prior written approval to be obtained by the Grantee: private roads, utilities, and other improvements customary and related to the use of the existing dwelling or permitted buildings and structures.

1. *Miscellaneous.*

- a. Fencing. The Grantors may enclose any portion of the Property with electric tape fence, wooden, split-rail, or similar fencing, including a wooden or metal farm gate, without the prior written approval of the Grantee. Those portions of the Property more than 800 feet from the centerline of Forge Road may also be enclosed with wire fencing without prior written permission of the Grantee. Materials such as chain link are prohibited. Regardless of distance from Forge Road, any and all fencing shall be open in appearance, not greater than five and one-half feet in height, and not unduly obstruct views of any part of the Property from Forge Road or Little Creek Reservoir. Upon written approval of Grantee, one driveway entrance feature, defined as a gate and flanking entry walls or fences or some combination thereof, may be permitted at the entrance to each residential lot driveway, provided that:
 - i. the driveway entrance feature shall be located more than 1,000 feet from the centerline of Forge Road;
 - ii. gates shall be open in appearance and allow views through the property; constructed of metal, wood, or simulated wood; and not exceed nine feet in average height; and
 - iii. notwithstanding any provision to the contrary in this subsection (4)(D)(1)(a), entry walls or fences may be open or solid in appearance and shall be constructed of stone, brick, wood, or simulated wood. Entry walls or fences shall not exceed five feet in average height, eight feet in total height (excluding lighting fixtures, finials, or other decorative elements), or 50 feet in total length.
- b. Landscaping. The Grantors shall not plant trees or other landscaping in such a manner as to block views of any part of the Property from Forge Road, provided, however, that the following landscaping shall be deemed as not blocking the views:
 - i. for Property within 1000 feet of the centerline of Forge Road:
 1. existing trees and landscaping shown on the Baseline;
 2. new plantings within existing woodlines shown on Exhibit C;
 3. permanent vegetation (e.g., bushes or trees) with a mature height of less than three feet;
 4. annual crops, cover crops, and perennial grasses with a mature height less than five feet;
 5. very sparse plantings of deciduous shade trees. Very sparse is defined as a maximum of one tree per five acres per parcel planted a minimum of 250 feet apart, on center, in any direction;
 6. deciduous trees planted a minimum of 125 feet apart, on center, in a single row or two parallel rows along the residential lot driveways as shown on Exhibit C;

7. landscaping within 100-foot perimeter buffers around dwellings;
8. landscaping within 30-foot perimeter buffers around agriculture and accessory structures greater than 480 square feet in size;
- ii. for Property located 1000 feet up to 1600 feet of the centerline of Forge Road:
 1. existing trees and landscaping shown on the Baseline;
 2. new plantings within existing woodlines shown on Exhibit C;
 3. permanent vegetation (e.g., bushes or trees) with a mature height of less than three feet;
 4. annual crops, cover crops, and perennial grasses with a mature height less than five feet;
 5. sparse plantings of deciduous shade trees. Sparse is defined as a maximum of one tree per acre per parcel planted a minimum of 250 feet apart, on center, in any direction;
 6. deciduous trees planted a minimum of 125 feet apart, on center, in a single row or two parallel rows along the residential lot driveways as shown on Exhibit C;
 7. landscaping within 100-foot perimeter buffers around dwellings;
 8. landscaping within 30-foot perimeter buffers around agriculture and accessory structures greater than 480 square feet in size;
 9. landscaping within 10-foot perimeter buffers of driveway entrance features to residential lots, as defined above
- iii. any landscaping located 1600 feet or more from the centerline of Forge Road; and
- iv. trees planted on either side of the entrance road pursuant to a site or subdivision plan approved by the Director of Planning.

Landscaping permitted in (4)(D)(1)(b) may be planted and/or maintained without Grantee's approval.

2. Commercial and industrial uses prohibited; description of uses not deemed to be commercial and industrial uses.

h. Orchards and forestal uses in accordance with landscape section 4(D)(1)(b).

**PROPOSED AMENDMENTS TO SECTION 4(D)(1) OF FORGE ROAD LLC DEED OF CONSERVATION AND
OPEN-SPACE EASEMENT – July 11, 2023**

D. Improvements. The following may be constructed, placed, or maintained, provided they are consistent with this Easement and with prior written approval to be obtained by the Grantee: private roads, utilities, and other improvements customary and related to the use of the existing dwelling or permitted buildings and structures.

1. *Miscellaneous.*

- a. Fencing. The Grantors may enclose any portion of the Property with electric tape fence, wooden, split-rail, or similar fencing, including a wooden or metal farm gate, with out the prior written approval of the Grantee. Those portions of the Property not adjacent to more than 800 feet from the centerline of Forge Road may also be enclosed with wire fencing without prior written permission of the Grantee. Materials such as chain link are prohibited. Regardless of distance from Forge Road, said any and all fencing shall be open in appearance, not greater than five and one-half feet in height, and not unduly obstruct views of any part of the Property from Forge Road or Little Creek Reservoir. Upon written approval of Grantee, one driveway entrance feature, defined as a gate and flanking entry walls or fences or some combination thereof, may be permitted at the entrance to each residential lot driveway, provided that:
- i. the driveway entrance feature shall be located more than 1,000 feet from the centerline of Forge Road;
 - ii. gates shall be open in appearance and allow views through the property; constructed of metal, wood, or simulated wood; and not exceed nine feet in average height; and
 - iii. notwithstanding any provision to the contrary in this subsection (4)(D)(1)(a), entry walls or fences may be open or solid in appearance and shall be constructed of stone, brick, wood, or simulated wood. Entry walls or fences shall not exceed five feet in average height, eight feet in total height (excluding lighting fixtures, finials, or other decorative elements), or 50 feet in total length.
- b. Landscaping. The Grantors shall not plant trees or other landscaping in such a manner as to block views of any part of the Property from Forge Road, ~~or Little Creek Reservoir~~ (provided, however, that the following landscaping shall be deemed as not blocking the views: trees and landscaping existing as of the date of this Easement and any trees and landscaping shown on "Exhibit B" may remain or be planted);
- i. for Property within 1000 feet of the centerline of Forge Road:
 1. existing trees and landscaping shown on the Baseline;
 2. new plantings within existing woodlines shown on Exhibit C;
 3. permanent vegetation (e.g., bushes or trees) with a mature height of less than three feet;
 4. annual crops, cover crops, and perennial grasses with a mature height less than five feet;

5. very sparse plantings of deciduous shade trees. Very sparse is defined as a maximum of one tree per five acres per parcel planted a minimum of 250 feet apart, on center, in any direction;
6. deciduous trees planted a minimum of 125 feet apart, on center, in a single row or two parallel rows along the residential lot driveways as shown on Exhibit C;
7. landscaping within 100-foot perimeter buffers around dwellings;
8. landscaping within 30-foot perimeter buffers around agriculture and accessory structures greater than 480 square feet in size;
- ii. for Property located 1000 feet up to 1600 feet of the centerline of Forge Road:
 1. existing trees and landscaping shown on the Baseline;
 2. new plantings within existing woodlines shown on Exhibit C;
 3. permanent vegetation (e.g., bushes or trees) with a mature height of less than three feet;
 4. annual crops, cover crops, and perennial grasses with a mature height less than five feet;
 5. sparse plantings of deciduous shade trees. Sparse is defined as a maximum of one tree per acre per parcel planted a minimum of 250 feet apart, on center, in any direction;
 6. deciduous trees planted a minimum of 125 feet apart, on center, in a single row or two parallel rows along the residential lot driveways as shown on Exhibit C;
 7. landscaping within 100-foot perimeter buffers around dwellings;
 8. landscaping within 30-foot perimeter buffers around agriculture and accessory structures greater than 480 square feet in size;
 9. landscaping within 10-foot perimeter buffers of driveway entrance features to residential lots, as defined above
- iii. any landscaping located 1600 feet or more from the centerline of Forge Road; and
- iv. trees planted on either side of the entrance road pursuant to a site or subdivision plan approved by the Director of Planning.

~~In addition, the Director of Planning may approve the planting of trees on either side of the entrance road pursuant to an approved site or subdivision plan. Landscaping permitted in (4)(D)(1)(b) may be planted and/or maintained without Grantee's approval.~~

2. Commercial and industrial uses prohibited; description of uses not deemed to be commercial and industrial uses.

h. Orchards and forestal uses in accordance with landscape section 4(D)(1)(b).



Willow Pond Estates II Draft Exhibit C

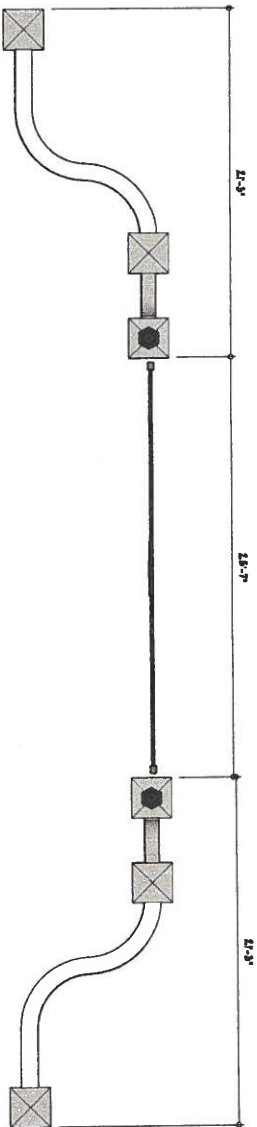
400 200 0 400 Feet

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.
Copyright James City County GIS Office 6/7/2023M:\Departments\Planning\Tammy\2535_Forge_Rd\Draft_Exhibit_C.mxd

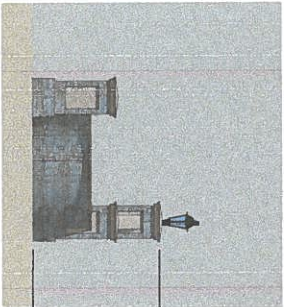




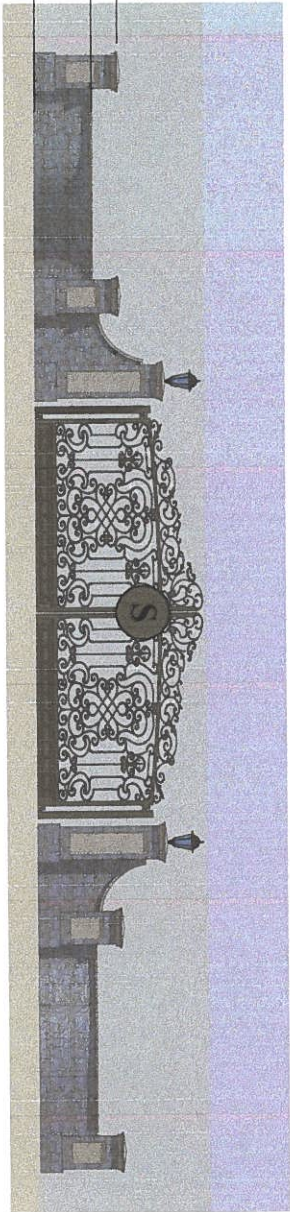
NOTE: GATE SHOWN IS REPRESENTATIONAL AND IS TO BE CUSTOM DESIGNED OR SELECTED BY OWNER



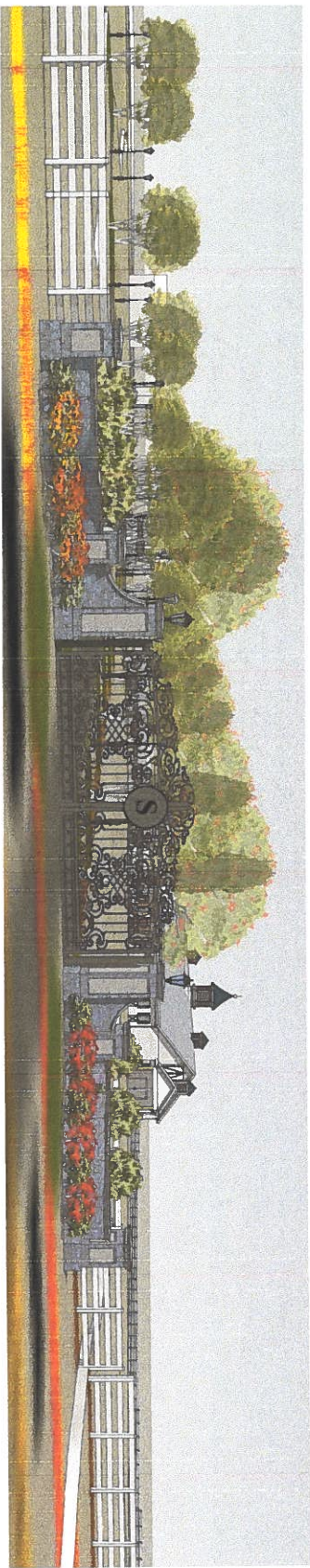
PLAN



SIDE ELEVATION

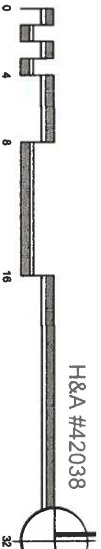


FRONT ELEVATION



PERSPECTIVE FROM ACCESS DRIVE

ENTRY GATE SCHEMATICS



H&A #42038

CONCEPTUAL DESIGN SKETCHES for
the SHORT EQUESTRIAN COMPOUND AND RESIDENCE

JAMES CITY COUNTY, VIRGINIA

29 AUG 2022

HOPKE & ASSOCIATES
ARCHITECTURE/PLANNING/INTERIORS
118 JAMESTOWN ROAD, SUITE C
707-225-1100
www.hopke.com

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Disposition of publicly held real property located at 95 and 101 Mounts Bay Road and 6745 Humelsine Parkway.

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	7/5/2023 - 9:40 AM
Publication Management	Daniel, Martha	Approved	7/5/2023 - 9:57 AM
Legal Review	Kinsman, Adam	Approved	7/5/2023 - 11:09 AM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 11:12 AM
Board Secretary	Purse, Jason	Approved	7/5/2023 - 11:18 AM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 11:18 AM

MEMORANDUM

DATE: July 11, 2023

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Disposition of publicly held real property located at 95 and 101 Mounts Bay Road and 6745 Humelsine Parkway.

Staff has determined that this item is not yet ready for the Board's consideration. Following closure of the advertised public hearing, I recommend that the Board take no action on this item.

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Anthony G. Dallman, Interim Chief of Police

SUBJECT: Ordinance to Permit Use of Golf Carts on Public Highways in Windsor Forest

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Ordinance	Ordinance
☐	Attachment-Map of Neighborhood	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Police	Dallman, Tony	Approved	5/9/2023 - 8:40 AM
Police	Dallman, Tony	Approved	5/9/2023 - 8:42 AM
Publication Management	Pobiak, Amanda	Approved	5/9/2023 - 8:57 AM
Legal Review	Kinsman, Adam	Approved	5/24/2023 - 3:34 PM
Board Secretary	Saeed, Teresa	Approved	6/16/2023 - 12:02 PM
Board Secretary	Rinehimer, Bradley	Approved	6/20/2023 - 7:23 AM
Board Secretary	Saeed, Teresa	Approved	6/20/2023 - 3:03 PM

MEMORANDUM

DATE: July 11, 2023

TO: The Board of Supervisors

FROM: Anthony G. Dallman, Interim Chief of Police

SUBJECT: Ordinance to Permit Use of Golf Carts on Public Highways in Windsor Forest

In 2007, the Board adopted an Ordinance permitting neighborhoods to apply to have public highways in neighborhoods designated for golf cart use. Several neighborhoods have had roads so designated. Recently, homeowners from Windsor Forest have submitted an application pursuant to Section 13-60 et seq. of the County Code, requesting that the Board designate the streets for golf cart use.

Following careful consideration of Windsor Forest's request and the results of a subsequent traffic study conducted by the Police Department, staff feels that golf carts may be safely accommodated along the public highways in Windsor Forest. These roads would include Devon Road, Wetherburn Lane, Prentis Place, Windsor Way, Seton Hill Road, Berkshire Road, Sussex Court, Somerset Court, Waterford Court, Buford Road, Bransford Court, Hempstead Road, Tempsford Lane, Fenwyck Court, Tyndal Court, Wyndham Way, Sheffield Road, Hastings Lane, Kensington Court, Hempstead Court, Mayfair Lane, Whitehall Court, and Clarendon Court.

Staff recommends adoption of the attached Ordinance designating certain roads in Windsor Forest for golf cart use.

AGD/ap
ORDGIfcWndForPH-mem

Attachment

ORDINANCE NO. _____

ORDINANCE TO PERMIT USE OF GOLF CARTS ON

PUBLIC HIGHWAYS IN WINDSOR FOREST

WHEREAS, the residents of Windsor Forest have petitioned the Board of Supervisors of James City County, Virginia, to designate the streets in Windsor Forest for golf cart use; and

WHEREAS, the Board has carefully considered the concerns voiced by the residents of Windsor Forest, the recommendation of staff, and the speed, volume, and character of motor vehicle traffic using the public highways in Windsor Forest; and

WHEREAS, pursuant to Section 46.2-916.2 et seq. of the Code of Virginia and Section 13-60 et seq. of the County Code, the Board has determined that golf cart operation on the public highways in Windsor Forest is compatible with state and local transportation plans and is consistent with the Commonwealth of Virginia's Statewide Pedestrian Policy.

NOW, THEREFORE, BE IT ORDAINED that the Board of Supervisors of James City County, Virginia, does hereby designate the following roads located in the Windsor Forest neighborhood for golf cart use:

- | | |
|---------------------|--------------|
| a) Devon Road | (Route 1517) |
| b) Wetherburn Lane | (Route 1553) |
| c) Prentis Place | (Route 1554) |
| d) Windsor Way | (Route 1550) |
| e) Seton Hill Road | (Route 1550) |
| f) Berkshire Road | (Route 1551) |
| g) Sussex Court | (Route 1552) |
| h) Somerset Court | (Route 1519) |
| i) Waterford Court | (Route 1518) |
| j) Buford Road | (Route 1521) |
| k) Bransford Court | (Route 1523) |
| l) Hempstead Road | (Route 1527) |
| m) Tempsford Lane | (Route 1516) |
| n) Fenwyck Court | (Route 1525) |
| o) Tyndal Court | (Route 1526) |
| p) Wyndham Way | (No Route #) |
| q) Sheffield Road | (Route 1520) |
| r) Hastings Lane | (Route 1522) |
| s) Kensington Court | (Route 1538) |
| t) Hempstead Court | (Route 1527) |
| u) Mayfair Lane | (Route 1555) |
| v) Whitehall Court | (Route 1529) |
| w) Clarendon Court | (Route 1528) |

BE IT FURTHER ORDAINED that no golf carts shall be permitted on any of the designated streets until the County receives full payment for all signage required by Section 13-62 of the County Code and such signage is installed.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

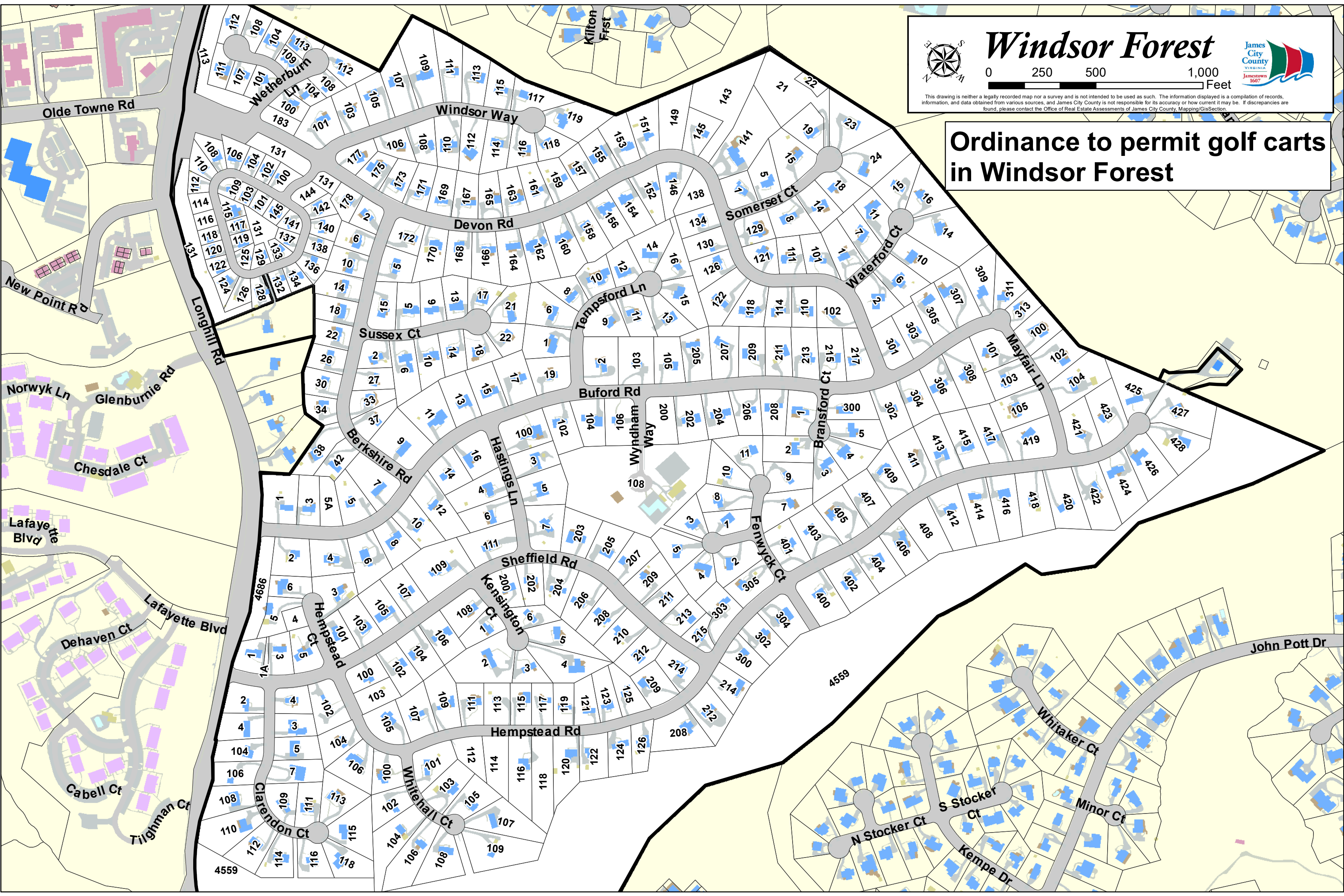
SADLER
ICENHOUR
MCGLENNON
LARSON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
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Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of
July, 2023.

ORDGlfcWndForPH-ord





Windsor Forest

0

250

500

1,000

Feet

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be. If discrepancies are found, please contact the Office of Real Estate Assessments of James City County, Mapping/GIS Section.



Ordinance to permit golf carts in Windsor Forest

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Terry Costello, Senior Planner

SUBJECT: SUP-23-0015. David A. Nice Builders Office and Parking Expansion

ATTACHMENTS:

	Description	Type
▣	Staff Report	Staff Report
▣	Resolution	Resolution
▣	Location Map	Exhibit
▣	General Location Map	Exhibit
▣	Master Plan	Exhibit
▣	Building Elevations	Exhibit
▣	Office Addition Colored Renderings	Exhibit
▣	Narrative	Backup Material
▣	Unapproved Minutes of the June 7, 2023, Planning Commission Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/25/2023 - 12:27 PM
Development Management	Holt, Paul	Approved	6/25/2023 - 12:27 PM
Publication Management	Pobiak, Amanda	Approved	6/26/2023 - 8:17 AM
Legal Review	Kinsman, Adam	Approved	6/26/2023 - 9:08 AM
Board Secretary	Saeed, Teresa	Approved	6/29/2023 - 8:23 AM
Board Secretary	Rinehimer, Bradley	Approved	6/29/2023 - 12:08 PM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:04 AM

**SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing**

SUMMARY FACTS

Applicant:	Mr. Brandon Nice, David A. Nice Builders, Inc.
Landowner:	DNB Office, LLC
Proposal:	To allow an expansion of +/-2,000 square feet of office and associated parking to an existing contractor's office.
Locations:	4575 and 4579 Ware Creek Road
Tax Map/Parcel Nos.:	1410100015B and 1410100016B
Property Acreages:	± .93 and ± 3 acres
Zoning:	A-1, General Agricultural
Comprehensive Plan:	Rural Lands
Primary Service Area: (PSA)	Outside
Staff Contact:	Terry Costello, Senior Planner

PUBLIC HEARING DATES

Planning Commission:	June 7, 2023, 6:00 p.m.
Board of Supervisors:	July 11, 2023, 5:00 p.m.

FACTORS FAVORABLE

1. There is adequate off-street parking.
2. With the proposed conditions, staff finds the proposal compatible with surrounding zoning and development and generally consistent with the *Our County, Our Shared Future: James City County 2045 Comprehensive Plan*.
3. Impacts: See Impact Analysis on Pages 3-4.

FACTORS UNFAVORABLE

1. With the attached Special Use Permit (SUP) conditions, staff finds that there are no unfavorable factors.

SUMMARY STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and generally consistent with the 2045 Comprehensive Plan. Staff recommends the Board of Supervisors approve this application, subject to the proposed conditions (Attachment No. 1).

PLANNING COMMISSION RECOMMENDATION

At its June 7, 2023, meeting, the Planning Commission recommended approval of this application by a vote of 6-0.

PROPOSED CHANGES MADE SINCE THE PLANNING COMMISSION MEETING

None.

PROJECT DESCRIPTION

Mr. Brandon Nice has applied for a SUP to allow for the expansion of an existing contractor's office on two parcels located at 4575 and 4579

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Ware Creek Road. The expansion has an approximately 1,000-square-foot building footprint, with the second story bringing the expansion to 2,000 square feet total. This expansion would bring the existing 6,100-square-foot building to a total of 8,100 square feet. The proposal also includes additional parking spaces.

A contractor's office is a specially permitted use on property zoned A-1, General Agricultural. A boundary line extinguishment is proposed as part of this project. According to information provided by the applicant, the business operates with the following characteristics:

- Hours of operation are Monday through Friday, 8 a.m. to 5 p.m.
- There are a total of 30 employees.
- There are approximately 20-25 customers who visit the site each week.
- All equipment associated with the business is stored at 4690 Fenton Mill Road (Case No. SUP-0007-2008).
- Deliveries to the site are the typical office type deliveries.
- There will be a total of 33 parking spaces provided.

The office building has been in existence since 1989. A warehouse for the business and two single-family residences are located at the adjacent 13.04-acre parcel. Case No. SUP-0019-1993 permitted the construction and use of the warehouse.

PLANNING AND ZONING HISTORY

- The Board of Supervisors approved Case No. SUP-31-87 on January 4, 1988. This permit was to allow for a contractor's office up to 3,000 square feet. Once completed the office building was

2,900 square feet. At that time, contractors' offices were a permitted use in the A-1, General Agricultural District. However, an SUP was required since the property was located in a Reservoir Protection Overlay District. This district no longer exists. In 1989, the Ordinance was amended to require an SUP for contractors' offices and warehouses.

- The Board of Supervisors approved Case No. SUP-26-1999 on November 23, 1999. This allowed for an expansion to the office building for up to 700 square feet, increasing the square footage of the building to 3,600 square feet.
- The Board of Supervisors approved Case No. SUP-23-2003 on February 10, 2004. This allowed for an expansion of 800 square feet, increasing the square footage of the building to a total of 4,400.
- The Board of Supervisors approved Case No. SUP-0003-2012 on May 8, 2012. This allowed for an expansion of 1,700 square feet, bringing the total square footage of the building to 6,100.

SURROUNDING ZONING AND DEVELOPMENT

- All surrounding parcels are zoned A-1, General Agricultural.
- All surrounding parcels are designated Rural Lands on the 2045 Comprehensive Plan.
- Several single-family residences on one- to three-acre parcels are located nearby on Ware Creek Road. Behind the office building on a separate parcel is a warehouse associated with the business and two single-family residences. Across Ware Creek Road a large lot is used for agriculture and is partially wooded.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Public Transportation: Vehicular</u>	<u>Mitigated</u>	- The new contractor's office/warehouse will not exceed 100 peak hour trips. - The properties will share an existing driveway with the nearby warehouse and two single-family residences. - The commercial entrance is already in existence and no changes are required with respect to the existing entrance.
<u>Public Transportation: Bicycle/Pedestrian</u>	<u>No Mitigation Required</u>	- Per the Adopted Regional Bikeways Map and Pedestrian Accommodations Master Plan, neither a bike lane nor pedestrian accommodations are required.
<u>Public Safety</u>	<u>Mitigated</u>	- Fire Station 1 on Forge Road serves this area of the County and is approximately 4 miles from the properties. - The Fire Department has reviewed the proposal and does not have concerns with the Master Plan. Additional review by the Fire Department will occur with the site plan and building permit.
<u>Public Schools</u>	<u>No Mitigation Required</u>	- N/A since no residential dwelling units are proposed.
<u>Public Parks and Recreation</u>	<u>No Mitigation Required</u>	- N/A since no residential dwelling units are proposed.
<u>Public Libraries and Cultural Centers</u>	<u>No Mitigation Required</u>	- Staff finds this project does not generate impacts that require mitigation.
<u>Groundwater and Drinking Water Resources</u>	<u>Mitigated</u>	- The property is served by a private well and private septic system. - The Virginia Department of Health (VDH) has reviewed the proposal and does not have concerns with the Master Plan. Additional review by the VDH will occur with the site plan and building permit.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Watersheds, Streams, and Reservoirs</u> Project is located in the Ware Creek Watershed.	<u>Mitigated</u>	- The Stormwater and Resource Protection Division has reviewed this application and has no objections. - This project will need to demonstrate full compliance with environmental regulations at the development plan stage, but no other specific environmental impacts have been identified for mitigation. - There are Resource Protection Areas on 4579 Ware Creek Road. However, this project will be located outside of these areas.
<u>Cultural/Historic</u>	<u>No Mitigation Required</u>	- The subject properties have been previously disturbed and have no known cultural resources on-site.
<u>Nearby and Surrounding Properties</u>	<u>Mitigated</u>	- An existing tree line buffer to the south of the properties will largely remain undisturbed as specified in proposed Condition No. 9. - The project will need to demonstrate full compliance with lighting and landscaping regulations in the Zoning Ordinance at the development plan stage. - Proposed Condition No. 5 limits the height of lighting fixtures and states that lighting shall not be routinely illuminated at night.
<u>Community Character</u>	<u>No Mitigation Required</u>	- Ware Creek Road is not a Community Character Corridor, and these parcels are not located within a Community Character Area.
<u>Covenants and Restrictions</u>	<u>No Mitigation Required</u>	- The applicant has verified that he is not aware of any covenants or restrictions on the properties that prohibit the proposed use.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

**SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing**

2045 COMPREHENSIVE PLAN

The site is designated Rural Lands on the 2045 Comprehensive Plan Land Use Map.

Per the adopted Comprehensive Plan, retail and other commercial uses serving Rural Lands are encouraged to be located at planned commercial locations on major thoroughfares inside the PSA. However, appropriately scaled and located direct agricultural or forestal-support uses (including agri-business and eco-tourism), home-based occupations, or certain uses which require very low intensity settings relative to the site in which it will be located may be considered on the case of a case-by-case review, provided such uses are compatible with the natural and rural character of the area and are in accordance with the Rural Lands Development Standards.

According to the Rural Lands Development Standards, uses should reflect and enhance the rural character of the County. Particular attention should be given to locating structures and uses outside of sensitive areas, and maintaining existing topography, vegetation, trees, and tree lines to the maximum extent possible, especially along roads.

This proposal is located on Ware Creek Road, which is a rural road. The Transportation Chapter states that such roadways are not designed for speed or capacity, but rather to provide access and complement the rural character of the area. Besides their scale, these roads are unique because they showcase the County's mature tree canopies and rural landscapes. Capacity improvements and non-rural land uses should be avoided on rural roads.

This contractor's office has been in existence since before the Ordinance required an SUP for contractors' offices in the A-1 District. Since then, three sets of expansions have been approved through the SUP amendment process, approximately doubling the original square

footage of the use. The current proposal would bring the office use to 8,100 square feet, with 30 employees and customers who visit the site.

Typically, office uses of this size and nature are encouraged to be located in commercially or industrially zoned or designated areas inside the PSA. Expansions of this nature may begin to affect the compatibility of this use with the natural and rural character of this area.

However, staff finds that the following elements are consistent with the Rural Lands guidance:

- The boundary line extinguishment with the adjacent property would mean that the use is on a larger amount of acreage, more consistent with the guidance regarding low intensity settings.
- Staff finds that the existing office has the appearance of a single-family residential structure which complements the rural character of the area. The expansion will match the materials and colors of the existing structure.
- In keeping with the Rural Lands Development Standards, the tree line will largely remain undisturbed except for any clearing needed for the Best Management Practice (Condition No. 9). Landscaping will be added to screen the additional parking and structure from Ware Creek Road (Condition No. 8). In addition, the proposal would not be located in an environmental sensitive area, would not include any new driveways, and will have lighting that complies with Condition No. 5.
- The scale of the use does not necessitate any capacity improvements to Ware Creek Road.

Overall, with these elements of consistency, staff finds the proposal generally consistent with the Comprehensive Plan.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

**SPECIAL USE PERMIT-23-0015. David A. Nice Builders Office and Parking Expansion
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing**

STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and is generally consistent with the Comprehensive Plan and Zoning Ordinance. Staff recommends the Board of Supervisors approve this application, subject to the proposed conditions (Attachment No. 1).

TC/md
SUP23-15DANiceBldr

Attachments:

1. Resolution
2. Location Map
3. General Location Map
4. Master Plan
5. Building Elevations
6. Office Addition Colored Renderings
7. Narrative
8. Unapproved Minutes of the June 7, 2023, Planning Commission Meeting

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

RESOLUTION

CASE NO. SUP-23-0015. DAVID A. NICE BUILDERS OFFICE AND PARKING EXPANSION

- WHEREAS, the Board of Supervisors of James City County, Virginia, has adopted by Ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and
- WHEREAS, Mr. Brandon Nice of David A. Nice Builders, Inc. has applied for an SUP to allow for the expansion of a contractor's office and parking located at 4575 and 4579 Ware Creek Road and further identified as James City County Real Estate Tax Map Parcel Nos. 1410100015B and 1410100016B (the "Properties"); and
- WHEREAS, the Planning Commission, following its public hearing on June 7, 2023, recommended approval of Case No. SUP-23-0015 by a vote of 6-0; and
- WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing conducted on Case No. SUP-23-0015; and
- WHEREAS, the Board of Supervisors of James City County, Virginia, finds this use to be consistent with the 2045 Comprehensive Plan Land Use Map designation for the Properties.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after consideration of the factors in Section 24-9 of the James City County Code, does hereby approve the issuance of Case No. SUP-23-0015 as described herein with the following conditions:

1. Master Plan. This SUP shall be valid for an addition, not to exceed 2,000 square feet (the "Project") to the existing 6,100-square-foot building on properties located at 4575 and 4579 Ware Creek Road and further identified as James City County Real Estate Tax Map Parcel Nos. 1410100015B and 1410100016B (the "Properties"). The Project shall be developed and constructed substantially in accordance with the Master Plan titled "David A. Nice Builders Office Building and Parking Lot Expansion" dated April 25, 2023 (the "Master Plan"), with any deviations considered per Section 24-23(a)(2) of the James City County Zoning Ordinance, as amended (the "Zoning Ordinance"). There shall be one entrance to the Project as shown on the Master Plan.
2. Limitations. No retail sales shall occur on the Properties.
3. Hours of Operation. Hours of operation for the business shall be limited to 7:30 a.m. to 5:30 p.m., Monday through Friday.
4. Architectural Review. The building materials and colors for the Project shall match those of the existing office building. The colors and building materials shall be submitted to the Director of Planning or designee for review and approval prior to final site plan approval.
5. Lighting. Prior to final approval of any site plan, if any exterior lighting is proposed for the Project, a lighting plan shall be submitted to the Director of Planning or designee for review and approval. All new light poles shall not exceed 16 feet in height from finished grade unless otherwise approved in writing by the Director of Planning prior to site plan approval. There shall be no light trespass, defined as light intensity measured 0.1-foot-candle or higher extending beyond the boundaries of the Properties, as a component of or result of this Project. Lights shall be operated by a motion detector or be able to be turned on as needed. Lights shall not be routinely illuminated from dusk until dawn.

6. Outdoor Storage and Dumpsters. No outdoor storage of equipment, machinery, or heavy construction equipment shall be permitted on the Properties. Trucks and other vehicles, such as tractor trucks, tractor truck/semitrailers, tractor truck/trailer combinations, dump trucks, and concrete mixer trucks are permitted. All dumpsters shall be screened by landscaping or fencing in a location approved by the Director of Planning prior to site plan approval.
7. Outdoor Storage of Materials. No outdoor storage of materials, including but not limited to soil stockpiles defined by Section 24-46 of the Zoning Ordinance, shall be permitted on the Properties.
8. Landscape and Screening Plan. A landscape and screening plan shall be submitted to the Director of Planning or designee for review and approval prior to site plan approval. The plan shall, at a minimum, provide native and evergreen plantings that create a screen of a minimum of three feet in height along the existing fence located within the right-of-way buffer and identified on the Master Plan. The additional plantings will supplement existing vegetation to further screen the existing parking lot area from Ware Creek Road.
9. Tree Buffer and Clearing. The existing tree line as shown on the Master Plan shall remain undisturbed, except for clearing necessary for stormwater management compliance. Such clearing shall be minimized to the greatest extent possible and shall be approved by the Director of Planning or designee.
10. Site Plan. A site plan shall be required for this Project. Final approval of the site plan shall be obtained within 24 months of issuance of this SUP, or this SUP shall become void.
11. Severability. This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

SADLER
ICENHOUR
MCGLENNON
LARSON
HIPPLE

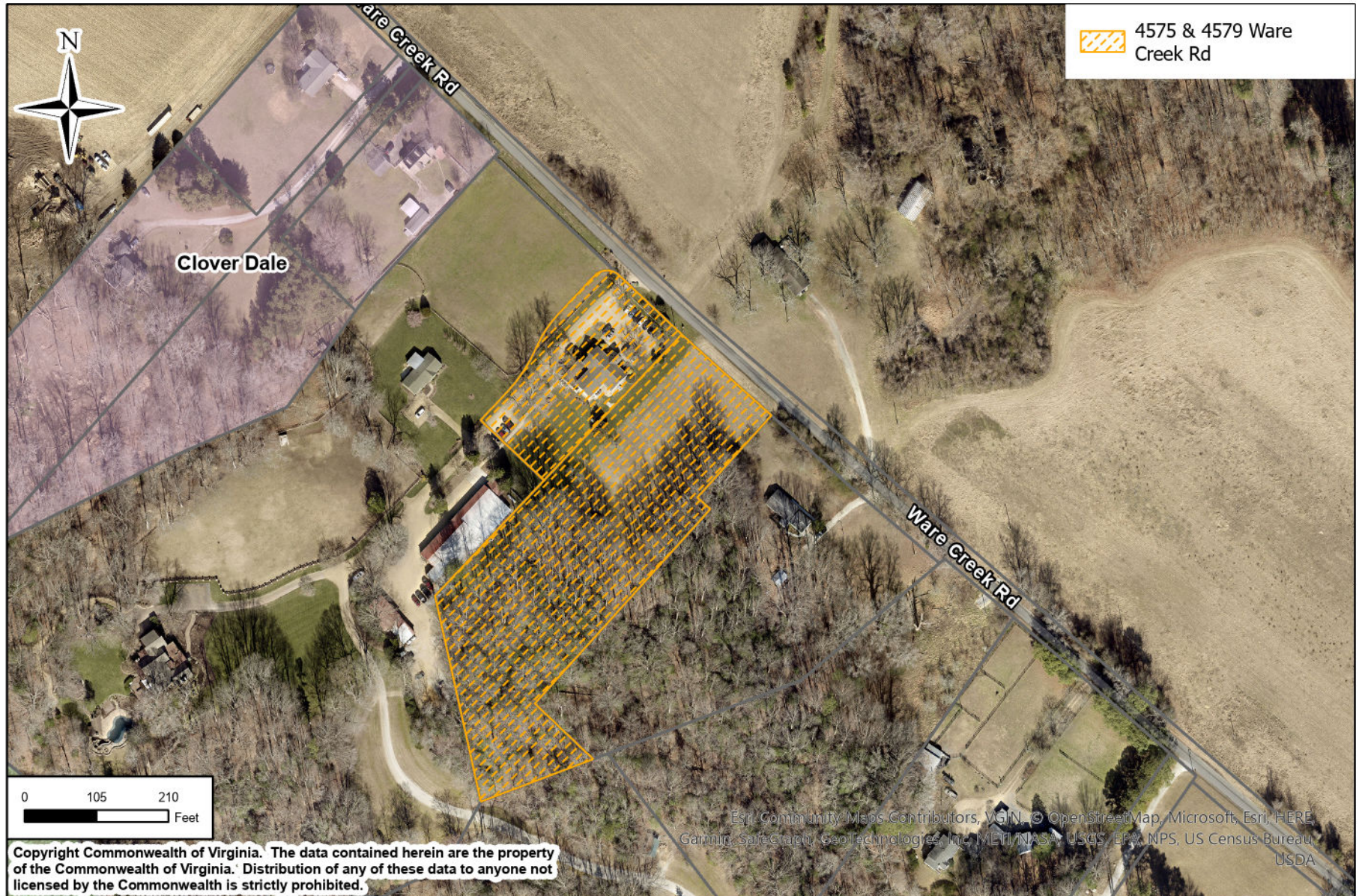
VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
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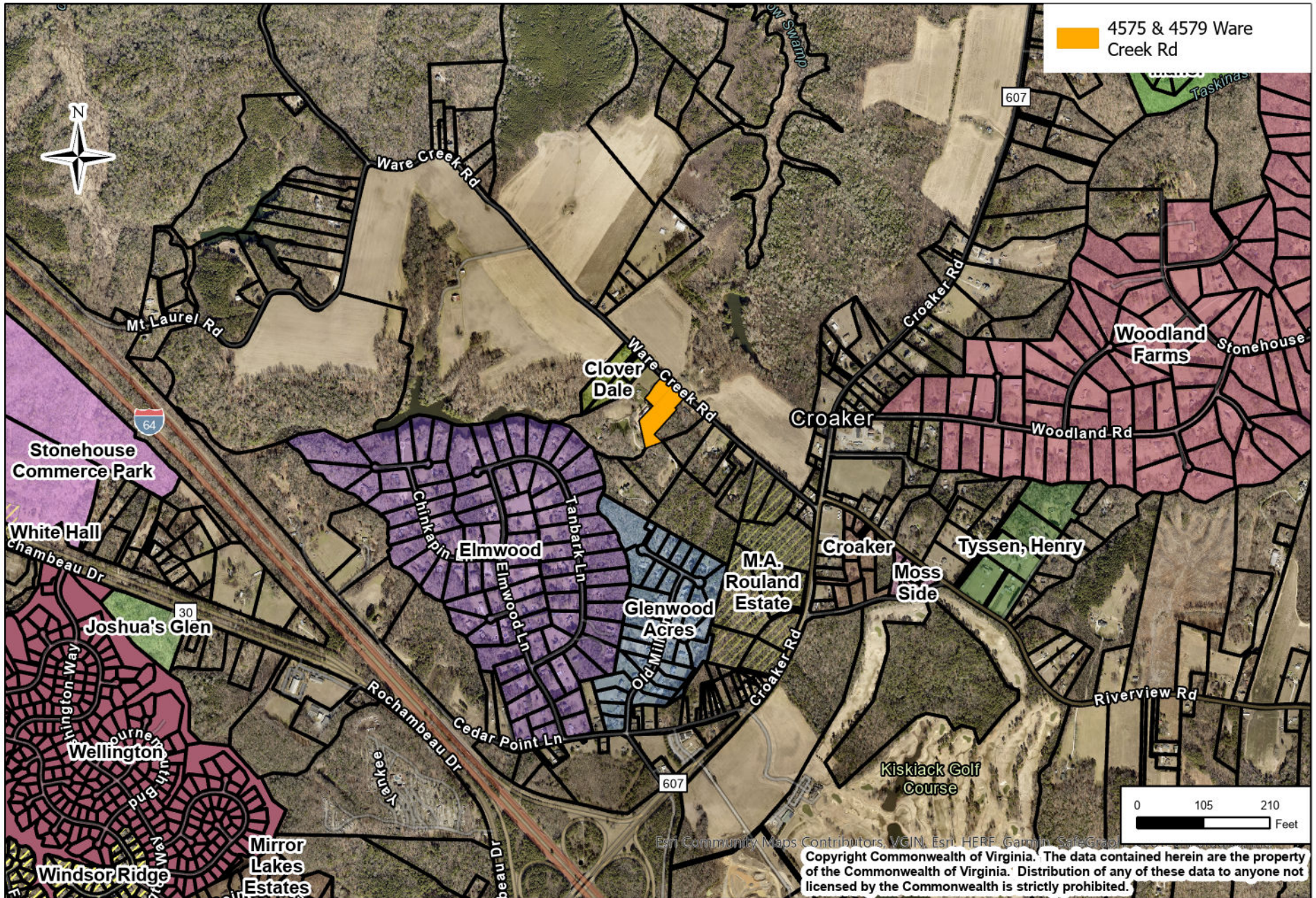
Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

SUP23-15DANiceBldr-res

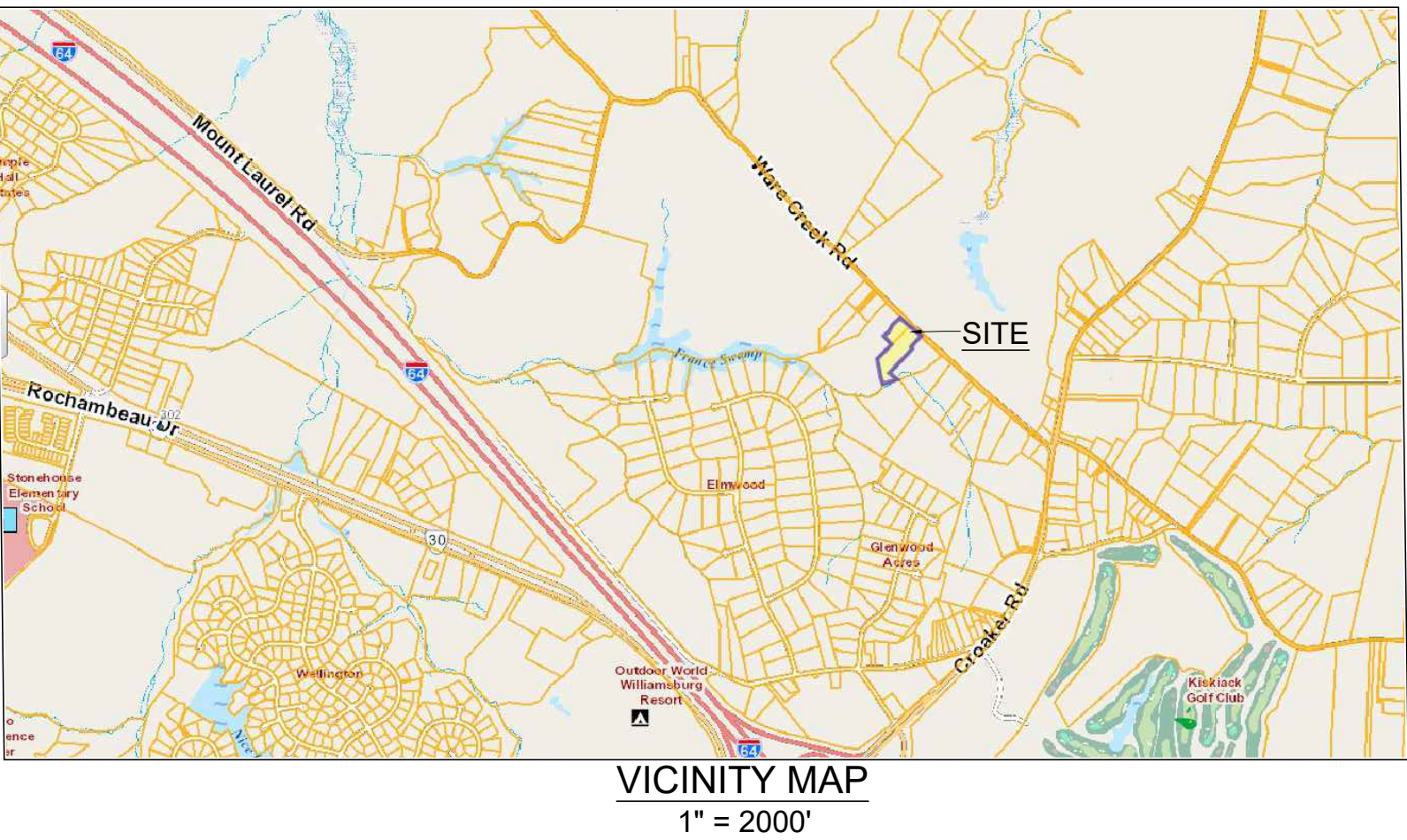
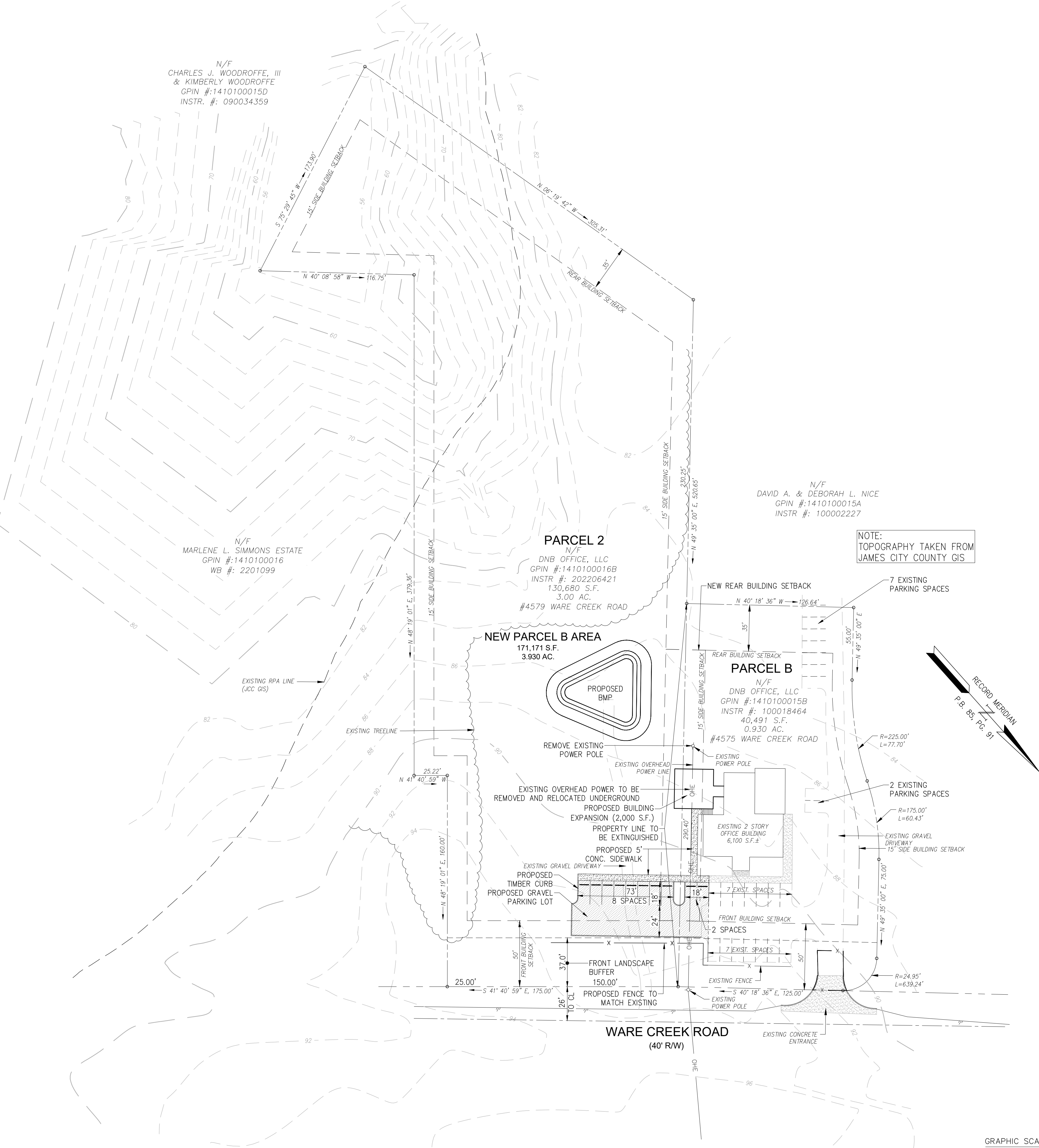
SUP-23-0015 David Nice Builders Office and Parking Lot Expansion



SUP-23-0015 David Nice Builders Office and Parking Lot Expansion



East Community Maps Contributors: VGIN, Esri, HERE, Garmin, SafeGrid
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RIGHT-OF-WAY LANDSCAPE BUFFER NOTE:
PER SECTION 24-98 OF THE JAMES CITY COUNTY ZONING ORDINANCE, A 30' AVERAGE WIDTH SHALL BE PROVIDED. THIS AVERAGE IS CALCULATED BY MULTIPLYING THE [APPLICABLE AVERAGE WIDTH REQUIREMENT (S.F.)] WITH THE [LENGTH OF THE RIGHT-OF-WAY] FRONTAGE.

LENGTH OF RIGHT-OF-WAY FRONTAGE = 325'

EXISTING OPEN SPACE AREA WITH 30' LANDSCAPE BUFFER = 8,386 S.F.

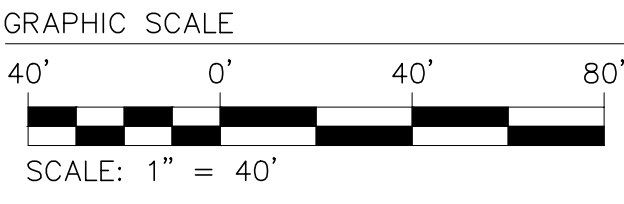
30'x325' = 9,750 S.F.

ADDITIONAL AREA NEEDED TO MEET THE 30' AVERAGE WIDTH = 1,364 S.F.

A 37' FRONT LANDSCAPE BUFFER MEETS THE REQUIREMENTS.

SITE ADDRESS:		4575 & 4579 WARE CREEK ROAD
UTILITIES:		
WATER:	SITE STATISTICS	
SEWER:		PRIVATE
EXISTING SITE AREAS:		
PARCEL B:		40,491 S.F. / 0.929 ACRES
PARCEL 2:		130,680 S.F. / 3.000 ACRES
PROPOSED SITE AREAS:		
PARCEL B:		85,265 S.F. / 1.957 ACRES
PARCEL 2:		85,906 S.F. / 1.972 ACRES
TAX PARCEL #:		
PARCEL B:		1410100015B
PARCEL 2:		1410100016B
CURRENT ZONING:		A-1 (GENERAL AGRICULTURE)
EXISTING USE:		OFFICE
EXISTING IMPERVIOUS AREA:		14,694 S.F. / 0.34 ACRES
PROPOSED IMPERVIOUS AREA:		4,624 S.F. / 0.11 ACRES
TOTAL IMPERVIOUS AREA:		19,318 S.F. / 0.44 ACRES
EXISTING OFFICE BUILDING AREA:		6,100 S.F.
PROPOSED OFFICE BUILDING AREA:		2,000 S.F.
TOTAL OFFICE BUILDING AREA:		8,100 S.F.
REQUIRED PARKING:		33 SPACES (1 SPACE PER 250 S.F. OF OFFICE)
EXIST. PARKING SPACES:		23 SPACES
PROP. NEW PARKING SPACES:		10 SPACES
TOTAL PARKING SPACES:		33 SPACES

- GENERAL NOTES:
- ALL NEW UTILITIES SHALL BE PLACED UNDERGROUND.
 - BUSINESS HOURS ARE FROM 8:00 A.M. TO 5:00 P.M.
 - THERE ARE APPROXIMATELY 20-25 CUSTOMERS/VISITORS THAT VISIT THE PROPERTY PER WEEK
 - THERE ARE NO DELIVERIES TO THIS PROPERTY OUTSIDE OF TYPICAL BUSINESS DELIVERIES.



NO.		DATE	REVISION / COMMENT / NOTE
1		5/18/23	REVISED PER I.C.C. COMMENTS



MASTER PLAN
DAVID A. NICE BUILDERS
OFFICE BUILDING AND PARKING LOT EXPANSION
4575 & 4579 WARE CREEK ROAD

JAMES CITY COUNTY STONEHOUSE DISTRICT VIRGINIA

Scale: 1" = 40'
Date: April 25, 2023
Job Number: 22-428
Designed By: GSW
Sheet Title:
CONCEPTUAL LAYOUT
Sheet Number:
1



Rear Elevation
Scale 1/4" = 1' - 0"



Right Elevation
Scale 1/4" = 1' - 0"

**NOTE: THIS DRAWING IS FOR REFERENCE PURPOSES ONLY. THE ELEVATIONS
ARE SHOWING THE CURRENT CONFIGURATION OF THE BUILDING.**

DRAWINGS PREPARED BY

Mike Suerdieck, Project Coordinator
(757) 566-3032
(757) 566-4686 FAX

PROJECT INFORMATION

Location:
David A. Nice Builders – Conference Room
4571 Ware Creek Road
Williamsburg, VA 23188

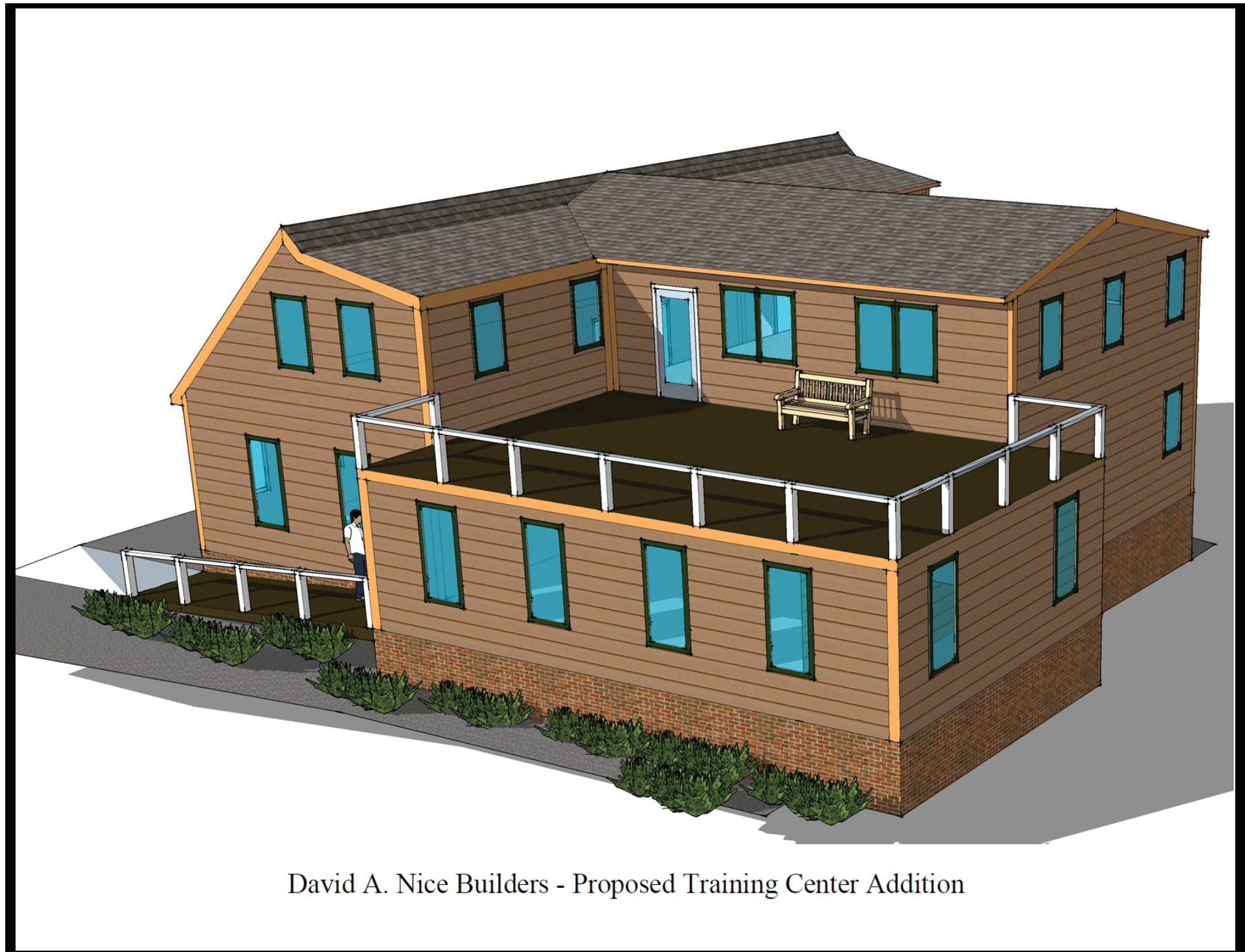
Project Contact:
Mike Suerdieck
(757) 566-3032

Drawing Dates:
4/4/12 – Revised Plans

Sheet:

A2

Ex. Elevations



David A. Nice Builders - Proposed Training Center Addition



David A. Nice Builders - Possible Future Upstairs Addition



May 19, 2023

Mr. Paul Holt
Planning Director
James City County Planning Division
101 Mounts Bay Road – Building A
Williamsburg, Virginia 23187-8784

Re: SUP-23-0015 (Amendment to SUP-0003-2012)
David Nice Builders Office Building and Parking Lot Expansion

Mr. Holt,

The purpose of this Special Use Permit (SUP) is to amend the original SUP (SUP-0003-2012) for the David Nice Building Expansion, approved by the James City County Board of Supervisors on May 8, 2012. The original SUP was for the expansion of the existing office building located at 4575 Ware Road (Parcel ID #1410100015B), owned by DBN Office, LLC, and zoned A1. The approved SUP provided for a building expansion not to exceed 1,700 square feet, for a total building square footage of 6,115 square feet. This SUP proposes an additional 2,000 square feet of building expansion, as well as an expansion of the existing parking lot, with 10 new spaces proposed. This expansion would bring the total office building area to 8,115 square feet, with a total of 33 onsite parking spaces, which would meet the JCC parking requirement of one (1) parking space per 250 s.f. of office space. The existing entrance along Ware Creek Road shall remain and will also serve this expansion with no new entrance proposed.

The purpose of this expansion is to allow the current employees to have more workspace and additional onsite parking for employees and clients. There are approximately 30 existing employees that utilize the office daily. Currently there is no intention of the addition of new employees. The existing building is served by a private well and private septic sewer. There would be minimally increased sanitary sewerage flows generated from this expansion that would require that the existing drainfield to be expanded. Stormwater management requirements for the expansion will be addressed on site.

To facilitate this expansion, it will require a boundary line extinguishment with the adjacent parcel, located at 4579 Ware Creek Road (Parcel ID #1410100016B), also owned by DNB Office, LLC, and zoned A1, to be combined into one parcel (Parcel B) that will total 3.930 acres.

Sincerely,
LandTech Resources, Inc.

Greg Warren
Project Engineer
greg@landtechresources.com

**Unapproved Minutes of the June 7, 2023
Planning Commission Regular Meeting**

SUP-23-0015. David A. Nice Builders Office and Parking Expansion

Ms. Terry Costello, Senior Planner, stated that Mr. Brandon Nice of David A. Nice Builders has applied for a Special Use Permit (SUP) to allow for the expansion of a contractor's office on two parcels located at 4575 & 4579 Ware Creek Road. Ms. Costello stated that the combined acreage of the parcels is 3.93 acres. Ms. Costello further stated that the parcels are zoned A-1, General Agricultural and designated Rural Lands on the 2045 Comprehensive Plan Land Use Map. Ms. Costello stated that a contractor's office and storage is a specially permitted use in the A-1 Zoning District.

Ms. Costello stated that the 2,000 square-foot expansion would bring the existing 6,100 square-foot building to a total of 8,100 square feet. The proposal also includes additional parking spaces. Ms. Costello stated that when the building at 4575 Ware Creek Rd was first used as an office, in 1988, a contractor's office and warehouse was a permitted use in the A-1 District. Ms. Costello further stated that the Zoning Ordinance was amended in 1989 to require an SUP for this use. Ms. Costello stated that the building has been expanded three times, receiving SUPs in 1999, 2003, and 2012.

Ms. Costello stated that per the adopted Comprehensive Plan, retail and other commercial uses are encouraged to be located at planned commercial locations on major thoroughfares inside the PSA; However, certain commercial uses which require very low intensity settings relative to the site in which it will be located may be considered on a case-by-case basis, provided such uses are compatible with the natural and rural character of the area and are in accordance with the Rural Lands Development Standards.

Ms. Costello stated that the current proposal will bring the office use to 8,100 square feet, with 30 employees and customers who visit the site. Ms. Costello stated that typically, office uses of this size and nature are encouraged to be located inside the primary service area. Ms. Costello noted that expansions of this nature may begin to affect the compatibility of this use with the natural and rural character of this area.

Ms. Costello stated that staff finds that the following elements are consistent with the Rural Lands guidance:

- The boundary line extinguishment with the adjacent property would mean that the use is on a larger amount of acreage, more consistent with the guidance regarding low intensity settings.
- Staff finds that the existing office has the appearance of a single-family residential structure which complements the rural character of the area. The expansion will match the materials and colors of the existing structure.

- The tree line will largely remain undisturbed except for any clearing needed for the Best Management Practice, this is noted in Condition No. 9.
- Landscaping will be added to screen the additional parking and structure from Ware Creek Road with Condition No. 8.
- The proposal would not be located in an environmental sensitive area, would not include any new driveways, and will have lighting that complies with Condition No. 5.
- The scale of the use does not necessitate any capacity improvements to Ware Creek Road.

Ms. Costello stated that staff finds that the proposal is compatible with surrounding zoning and development and generally consistent with the 2045 Comprehensive Plan. Ms. Costello further stated that staff recommends the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the attached conditions.

Mr. O'Connor inquired whether the SUP condition limiting the hours of operation was for the office use only or the entire operation of the business.

Ms. Costello stated that the office hours are 8a.m. – 5 p.m., so the SUP condition was set to allow for staff arriving up to a half hour early and leaving up to a half hour later.

Mr. O'Connor inquired whether this would preclude the occasional use outside those hours.

Ms. Costello stated that it would not preclude occasional use outside the stated hours when necessary to meet deadlines.

Mr. Polster opened the Public Hearing.

Mr. Chase Grogg, LandTech Resources, Inc., 205 Bulifant's Boulevard, applicant, addressed the Commission in support of the application.

As no one further wished to speak, Mr. Polster closed the Public Hearing.

Mr. Polster opened the floor for discussion by the Commission.

Mr. O'Connor noted that he was not in favor of limiting the hours of operation when it pertains to construction businesses which may occasionally need to operate at other times to meet deadlines. Mr. O'Connor inquired if the conditions could be modified to ensure that the business could operate when needed.

Mr. Holt stated that this was a staff recommendation, in deference to the adjacent residential uses and maintaining the rural character of the area.

Mr. Haldeman inquired if the applicant was agreeable to the condition.

Mr. Brandon Nice, 4571 Ware Creek Road, owner, stated that currently it is just the office staff at the location. Mr. Nice further stated that the construction equipment is stored at a different location. Mr. Nice stated that while he does not object to the condition, he would prefer not to have the restrictions.

Mr. Krapf inquired if, should the condition limiting hours of operation be removed, a different business could later acquire the property and operate at all hours.

Mr. Holt confirmed that without an SUP condition, a future business could operate at any and all hours.

Mr. Haldeman stated that he believes the SUP condition limiting the hours of operation should not be removed.

Ms. Null made a motion to recommend approval of the application subject to the proposed conditions.

On a roll call vote the Commission voted to recommend approval of SUP-23-0015. David A. Nice Builders Office and Parking Expansion. (6-0)

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: John Risinger, Senior Planner

SUBJECT: Z-23-0003/SUP-23-0013. The Overlook at Rochambeau

ATTACHMENTS:

	Description	Type
▣	Staff Report	Staff Report
▣	1. Ordinance	Ordinance
▣	2. Resolution	Resolution
▣	3. Proposed Proffers	Backup Material
▣	4. Location Map	Backup Material
▣	5. Master Plan	Backup Material
▣	6. Rendered Master Plan	Backup Material
▣	7. Event Venue Architectural Elevations	Backup Material
▣	8. Bridal Cottages Architectural Elevations	Backup Material
▣	9. Community Impact Statement	Backup Material
▣	10. Traffic Impact Analysis	Backup Material
▣	11. Farmland Soil Exhibit	Backup Material
▣	12. Unapproved Minutes of the June 7, 2023, Planning Commission Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/25/2023 - 12:28 PM
Development Management	Holt, Paul	Approved	6/25/2023 - 12:28 PM
Publication Management	Pobiak, Amanda	Approved	6/26/2023 - 8:27 AM
Legal Review	Kinsman, Adam	Approved	6/26/2023 - 9:16 AM
Board Secretary	Saeed, Teresa	Approved	6/29/2023 - 8:23 AM
Board Secretary	Rinehimer, Bradley	Approved	6/29/2023 - 12:10 PM
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:04 AM

**REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing**

SUMMARY FACTS

Applicant: Mr. Howard Price, AES Consulting Engineers on behalf of Ms. Jessica Aiken, Wedding Company of Williamsburg, LLC

Landowners: Ms. Andrea A. Gresham and Mr. Edmond Coridge Braxton Jr.

Proposal: Rezoning from A-1, General Agricultural, to A-1, General Agricultural, with proffers and a Special Use Permit (SUP) to develop an event facility including an 11,105-square-foot event venue building, two 1,284-square-foot accessory cottages, and an outdoor ceremony area with a pavilion.

Location: 4097 Rochambeau Drive

Tax Map/Parcel No.: 1340100008

Project Acreage: ± 15.02

Zoning: A-1, General Agricultural

Comprehensive Plan: Rural Lands

Primary Service Area: Outside (PSA)

Staff Contact: John Risinger, Senior Planner

PUBLIC HEARING DATES

Planning Commission: June 7, 2023, 6:00 p.m.

Board of Supervisors: July 11, 2023, 5:00 p.m.

FACTORS FAVORABLE

1. Staff finds the proposal consistent with the 2045 Comprehensive Plan.
2. Subject to the proposed conditions, staff finds the proposal will not negatively impact surrounding development.
3. Impacts: See Impact Analysis on Pages 6-8.

FACTORS UNFAVORABLE

1. Impacts: See Impact Analysis on Pages 6-8.

PLANNING COMMISSION RECOMMENDATION

At its June 7, 2023, Regular Meeting, the Planning Commission recommended approval of this application with proposed proffers and conditions by a vote of 6-0.

CHANGES MADE SINCE THE PLANNING COMMISSION MEETING

The applicant has slightly adjusted the location of the entrance on the proposed Master Plan approximately 125 feet to the northwest to meet the Virginia Department of Transportation's (VDOT) entrance spacing standards.

Non-substantive edits have been made to the proposed SUP conditions for clarity.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

SUMMARY STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and is generally consistent with the 2045 Comprehensive Plan. Staff recommends the Board of Supervisors approve this application, subject to the proposed proffers and conditions.

PROJECT DESCRIPTION

Mr. Howard Price, AES Consulting Engineers, has applied for a rezoning and SUP on behalf of Ms. Jessica Aiken, Wedding Company of Williamsburg, LLC, to develop a wedding and event venue. The applicant's Community Impact Statement (Attachment No. 9) states that Wedding Company of Williamsburg, LLC, has been operating as a wedding and event planner since 2012 and is pursuing opportunities to develop and operate a permanent wedding and event venue in the Williamsburg area. The submitted application proposes a wedding and event venue including an event building with 11,105 square feet of floor space, two accessory cottages with 1,284 square feet of floor space to be used by the wedding party or event attendees for preparation, an outdoor ceremony area with a pavilion, parking areas, and associated improvements. Including the proposed pavilion and a storage shed, the Master Plan states there would be approximately 14,500 square feet between all structures. The venue would have a maximum capacity of 300 attendees including event staff, caterers, photographers, and vendors. The applicant has also applied to rezone the property from A-1, General Agricultural, to A-1, General Agricultural, with proffers. The voluntary proffers submitted by the application would limit the use of the cottages to be accessory to the event venue and only be used by attendees of the events and prohibit their use as dwelling units or short-term rentals.

Section 24-48 of the Zoning Ordinance defines wedding and event venues as "places of public assembly used primarily as event facilities" and provides performance standards. In the A-1 Zoning District, places of public assembly used primarily as event facilities are permitted by-right if they are in accordance with all the performance standards or require SUPs if not all of the performance standards are met. The proposal meets several of the performance standards, including the minimum parcel size of 10 acres, a maximum capacity of 300 attendees, a 75-foot-wide structural setback from adjacent properties with this setback area maintained as a vegetated buffer, and locating any areas for outdoor amplified sound or music at least 100 feet from adjacent properties. However, the proposal does not meet two of the performance standards. The first is that event facilities shall access roads classified by VDOT as arterial roads. The property has frontage on and access from a segment of Rochambeau Drive which is considered to be a major collector road and thus does not meet this standard. The second is that the placement of the permanent components of a proposed event facility should avoid areas designated by the United States Department of Agriculture (USDA) as prime farmland or farmland of statewide importance. The applicant has provided an exhibit depicting prime farmland and farmland of statewide importance (Attachment No. 11) showing the placement of the structures and parking areas being located in an area where the soil type is considered to be farmland of statewide importance. As these two performance standards are not met, an SUP is required for the proposed facility.

Additionally, a commercial SUP is required in accordance with Section 24-11 of the Zoning Ordinance to allow for a commercial building or group of buildings with more than 10,000 square feet of floor area, and for a commercial building or group of buildings that would be expected to generate a total of 100 or more additional peak hour trips to and from the site during the peak hour of the operation.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

The property is currently undeveloped and wooded. Based on historical aerial imagery, the property appears to have been timbered between 2005 and 2013. In accordance with the performance standards, Master Plan, and proposed SUP conditions (Attachment No. 2), an undisturbed vegetated buffer 75 feet in width would be maintained around the perimeter of the property and supplemented where necessary. The property includes significant nondevelopable areas, including the Resource Protection Area (RPA) and steep slopes, which also limit the area to be developed and preserve existing vegetation.

In accordance with the performance standards, the areas where amplified sound and music may be played outdoors are over 100 feet from the nearest property line. The outdoor ceremony is approximately 120 feet from the nearest property line and the covered pavilion and patio of the event building are over 200 feet from the nearest property line. In addition, the performance standards and the County's Noise Ordinance prohibit any activities which generate sounds crossing property lines between the hours of 11 p.m. and 7 a.m. The proposed SUP conditions would limit the hours of operation, including the arrival and departure of attendees, from 9 a.m. to 11 p.m.

The proposed layout includes 100 parking spaces for event attendees. The Zoning Ordinance requires a minimum of 60 spaces and a maximum of 72 spaces for an event venue with a capacity of 300 attendees and a minimum of two spaces and maximum of three spaces for each cottage. The applicant has requested a waiver to exceed the maximum parking limit to meet the parking demand for weddings and events. Based on a preliminary review, staff is generally supportive of the request.

The property takes access from a segment of Rochambeau Drive where the westbound and eastbound lanes are separated by a median. As a result, the proposed entrance would be a right-in-right-out

entrance. There is an existing median break approximately 500 feet to the northwest of the proposed entrance where westbound traffic would be able to turn onto the eastbound lanes to access the property. Vehicles leaving the property would need to travel eastbound on Rochambeau Drive to the intersection with Croaker Road. There are no median breaks to the east of the proposed entrance so vehicles would not be able to access the westbound lanes of Rochambeau Drive.

Proposed developments which generate 100 or more additional vehicle trips are required to submit a Traffic Impact Analysis (TIA). The TIA submitted with this application analyzed the existing P.M. peak hour traffic at the existing median break. As the existing A.M. peak hour traffic was not analyzed in the TIA, staff has proposed an SUP condition to limit the hours of operation for the event venue, including arrival and departure of attendees, to be limited to 9 a.m. to 11 p.m. These hours are outside of the A.M. peak hour traffic which is considered to be from 7 a.m. to 9 a.m.

The TIA stated that 149 peak hour trips would be generated to and from the property before and after an event is held. The TIA assumed that 70% of trips to the property would be from the westbound lanes of Rochambeau Drive coming from Croaker Road while 30% of trips to the property would be from the eastbound lanes of Rochambeau Drive coming from the Route 60 and Route 30 intersection at Anderson's Corner. Based on this trip distribution, the TIA concluded that turn lane warrants would be met for a left-turn lane on westbound Rochambeau Drive at the existing median break and for a right-turn lane on eastbound Rochambeau Drive at the proposed entrance.

The current Level of Service (LOS) at the existing median break is LOS A on the westbound approach and LOS B on the eastbound approach. The TIA projects the 2025 conditions in a "no-build" scenario where the proposed development is not constructed. In that

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REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

scenario, the westbound approach remains LOS A and the eastbound approach remains LOS B. The projected 2025 conditions with the construction of the event venue shows that the LOS of the westbound approach would decrease to LOS B while the eastbound approach would remain at LOS B.

Rochambeau Drive Median Break LOS - P.M. Peak Hour	2023 Existing Conditions	Projected 2025 ("No-build")	Projected 2025 with The Overlook at Rochambeau ("Build")
	LOS	LOS	LOS
Eastbound Rochambeau Drive	B	B	B
Westbound Rochambeau Drive	A	A	B

In accordance with the Traffic Impact Analysis Submittal Requirements Policy, a TIA will pass the Adequate Transportation Facilities Test if:

- No off-site improvements are required by the TIA that is approved by both the Planning Director and VDOT; or
- All off-site improvements recommended by a TIA that are approved by both the Planning Director and VDOT are guaranteed in a form approved by the Planning Director and the County Attorney.

Subject to the proposed SUP conditions, the warranted turn lanes would be required to be guaranteed in a form acceptable to the County Attorney prior to final site plan approval and installed prior to the

issuance of a Certificate of Occupancy (CO) for the structures on the property.

VDOT initially reviewed the application and TIA and provided comments stating that the entrance should be aligned with a median break between the westbound and eastbound lanes of Rochambeau Drive with shared access for adjacent properties. Additionally, VDOT has expressed concerns regarding the potential for vehicles leaving the property making illegal U-turns where Rochambeau Drive converges into a two-lane road in order to travel westbound. As discussed during the Planning Commission meeting, VDOT has updated its analysis to find the proposed entrance on the Master Plan acceptable.

However, to partially mitigate concerns regarding illegal U-turns, staff has proposed an SUP condition to require that signage indicating that U-turns are prohibited shall be installed where Rochambeau Drive converges into a two-lane road subject to the review and approval of VDOT.

PLANNING AND ZONING HISTORY

- In 1996, three acres of the property were subdivided to create a new parcel currently addressed as 4085 Rochambeau Drive. This parcel remains undeveloped.

SURROUNDING ZONING AND DEVELOPMENT

- Properties along this portion of Rochambeau Drive are zoned A-1, General Agricultural, designated Rural Lands on the 2045 Comprehensive Plan Land Use Map, and located outside the PSA. Development in this area includes single-family residential development outside of subdivisions, a church, and a retail garden store.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

- The properties to the south are zoned R-1, Limited Residential, and R-8, Rural Residential, designated Low Density Residential on the 2045 Comprehensive Plan Land Use Map, and located inside the PSA. Development on these properties is comprised of residential subdivisions.
- The properties to the east are zoned A-1, General Agricultural, R-1, Limited Residential, and B-1, General Business, designated Mixed Use on the 2045 Comprehensive Plan Land Use Map, and located inside the PSA. Development on these properties include an RV campground.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Public Transportation: Vehicular</u>	<u>Mitigated</u>	- This segment of Rochambeau Drive is a major collector road. - The development would have a right-in-right-out entrance on the eastbound lanes of Rochambeau Drive. Vehicles accessing the property from the westbound lane of Rochambeau Drive would turn left at an existing median break approximately 500 feet to the northwest of the proposed entrance to the property. Vehicles leaving the property would have to travel eastbound on Rochambeau Drive to Croaker Road. - As shown in the TIA (Attachment No. 10), a total of 149 trips are expected to be generated before and after events. - Condition No. 4 requires the improvements identified in the TIA to be bonded prior to final site plan approval and installed prior to the issuance of a CO. The proposed improvements include a turn lane and taper on the westbound lanes of Rochambeau Drive at the existing median break and a turn lane and taper on the eastbound lanes of Rochambeau Drive into the proposed entrance to the property. - The application passes the Adequate Transportation Facilities Test in the Traffic Impact Analysis Submittal Requirements Policy. - VDOT has expressed concerns regarding the potential for vehicles leaving the property making illegal U-turns where Rochambeau Drive converges into a two-lane road in order to travel westbound. - Condition No. 5 requires signage be installed where Rochambeau Drive converges into a two-lane road to indicate that U-turns are prohibited subject to the review and approval of VDOT.
<u>Public Transportation: Bicycle/Pedestrian</u>	<u>No Mitigation Required</u>	- Per the Pedestrian Accommodations Master Plan, a multiuse path is required along the property's frontage with Rochambeau Drive. This will be reviewed during the development plan stage.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Public Safety</u>	<u>No Mitigation Required</u>	- Fire Station 1 on Forge Road serves this area of the County, approximately 3.3 miles from the property. - The Fire Department reviewed the proposal and recommended approval of the application. - Staff finds this project does not generate impacts that require mitigation to the County's Fire Department facilities or services. - Condition No. 11 requires fencing to be installed around steep slopes and stormwater management facilities for safety.
<u>Public Schools</u>	<u>No Mitigation Required</u>	- With the voluntary proffers, the proposal is not expected to generate impacts to public schools.
<u>Public Parks and Recreation</u>	<u>No Mitigation Required</u>	- With the voluntary proffers, the proposal is not expected to generate impacts to public parks and recreation.
<u>Public Libraries and Cultural Centers</u>	<u>No Mitigation Required</u>	- With the voluntary proffers, the proposal is not expected to generate impacts to public libraries and cultural centers.
<u>Groundwater and Drinking Water Resources</u>	<u>No Mitigation Required</u>	- The property does not receive public water and sewer. The Virginia Department of Health will review the design of well and septic facilities during the development plan stage.
<u>Watersheds, Streams, and Reservoirs</u> Project is located in the Ware Creek Watershed.	<u>Mitigated</u>	- The Master Plan shows a conceptual layout for stormwater management facilities. - The Stormwater and Resource Protection Division reviewed the proposal and provided Condition Nos. 12-14 to ensure that the design of stormwater management facilities adequately addresses stormwater impacts of the development.
<u>Cultural/Historic</u>	<u>No Mitigation Required</u>	- Per Section 24-145 of the Zoning Ordinance, an archaeological study and natural resource inventory will be required at the development plan stage.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

Impacts/Potentially Unfavorable Conditions	Status <i>(No Mitigation Required/Mitigated/Not Fully Mitigated)</i>	Considerations/Proposed Mitigation of Potentially Unfavorable Conditions
<u>Nearby and Surrounding Properties</u>	<u>Mitigated</u>	- Condition No. 7 requires a vegetated buffer 75 feet in width along the perimeter of the property. - Condition No. 8 prohibits lighting from crossing property lines as well as limiting the height of light poles. - Condition No. 9 limits the proposed development to one freestanding sign with design similar to the architecture of the buildings.
<u>Community Character</u>	<u>No Mitigation Required</u>	- The property is not located along a Community Character Corridor or inside a Community Character Area. - Condition No. 6 requires the proposed structures to adhere to the submitted architectural elevations. - Condition No. 10 requires dumpsters, HVAC, and mechanical units to be screened.
<u>Covenants and Restrictions</u>	<u>No Mitigation Required</u>	- The applicant has verified that he is not aware of any covenants or restrictions on the property that prohibit the proposed use.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

2045 COMPREHENSIVE PLAN

The site is designated Rural Lands on the 2045 Comprehensive Plan Land Use Map. Recommended uses include agricultural and forestal activities, agri-tourism, rural-support businesses, and certain commercial uses which require very low intensity settings. The Rural Lands Development Standards have the following guidance.

Uses in Rural Lands should reflect and enhance the rural character of the County. Particular attention should be given to the following:

- Locating structures and uses outside of sensitive areas.

The proposed structures and improvements are located outside of the RPA and areas of steep slopes.

- Maintaining existing topography, vegetation, trees, and tree lines to the maximum extent possible, especially along roads and between uses.

The proposed improvements are generally within an area of the property which was previously timbered. Based on historical aerial images, the timbering activity occurred between 2005 and 2013. An undisturbed vegetated buffer 75 feet in width will be required along the perimeter of the property with adjacent uses.

- Discouraging development on farmland, open fields, scenic roadside vistas, and other important agricultural/forestal soils and resources.

The proposed improvements are located in a portion of the property which is designated as "farmlands of statewide importance" by the USDA as shown on Attachment No. 11. Staff notes that the topography of the property, including steep slopes, are not conducive to agricultural operations.

- Encouraging enhanced landscaping to screen structures located in open fields using a natural appearance or one that resembles traditional hedgerows and windbreaks.

The proposed improvements are not located in an open field.

- Locating new driveways or service roads so that they follow existing contours and old roadway corridors whenever feasible.

Site access is proposed where there are less significant contours.

- Generally limiting the height of structures to an elevation below the height of surrounding mature trees and scaling buildings to be compatible with the character of the existing community.

The Master Plan states that the proposed event building is 30 feet in height, the proposed cottages are 22 feet in height, and the proposed pavilion is 20 feet in height. The application includes architectural elevations for the event building and cottages (Attachment Nos. 7 and 8). The proposed SUP conditions will require the final building design to be consistent with the architectural elevations. Further, the size and scale of the proposed event building is similar to the size and scale of the adjacent church.

- Minimizing the number of street and driveway intersections along the main road by providing common driveways.

The proposed master plan utilizes only one entrance along Rochambeau Drive.

- Utilizing lighting only where necessary and in a manner that eliminates glare and brightness.

The proposed conditions restrict the permitted height of light poles and prohibit light trespass across property lines.

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

REZONING-23-0003/SPECIAL USE PERMIT-23-0013. The Overlook at Rochambeau
Staff Report for the July 11, 2023, Board of Supervisors Public Hearing

STAFF RECOMMENDATION

Staff finds that the proposal is compatible with surrounding zoning and development and is generally consistent with the 2045 Comprehensive Plan. Staff recommends that the Board of Supervisors approve the proposed rezoning and SUP application, subject to the proposed proffers and conditions.

JR/ap
RZ23-3SUP23-13_Ovrk

Attachments:

1. Ordinance
2. Resolution
3. Proposed Proffers
4. Location Map
5. Master Plan
6. Rendered Master Plan
7. Event Venue Architectural Elevations
8. Bridal Cottages Architectural Elevations
9. Community Impact Statement
10. Traffic Impact Analysis
11. Farmland Soil Exhibit
12. Unapproved Minutes of the June 7, 2023, Planning Commission Regular Meeting

This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING DISTRICT MAPS OF JAMES CITY COUNTY, VIRGINIA, TO REZONE APPROXIMATELY 14.55 ACRES LOCATED AT 4097 ROCHAMBEAU DRIVE (COUNTY TAX MAP NO. 1340100008) FROM A-1, GENERAL AGRICULTURAL, TO A-1, GENERAL AGRICULTURAL, WITH PROFFERS AS DESCRIBED IN CASE NO. Z-23-0003.

WHEREAS, Mr. Howard Price of AES Consulting Engineers has applied on behalf of Ms. Jessica Aiken of The Wedding Company of Williamsburg, LLC, to rezone approximately 14.55 acres from A-1, General Agricultural, to A-1, General Agricultural, with proffers; and

WHEREAS, the property proposed to be rezoned is located at 4097 Rochambeau Drive and further identified as James City County Tax Map Parcel No. 1340100008, and is owned by Ms. Andrea A. Gresham and Mr. Edmond Coridge Braxton Jr.; and

WHEREAS, the Planning Commission of James City County, Virginia, following its public hearing on June 7, 2023, recommended approval of Case No. Z-23-0003 by a vote of 6-0; and

WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing conducted on Case No. Z-23-0003; and

WHEREAS, the Board of Supervisors of James City County, Virginia, finds Case No. Z-23-0003 to be required by public necessity, convenience, general welfare, and good zoning practice.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of James City County, Virginia, that Case No. Z-23-0003 is hereby approved as described therein and the voluntary proffers are accepted.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

SADLER
ICENHOUR
MCGLENNON
LARSON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

RESOLUTION

CASE NO. SUP-23-0013. THE OVERLOOK AT ROCHAMBEAU

WHEREAS, the Board of Supervisors of James City County, Virginia, has adopted by Ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and

WHEREAS, Mr. Howard Price of AES Consulting Engineers, on behalf of Ms. Jessica Aiken of The Wedding Company of Williamsburg, LLC, has applied for an SUP to allow for the construction of a place of public assembly used primarily as an event facility, including commercial buildings or groups of buildings that exceed 10,000 square feet of floor area pursuant to James City County Code (“County Code”) Section 24-11(a)(2), and commercial buildings or groups of buildings, not including office uses, which generate, or would be expected to generate, a total of 100 or more additional trips to and from the site during the peak hour of the operation pursuant to County Code Section 24-11(a)(3) (the “Project”), on a property located at 4097 Rochambeau Drive and further identified as James City County Tax Map Parcel No. 1340100008 (the “Property”), as shown on a plan titled “Rezoning and Special Use Permit The Overlook at Rochambeau for Wedding Company of Williamsburg” and dated March 22, 2023, and revised May 19, 2023; and

WHEREAS, the Property is currently owned by Ms. Andrea A. Gresham and Mr. Edmond Coridge Braxton Jr.; and

WHEREAS, the Planning Commission, following its public hearing on June 7, 2023, recommended approval of Case No. SUP-23-0013 by a vote of 6-0; and

WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing conducted on Case No. SUP-23-0013; and

WHEREAS, the Board of Supervisors of James City County, Virginia, finds this use to be consistent with good zoning practices and the 2045 Comprehensive Plan Land Use Map designation for the Property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, after consideration of the factors in Section 24-9 of the James City County Code, does hereby approve the issuance of Case No. SUP-23-0013 as described herein with the following conditions:

1. Master Plan. This SUP shall be valid for the construction of a place of public assembly used primarily as an event facility, including commercial buildings or groups of buildings that exceed 10,000 square feet of floor area pursuant to James City County Code (“County Code”) Section 24-11(a)(2), and commercial buildings or groups of buildings, not including office uses, which generate, or would be expected to generate, a total of 100 or more additional trips to and from the site during the peak hour of the operation pursuant to County Code Section 24-11(a)(3) (the “Project”), on property located at 4097 Rochambeau Drive and further identified as James City County Real Estate Tax Map Parcel No. 1340100008 (the “Property”). The Property shall be developed substantially in accordance with the Master Plan titled “Rezoning and Special Use Permit The Overlook at Rochambeau for Wedding Company of Williamsburg” prepared by AES Consulting Engineers, dated March 22, 2023, and revised May 19, 2023 (the “Master Plan”), with any deviations considered per Section 24-23(a)(2) of the County Code, as amended.

2. Maximum Number of Attendees. A maximum number of 300 attendees may be on the Property at any given time, including but not limited to, any event staff, caterers, photographers, and vendors.
3. Hours of Operation. Events held on the Property, including the arrival and departure of event attendees, shall be limited from 9 a.m. to 11 p.m. This condition is not intended to restrict the hours used for setup and cleanup by event staff, caterers, photographers, and vendors.
4. Traffic Impacts. Prior to final site plan approval, all recommended improvements and mitigation measures listed within the Traffic Impact Analysis titled “Traffic Impact Analysis Rochambeau Drive Wedding Venue” prepared by Gorove Slade, sealed May 24, 2023, shall be guaranteed in a manner acceptable to the County Attorney. All recommended improvements and mitigation measures shall be installed prior to the issuance of any Certificate of Occupancy (CO) for the Project.
5. Traffic Signage. Subject to the review and approval of the Virginia Department of Transportation (VDOT), signage indicating that U-turns are prohibited shall be installed along eastbound Rochambeau Drive where Rochambeau Drive becomes a two-lane road approximately 900 feet southeast of the Property. If approved by VDOT, such signage shall be shown on the site plan for the Project prior to final site plan approval and installed prior to the issuance of any CO for the Project.
6. Architectural Review. The design and materials for the event building shown on the Master Plan shall be consistent with the architectural elevations titled, “Rochambeau Drive Event Venue” prepared by Guernsey Tingle and dated March 17, 2023. The design and materials for the cottages shown on the Master Plan shall be consistent with the architectural elevations titled, “Rochambeau Drive Bridal Cottages” prepared by Guernsey Tingle and dated March 17, 2023. The site plan shall include the final architectural design for the event building and cottages including general elevations of the buildings, as well as the view of the buildings for all sides. Prior to final site plan approval, the Planning Director or designee shall review and approve the final architectural design of the event building and cottages to ensure consistency with the architectural elevations. In the event the Planning Director disapproves, the applicant may appeal the decision of the Planning Director to the Development Review Committee, which shall forward a recommendation to the Planning Commission.
7. Landscape Buffer. A vegetated buffer 75 feet in width shall be provided around the perimeter of the Property as shown on the Master Plan. The buffer shall remain undisturbed except for permitted breaks in accordance with Section 24-98(f)(1) of the County Code. Existing vegetation shall be supplemented where necessary to meet the requirements of Section 24-96 of the County Code, except that the required percentage of evergreen trees and shrubs shall be increased from 35% to at least 45%. As part of the site plan for the Project, a landscape plan including an inventory of existing vegetation in the vegetated buffer shall be submitted to the Planning Director or designee for review and approval prior to final site plan approval.

8. Lighting. All new exterior light fixtures on the Property, including new building lighting, shall have recessed fixtures with no lens, bulb, or globe extending below the casing. All new light poles shall not exceed 20 feet in height from finished grade. No light trespass, defined as 0.1-foot-candle or higher, shall extend across any property line. A lighting plan shall be approved by the Planning Director or designee prior to final site plan approval.
9. Signage. The Property shall be allowed one exterior freestanding sign. The freestanding sign shall be externally illuminated, monument style, not to exceed 8 feet in height and have a base of masonry or other materials similar in type and color with the architecture of the Project. The Planning Director or designee shall approve the design of the sign prior to final site plan approval and prior to any subsequent sign modifications.
10. Screening of Site Features. All dumpsters and roof and ground-mounted HVAC and mechanical units located on the Property shall be screened by an enclosure composed of masonry, closed cell PVC, prefinished metal, or cementitious panels, in detail and colors to blend with adjacent building materials. Such features and enclosures shall be shown on the site plan and shall be reviewed and approved by the Planning Director or designee for consistency with this condition prior to final site plan approval.
11. Fencing. Fencing shall be provided around any areas accessible to event attendees which are adjacent to steep slopes for public safety as determined by the Planning Director or designee. Fencing shall also be provided around any stormwater management facilities for public safety. No chain-link fencing shall be permitted on the property. All permanent fencing shall be shown on the site plan for the Project and shall include a detail showing the proposed height, building material, and color. The proposed fencing shall be reviewed and approved by the Planning Director or designee for consistency with this condition prior to final site plan approval.
12. Off-site Nutrient Credit Purchase Prohibited. The purchase of off-site nutrient credits for the treatment of water quality shall be prohibited.
13. Impervious Cover Capture. All stormwater runoff resulting from impervious cover on the Property associated with the Project shall be captured and conveyed to on-site stormwater management facilities.
14. Special Stormwater Criteria. If Special Stormwater Criteria (SSC) measures are proposed for the Project, specific SSC measures may be deemed unsuitable for the type of development as determined by the Director of Stormwater and Resource Protection or designee.
15. Commencement. If construction of the Project has not commenced within 36 months from the date of adoption of this SUP, the SUP shall become void. Construction shall be defined as obtaining permits for building construction and installation of footings and/or foundations for the event building shown on the Master Plan.
16. Severance Clause. This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

SADLER
ICENHOUR
MCGLENNON
LARSON
HIPPLE

VOTES

AYE NAY ABSTAIN ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 11th day of July, 2023.

RZ23-3SUP23-13_Ovr1k-res

Tax Parcel: 1340100008

Prepared By: Vernon M. Geddy, III, Esquire (VSB No: 21902)
Geddy, Harris, Franck & Hickman
1177 Jamestown Road
Williamsburg, VA 2318

PROFFERS

THESE PROFFERS are made this 28 day of June, 2023 by ANDREA A. GRESHAM and EDMOND C. BRAXTON, JR. (together with their successors in title and assigns, the "Owner") and Wedding Co. of Williamsburg, LLC, a Virginia limited liability company ("Applicant").

RECITALS

A. Owner is the owner of a parcel of land located in James City County, Virginia, with an address of 4097 Rochambeau Drive and being Tax Parcel No. 1340100008, containing 14.55± acres and being more particularly described on Schedule A hereto (the "Property").

B. The Property is now zoned A-1. Applicant, with the consent of Owner, has applied to rezone the Property from A-1 to A-1, with proffers, and for a Special Use Permit to use the Property as an event facility.

C. Wedding Co. of Williamsburg, LLC has contracted to purchase the Property contingent upon approval of the requested special use permit and rezoning. Upon taking title to the Property, Wedding Co. of Williamsburg, LLC shall be an "Owner" as defined herein.

D. Applicant has submitted to the County a master plan entitled "SPECIAL USE PERMIT FOR THE OVERLOOK AT ROCHAMBEAU" prepared by AES Consulting

Engineers dated March 22, 2023 (the "Master Plan") for the Property in accordance with the County Zoning Ordinance.

E. Owner desires to offer to the County certain conditions on the development of the Property not generally applicable to land zoned A-1 in the form of the following Proffers.

NOW, THEREFORE, for and in consideration of the approval of the requested rezoning, and pursuant to Section 15.2-2303 of the Code of Virginia, 1950, as amended, and the County Zoning Ordinance, Owner agrees that it shall meet and comply with the following condition in developing the Property. If the requested rezoning is not granted by the County, these Proffers shall be null and void.

CONDITION

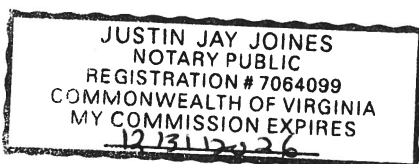
1. Limitation on Use of Cottages. The cottages shown on the Master Plan located on the Property shall be used solely as an accessory use to the primary use of the Property as an event venue, may be occupied only by those attending an event on the Property and shall not be used as a dwelling unit or as a short-term rental to members of the general public not attending an event on the Property.

WITNESS the following signatures.

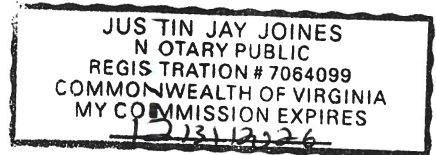
Andrea A. Gresham
Andrea A. Gresham

STATE OF Virginia
CITY/COUNTY OF James City

The foregoing instrument was acknowledged before me this 28 day of June, 2023, by Andrea A. Gresham.



Justin Jay Joines



Justin Jay Joines
NOTARY PUBLIC

My Commission Expires: 12/31/2026
Notary Registration No. 7064099

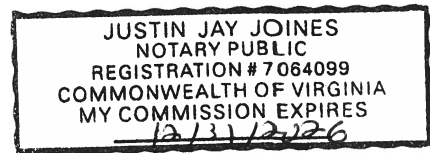
Edmond C. Braxton, Jr.
Edmond C. Braxton, Jr.

STATE OF Virginia
CITY/COUNTY OF James City

The foregoing instrument was acknowledged before me this 28 day of June, 2023, by Edmond C. Braxton, Jr.

Justin Jay Joines
NOTARY PUBLIC

My Commission Expires: 12/31/2026
Notary Registration No. 7064099



WEDDING CO. OF WILLIAMSBURG, LLC

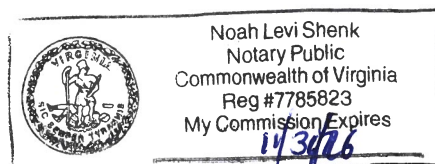
By: Jessica Aiken
Title: Owner

STATE OF Virginia
CITY/COUNTY OF James City

The foregoing instrument was acknowledged before me this 28th day of June, 2023, by Jessica Aiken, as Owner of Wedding Co. of Williamsburg, LLC, a Virginia limited liability company, on behalf of the company.

Noah Levi Shenk
NOTARY PUBLIC

My Commission Expires: 11/30/26
Notary Registration No. 7785823



Schedule A

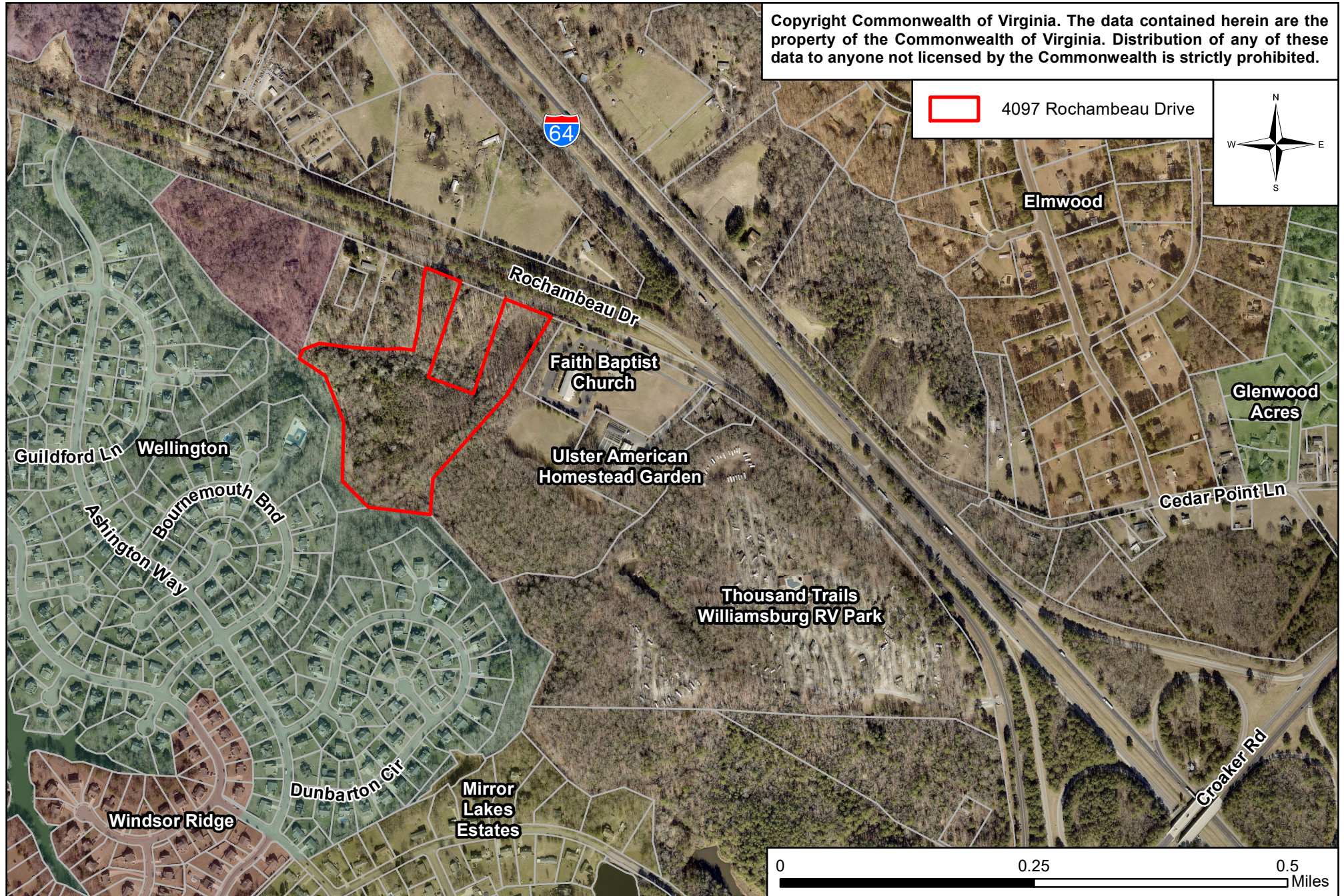
ALL of a certain tract of land, situate in the County of James City, Virginia, the same being a part of the H J. Bowles tract, which '1s shown and designated as 17.55 acres on a certain plat entitled, "SARAH BRAXTON PLAT OF SURVEY, 17 55 ACRES ON ROUTE 168 1N JAMES CITY COUNTY, VIRGINIA," dated December 1, 1962, and recorded in the Clerk's Office of Williamsburg/James City County Circuit Court in Plat Book 22, page 52, and more fully described as follows: beginning at an oak on Breitling Academy Road (north side) at Moore and Braxton's corner boundary; thence a northerly course along Moore and Braxton's line to the Niani Swamp; thence with a continuous line, westerly, along said swamp, to Ferguson's line; thence along Ferguson's line, a southerly course to Breitling Academy Road, to a brim oak; thence an easterly course along said Breitling Academy Road to the point of beginning, containing twenty acres, more or less.

LESS AND EXCEPT all that certain lot, piece, or parcel of land situate in James City County, Virginia, shown and designated as Parcel A on a certain plat entitled, "A PLAT OF SURVEY, PARCEL A, 3.00 ACRES, A PORTION OF THE PROPERTY OF SOUTHERLY BRAXTON ESTATE, STONEHOUSE DISTRICT, JAMES CITY COUNTY, VIRGINIA," dated February 23, 1996, made by The Woodson Company, and recorded in the aforesaid Clerk's Office in Deed Book 781, page 130, which was conveyed from Octavia Fenton Braxton, the grantor, to Odessa L. Braxton and Trenton D. Strong, Sr. by deed dated March 26, 1996, and recorded in the aforesaid Clerk's Office in Deed Book 781, page 127.

JCC Z-23-0003/SUP-23-0013, The Overlook at Rochambeau



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REZONING & SPECIAL USE PERMIT

For

THE OVERLOOK AT ROCHAMBEAU

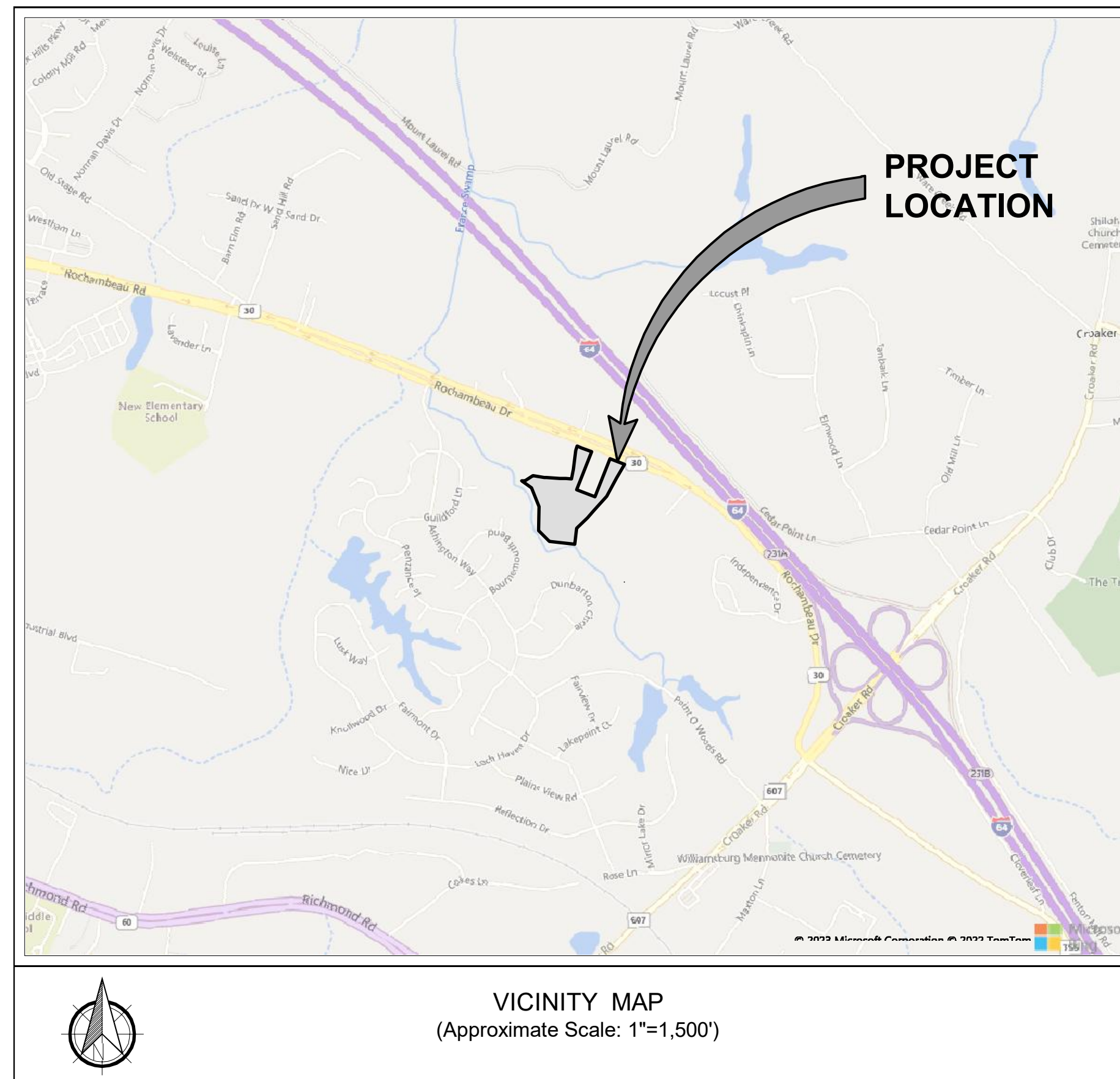
Stonehouse District

James City County

Virginia

SITE DATA:

PARCEL ID (PIN): 1340100008
OWNER'S NAME: GRESHAM, ANDREA A & BRAXTON, EDMOND CORIDGE JR
SITE ADDRESS: 4097 ROCHAMBEAU DR.; WILLIAMSBURG, VA 23188
EX. ZONING: A1 (GENERAL AGRICULTURE)
PROP. ZONING: A1 (WITH PROFFERS)
SITE AREA: 15.02± AC
PROPOSED LAND USE: EVENT VENUE



County Project No.: Z-23-0003 / SUP-23-0013
Original Submittal Date: 03/22/2023

INDEX OF SHEETS

SHEET NO.	SHEET DESCRIPTION
SUP-01	COVER SHEET
SUP-02	ENVIRONMENTAL INVENTORY
SUP-03	MASTER PLAN

DEVELOPER INFORMATION:

WEDDING COMPANY OF WILLIAMSBURG
CONTACT: MRS. JESSICA AIKEN
PHONE NO.: (757) 719-0108
EMAIL: jessica@weddingcoofwilliamsburg.com

Rev.	Date	Description	Revised By
01	03/19/2023	REVISED PER STAFF COMMENTS	JAB

4120 Cox Road, Suite D
Glen Allen, Virginia 23060
Phone: (804) 330-8040
Fax: (804) 330-8640
www.aesva.com

AES
CONSULTING ENGINEERS

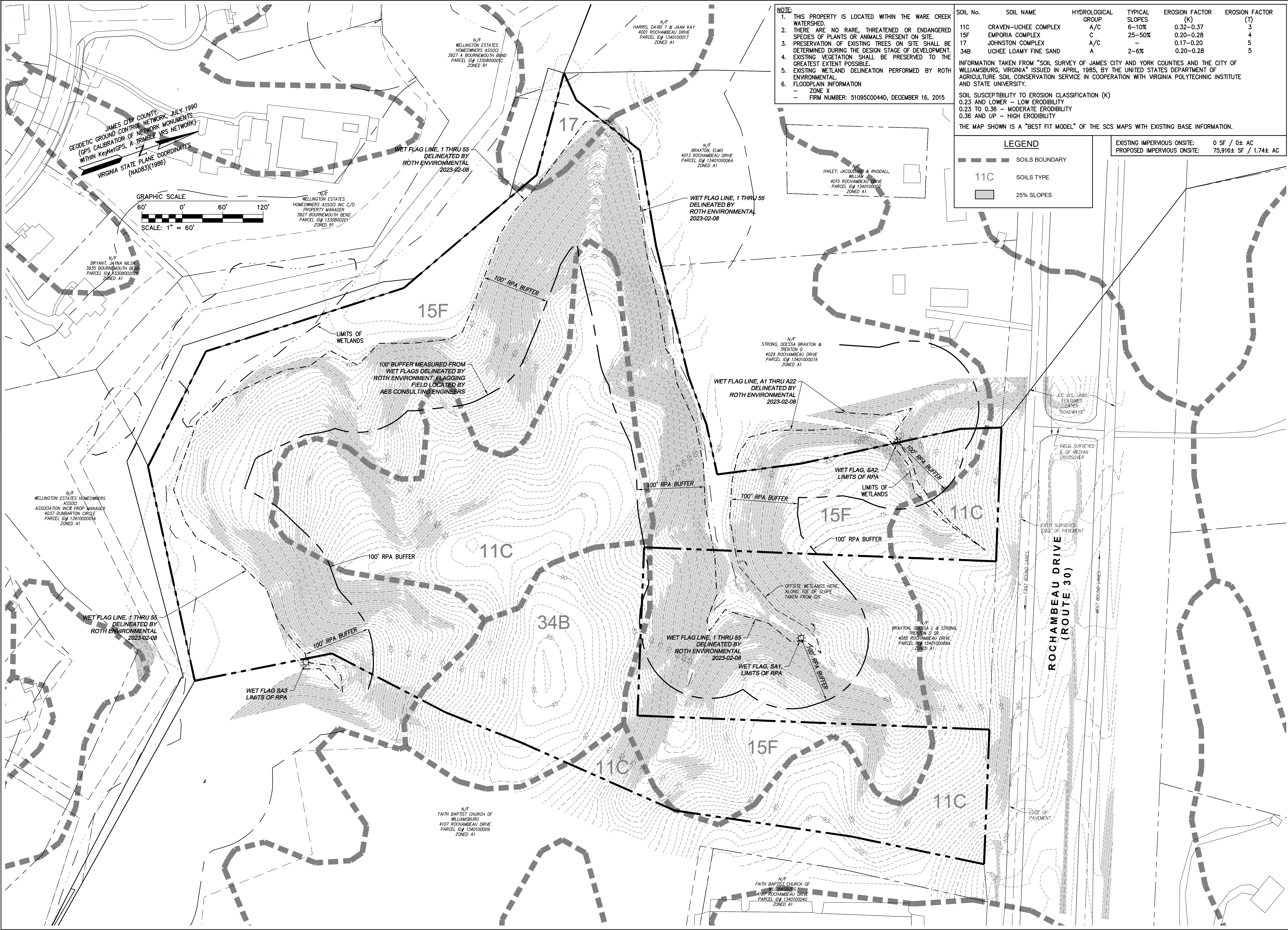
Hampton Roads | Central Virginia | Middle Peninsula

REZONING & SPECIAL USE PERMIT
THE OVERLOOK AT ROCHAMBEAU
for
WEDDING COMPANY OF WILLIAMSBURG

STONEHOUSE DISTRICT | JAMES CITY COUNTY | VIRGINIA

Project Contacts: HWP / GRR
Project Number: W10782-00
Scale: AS SHOWN Date: 03/22/2023
Sheet Title: COVER SHEET

Sheet Number
SUP-01



- NOTE:
1. THIS PROPERTY IS LOCATED WITHIN THE WARE CREEK WATERSHED.
 2. THERE ARE NO RARE, THREATENED OR ENDANGERED SPECIES OF PLANTS OR ANIMALS PRESENT ON SITE.
 3. PRESERVATION OF EXISTING TREES ON SITE SHALL BE DETERMINED DURING THE DESIGN STAGE OF DEVELOPMENT. EXISTING VEGETATION SHALL BE PRESERVED TO THE GREATEST EXTENT POSSIBLE.
 4. EXISTING WETLAND DELINEATION PERFORMED BY ROTH ENVIRONMENTAL.
 5. FLOODPLAIN INFORMATION
 - ZONE X
 - FIRM NUMBER: 51095C0044D, DECEMBER 16, 2015

SOIL No.	SOIL NAME	HYDROLOGICAL GROUP	TYPICAL SLOPES	EROSION FACTOR (K)	EROSION FACTOR (T)
11C	GRAVEN-UCHEE COMPLEX	A/C	6-10%	0.32-0.37	3
15F	EMPORIA COMPLEX	C	25-50%	0.20-0.28	4
17	JOHNSTON COMPLEX	A/C	-	0.17-0.20	5
34B	UCHEE LOAMY FINE SAND	A	2-6%	0.20-0.28	5

INFORMATION TAKEN FROM "SOIL SURVEY OF JAMES CITY AND YORK COUNTIES AND THE CITY OF WILLIAMSBURG, VIRGINIA" ISSUED IN APRIL, 1985, BY THE UNITED STATES DEPARTMENT OF AGRICULTURE SOIL CONSERVATION SERVICE IN COOPERATION WITH VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY.

SOIL SUSCEPTIBILITY TO EROSION CLASSIFICATION (K)
0.23 AND LOWER - LOW ERODIBILITY
0.23 TO 0.36 - MODERATE ERODIBILITY
0.36 AND UP - HIGH ERODIBILITY

THE MAP SHOWN IS A "BEST FIT MODEL" OF THE SCS MAPS WITH EXISTING BASE INFORMATION.

LEGEND		EXISTING IMPERVIOUS ONSITE:	0 SF / 0± AC
---	SOILS BOUNDARY	PROPOSED IMPERVIOUS ONSITE:	75,916± SF / 1.74± AC
11C	SOILS TYPE		
■	25% SLOPES		

Rev.	Date	Description	Reviewed By
01	05/19/2023	REVISED PER STAFF COMMENTS	JMB

4129 Cox Road, Suite D
Glen Allen, Virginia 23060
Phone: (804) 330-8040
Fax: (804) 330-8840
www.aesva.com

AES
CONSULTING ENGINEERS

Hampton Roads | Central Virginia | Middle Peninsula

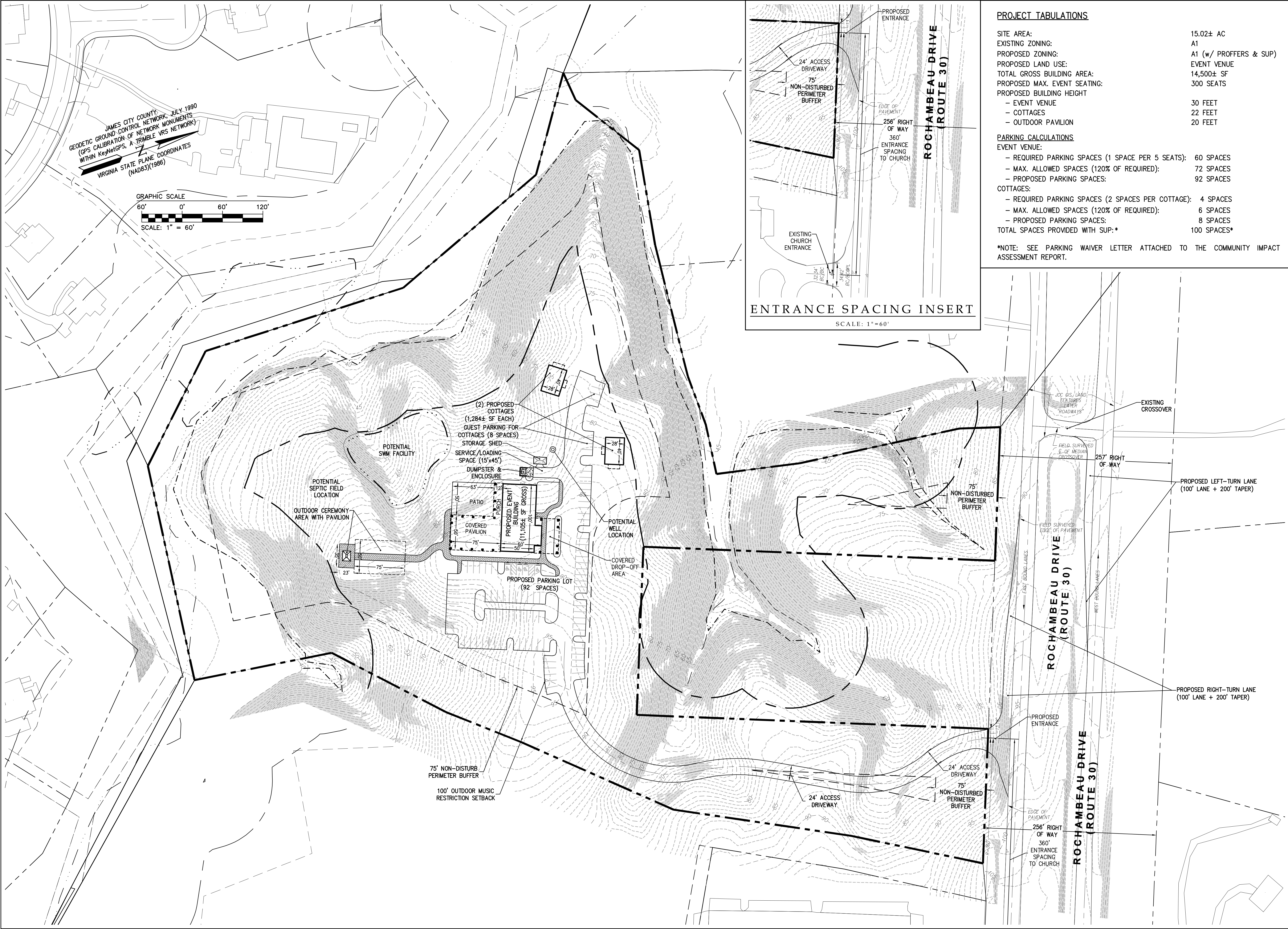
REZONING & SPECIAL USE PERMIT
THE OVERLOOK AT ROCHAMBEAU
for
WEDDING COMPANY OF WILLIAMSBURG

STONEHOUSE DISTRICT | JAMES CITY COUNTY | VIRGINIA

Project Contacts: HWP / GRR
Project Number: W10782-00
Scale: 1"=60'
Date: 03/22/2023

Sheet Title:
ENVIRONMENTAL
INVENTORY

Sheet Number
SUP-02



PROJECT TABULATIONS

SITE AREA:	15.02± AC
EXISTING ZONING:	A1
PROPOSED ZONING:	A1 (w/ PROFFERS & SUP)
PROPOSED LAND USE:	EVENT VENUE
TOTAL GROSS BUILDING AREA:	14,500± SF
PROPOSED MAX. EVENT SEATING:	300 SEATS
PROPOSED BUILDING HEIGHT	
- EVENT VENUE	30 FEET
- COTTAGES	22 FEET
- OUTDOOR PAVILION	20 FEET

PARKING CALCULATIONS

EVENT VENUE:	
- REQUIRED PARKING SPACES (1 SPACE PER 5 SEATS):	60 SPACES
- MAX. ALLOWED SPACES (120% OF REQUIRED):	72 SPACES
- PROPOSED PARKING SPACES:	92 SPACES
COTTAGES:	
- REQUIRED PARKING SPACES (2 SPACES PER COTTAGE):	4 SPACES
- MAX. ALLOWED SPACES (120% OF REQUIRED):	6 SPACES
- PROPOSED PARKING SPACES:	8 SPACES
TOTAL SPACES PROVIDED WITH SUP.*	100 SPACES*

*NOTE: SEE PARKING WAIVER LETTER ATTACHED TO THE COMMUNITY IMPACT ASSESSMENT REPORT.

Rev.	Date	Description	Revised By
01	05/19/2023	REVISED PER STAFF COMMENTS	JMB

4120 Cox Road, Suite D
Glen Allen, Virginia 23060
Phone: (804) 330-8040
Fax: (804) 330-8640
www.aesva.com

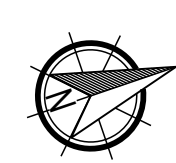
AES
CONSULTING ENGINEERS

Hampton Roads | Central Virginia | Middle Peninsula

REZONING & SPECIAL USE PERMIT
THE OVERLOOK AT ROCHAMBEAU
for
WEDDING COMPANY OF WILLIAMSBURG

STONEHOUSE DISTRICT | JAMES CITY COUNTY | VIRGINIA

Project Contacts:	HWP / GRR
Project Number:	W10782-00
Scale:	1"=60'
Date:	03/22/2023
Sheet Title:	MASTER PLAN



DATE: MARCH 22, 2023
SCALE: 1"=60'
REVISED: JUNE 22, 2023

SHEET 1 of 1

RENDERED MASTER PLAN
THE OVERLOOK AT ROCHAMBEAU
JAMES CITY COUNTY, VIRGINIA
(AES PROJECT #: W10782-00 - AES PROJECT CONTACT: HOWARD PRICE)

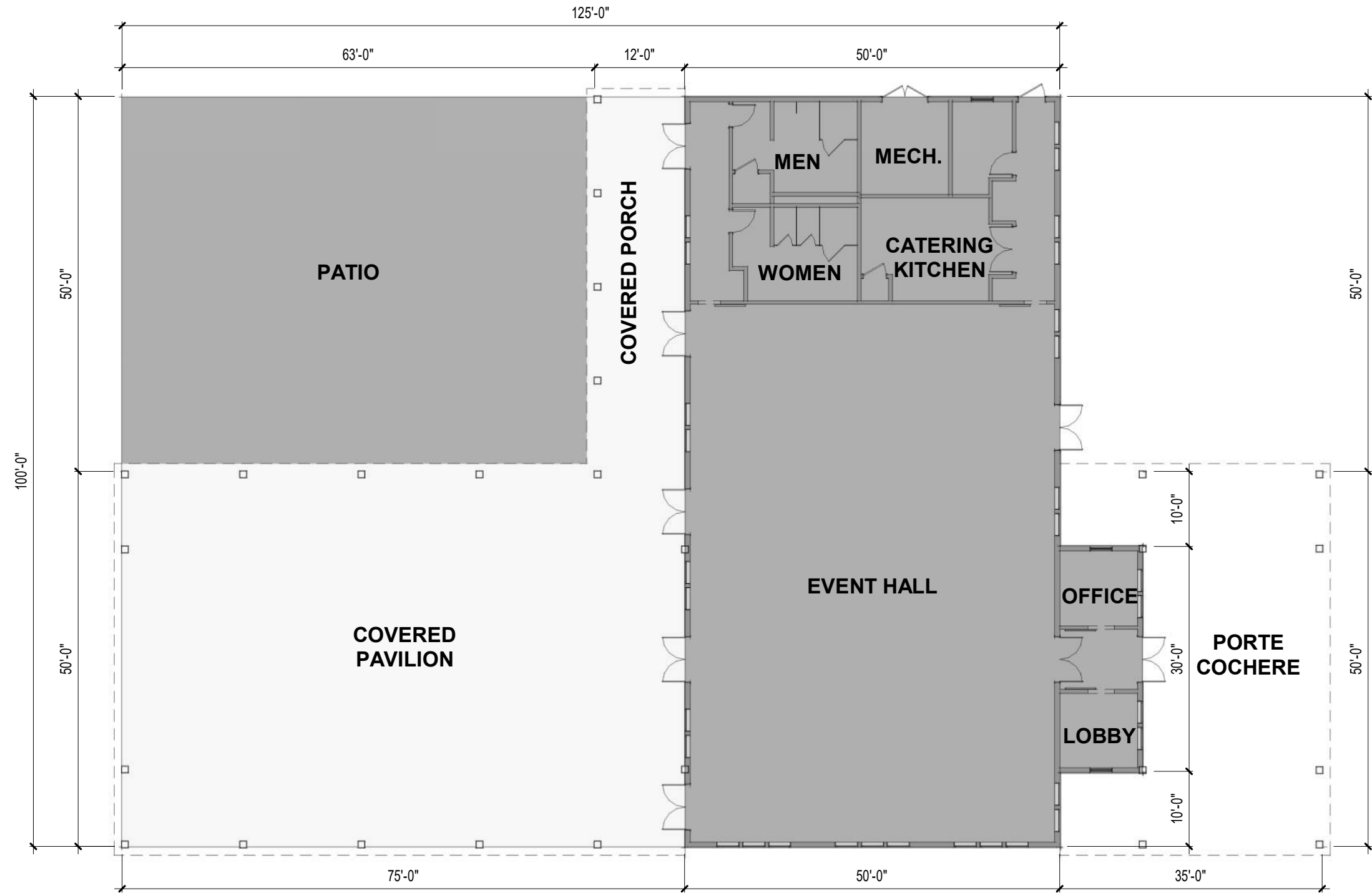


AES
CONSULTING ENGINEERS

5248 Old Towne Road, Suite 1
Williamsburg, Virginia 23188
Phone: (757) 253-0040
Fax: (757) 220-8994
www.aesva.com

Hampton Roads | Central Virginia | Middle Peninsula

Plotted on: 3/17/2023 10:19:54 AM



FLOOR PLAN

1/16" = 1'-0"

FLOOR AREA:

CONDITIONED AREA:	5,332 SF
COVERED PORCH:	600 SF
COVERED PAVILION:	3,750 SF
COVERED PORTE COCHERE:	1,423 SF

GROSS FLOOR AREA: 11,105 SF

PATIO: 3,150 SF

NOT FOR
CONSTRUCTION



GuernseyTingle
757-220-0220 Williamsburg, VA
guernseytingle.com

4097 Rochambeau Drive, Williamsburg, Virginia, 23188

ROCHAMBEAU DRIVE EVENT VENUE

FLOOR PLAN

CONCEPTUAL
DESIGN

Date: 03-17-23
Drawn: KCB
Checked: KCB
Project: 222155

A-101



FRONT ELEVATION

1/16" = 1'-0"



LEFT SIDE ELEVATION

1/16" = 1'-0"

NOT FOR
CONSTRUCTION

ROCHAMBEAU DRIVE EVENT VENUE

4097 Rochambeau Drive, Williamsburg, Virginia, 23188

EXTERIOR
ELEVATIONS

CONCEPTUAL
DESIGN

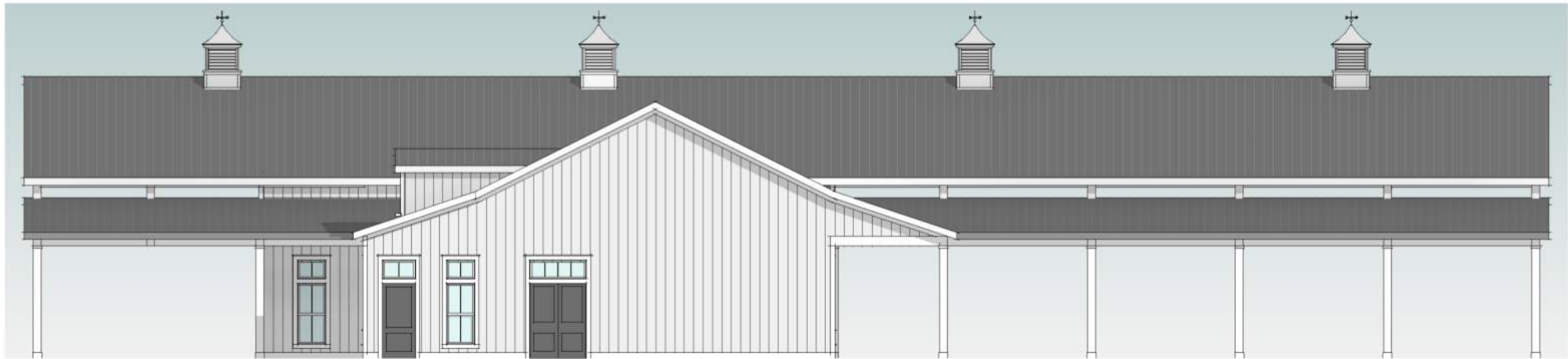
Date:	03-17-23
Drawn:	KCB
Checked:	KCB
Project:	222155

A-201



REAR ELEVATION

1/16" = 1'-0"



RIGHT SIDE ELEVATION

1/16" = 1'-0"

NOT FOR
CONSTRUCTION

ROCHAMBEAU DRIVE EVENT VENUE

4097 Rochambeau Drive, Williamsburg, Virginia, 23188

EXTERIOR
ELEVATIONS

CONCEPTUAL
DESIGN

Date:	03-17-23
Drawn:	KCB
Checked:	KCB
Project:	222155

A-202

Plotted on: 3/17/2023 10:20:07 AM



VIEW FROM PARKING LOT



VIEW FROM COTTAGES

NOT FOR
CONSTRUCTION



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ROCHAMBEAU DRIVE EVENT VENUE

4097 Rochambeau Drive, Williamsburg, Virginia, 23188

EXTERIOR VIEWS

CONCEPTUAL
DESIGN

Date: 03-17-23

Drawn: KCB

Checked: KCB

Project: 222155

A-203

Plotted on: 3/17/2023 10:20:14 AM



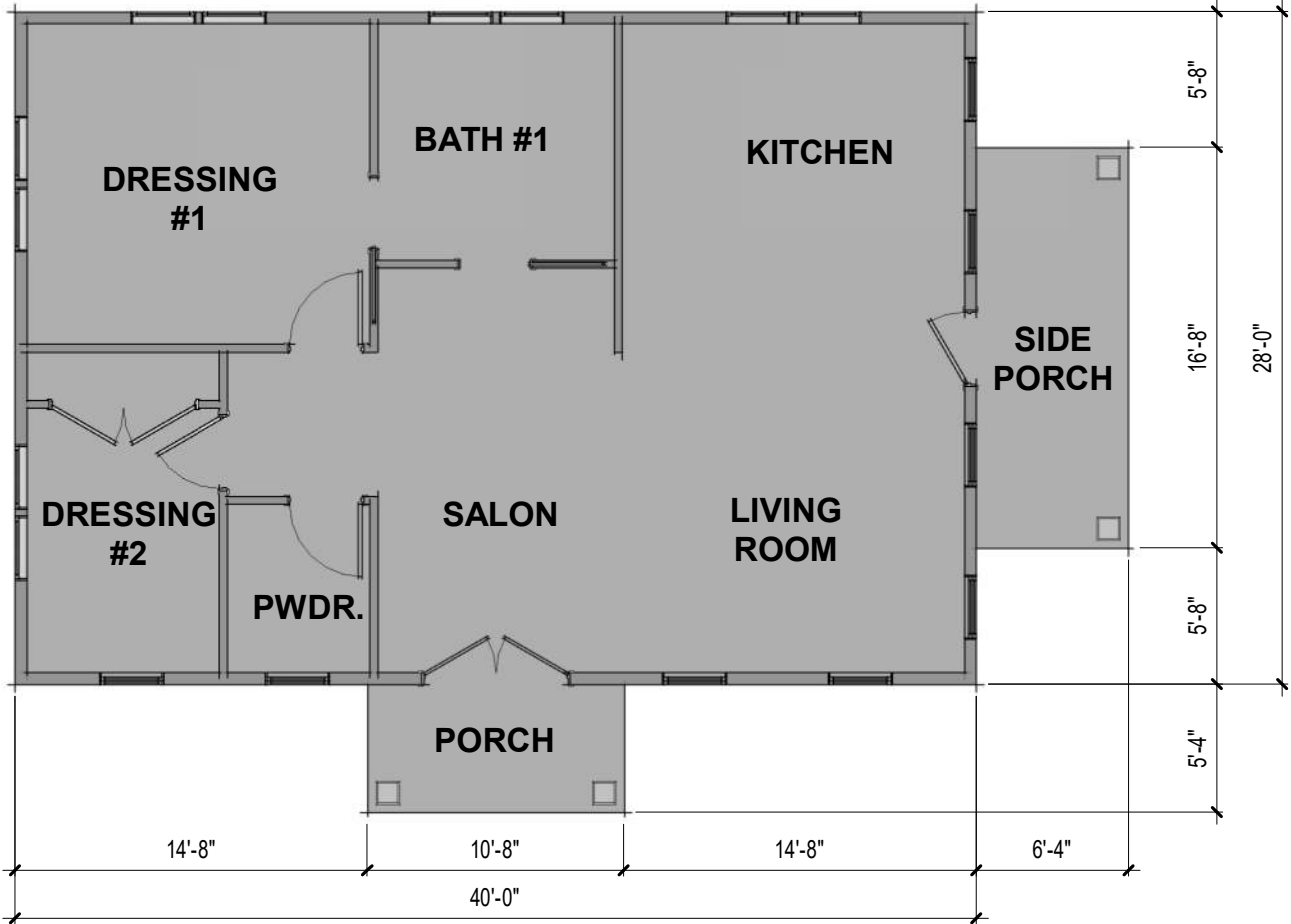
VIEW FROM PATIO



VIEW FROM WEDDING PAVILION

NOT FOR
CONSTRUCTION

Plotted on: 3/17/2023 10:31:21 AM



FLOOR PLAN

1/8" = 1'-0"

FLOOR AREA:

CONDITIONED AREA:	1,120 SF
FRONT PORCH:	58 SF
SIDE PORCH:	106 SF
GROSS FLOOR AREA:	1,284 SF



EXTERIOR VIEW

NOT FOR
CONSTRUCTION

TRAFFIC IMPACT ANALYSIS

To: Paul Holt
Cc: Glenn Brooks, P.E.
Howard Price
From: Michael Bailey, P.E., RSP₁
Date: May 2023
Subject: Rochambeau Drive Wedding Venue – James City County, VA

James City County
VDOT
AES Consulting Engineers

Introduction

Our client is proposing to construct a new wedding venue at 4097 Rochambeau Drive. The development plan includes an event space with a capacity of up to 300 total occupants. The proposed access plan includes one right-in / right-out driveway on Rochambeau Drive. It should be noted that a full-movement connection to the existing median break, on Rochambeau Drive, is not possible as the western property line ends east of the median break. The site is expected to be built-out by 2025.

This Traffic Impact Analysis (TIA) was developed in accordance with Virginia Department of Transportation (VDOT), James City County TIA guidelines, and our TIA scoping meeting. A copy of the TIA scoping document is included in the Appendix.

Scope of the Analysis

The objective of this analysis is to identify potential impacts to the transportation network due to the proposed convenience store. Based on the TIA scoping meeting, the following scenarios were analyzed:

- Existing (2023) Conditions
- No-Build (2025) Conditions
- Build (2025) Conditions

The weekday AM and PM peak hours were studied for the following intersection:

- Rochambeau Drive at Existing Median Break

Figure 1 shows the site location and study intersections and the site plan is shown in Figure 2.

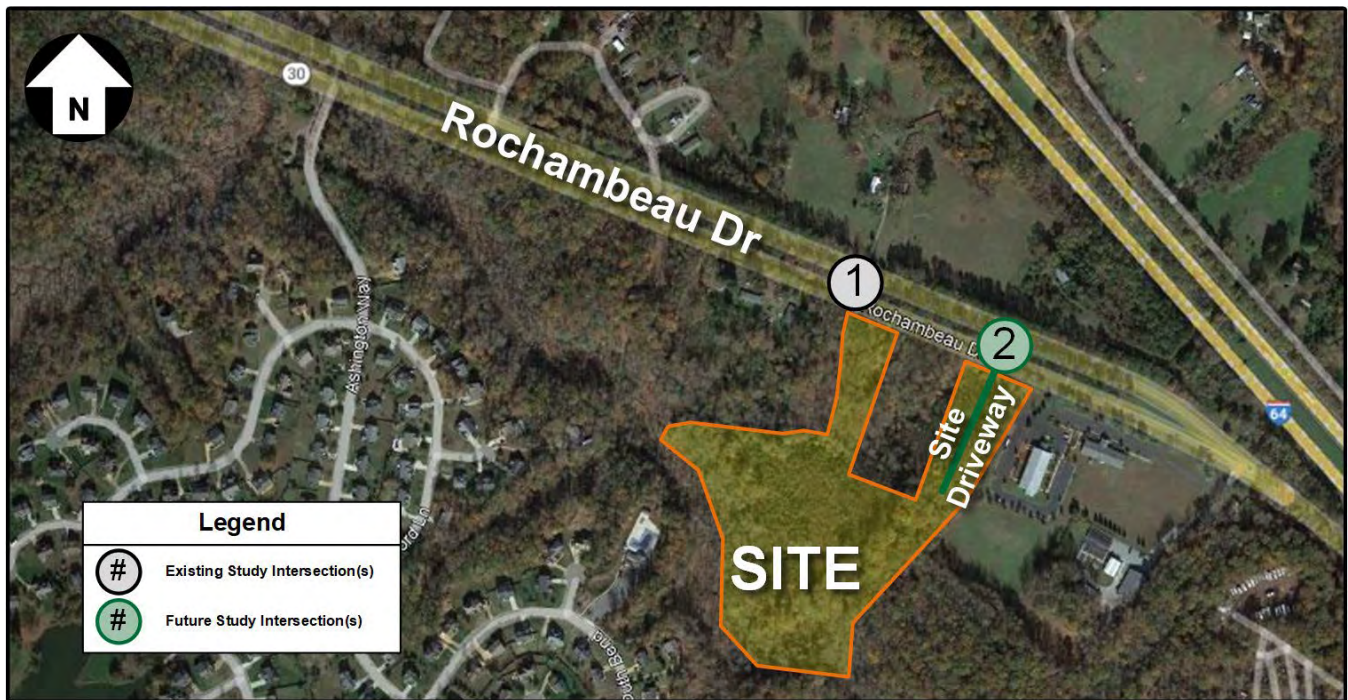


Figure 1: Site Location and Study Intersections

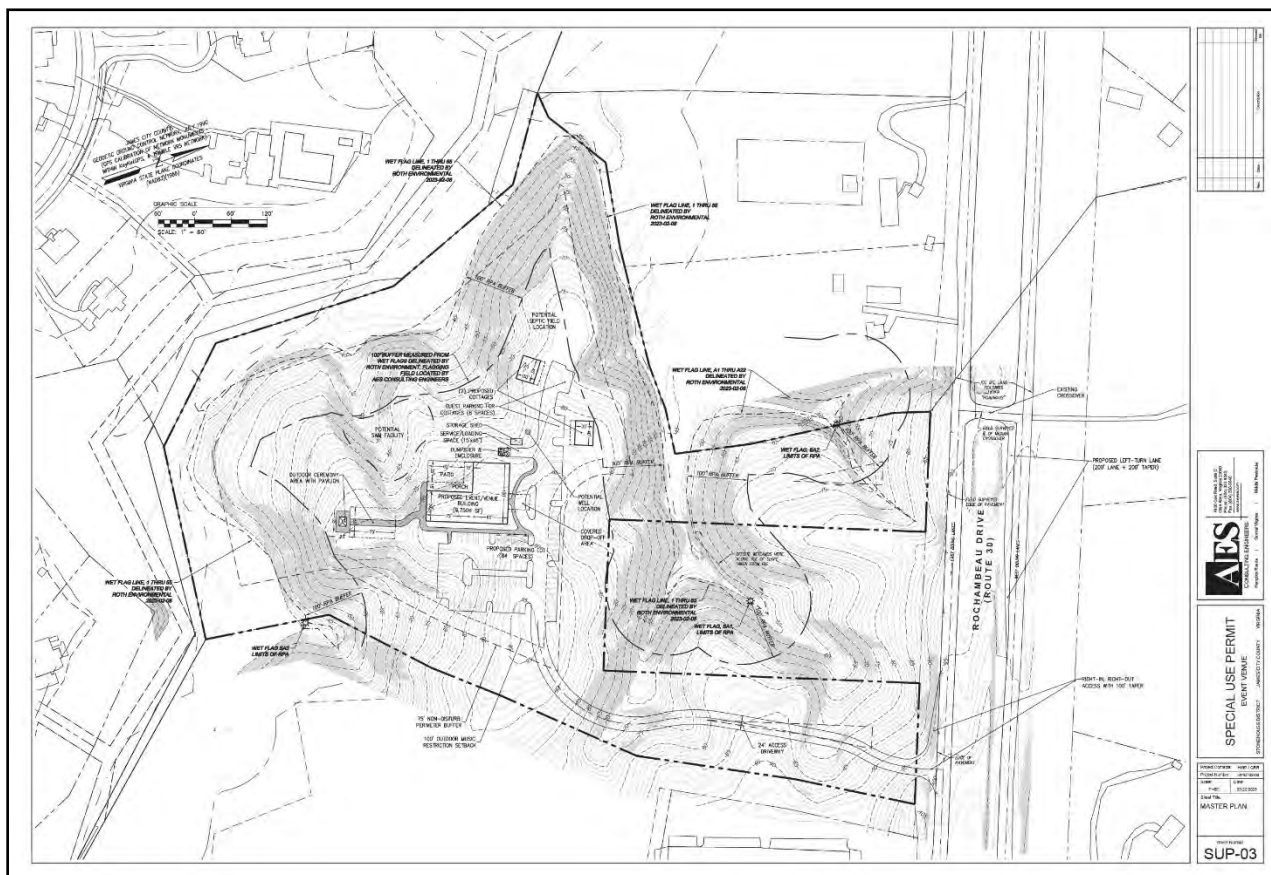


Figure 2: Preliminary Site Plan (Prepared by AES for informational purposes only)

Existing Conditions

Existing Roadway Network

A description of the major roadways within the study area is shown in Table 1 and the existing lane configuration is shown in Figure 3.

Table 1: Existing Roadway Network

Roadway	RTE #	VDOT Classification	Legal/Design Speed Limit (mph)	AADT* (vpd)
Rochambeau Drive	VA-30	Major Collector	55 MPH	9,100
* Based on VDOT 2021 AADT Data				

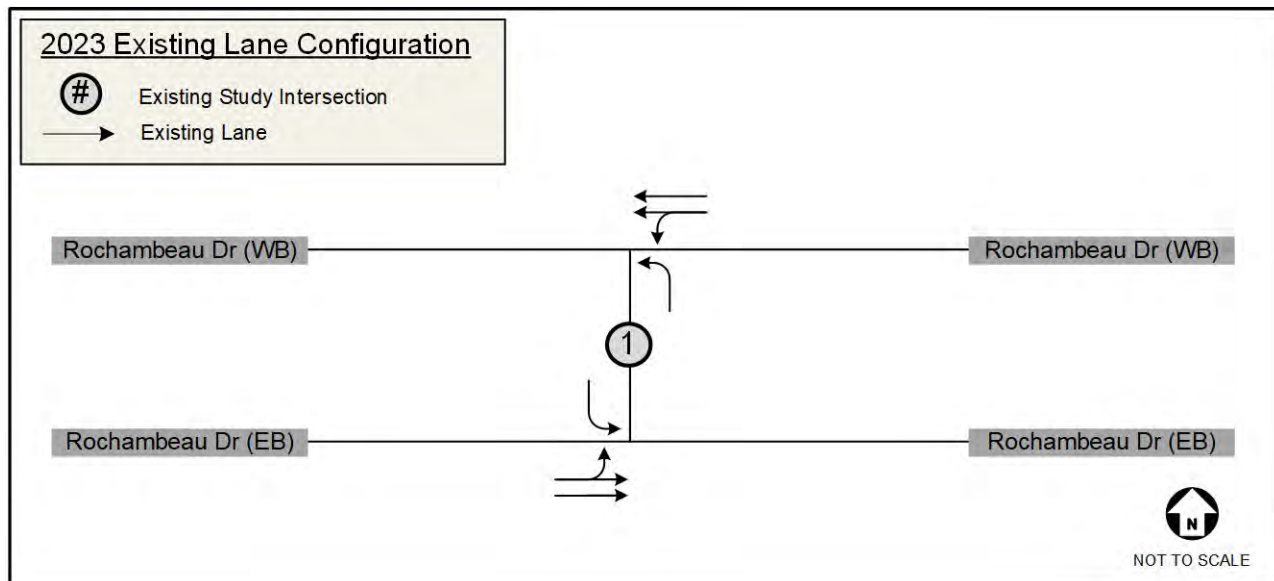


Figure 3: Existing Lane Configuration

Existing (2023) Traffic Volumes

Friday and Saturday PM (4:00 to 6:00 PM) turning movement counts were conducted by Burns Services Inc. during the week of March 6th at the intersection of Rochambeau Drive at Existing Median Break.

The Friday PM peak hour volumes were higher than the Saturday volumes, so the Friday count data was used in this analysis. The peak hour traffic volumes are shown in Figure 4 and the count data is included in the Appendix.

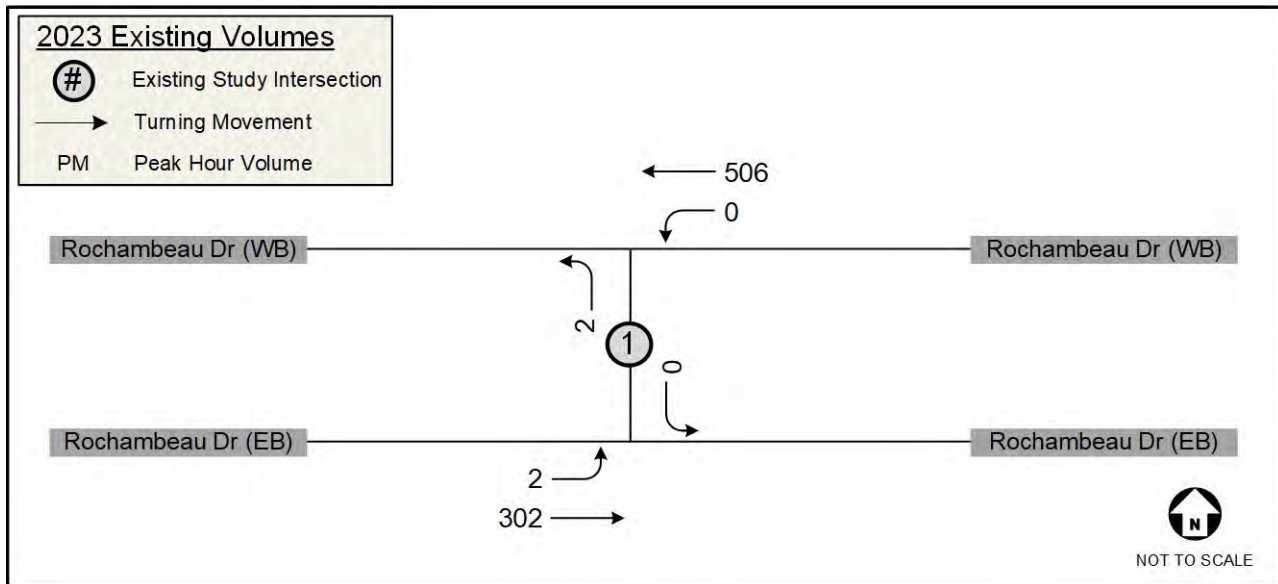


Figure 4: Existing (2023) Peak Hour Traffic Volumes

No-Build Conditions

Background Improvements

Based on the scoping meeting, no background improvements were included in this analysis.

Background Developments

Based on the scoping meeting, no approved developments were identified within the vicinity of the site to be included in this analysis.

Regional Traffic Growth

Future traffic volumes were estimated by increasing the existing traffic volumes to the build-out year using an annual growth rate and adding the trips generated by the background development. The no-build peak hour traffic volumes were estimated by applying an annual background growth rate of 1.0% for two years. Figure 5 shows the No-Build (2025) peak hour traffic volumes.

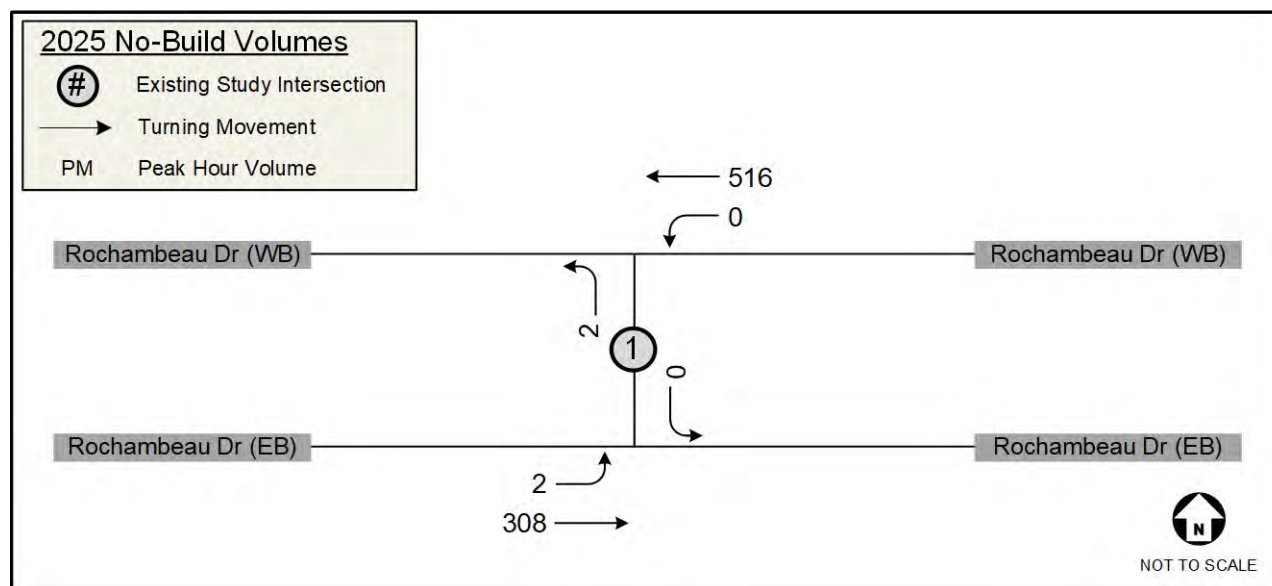


Figure 5: No-Build (2025) Peak Hour Traffic Volumes

Build Conditions

Site Generated Trips

The Institute of Transportation Engineers (ITE) does not publish trip rates for a wedding venue. Table 2 shows the trip potential of the proposed venue based on discussion with the development team and engineering judgement.

Table 2: Trip Generation – Rochambeau Wedding Venue – Friday or Saturday Evening

Category	Size	Pre-Event Peak Hour (vph)		Post-Event Peak Hour (vph)	
		Enter	Exit	Enter	Exit
Event Guests	260 people	116	15	15	116
Venue Staff, Food Service, Officiant, Florist, Photographers, DJ, etc.	40 people	13	5	5	13
Total Trips		129	20	20	129

Assumptions about event guests:

- 2.25 people per vehicle
- All arrive within the hour before the event, and all leave within the hour after the event
- Small number of vehicles in off-peak directions

Assumptions about staff:

- 1.50 people per vehicle
- 50% arrive more than one hour before the event, and 50% arrive within the hour before the event
- 50% leave within the hour after the event, and 50% leave more than one hour after the event
- Small number of vehicles in off-peak directions

To be conservative, the study analyzes the higher entering and exiting volumes during the same peak hour, instead of analyzing the pre-event and post-event volumes separately.

Primary Site Trip Distribution

The site trip distribution was based on coordination with VDOT and James City County staff. The following regional distribution was applied to the site trips:

- 70% to / from the east on Rochambeau Drive
- 30% to / from the west on Rochambeau Drive

It should be noted that motorists desiring to travel westbound on Rochambeau Drive will be forced to exit the site traveling east. Once they reach Croker Road, approximately one mile east of the site, they have the option to travel west using I-64 or U.S. Route 60. It is anticipated that the majority of attendees are traveling from out of town for an event and will be staying in either Richmond or Williamsburg.

Figure 6 shows the regional site trip distribution and Figure 7 site trip assignment.

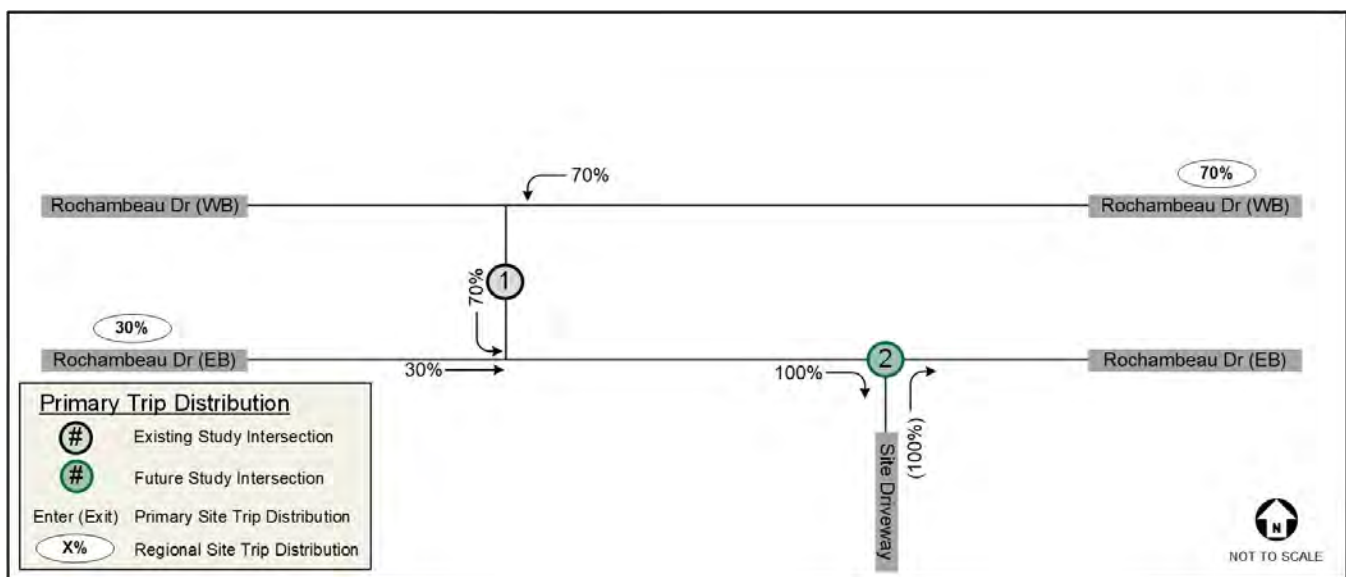


Figure 6: Primary Site Trip Distribution

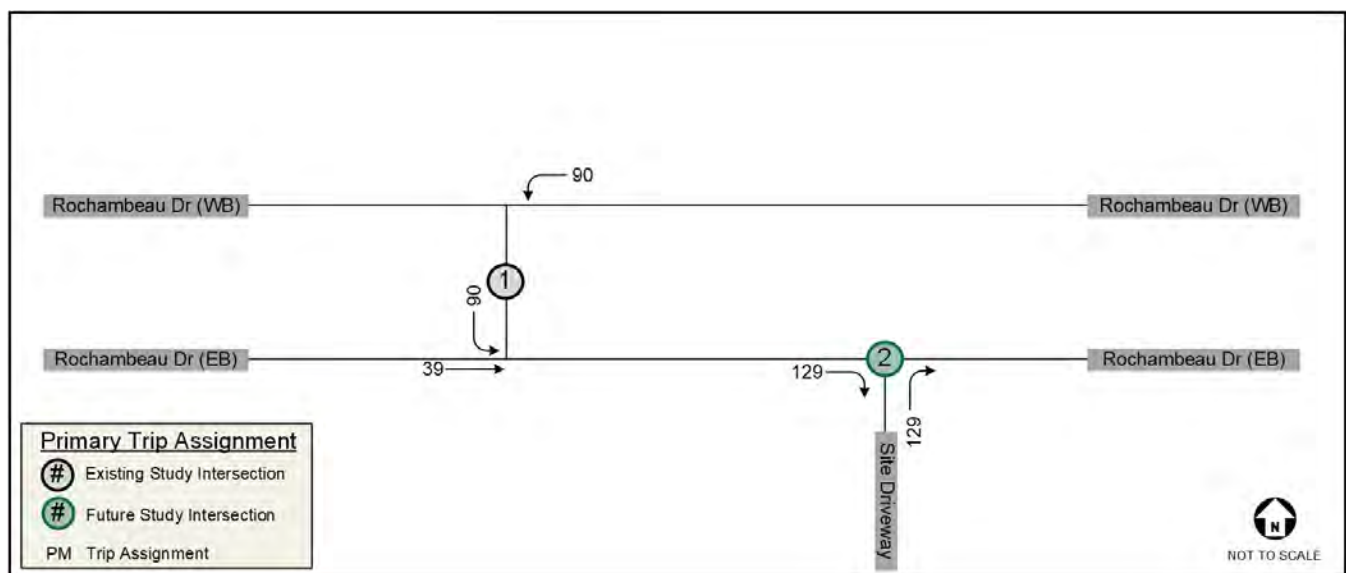


Figure 7: Primary Site Trip Assignment

Build (2025) Traffic Volumes

The build traffic volumes were estimated by adding the no-build traffic volumes (Figure 5) and the site trip assignment (Figure 7). Figure 8 shows the Build (2025) peak hour traffic volumes.

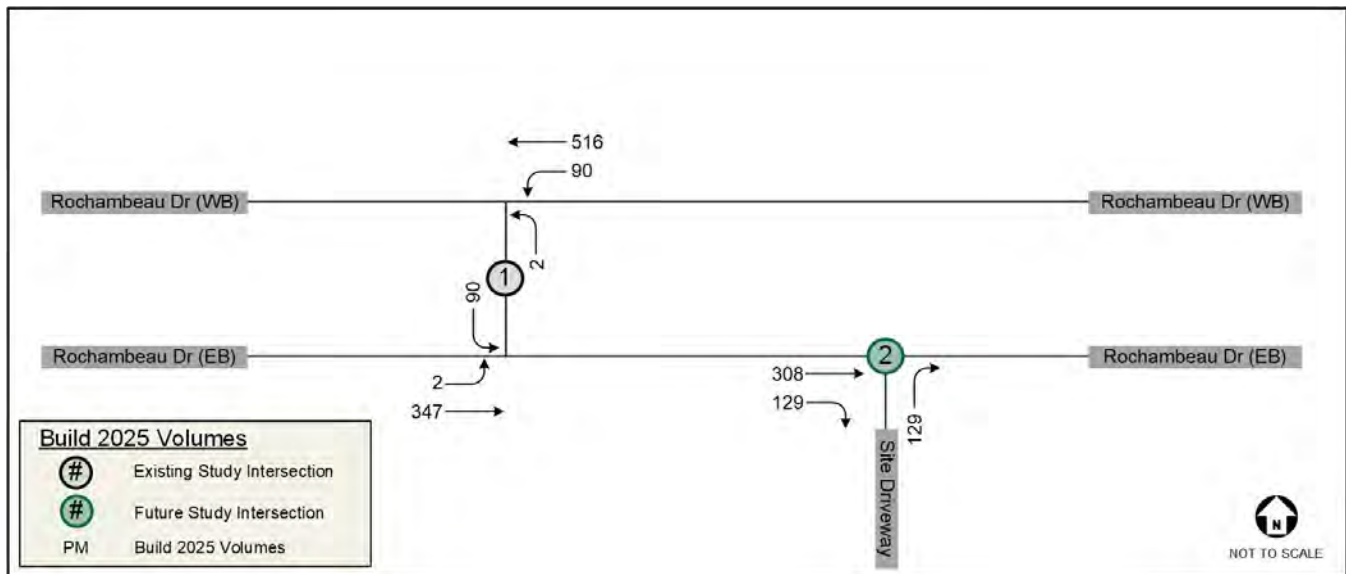


Figure 8: Build (2025) Peak Hour Traffic Volumes

Turn Lane Warrant Analysis

The need for turn lanes was evaluated at the study intersections under Build (2025) conditions. The results of the turn lane warrant analysis are summarized in Table 3 and Table 4.

Table 3: Right-Turn Lane Warrant Analysis (4-Lane)

Study Scenario	Approach Volume	Right Turn Volume	Minimum Right Turn Taper Threshold	Minimum Right Turn Full Lane Threshold	Treatment
INT 2 - EBR - Build (2025) PM	437	129	27	90	Full-width Lane and Taper Required

Table 4: Left-Turn Lane Warrant Analysis (4-Lane)

Study Scenario	Opposing Vol. (VPH)	Advancing Vol. (VPH)	Left Turning Vol. (VPH)	Left Turn %	Treatment
Int 1 - WBL - Build (2025) PM	349	606	90	14.9%	Full-width Turn Lane and Taper Warranted

Based on the turn lane warrant analysis, the following improvements are warranted:

- Construct a westbound left-turn lane on Rochambeau Drive, at the existing median break, with 100 feet of storage and a 200-foot taper
- Construct an eastbound right-turn lane on Rochambeau Drive, at the proposed site driveway, with 100 feet of storage and a 200-foot taper

Capacity Analysis

Capacity analysis was performed at the study intersections during the weekday AM and PM peak hours under all analysis scenarios. Synchro, Version 11 was used to analyze the study intersections based on the Highway Capacity Manual (HCM) methodology and includes level of service (LOS), delay, and queue lengths for the turning movements analyzed. The queueing analysis results are summarized in the tables below and the Synchro output reports are included in the appendix. A future peak hour factor (PHF) of 0.92 was used only if the existing PHF was less than 0.92, otherwise the existing PHF was used.

For unsignalized intersections, the average delays for the minor street movements are described as short delays (less than 25 seconds), moderate delays (between 25 and 50 seconds), and long delays (greater than 50 seconds). It is common for side street movements to experience long delays during the peak hours at intersections with major thoroughfares.

Table 5 shows the LOS, average delays, and queue lengths for the Rochambeau Drive median break.

Table 5: Level-of-Service Summary for Rochambeau Drive at Median Break

Scenario	Intersection (Movement)	Effective Storage Length (ft.) [1]	PM Peak Hour		
			LOS	Delay (sec/veh)	95th % Queue (ft.)
			Synchro		
Existing (2023) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	10.2	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
No-Build (2025) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	10.2	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
Build (2025) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	11.9	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
	Westbound U-Turn	200	B	10.3	10
	Westbound Thru				

Capacity analysis shows that the major street left-turn movements currently operate with short delays during the PM peak hour. Under no-build conditions, the major street left-turn movements are expected to continue operating with short delays during the PM peak hour. Under build conditions, the major street left-turn movements are expected to continue operating with short delays during the PM peak hour, with the following improvement in place:

- Construct a westbound left-turn lane on Rochambeau Drive at the median break with 100 feet of storage and a 200-foot taper

Table 6 shows the LOS, average delays, and queue lengths for the unsignalized intersection of Rochambeau Drive at the proposed right-in / right out site driveway.

Table 6: Level-of-Service Summary for Rochambeau Drive at Right-In / Right-Out Site Driveway

Scenario	Intersection (Movement)	EffectiveStorage Length (ft.) [1]	PM Peak Hour			Ave. Max Queue (ft.) [2]
			LOS	Delay (sec/veh)	95th % Queue (ft.)	
			Synchro			
Build (2025) Conditions	Rochambeau Drive [E/W] at RIRO Site Driveway [N/S]					
	Overall Intersection (TWSC)					
	Eastbound Approach					
	Eastbound Thru	200				
	Eastbound Right					
	Northbound Approach					
	Northbound Right		B	10.1	15	

Capacity analysis shows that under build conditions, the minor street right-turn movement is expected to operate with short delays and queue lengths of one vehicle or less during the PM peak hour, with the following improvement in place:

- Construct an eastbound right-turn lane on Rochambeau Drive at the proposed site driveway with 100 feet of storage and a 200-foot taper

Summary and Conclusions

Based on the results of the analysis, all intersections are projected to operate with acceptable delay and queueing upon completion of the proposed site, with the following improvements in place:

- Construct a westbound left-turn lane on Rochambeau Drive, at the existing median break, with 100 feet of storage and a 200-foot taper
- Construct an eastbound right-turn lane on Rochambeau Drive, at the proposed site driveway, with 100 feet of storage and a 200-foot taper

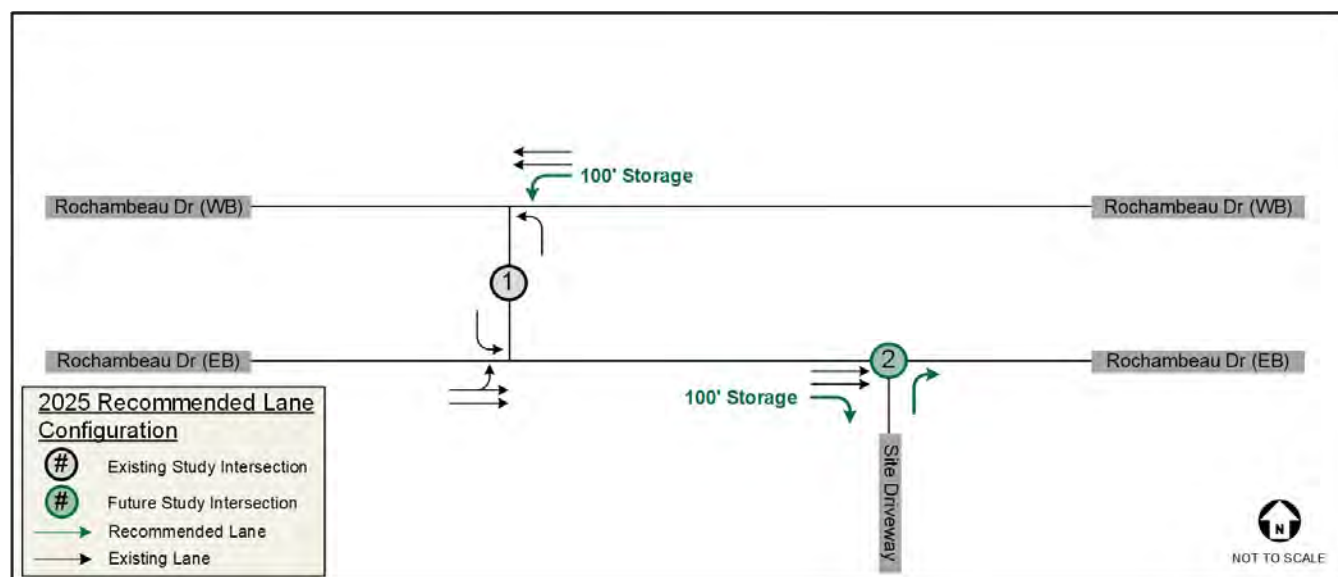


Figure 9: Recommended Lane Configuration

TECHNICAL APPENDIX

TECHNICAL APPENDIX

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APPENDIX E

Intersection Capacity Analysis Results – Build Conditions (2025)

APPENDIX F

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APPENDIX G

VDOT Pre-Scope Form

APPENDIX A

Turning Movement Count Sheets



TRAFFIC DATA COLLECTION

File Name : James City(Eastbound Rochambeau Drive) 03-10
 Site Code :
 Start Date : 3/10/2023
 Page No : 1

Groups Printed- Cars + - Trucks

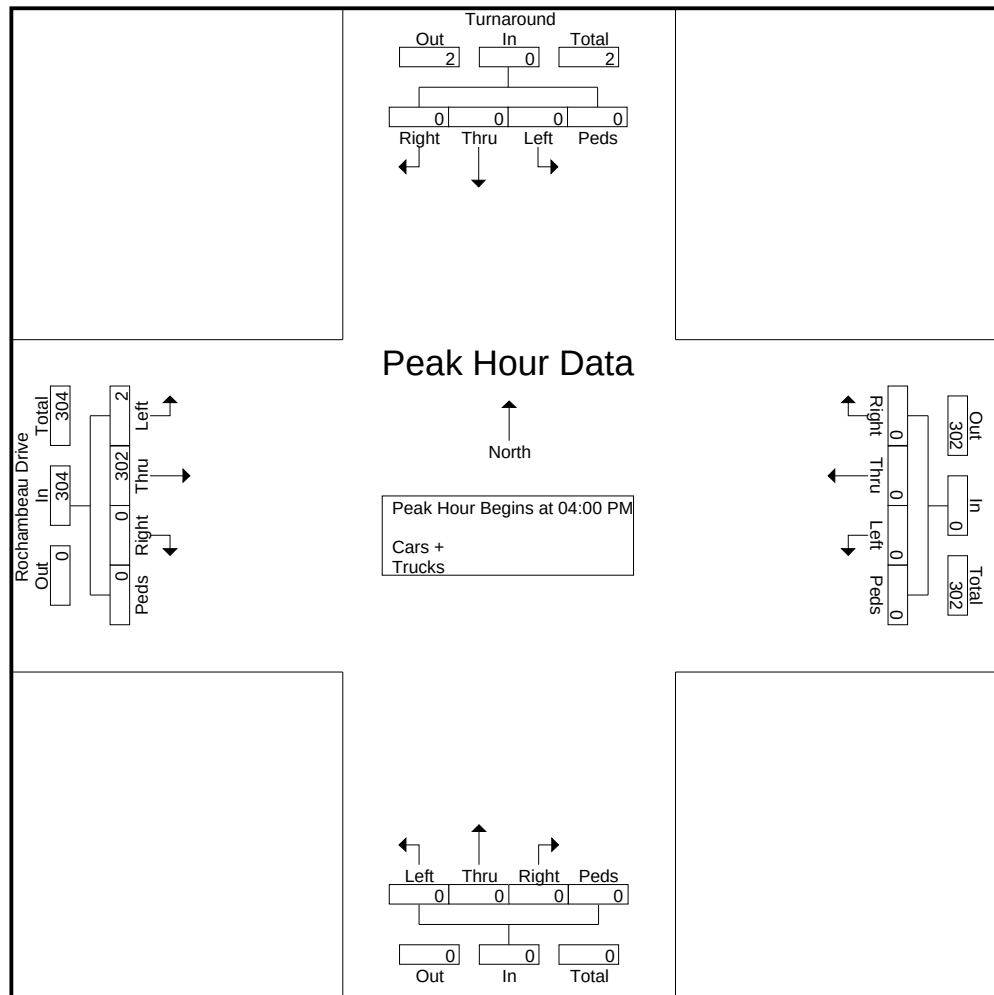
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% Cars +	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	99.5	100	0	99.5	99.5
Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	3
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TRAFFIC DATA COLLECTION

File Name : James City(Eastbound Rochambeau Drive) 03-10
 Site Code :
 Start Date : 3/10/2023
 Page No : 2

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Peak Hour for Entire Intersection Begins at 04:00 PM																					
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TRAFFIC DATA COLLECTION

File Name : James City(Westbound Rochambeau Drive) 03-10

Site Code :

Start Date : 3/10/2023

Page No : 1

Groups Printed- Cars + - Trucks

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Total %	0	0	0	0	0	99.7	0	99.7	0	0	0.3	0.3	0	0	0	0	
Cars +	0	0	0	0	0	961	0	961	0	0	3	3	0	0	0	0	964
% Cars +	0	0	0	0	0	97.9	0	97.9	0	0	100	100	0	0	0	0	97.9
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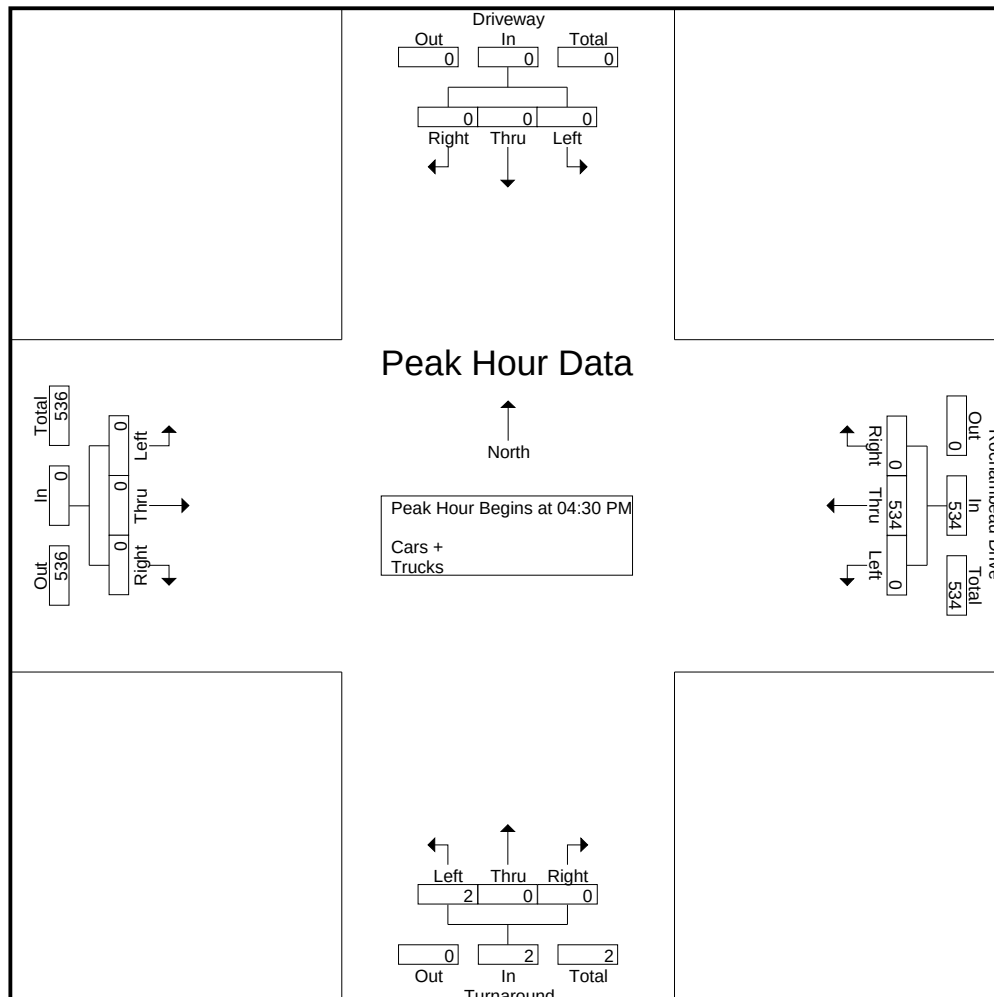
Intersection
Peak



TRAFFIC DATA COLLECTION

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 Site Code :
 Start Date : 3/10/2023
 Page No : 2

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Start Time	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Int. Total
Peak Hour Analysis From 04:00 PM to 06:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	0	0	0	0	126	0	126	0	0	0	0	0	0	0	0	126
04:45 PM	0	0	0	0	0	133	0	133	0	0	1	1	0	0	0	0	134
05:00 PM	0	0	0	0	0	120	0	120	0	0	0	0	0	0	0	0	120
05:15 PM	0	0	0	0	0	155	0	155	0	0	1	1	0	0	0	0	156
Total Volume	0	0	0	0	0	534	0	534	0	0	2	2	0	0	0	0	536
% App. Total	0	0	0	0	0	100	0	100	0	0	100	100	0	0	0	0	
PHF	.000	.000	.000	.000	.000	.861	.000	.861	.000	.000	.500	.500	.000	.000	.000	.000	.859



APPENDIX B

Level of Service Definitions

TECHNICAL MEMORANDUM

Subject: Level of Service Definitions

Introduction

The purpose of this memorandum is to define the level of service (LOS) metric that commonly used as a measure of effectiveness (MOE) for traffic operations.

All capacity analyses are based on the procedures specified by the Transportation Research Board's (TRB) Highway Capacity Manual (HCM), which is currently on its sixth edition. Level of service ranges from A to F. A brief description of each level of service for signalized and unsignalized intersections is provided below.

Signalized Intersections

Level of service is based upon the traffic volume present in each lane on the roadway, the capacity of each lane at the intersection and the delay associated with each directional movement. The levels of service for signalized intersections are defined below:

- **Level of Service A** describes operations with very low average delay per vehicle, i.e., less than 10.0 seconds. This occurs when progression is extremely favorable, and most vehicles arrive during the green phase. Most vehicles do not stop. Short signal cycle lengths may also contribute to low delay.
- **Level of Service B** describes operations with average delay in the range of 10.1 to 20.0 seconds per vehicle. This generally occurs with good progression and/or short cycle lengths. More vehicles stop than for LOS A, causing higher levels of average delay.
- **Level of Service C** describes operations with delay in the range of 20.1 to 35.0 seconds per vehicle. These higher delays may result from fair progression and/or longer cycle lengths. Individual cycle failures may begin to appear at this level. The number of vehicles stopping is significant at this level although many still pass through the intersection without stopping. This is generally considered the lower end of the range of the acceptable level of service in rural areas.
- **Level of Service D** describes operations with delay in the range of 35.1 to 55.0 seconds per vehicle. At LOS D, the influence of congestion becomes more noticeable. Longer delays may result from some combination of unfavorable progression, long cycle lengths, and/or high traffic volumes as compared to the roadway capacity. Many vehicles are required to stop and the number of vehicles that do not have to stop declines. Individual signal cycle failures, where all waiting vehicles do not clear the intersection during a single green time, are noticeable. This is generally considered the lower end of the range of the acceptable level of service in urban areas.
- **Level of Service E** describes operations with delay in the range of 55.1 to 80.0 seconds per vehicle. These higher delay values generally indicate poor progression, long cycle lengths, and high traffic volumes. Individual cycle failures are frequent occurrences. LOS E has been set as the limit of acceptable conditions.
- **Level of Service F** describes operations with average delay in excess of 80.0 seconds per vehicle. This is considered to be unacceptable to most drivers. This condition often occurs with over-saturation, i.e., when traffic arrives at a flow rate that exceeds the capacity of the intersection. It may also occur at high volumes with many individual cycle failures. Poor progression and long cycle lengths may also contribute to such delays.

Unsignalized Intersections

At an unsignalized intersection, the major street through traffic and right-turns are assumed to operate unimpeded and therefore receive no level of service rating. The level of service for the minor street and the major street left-turn traffic is dependent on the volume and capacity of the available lanes, and, the number and frequency of acceptable gaps in the major street traffic to make a conflicting turn. The level of service grade is provided for each conflicting movement at an unsignalized intersection and is based on the total average delay experienced by each vehicle. The delay includes the time it takes a vehicle to move from the back of a queue through the intersection.

The unsignalized intersection level of service analysis does not account for variations in driver behavior or the effects of nearby traffic signals. Therefore, the results from this analysis usually indicate worse levels of service than may be experienced in the field. The unsignalized intersection level of service descriptions are provided below:

- **Level of Service A** describes operations where there is very little to no conflicting traffic for a minor side street movement, i.e., an average total delay of less than 10.0 seconds per vehicle.
- **Level of Service B** describes operations with average total delay in the range of 10.1 to 15.0 seconds per vehicle.
- **Level of Service C** describes operations with average total delay in the range of 15.1 to 25.0 second per vehicle.
- **Level of Service D** describes operations with average total delay in the range of 25.1 to 35.0 seconds per vehicle.
- **Level of Service E** describes operations with average total delay in the range of 35.1 to 50.0 seconds per vehicle.
- **Level of Service F** describes operations with average total delay of 50 seconds per vehicle. LOS F exists when there are insufficient gaps of suitable size to allow a side street demand to cross safely through or enter a major street traffic stream. This level of service is generally evident from extremely long total delays experienced by side street traffic and by queuing on the minor approaches. It is important to note that LOS F may not always result in long queues but may result in adjustments to normal driver behavior.

APPENDIX C

Intersection Capacity Analysis Results – Existing Conditions (2023)

Intersection

Int Delay, s/veh 0

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations				↕↑	↕	
Traffic Vol, veh/h	0	0	1	506	2	0
Future Vol, veh/h	0	0	1	506	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	1	562	2	0

Major/Minor	Major2	Minor1
Conflicting Flow All	0	0 283 -
Stage 1	-	- 0 -
Stage 2	-	- 283 -
Critical Hdwy	4.1	- 6.8 -
Critical Hdwy Stg 1	-	- - -
Critical Hdwy Stg 2	-	- 5.8 -
Follow-up Hdwy	2.2	- 3.5 -
Pot Cap-1 Maneuver	-	- 689 0
Stage 1	-	- - 0
Stage 2	-	- 746 0
Platoon blocked, %		-
Mov Cap-1 Maneuver	-	- 689 -
Mov Cap-2 Maneuver	-	- 689 -
Stage 1	-	- - -
Stage 2	-	- 746 -

Approach	WB	NB
HCM Control Delay, s		10.2
HCM LOS		B

Minor Lane/Major Mvmt	NBLn1	WBL	WBT
Capacity (veh/h)	689	-	-
HCM Lane V/C Ratio	0.003	-	-
HCM Control Delay (s)	10.2	-	-
HCM Lane LOS	B	-	-
HCM 95th %tile Q(veh)	0	-	-

Rochambeau Wedding Venue
11: Rochambeau Drive EB

Existing (2023) Conditions
Timing Plan: PM Peak Hour

Intersection

Int Delay, s/veh 0

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑↑			↑	
Traffic Vol, veh/h	2	302	0	0	1	0
Future Vol, veh/h	2	302	0	0	1	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	336	0	0	1	0

Major/Minor	Major1	Minor2
Conflicting Flow All	0	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	4.1	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	2.2	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	EB	SB
HCM Control Delay, s		9.5
HCM LOS		A

Minor Lane/Major Mvmt	EBL	EBT	SBLn1
Capacity (veh/h)	-	-	807
HCM Lane V/C Ratio	-	-	0.001
HCM Control Delay (s)	-	-	9.5
HCM Lane LOS	-	-	A
HCM 95th %tile Q(veh)	-	-	0

APPENDIX D

Intersection Capacity Analysis Results – No-Build Conditions (2025)

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations				↕↑	↕	
Traffic Vol, veh/h	0	0	1	516	2	0
Future Vol, veh/h	0	0	1	516	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	1	561	2	0
Major/Minor		Major2		Minor1		
Conflicting Flow All			0	0	283	-
Stage 1			-	-	0	-
Stage 2			-	-	283	-
Critical Hdwy			4.1	-	6.8	-
Critical Hdwy Stg 1			-	-	-	-
Critical Hdwy Stg 2			-	-	5.8	-
Follow-up Hdwy			2.2	-	3.5	-
Pot Cap-1 Maneuver			-	-	689	0
Stage 1			-	-	-	0
Stage 2			-	-	746	0
Platoon blocked, %			-			
Mov Cap-1 Maneuver			-	-	689	-
Mov Cap-2 Maneuver			-	-	689	-
Stage 1			-	-	-	-
Stage 2			-	-	746	-
Approach			WB		NB	
HCM Control Delay, s				10.2		
HCM LOS				B		
Minor Lane/Major Mvmt	NBLn1	WBL	WBT			
Capacity (veh/h)	689	-	-			
HCM Lane V/C Ratio	0.003	-	-			
HCM Control Delay (s)	10.2	-	-			
HCM Lane LOS	B	-	-			
HCM 95th %tile Q(veh)	0	-	-			

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕↕			↕	
Traffic Vol, veh/h	2	308	0	0	1	0
Future Vol, veh/h	2	308	0	0	1	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	335	0	0	1	0
Major/Minor	Major1		Minor2			
Conflicting Flow All	0	0			172	-
Stage 1	-	-			0	-
Stage 2	-	-			172	-
Critical Hdwy	4.1	-			6.8	-
Critical Hdwy Stg 1	-	-			-	-
Critical Hdwy Stg 2	-	-			5.8	-
Follow-up Hdwy	2.2	-			3.5	-
Pot Cap-1 Maneuver	-	-			807	0
Stage 1	-	-			-	0
Stage 2	-	-			847	0
Platoon blocked, %		-				
Mov Cap-1 Maneuver	-	-			807	-
Mov Cap-2 Maneuver	-	-			807	-
Stage 1	-	-			-	-
Stage 2	-	-			847	-
Approach	EB			SB		
HCM Control Delay, s				9.5		
HCM LOS				A		
Minor Lane/Major Mvmt	EBL	EBT	SBLn1			
Capacity (veh/h)	-	-	807			
HCM Lane V/C Ratio	-	-	0.001			
HCM Control Delay (s)	-	-	9.5			
HCM Lane LOS	-	-	A			
HCM 95th %tile Q(veh)	-	-	0			

APPENDIX E

Intersection Capacity Analysis Results – Build Conditions (2025)

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations			↱	↱↱	↱	
Traffic Vol, veh/h	0	0	90	516	2	0
Future Vol, veh/h	0	0	90	516	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	300	-	0	-
Veh in Median Storage, #	1	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	98	561	2	0
Major/Minor		Major2		Minor1		
Conflicting Flow All		0	0	477	-	
Stage 1		-	-	0	-	
Stage 2		-	-	477	-	
Critical Hdwy		4.1	-	6.8	-	
Critical Hdwy Stg 1		-	-	-	-	
Critical Hdwy Stg 2		-	-	5.8	-	
Follow-up Hdwy		2.2	-	3.5	-	
Pot Cap-1 Maneuver		-	-	522	0	
Stage 1		-	-	-	0	
Stage 2		-	-	596	0	
Platoon blocked, %		-	-	-	-	
Mov Cap-1 Maneuver		-	-	522	-	
Mov Cap-2 Maneuver		-	-	522	-	
Stage 1		-	-	-	-	
Stage 2		-	-	596	-	
Approach		WB		NB		
HCM Control Delay, s				11.9		
HCM LOS				B		
Minor Lane/Major Mvmt	NBLn1	WBL	WBT			
Capacity (veh/h)	522	-	-			
HCM Lane V/C Ratio	0.004	-	-			
HCM Control Delay (s)	11.9	-	-			
HCM Lane LOS	B	-	-			
HCM 95th %tile Q(veh)	0	-	-			

Intersection						
Int Delay, s/veh	2.1					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕↕			↕	
Traffic Vol, veh/h	2	347	0	0	90	0
Future Vol, veh/h	2	347	0	0	90	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	377	0	0	98	0
Major/Minor	Major1		Minor2			
Conflicting Flow All	0	0			193	-
Stage 1	-	-			0	-
Stage 2	-	-			193	-
Critical Hdwy	4.1	-			6.8	-
Critical Hdwy Stg 1	-	-			-	-
Critical Hdwy Stg 2	-	-			5.8	-
Follow-up Hdwy	2.2	-			3.5	-
Pot Cap-1 Maneuver	-	-			783	0
Stage 1	-	-			-	0
Stage 2	-	-			827	0
Platoon blocked, %	-					
Mov Cap-1 Maneuver	-	-			783	-
Mov Cap-2 Maneuver	-	-			783	-
Stage 1	-	-			-	-
Stage 2	-	-			827	-
Approach	EB			SB		
HCM Control Delay, s				10.3		
HCM LOS				B		
Minor Lane/Major Mvmt	EBL	EBT	SBLn1			
Capacity (veh/h)	-	-	783			
HCM Lane V/C Ratio	-	-	0.125			
HCM Control Delay (s)	-	-	10.3			
HCM Lane LOS	-	-	B			
HCM 95th %tile O(veh)	-	-	0.4			

Rochambeau Wedding Venue
20: Site Driveway & Rochambeau Drive EB

Build (2024) Conditions
Timing Plan: PM Peak Hour

Intersection

Int Delay, s/veh 2.3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑↑	↑				↑
Traffic Vol, veh/h	308	129	0	0	0	129
Future Vol, veh/h	308	129	0	0	0	129
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	300	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	335	140	0	0	0	140

Major/Minor	Major1	Minor1
Conflicting Flow All	0	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	-	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	-	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	EB	NB
HCM Control Delay, s	0	10.1
HCM LOS		B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR
Capacity (veh/h)	847	-	-
HCM Lane V/C Ratio	0.166	-	-
HCM Control Delay (s)	10.1	-	-
HCM Lane LOS	B	-	-
HCM 95th %tile Q(veh)	0.6	-	-

APPENDIX F

Turn Lane Warrant Assessment

Left Turn Lane Warrant Assessment

Four-Lane Highways

Background:

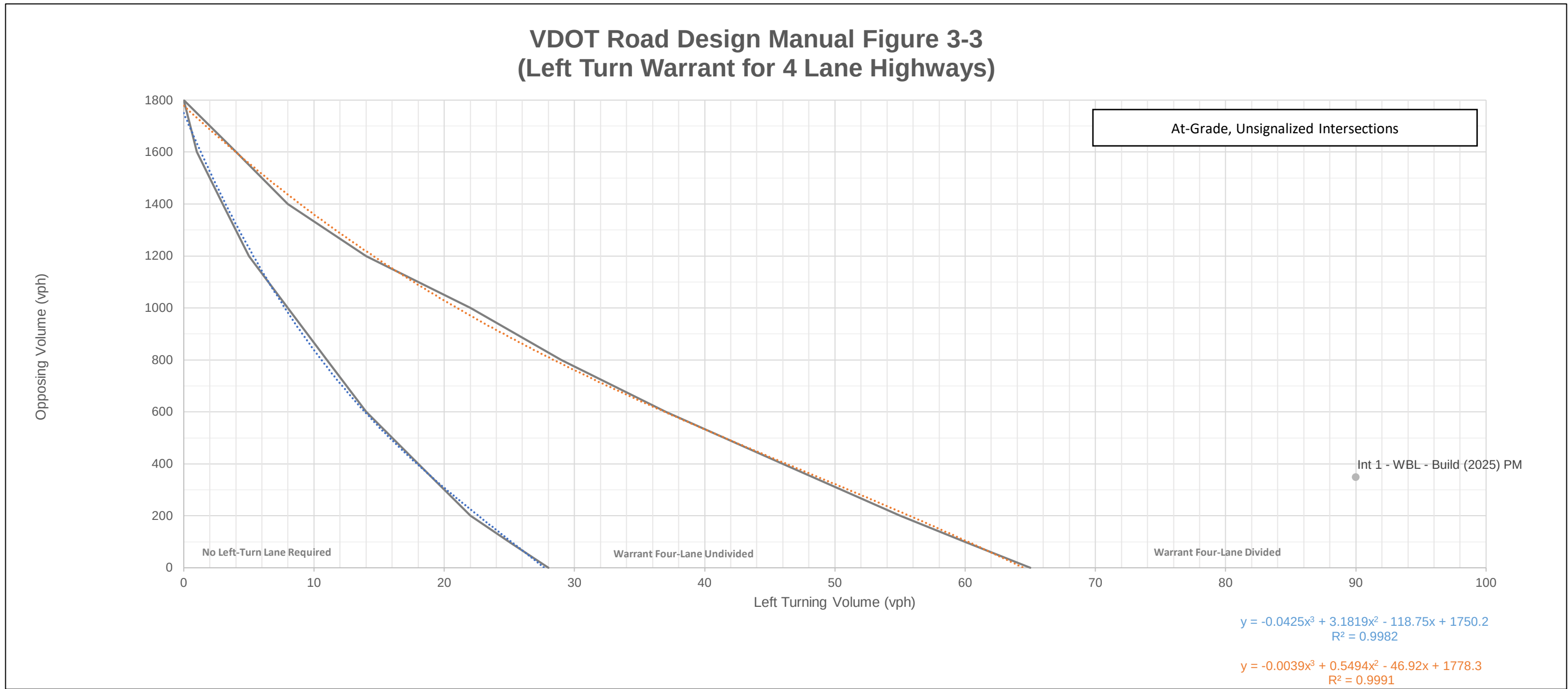
Warrants for left-turn storage lanes on four-lane highways at unsignalized intersections are based on Figure 3-3 in Appendix F of the Virginia Department of Transportation's (VDOT) *Road Design Manual* (RDM). The figure provides a graphical representation for determining the necessity of a left turn lane for divided and undivied roadway conditions by comparing the left turning volumes of a given approach and the respective opposing traffic volume.

Project Information:

Project:	Rochambeau Drive Wedding Venue	
Project ID:	#3097-002	
Intersection(s) and Movement(s):	1 - Rochambeau Drive Median Break	
	2 -	
	3 -	
	4 -	
	5 -	
Scenario:	2025 Build Conditions	
Analysis:	Gorove Slade	

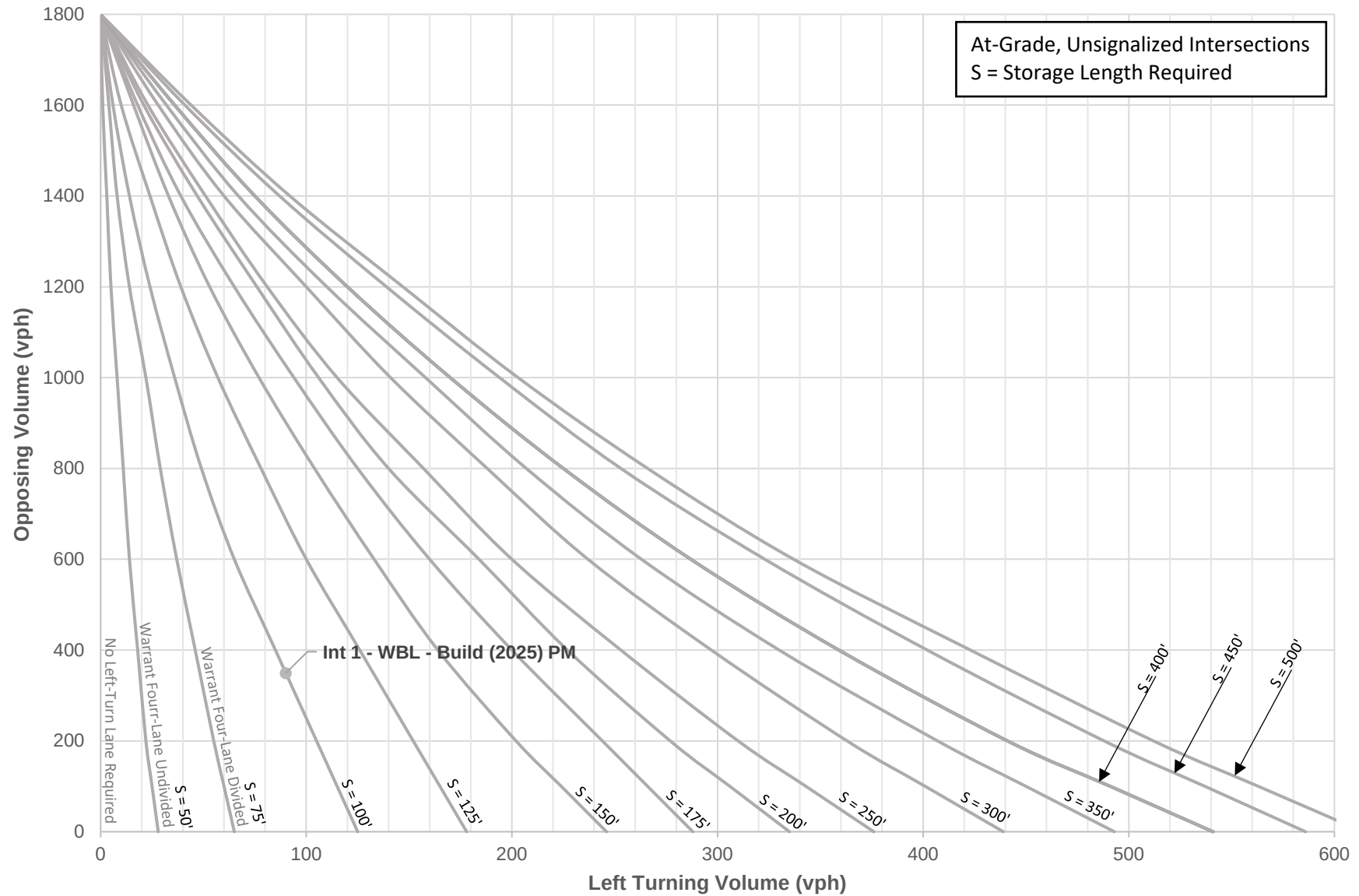
Assessment Summary:

Input				Result	
Study Scenario	Opposing Vol. (VPH)	Advancing Vol. (VPH)	Left Turning Vol. (VPH)	Left Turn %	Treatment
Int 1 - WBL - Build (2025) PM	349	606	90	14.9%	Full-width Turn Lane and Taper Warranted
					Full-width Turn Lane and Taper Warranted (for Undivided and Divided)



**VDOT Road Design Manual Figure 3-3
(Left Turn Warrant for 4 Lane Highways)**

At-Grade, Unsignalized Intersections
S = Storage Length Required



Right Turn Lane Warrant Assessment

Four-Lane Highways

Based on NCHRP Report 279 / VDOT RDM Appendix F
"Intersection Channelization Guide"

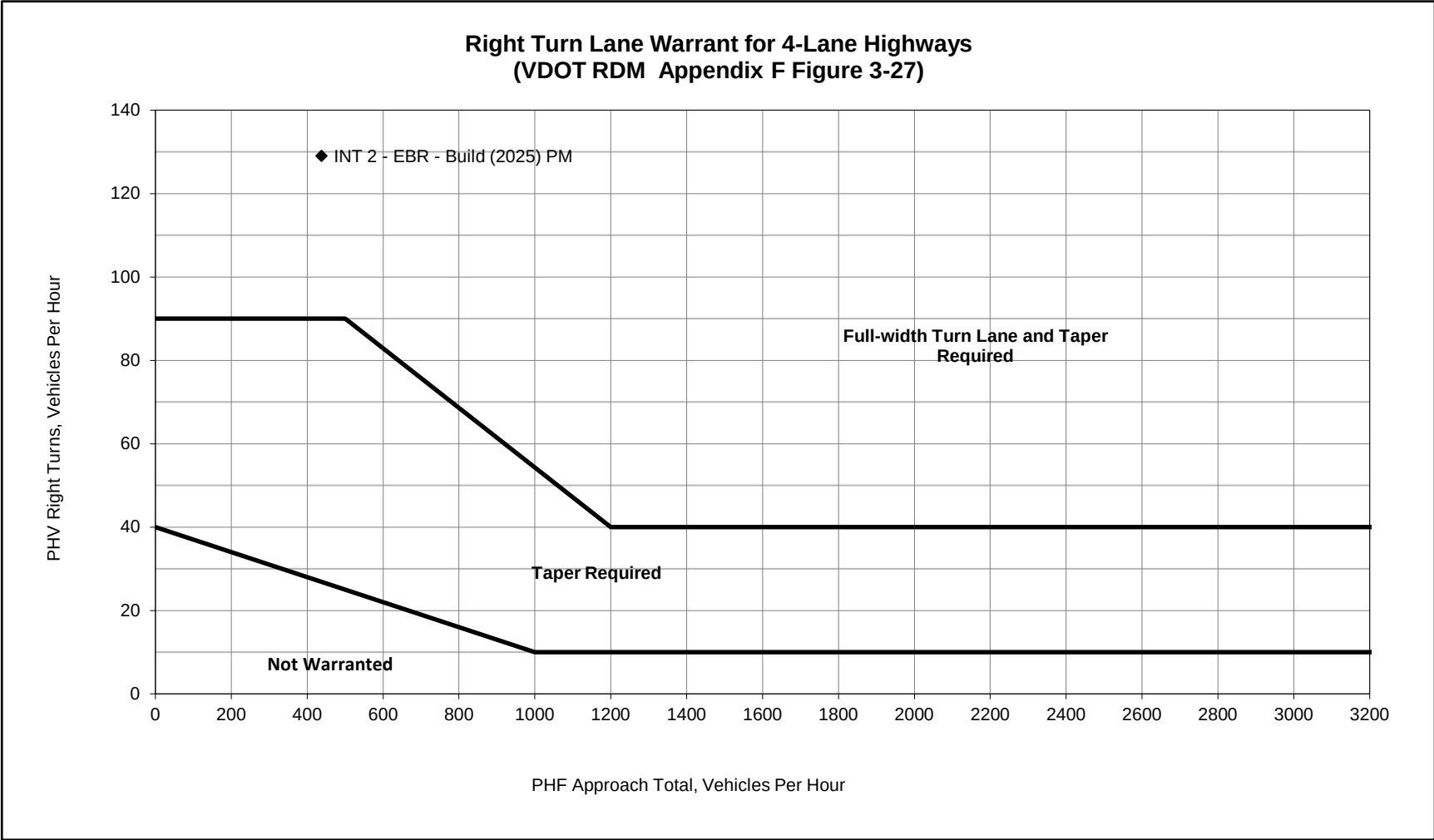
Background:

Warrants for right-turn storage lanes on four-lane highways at unsignalized intersections are based on Figure 3-27 in Appendix F of the Virginia Department of Transportation's (VDOT) *Road Design Manual* (RDM). This figure provides a graphical representation for determining the necessity of a right turn lane and / or taper by comparing the total volumes of a given approach with their respective right turn volumes.

Project Information:

Project:	
Project ID:	
Intersection(s) and Movement(s):	1 -
	2 - Rochambeau Drive at Site Driveway
	3 -
	4 -
	5 -
Scenario:	2020 Future Conditions with Development
Analyst:	Gorove Slade

Study Scenario	Approach Volume	Right Turn Volume	Minimum Right Turn Taper Threshold	Minimum Right Turn Full Lane Threshold	Treatment
INT 2 - EBR - Build (2025) PM	437	129	27	90	Full-width Lane and Taper Required



APPENDIX G

VDOT Pre-Scope Form

THIS IS A NOT CHAPTER 527 STUDY

	PRE-SCOPE OF WORK MEETING FORM Information on the Project Traffic Impact Analysis Base Assumptions
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The applicant is responsible for entering the relevant information and submitting the form to VDOT and the locality no less than three (3) business days prior to the meeting. If a form is not received by this deadline, the scope of work meeting may be postponed.

Contact Information				
Consultant Name: Tele: E-mail:	Mike Bailey, P.E., RSP1 – Gorove Slade (804) 362-0578 mb@goroveslade.com			
Developer/Owner Name: Tele: E-mail:	Wedding Co of Williamsburg, LLC			
Project Information				
Project Name:	Rochambeau Drive Wedding Venue	Locality/County:	James City County	
Project Location: (Attach regional and site specific location map)	Refer to Figure 1			
Submission Type	Comp Plan ☐	REZ/SUP ☐	Site Plan ☒	Subd Plat ☐
Project Description: (Including details on the land use, acreage, phasing, access location, etc. Attach additional sheet if necessary)	The applicant is proposing a wedding venue at 4097 Rochambeau Drive with a capacity of 300 people – including guests, caterers, officiant, photographer, band, etc. The access plan includes one right-in / right-out driveway on Rochambeau Drive.			
Proposed Use(s): (Check all that apply; attach additional pages as necessary)	Residential ☐	Commercial ☐	Mixed Use ☐	Other ☒
	Residential Uses(s) N/A		Commercial Use(s) See Trip Table	
Total Peak Hour Trip Projection:	Less than 100 ☐	100 – 499 ☒	500 – 999 ☐	1,000 or more ☐

Traffic Impact Analysis Assumptions				
Study Period	Existing Year: 2023		Build-out Year: 2025	
Study Area Boundaries (Attach map)	North: Refer to Figure 1		South:	
	West:		East:	
External Factors That Could Affect Project (Planned road improvements, other nearby developments)	None			
Consistency With Comprehensive Plan (Land use, transportation plan)	Existing zoning is A-1 Applicant is seeking a Special Use Permit (SUP)			
Available Traffic Data (Historical, forecasts)	Rochambeau Drive – 8,900 vpd in 2016 / 9,100 vpd in 2021			
Trip Distribution	Road Name: See Figure 1		Road Name:	
	Road Name:		Road Name:	
Annual Vehicle Trip Growth Rate: (See Note 3.)	1.0 %	Peak Period for Study (check all that apply)	☐ AM ☒ PM ☐ SAT	
		Peak Hour of Generator	Friday or Saturday evening	
Study Intersections and/or Road Segments (Attach additional sheets as necessary) (Please refer to attached Figure 1.)	1.	Rochambeau Drive at Proposed Site Driveway	7.	
	2.	Rochambeau Drive median break	8.	
	3.		9.	
	4.		10.	
	5.		11.	
	6.		12.	
Trip Adjustment Factors	Internal allowance ☐ Yes ☒ No Reduction: N/A		Pass-by allowance ☐ Yes ☒ No Reduction: N/A	
	☒ Synchro ☐ HCS (v.2000/+) ☐ SIDRA ☐ CORSIM ☒ Other <u>SimTraffic</u>			
Traffic Signal Proposed or Affected (Analysis software to be used, progression speed, cycle length)	Analysis Software: Synchro / SimTraffic 11			
Improvement(s) Assumed or to be Considered	The need for turn lanes and other off-site improvements will be determined based on the results of the TIA.			

Background Traffic Studies Considered	To be discussed at TIA scope meeting
Plan Submission	☐ Master Development Plan (MDP) ☒ Generalized Development Plan (GDP) ☐ Preliminary/Sketch Plan ☐ Other Plan type (Final Site, Subd. Plan)
Additional Issues to be Addressed	☒ Queuing analysis ☐ Actuation/Coordination ☐ Weaving analysis ☐ Merge analysis ☒ Bike/Ped Accommodations ☒ Intersection(s) ☐ TDM Measures ☐ Other (_____)

NOTES on ASSUMPTIONS:

1. The TIA will include three analysis scenarios:
 - Existing 2023 Conditions
 - No-Build 2025 Conditions
 - Build 2025 Conditions
2. 2023 existing “baseline” condition counts will be collected at the existing study intersection.
3. Existing peak hour factors will be based on the traffic counts and utilized on a by-intersection basis. Peak hour factors of 0.92 will be used for all future scenarios if the existing peak hour factor by intersection is less than 0.92.
4. Heavy vehicle percentages (HV%) will be based on count data.
5. HCM 6 methodology will be utilized where applicable; HCM 2000 methodology will be utilized if HCM 6 methodology is not applicable.
6. Turn lane warrants will be assessed at the proposed site driveway.
7. The capacity analysis will adhere to the guidelines set forth in TOSAM, Version 2.0.
8. Traffic counts will be conducted for Friday and Saturday (4-6 PM). The higher volumes will be used for the analysis.



Figure 1: Site Location and Primary Trip Distribution

**Rochambeau Drive Wedding Venue
James City County, VA**

Table 1: Trip Generation – Friday or Saturday Evening

Category	Size	Pre-Event Peak Hour (vph)		Post-Event Peak Hour (vph)	
		Enter	Exit	Enter	Exit
Event Guests	260 people	116	15	15	116
Venue Staff, Food Service, Officiant, Florist, Photographers, DJ, etc.	40 people	13	5	5	13
Total Trips		129	20	20	129

Assumptions about event guests:

- 2.25 people per vehicle
- All arrive within the hour before the event, and all leave within the hour after the event
- Small number of vehicles in off-peak directions

Assumptions about staff:

- 1.50 people per vehicle
- 50% arrive more than one hour before the event, and 50% arrive within the hour before the event
- 50% leave within the hour after the event, and 50% leave more than one hour after the event
- Small number of vehicles in off-peak directions

January 23, 2023

TRAFFIC IMPACT ANALYSIS

To: Paul Holt
Cc: Glenn Brooks, P.E.
Howard Price
From: Michael Bailey, P.E., RSP₁
Date: May 2023
Subject: Rochambeau Drive Wedding Venue – James City County, VA

James City County
VDOT
AES Consulting Engineers

Introduction

Our client is proposing to construct a new wedding venue at 4097 Rochambeau Drive. The development plan includes an event space with a capacity of up to 300 total occupants. The proposed access plan includes one right-in / right-out driveway on Rochambeau Drive. It should be noted that a full-movement connection to the existing median break, on Rochambeau Drive, is not possible as the western property line ends east of the median break. The site is expected to be built-out by 2025.

This Traffic Impact Analysis (TIA) was developed in accordance with Virginia Department of Transportation (VDOT), James City County TIA guidelines, and our TIA scoping meeting. A copy of the TIA scoping document is included in the Appendix.

Scope of the Analysis

The objective of this analysis is to identify potential impacts to the transportation network due to the proposed convenience store. Based on the TIA scoping meeting, the following scenarios were analyzed:

- Existing (2023) Conditions
- No-Build (2025) Conditions
- Build (2025) Conditions

The weekday AM and PM peak hours were studied for the following intersection:

- Rochambeau Drive at Existing Median Break

Figure 1 shows the site location and study intersections and the site plan is shown in Figure 2.

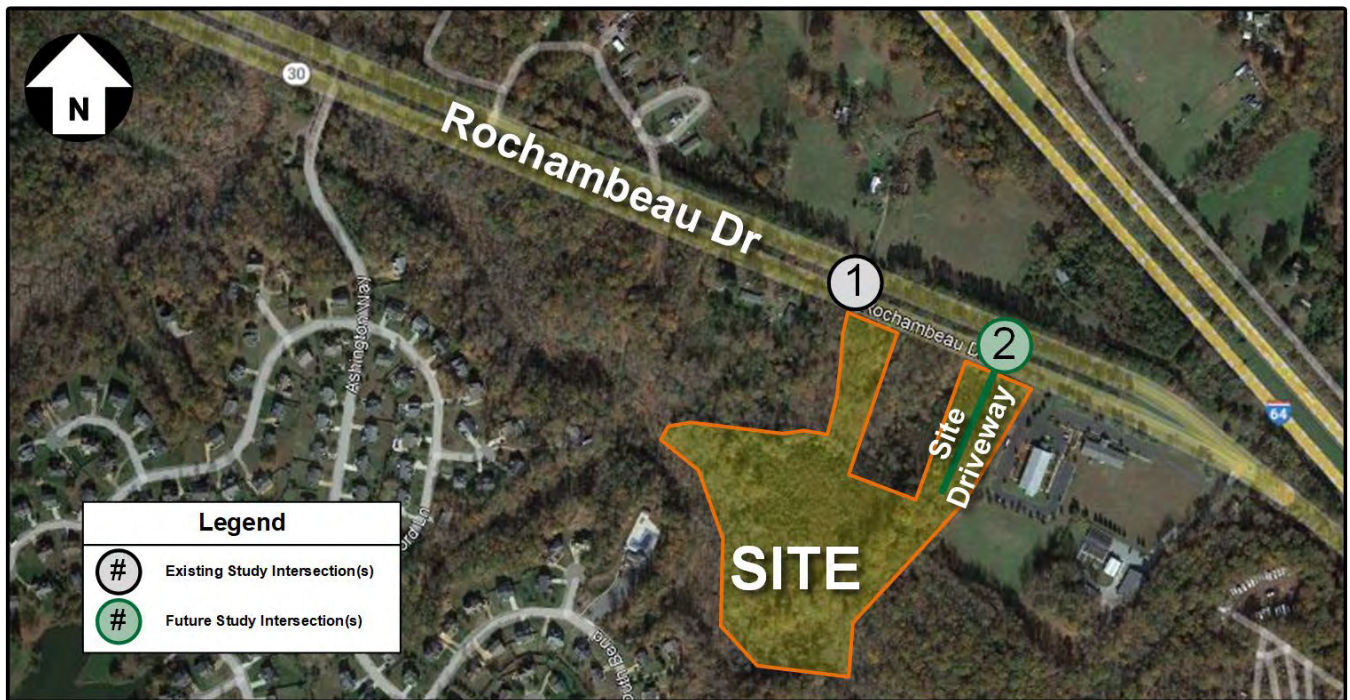


Figure 1: Site Location and Study Intersections

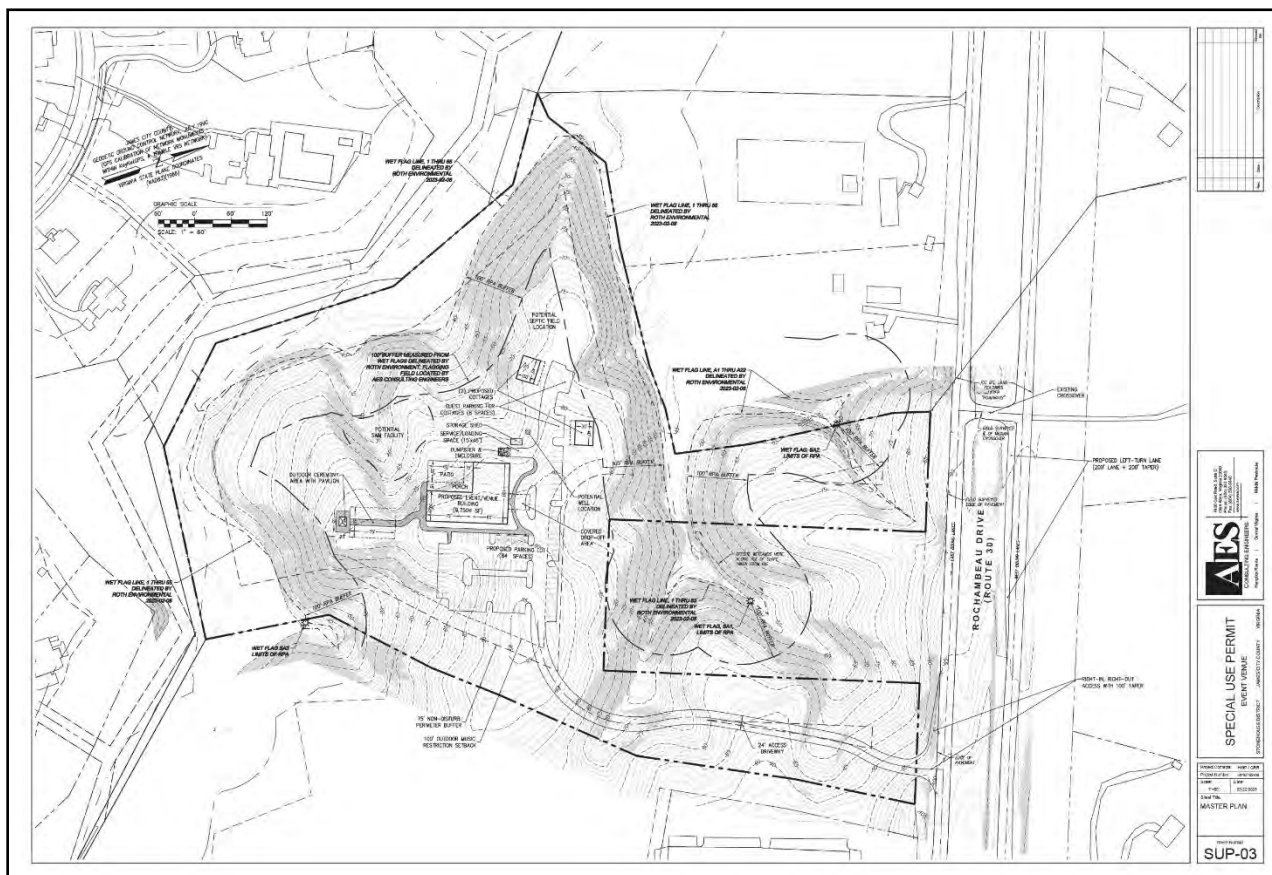


Figure 2: Preliminary Site Plan (Prepared by AES for informational purposes only)

Existing Conditions

Existing Roadway Network

A description of the major roadways within the study area is shown in Table 1 and the existing lane configuration is shown in Figure 3.

Table 1: Existing Roadway Network

Roadway	RTE #	VDOT Classification	Legal/Design Speed Limit (mph)	AADT* (vpd)
Rochambeau Drive	VA-30	Major Collector	55 MPH	9,100
* Based on VDOT 2021 AADT Data				

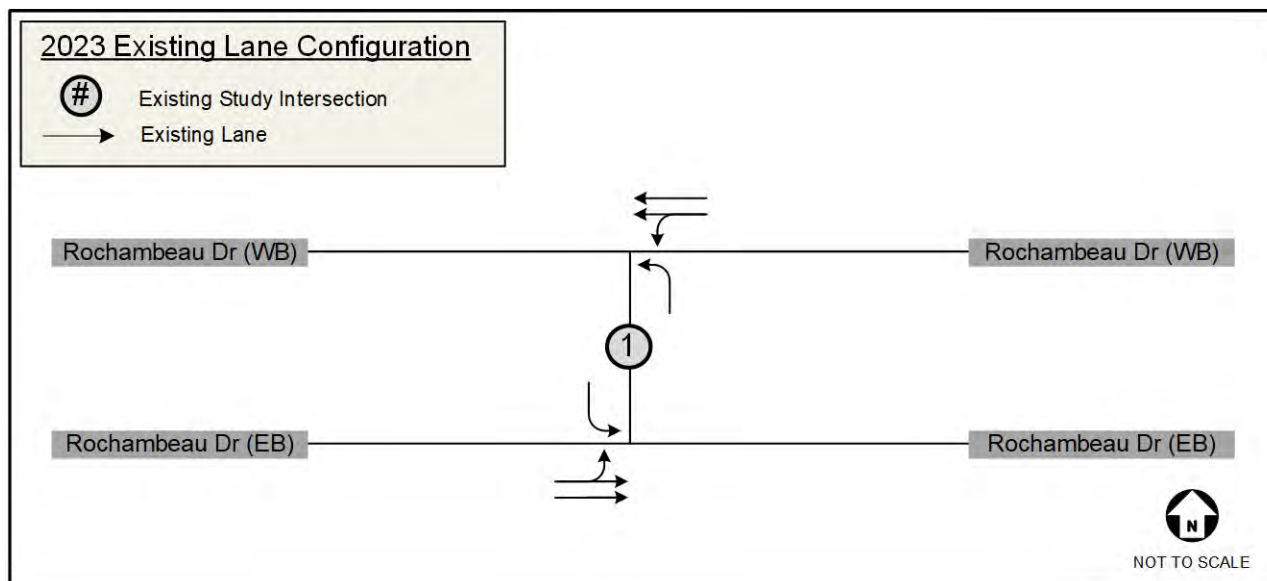


Figure 3: Existing Lane Configuration

Existing (2023) Traffic Volumes

Friday and Saturday PM (4:00 to 6:00 PM) turning movement counts were conducted by Burns Services Inc. during the week of March 6th at the intersection of Rochambeau Drive at Existing Median Break.

The Friday PM peak hour volumes were higher than the Saturday volumes, so the Friday count data was used in this analysis. The peak hour traffic volumes are shown in Figure 4 and the count data is included in the Appendix.

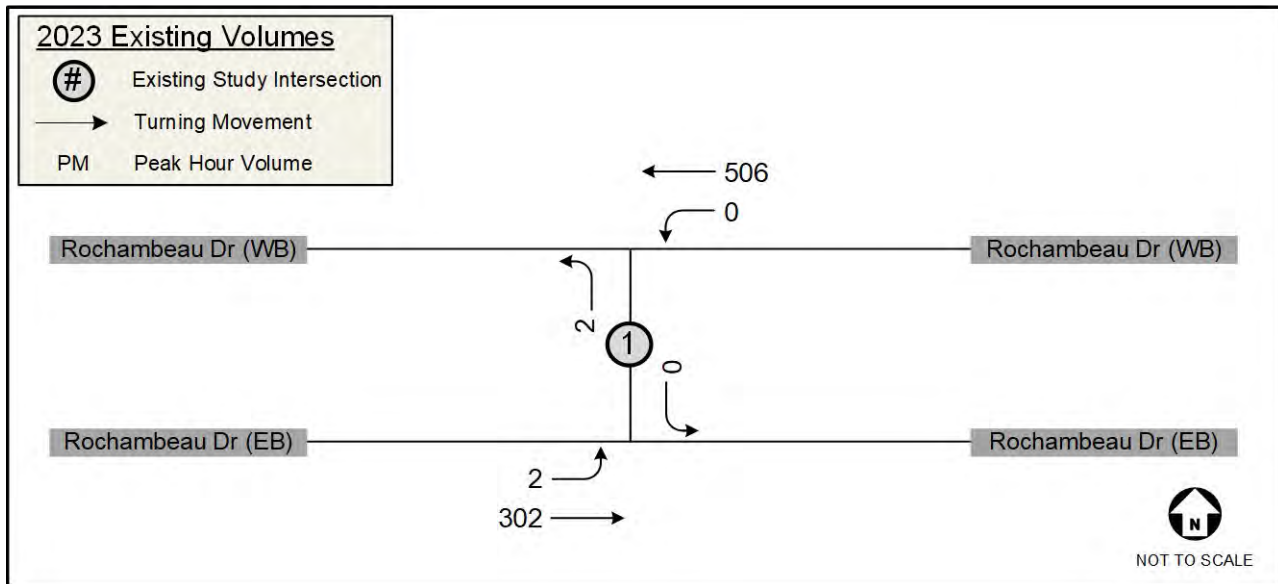


Figure 4: Existing (2023) Peak Hour Traffic Volumes

No-Build Conditions

Background Improvements

Based on the scoping meeting, no background improvements were included in this analysis.

Background Developments

Based on the scoping meeting, no approved developments were identified within the vicinity of the site to be included in this analysis.

Regional Traffic Growth

Future traffic volumes were estimated by increasing the existing traffic volumes to the build-out year using an annual growth rate and adding the trips generated by the background development. The no-build peak hour traffic volumes were estimated by applying an annual background growth rate of 1.0% for two years. Figure 5 shows the No-Build (2025) peak hour traffic volumes.

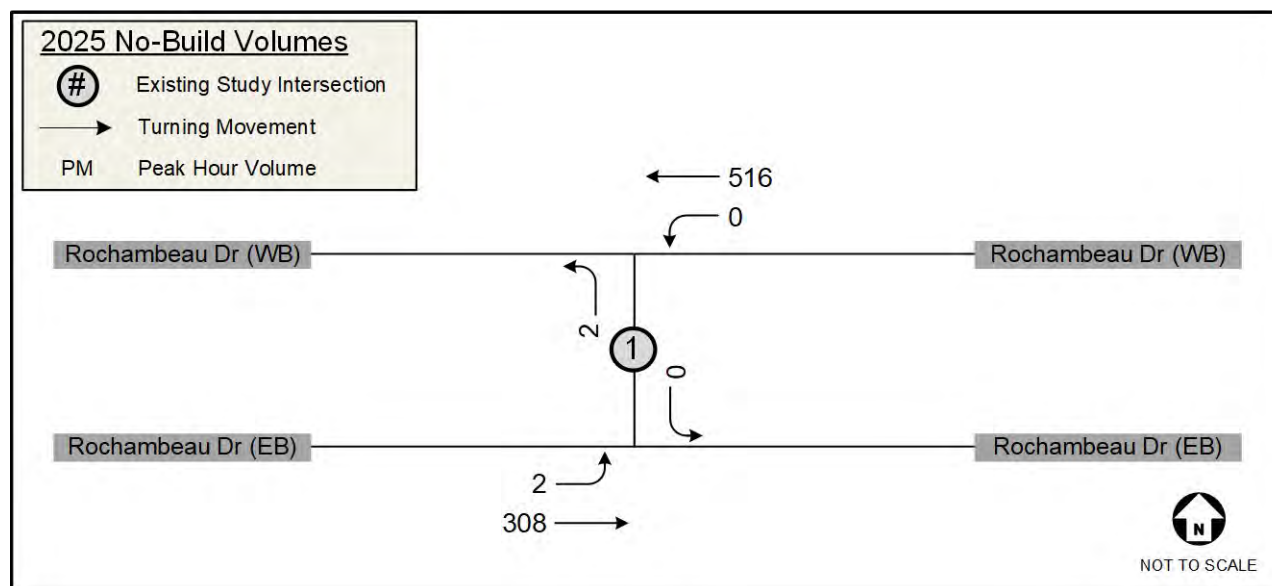


Figure 5: No-Build (2025) Peak Hour Traffic Volumes

Build Conditions

Site Generated Trips

The Institute of Transportation Engineers (ITE) does not publish trip rates for a wedding venue. Table 2 shows the trip potential of the proposed venue based on discussion with the development team and engineering judgement.

Table 2: Trip Generation – Rochambeau Wedding Venue – Friday or Saturday Evening

Category	Size	Pre-Event Peak Hour (vph)		Post-Event Peak Hour (vph)	
		Enter	Exit	Enter	Exit
Event Guests	260 people	116	15	15	116
Venue Staff, Food Service, Officiant, Florist, Photographers, DJ, etc.	40 people	13	5	5	13
Total Trips		129	20	20	129

Assumptions about event guests:

- 2.25 people per vehicle
- All arrive within the hour before the event, and all leave within the hour after the event
- Small number of vehicles in off-peak directions

Assumptions about staff:

- 1.50 people per vehicle
- 50% arrive more than one hour before the event, and 50% arrive within the hour before the event
- 50% leave within the hour after the event, and 50% leave more than one hour after the event
- Small number of vehicles in off-peak directions

To be conservative, the study analyzes the higher entering and exiting volumes during the same peak hour, instead of analyzing the pre-event and post-event volumes separately.

Primary Site Trip Distribution

The site trip distribution was based on coordination with VDOT and James City County staff. The following regional distribution was applied to the site trips:

- 70% to / from the east on Rochambeau Drive
- 30% to / from the west on Rochambeau Drive

It should be noted that motorists desiring to travel westbound on Rochambeau Drive will be forced to exit the site traveling east. Once they reach Croker Road, approximately one mile east of the site, they have the option to travel west using I-64 or U.S. Route 60. It is anticipated that the majority of attendees are traveling from out of town for an event and will be staying in either Richmond or Williamsburg.

Figure 6 shows the regional site trip distribution and Figure 7 site trip assignment.

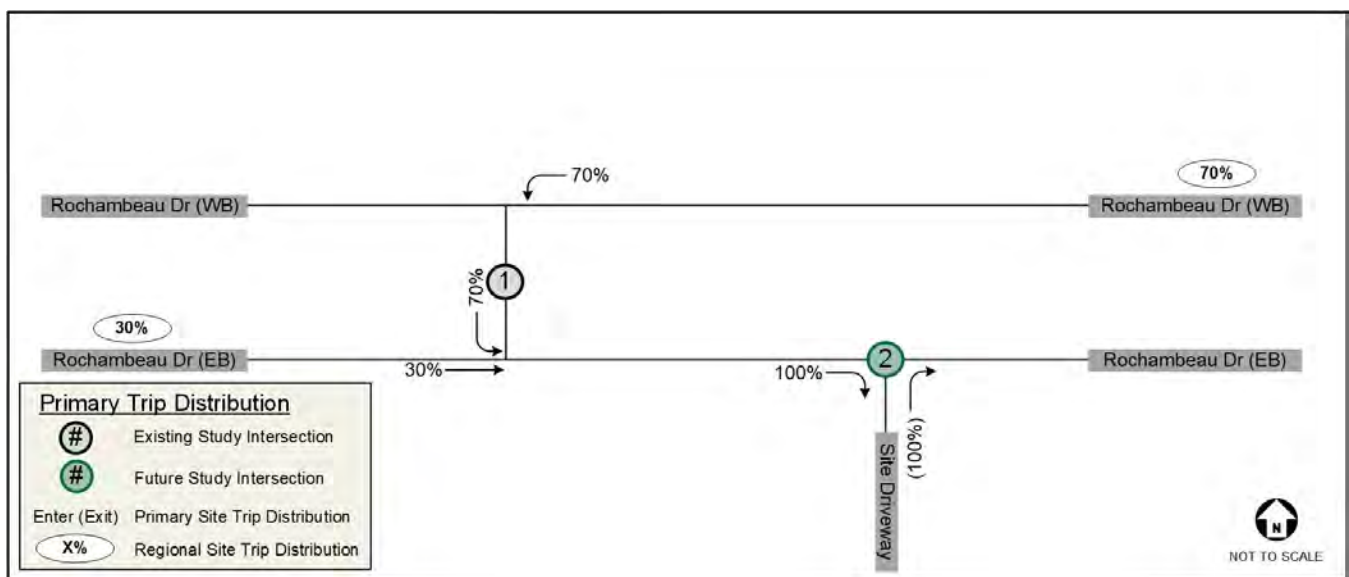


Figure 6: Primary Site Trip Distribution

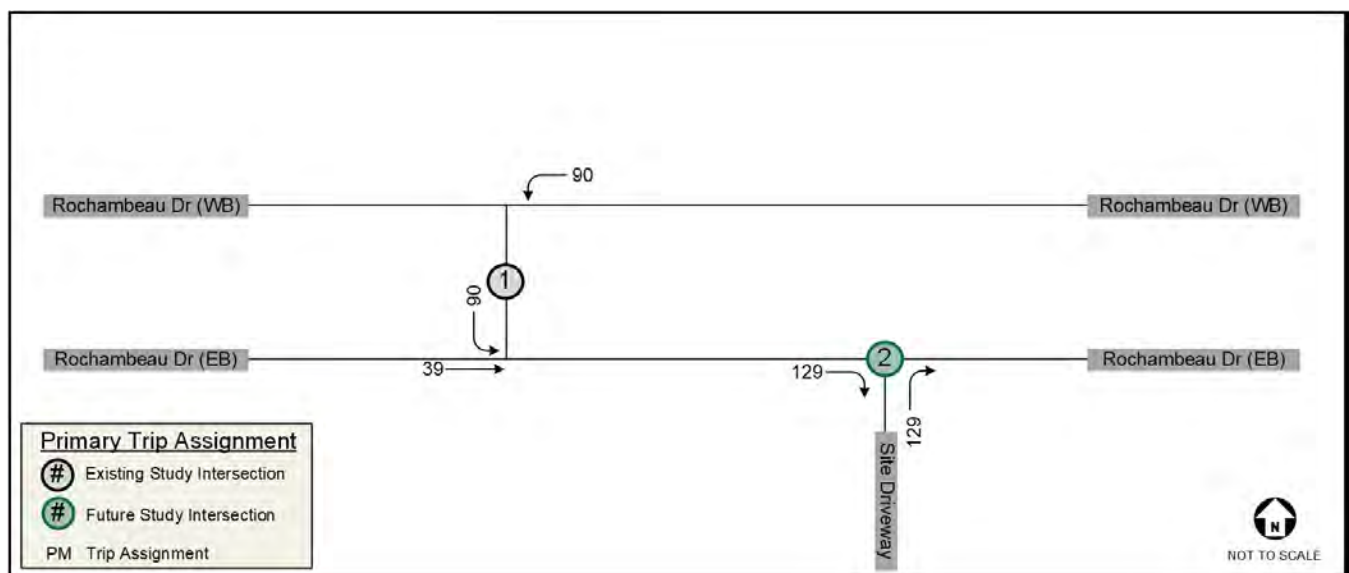


Figure 7: Primary Site Trip Assignment

Build (2025) Traffic Volumes

The build traffic volumes were estimated by adding the no-build traffic volumes (Figure 5) and the site trip assignment (Figure 7). Figure 8 shows the Build (2025) peak hour traffic volumes.

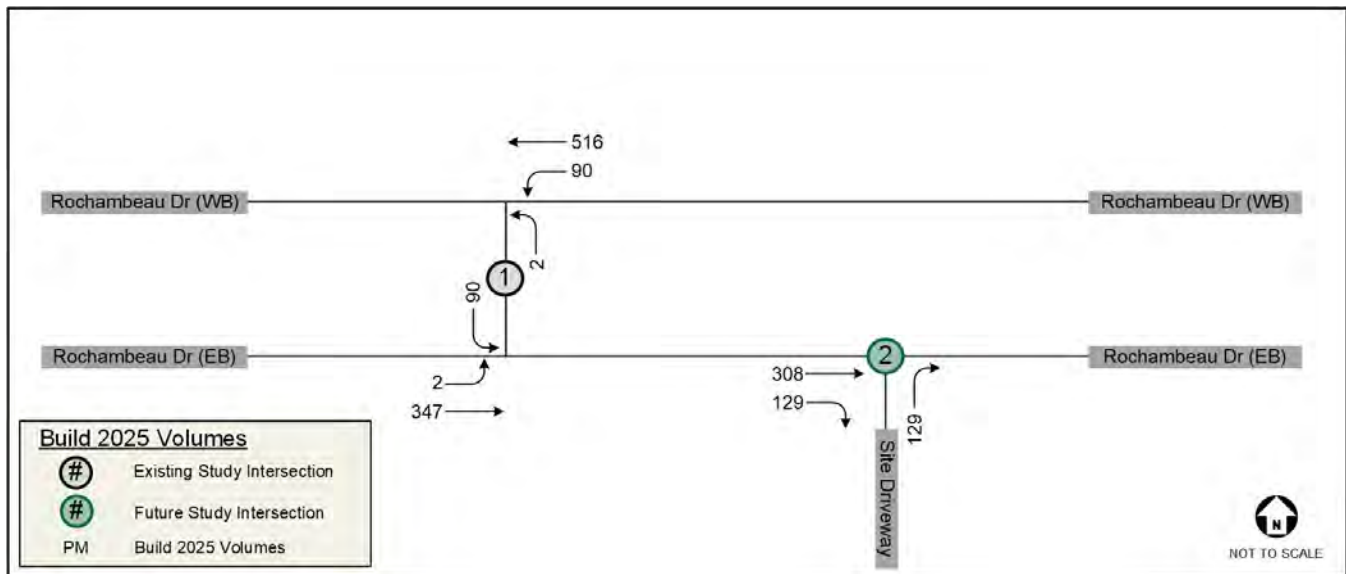


Figure 8: Build (2025) Peak Hour Traffic Volumes

Turn Lane Warrant Analysis

The need for turn lanes was evaluated at the study intersections under Build (2025) conditions. The results of the turn lane warrant analysis are summarized in Table 3 and Table 4.

Table 3: Right-Turn Lane Warrant Analysis (4-Lane)

Study Scenario	Approach Volume	Right Turn Volume	Minimum Right Turn Taper Threshold	Minimum Right Turn Full Lane Threshold	Treatment
INT 2 - EBR - Build (2025) PM	437	129	27	90	Full-width Lane and Taper Required

Table 4: Left-Turn Lane Warrant Analysis (4-Lane)

Study Scenario	Opposing Vol. (VPH)	Advancing Vol. (VPH)	Left Turning Vol. (VPH)	Left Turn %	Treatment
Int 1 - WBL - Build (2025) PM	349	606	90	14.9%	Full-width Turn Lane and Taper Warranted

Based on the turn lane warrant analysis, the following improvements are warranted:

- Construct a westbound left-turn lane on Rochambeau Drive, at the existing median break, with 100 feet of storage and a 200-foot taper
- Construct an eastbound right-turn lane on Rochambeau Drive, at the proposed site driveway, with 100 feet of storage and a 200-foot taper

Capacity Analysis

Capacity analysis was performed at the study intersections during the weekday AM and PM peak hours under all analysis scenarios. Synchro, Version 11 was used to analyze the study intersections based on the Highway Capacity Manual (HCM) methodology and includes level of service (LOS), delay, and queue lengths for the turning movements analyzed. The queueing analysis results are summarized in the tables below and the Synchro output reports are included in the appendix. A future peak hour factor (PHF) of 0.92 was used only if the existing PHF was less than 0.92, otherwise the existing PHF was used.

For unsignalized intersections, the average delays for the minor street movements are described as short delays (less than 25 seconds), moderate delays (between 25 and 50 seconds), and long delays (greater than 50 seconds). It is common for side street movements to experience long delays during the peak hours at intersections with major thoroughfares.

Table 5 shows the LOS, average delays, and queue lengths for the Rochambeau Drive median break.

Table 5: Level-of-Service Summary for Rochambeau Drive at Median Break

Scenario	Intersection (Movement)	Effective Storage Length (ft.) [1]	PM Peak Hour		
			LOS	Delay (sec/veh)	95th % Queue (ft.)
			Synchro		
Existing (2023) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	10.2	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
No-Build (2025) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	10.2	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
Build (2025) Conditions	Rochambeau Drive [E/W] at Median Break				
	Overall Intersection (TWSC)				
	<i>Eastbound Approach</i>				
	Eastbound U-Turn		B	11.9	0
	Eastbound Thru				
	<i>Westbound Approach</i>				
	Westbound U-Turn	200	B	10.3	10
	Westbound Thru				

Capacity analysis shows that the major street left-turn movements currently operate with short delays during the PM peak hour. Under no-build conditions, the major street left-turn movements are expected to continue operating with short delays during the PM peak hour. Under build conditions, the major street left-turn movements are expected to continue operating with short delays during the PM peak hour, with the following improvement in place:

- Construct a westbound left-turn lane on Rochambeau Drive at the median break with 100 feet of storage and a 200-foot taper

Table 6 shows the LOS, average delays, and queue lengths for the unsignalized intersection of Rochambeau Drive at the proposed right-in / right out site driveway.

Table 6: Level-of-Service Summary for Rochambeau Drive at Right-In / Right-Out Site Driveway

Scenario	Intersection (Movement)	EffectiveStorage Length (ft.) [1]	PM Peak Hour			Ave. Max Queue (ft.) [2]
			LOS	Delay (sec/veh)	95th % Queue (ft.)	
			Synchro			
Build (2025) Conditions	Rochambeau Drive [E/W] at RIRO Site Driveway [N/S]					
	Overall Intersection (TWSC)					
	Eastbound Approach					
	Eastbound Thru	200				
	Eastbound Right					
	Northbound Approach					
	Northbound Right		B	10.1	15	

Capacity analysis shows that under build conditions, the minor street right-turn movement is expected to operate with short delays and queue lengths of one vehicle or less during the PM peak hour, with the following improvement in place:

- Construct an eastbound right-turn lane on Rochambeau Drive at the proposed site driveway with 100 feet of storage and a 200-foot taper

Summary and Conclusions

Based on the results of the analysis, all intersections are projected to operate with acceptable delay and queueing upon completion of the proposed site, with the following improvements in place:

- Construct a westbound left-turn lane on Rochambeau Drive, at the existing median break, with 100 feet of storage and a 200-foot taper
- Construct an eastbound right-turn lane on Rochambeau Drive, at the proposed site driveway, with 100 feet of storage and a 200-foot taper

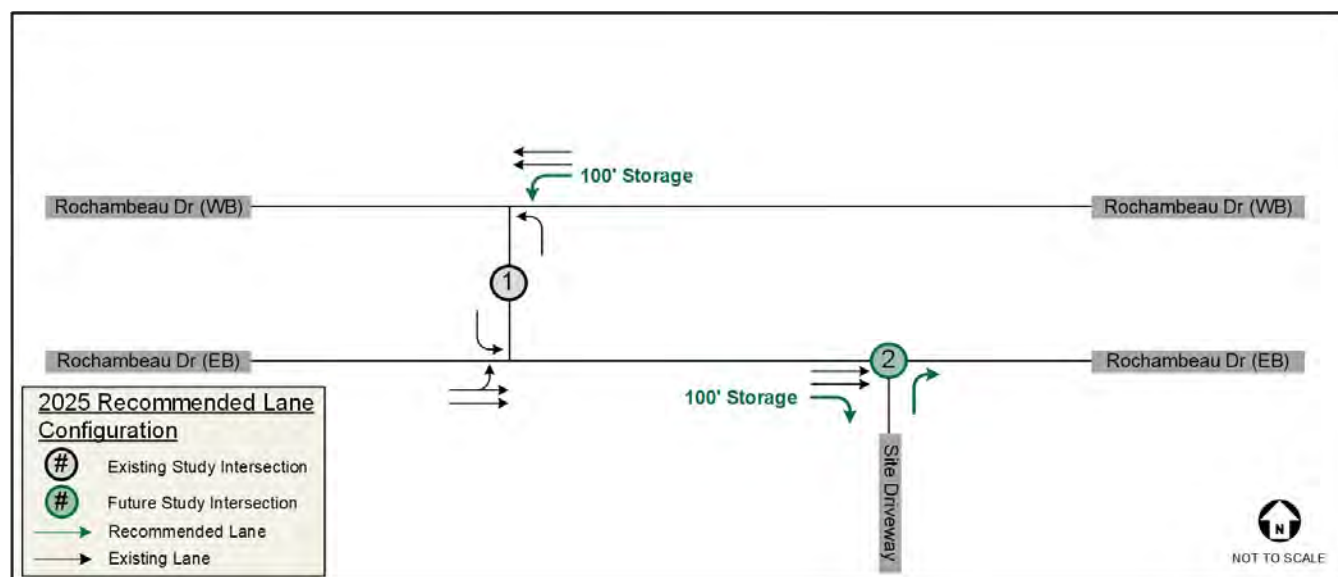


Figure 9: Recommended Lane Configuration

TECHNICAL APPENDIX

TECHNICAL APPENDIX

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VDOT Pre-Scope Form

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Turning Movement Count Sheets



TRAFFIC DATA COLLECTION

File Name : James City(Eastbound Rochambeau Drive) 03-10
 Site Code :
 Start Date : 3/10/2023
 Page No : 1

Groups Printed- Cars + - Trucks

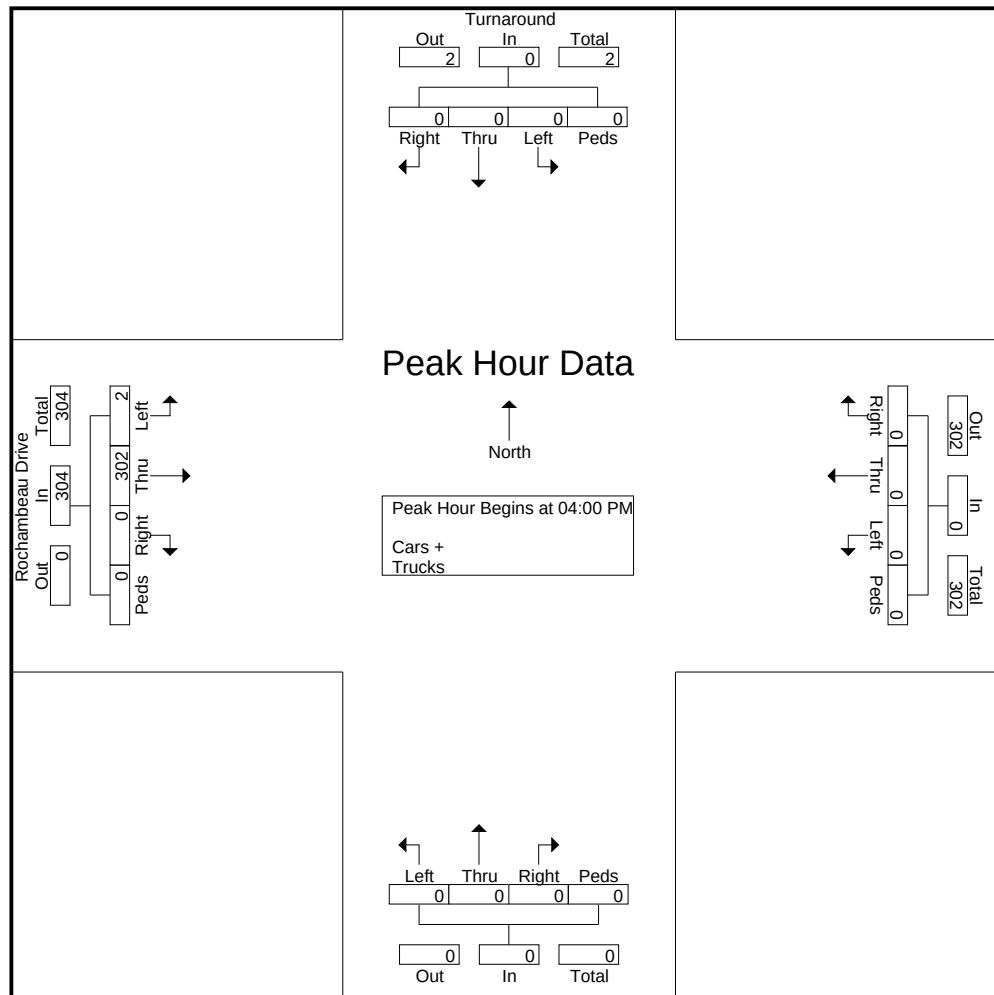
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04:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	74	1	0	75	75
04:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	0	0	60	60
04:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	74	1	0	75	75
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	302	2	0	304	304
05:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	55	0	0	55	55
05:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	85	1	0	86	86
05:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	77	0	0	77	77
05:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	71	0	0	71	71
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	288	1	0	289	289
06:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	6	6
Grand Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	596	3	0	599	599
Apprch %	0	0	0	0		0	0	0	0		0	0	0	0		0	99.5	0.5	0		
Total %	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	99.5	0.5	0	100	
Cars +	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	593	3	0	596	596
% Cars +	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	99.5	100	0	99.5	99.5
Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	3
% Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.5	0	0	0.5	0.5



TRAFFIC DATA COLLECTION

File Name : James City(Eastbound Rochambeau Drive) 03-10
 Site Code :
 Start Date : 3/10/2023
 Page No : 2

	Turnaround Southbound					Westbound					Northbound					Rochambeau Drive Eastbound					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 04:00 PM to 06:00 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:00 PM																					
04:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	94	0	0	94	94
04:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	74	1	0	75	75
04:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	0	0	60	60
04:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	74	1	0	75	75
Total Volume	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	302	2	0	304	304
% App. Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	99.3	0.7	0		
PHF	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.000	.803	.500	.000	.809	.809





TRAFFIC DATA COLLECTION

File Name : James City(Westbound Rochambeau Drive) 03-10

Site Code :

Start Date : 3/10/2023

Page No : 1

Groups Printed- Cars + - Trucks

	Driveway Southbound				Rochambeau Drive Westbound				Turnaround Northbound				Eastbound				
Start Time	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Int. Total
04:00 PM	0	0	0	0	0	131	0	131	0	0	0	0	0	0	0	0	131
04:15 PM	0	0	0	0	0	116	0	116	0	0	1	1	0	0	0	0	117
04:30 PM	0	0	0	0	0	126	0	126	0	0	0	0	0	0	0	0	126
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05:15 PM	0	0	0	0	0	155	0	155	0	0	1	1	0	0	0	0	156
05:30 PM	0	0	0	0	0	110	0	110	0	0	0	0	0	0	0	0	110
05:45 PM	0	0	0	0	0	87	0	87	0	0	0	0	0	0	0	0	87
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06:00 PM	0	0	0	0	0	4	0	4	0	0	0	0	0	0	0	0	4
Grand Total	0	0	0	0	0	982	0	982	0	0	3	3	0	0	0	0	985
Apprch %	0	0	0	0	0	100	0	100	0	0	100	100	0	0	0	0	
Total %	0	0	0	0	0	99.7	0	99.7	0	0	0.3	0.3	0	0	0	0	
Cars +	0	0	0	0	0	961	0	961	0	0	3	3	0	0	0	0	964
% Cars +	0	0	0	0	0	97.9	0	97.9	0	0	100	100	0	0	0	0	97.9
Trucks	0	0	0	0	0	21	0	21	0	0	0	0	0	0	0	0	21
% Trucks	0	0	0	0	0	2.1	0	2.1	0	0	0	0	0	0	0	0	2.1

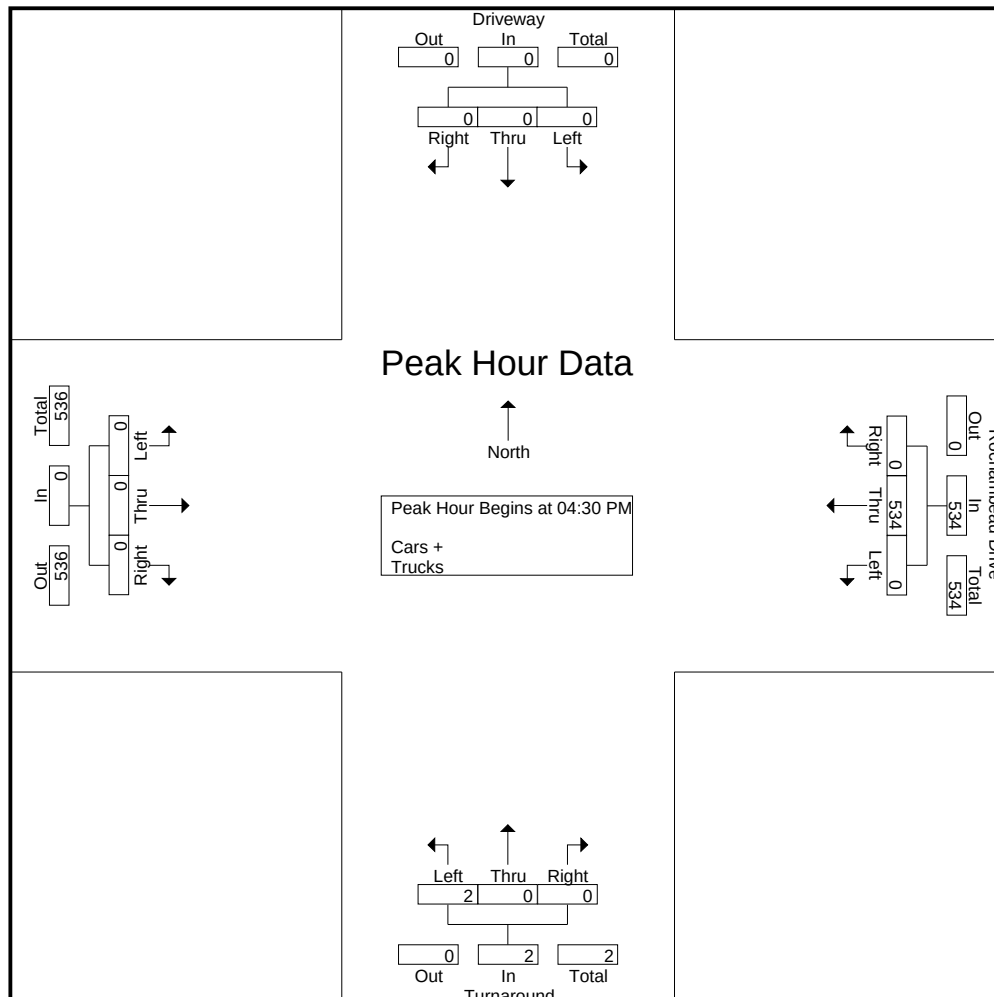
Intersection
Peak



TRAFFIC DATA COLLECTION

File Name : James City(Westbound Rochambeau Drive) 03-10
 Site Code :
 Start Date : 3/10/2023
 Page No : 2

	Driveway Southbound				Rochambeau Drive Westbound				Turnaround Northbound				Eastbound				
Start Time	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Int. Total
Peak Hour Analysis From 04:00 PM to 06:00 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	0	0	0	0	126	0	126	0	0	0	0	0	0	0	0	126
04:45 PM	0	0	0	0	0	133	0	133	0	0	1	1	0	0	0	0	134
05:00 PM	0	0	0	0	0	120	0	120	0	0	0	0	0	0	0	0	120
05:15 PM	0	0	0	0	0	155	0	155	0	0	1	1	0	0	0	0	156
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% App. Total	0	0	0	0	0	100	0	100	0	0	100	100	0	0	0	0	
PHF	.000	.000	.000	.000	.000	.861	.000	.861	.000	.000	.500	.500	.000	.000	.000	.000	.859



APPENDIX B

Level of Service Definitions

TECHNICAL MEMORANDUM

Subject: Level of Service Definitions

Introduction

The purpose of this memorandum is to define the level of service (LOS) metric that commonly used as a measure of effectiveness (MOE) for traffic operations.

All capacity analyses are based on the procedures specified by the Transportation Research Board's (TRB) Highway Capacity Manual (HCM), which is currently on its sixth edition. Level of service ranges from A to F. A brief description of each level of service for signalized and unsignalized intersections is provided below.

Signalized Intersections

Level of service is based upon the traffic volume present in each lane on the roadway, the capacity of each lane at the intersection and the delay associated with each directional movement. The levels of service for signalized intersections are defined below:

- **Level of Service A** describes operations with very low average delay per vehicle, i.e., less than 10.0 seconds. This occurs when progression is extremely favorable, and most vehicles arrive during the green phase. Most vehicles do not stop. Short signal cycle lengths may also contribute to low delay.
- **Level of Service B** describes operations with average delay in the range of 10.1 to 20.0 seconds per vehicle. This generally occurs with good progression and/or short cycle lengths. More vehicles stop than for LOS A, causing higher levels of average delay.
- **Level of Service C** describes operations with delay in the range of 20.1 to 35.0 seconds per vehicle. These higher delays may result from fair progression and/or longer cycle lengths. Individual cycle failures may begin to appear at this level. The number of vehicles stopping is significant at this level although many still pass through the intersection without stopping. This is generally considered the lower end of the range of the acceptable level of service in rural areas.
- **Level of Service D** describes operations with delay in the range of 35.1 to 55.0 seconds per vehicle. At LOS D, the influence of congestion becomes more noticeable. Longer delays may result from some combination of unfavorable progression, long cycle lengths, and/or high traffic volumes as compared to the roadway capacity. Many vehicles are required to stop and the number of vehicles that do not have to stop declines. Individual signal cycle failures, where all waiting vehicles do not clear the intersection during a single green time, are noticeable. This is generally considered the lower end of the range of the acceptable level of service in urban areas.
- **Level of Service E** describes operations with delay in the range of 55.1 to 80.0 seconds per vehicle. These higher delay values generally indicate poor progression, long cycle lengths, and high traffic volumes. Individual cycle failures are frequent occurrences. LOS E has been set as the limit of acceptable conditions.
- **Level of Service F** describes operations with average delay in excess of 80.0 seconds per vehicle. This is considered to be unacceptable to most drivers. This condition often occurs with over-saturation, i.e., when traffic arrives at a flow rate that exceeds the capacity of the intersection. It may also occur at high volumes with many individual cycle failures. Poor progression and long cycle lengths may also contribute to such delays.

Unsignalized Intersections

At an unsignalized intersection, the major street through traffic and right-turns are assumed to operate unimpeded and therefore receive no level of service rating. The level of service for the minor street and the major street left-turn traffic is dependent on the volume and capacity of the available lanes, and, the number and frequency of acceptable gaps in the major street traffic to make a conflicting turn. The level of service grade is provided for each conflicting movement at an unsignalized intersection and is based on the total average delay experienced by each vehicle. The delay includes the time it takes a vehicle to move from the back of a queue through the intersection.

The unsignalized intersection level of service analysis does not account for variations in driver behavior or the effects of nearby traffic signals. Therefore, the results from this analysis usually indicate worse levels of service than may be experienced in the field. The unsignalized intersection level of service descriptions are provided below:

- **Level of Service A** describes operations where there is very little to no conflicting traffic for a minor side street movement, i.e., an average total delay of less than 10.0 seconds per vehicle.
- **Level of Service B** describes operations with average total delay in the range of 10.1 to 15.0 seconds per vehicle.
- **Level of Service C** describes operations with average total delay in the range of 15.1 to 25.0 second per vehicle.
- **Level of Service D** describes operations with average total delay in the range of 25.1 to 35.0 seconds per vehicle.
- **Level of Service E** describes operations with average total delay in the range of 35.1 to 50.0 seconds per vehicle.
- **Level of Service F** describes operations with average total delay of 50 seconds per vehicle. LOS F exists when there are insufficient gaps of suitable size to allow a side street demand to cross safely through or enter a major street traffic stream. This level of service is generally evident from extremely long total delays experienced by side street traffic and by queuing on the minor approaches. It is important to note that LOS F may not always result in long queues but may result in adjustments to normal driver behavior.

APPENDIX C

Intersection Capacity Analysis Results – Existing Conditions (2023)

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations				↕↑	↕	
Traffic Vol, veh/h	0	0	1	506	2	0
Future Vol, veh/h	0	0	1	506	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	1	562	2	0
Major/Minor		Major2		Minor1		
Conflicting Flow All			0	0	283	-
Stage 1			-	-	0	-
Stage 2			-	-	283	-
Critical Hdwy			4.1	-	6.8	-
Critical Hdwy Stg 1			-	-	-	-
Critical Hdwy Stg 2			-	-	5.8	-
Follow-up Hdwy			2.2	-	3.5	-
Pot Cap-1 Maneuver			-	-	689	0
Stage 1			-	-	-	0
Stage 2			-	-	746	0
Platoon blocked, %			-			
Mov Cap-1 Maneuver			-	-	689	-
Mov Cap-2 Maneuver			-	-	689	-
Stage 1			-	-	-	-
Stage 2			-	-	746	-
Approach			WB		NB	
HCM Control Delay, s				10.2		
HCM LOS				B		
Minor Lane/Major Mvmt	NBLn1	WBL	WBT			
Capacity (veh/h)	689	-	-			
HCM Lane V/C Ratio	0.003	-	-			
HCM Control Delay (s)	10.2	-	-			
HCM Lane LOS	B	-	-			
HCM 95th %tile O(veh)	0	-	-			

Rochambeau Wedding Venue
11: Rochambeau Drive EB

Existing (2023) Conditions
Timing Plan: PM Peak Hour

Intersection

Int Delay, s/veh 0

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕↕			↕	
Traffic Vol, veh/h	2	302	0	0	1	0
Future Vol, veh/h	2	302	0	0	1	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	336	0	0	1	0

Major/Minor	Major1	Minor2
Conflicting Flow All	0	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	4.1	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	2.2	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	EB	SB
HCM Control Delay, s		9.5
HCM LOS		A

Minor Lane/Major Mvmt	EBL	EBT	SBLn1
Capacity (veh/h)	-	-	807
HCM Lane V/C Ratio	-	-	0.001
HCM Control Delay (s)	-	-	9.5
HCM Lane LOS	-	-	A
HCM 95th %tile Q(veh)	-	-	0

APPENDIX D

Intersection Capacity Analysis Results – No-Build Conditions (2025)

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations				↕↑	↕	
Traffic Vol, veh/h	0	0	1	516	2	0
Future Vol, veh/h	0	0	1	516	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	1	561	2	0
Major/Minor		Major2		Minor1		
Conflicting Flow All			0	0	283	-
Stage 1			-	-	0	-
Stage 2			-	-	283	-
Critical Hdwy			4.1	-	6.8	-
Critical Hdwy Stg 1			-	-	-	-
Critical Hdwy Stg 2			-	-	5.8	-
Follow-up Hdwy			2.2	-	3.5	-
Pot Cap-1 Maneuver			-	-	689	0
Stage 1			-	-	-	0
Stage 2			-	-	746	0
Platoon blocked, %			-			
Mov Cap-1 Maneuver			-	-	689	-
Mov Cap-2 Maneuver			-	-	689	-
Stage 1			-	-	-	-
Stage 2			-	-	746	-
Approach			WB		NB	
HCM Control Delay, s				10.2		
HCM LOS				B		
Minor Lane/Major Mvmt	NBLn1	WBL	WBT			
Capacity (veh/h)	689	-	-			
HCM Lane V/C Ratio	0.003	-	-			
HCM Control Delay (s)	10.2	-	-			
HCM Lane LOS	B	-	-			
HCM 95th %tile Q(veh)	0	-	-			

Intersection						
Int Delay, s/veh	0					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕↕			↕	
Traffic Vol, veh/h	2	308	0	0	1	0
Future Vol, veh/h	2	308	0	0	1	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	335	0	0	1	0
Major/Minor	Major1		Minor2			
Conflicting Flow All	0	0			172	-
Stage 1	-	-			0	-
Stage 2	-	-			172	-
Critical Hdwy	4.1	-			6.8	-
Critical Hdwy Stg 1	-	-			-	-
Critical Hdwy Stg 2	-	-			5.8	-
Follow-up Hdwy	2.2	-			3.5	-
Pot Cap-1 Maneuver	-	-			807	0
Stage 1	-	-			-	0
Stage 2	-	-			847	0
Platoon blocked, %		-				
Mov Cap-1 Maneuver	-	-			807	-
Mov Cap-2 Maneuver	-	-			807	-
Stage 1	-	-			-	-
Stage 2	-	-			847	-
Approach	EB			SB		
HCM Control Delay, s				9.5		
HCM LOS				A		
Minor Lane/Major Mvmt	EBL	EBT	SBLn1			
Capacity (veh/h)	-	-	807			
HCM Lane V/C Ratio	-	-	0.001			
HCM Control Delay (s)	-	-	9.5			
HCM Lane LOS	-	-	A			
HCM 95th %tile Q(veh)	-	-	0			

APPENDIX E

Intersection Capacity Analysis Results – Build Conditions (2025)

Intersection						
Int Delay, s/veh	0					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations			↱	↱↱	↱	
Traffic Vol, veh/h	0	0	90	516	2	0
Future Vol, veh/h	0	0	90	516	2	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	300	-	0	-
Veh in Median Storage, #	1	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	1	0	0
Mvmt Flow	0	0	98	561	2	0
Major/Minor		Major2		Minor1		
Conflicting Flow All		0	0	477	-	
Stage 1		-	-	0	-	
Stage 2		-	-	477	-	
Critical Hdwy		4.1	-	6.8	-	
Critical Hdwy Stg 1		-	-	-	-	
Critical Hdwy Stg 2		-	-	5.8	-	
Follow-up Hdwy		2.2	-	3.5	-	
Pot Cap-1 Maneuver		-	-	522	0	
Stage 1		-	-	-	0	
Stage 2		-	-	596	0	
Platoon blocked, %		-	-	-	-	
Mov Cap-1 Maneuver		-	-	522	-	
Mov Cap-2 Maneuver		-	-	522	-	
Stage 1		-	-	-	-	
Stage 2		-	-	596	-	
Approach		WB		NB		
HCM Control Delay, s				11.9		
HCM LOS				B		
Minor Lane/Major Mvmt	NBLn1	WBL	WBT			
Capacity (veh/h)	522	-	-			
HCM Lane V/C Ratio	0.004	-	-			
HCM Control Delay (s)	11.9	-	-			
HCM Lane LOS	B	-	-			
HCM 95th %tile Q(veh)	0	-	-			

Intersection						
Int Delay, s/veh	2.1					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕↕			↕	
Traffic Vol, veh/h	2	347	0	0	90	0
Future Vol, veh/h	2	347	0	0	90	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	2	377	0	0	98	0
Major/Minor	Major1		Minor2			
Conflicting Flow All	0	0			193	-
Stage 1	-	-			0	-
Stage 2	-	-			193	-
Critical Hdwy	4.1	-			6.8	-
Critical Hdwy Stg 1	-	-			-	-
Critical Hdwy Stg 2	-	-			5.8	-
Follow-up Hdwy	2.2	-			3.5	-
Pot Cap-1 Maneuver	-	-			783	0
Stage 1	-	-			-	0
Stage 2	-	-			827	0
Platoon blocked, %	-					
Mov Cap-1 Maneuver	-	-			783	-
Mov Cap-2 Maneuver	-	-			783	-
Stage 1	-	-			-	-
Stage 2	-	-			827	-
Approach	EB			SB		
HCM Control Delay, s				10.3		
HCM LOS				B		
Minor Lane/Major Mvmt	EBL	EBT	SBLn1			
Capacity (veh/h)	-	-	783			
HCM Lane V/C Ratio	-	-	0.125			
HCM Control Delay (s)	-	-	10.3			
HCM Lane LOS	-	-	B			
HCM 95th %tile O(veh)	-	-	0.4			

Rochambeau Wedding Venue
20: Site Driveway & Rochambeau Drive EB

Build (2024) Conditions
Timing Plan: PM Peak Hour

Intersection

Int Delay, s/veh 2.3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑↑	↑				↑
Traffic Vol, veh/h	308	129	0	0	0	129
Future Vol, veh/h	308	129	0	0	0	129
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Stop	Stop	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	300	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	335	140	0	0	0	140

Major/Minor	Major1	Minor1
Conflicting Flow All	0	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	-	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	-	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	EB	NB
HCM Control Delay, s	0	10.1
HCM LOS		B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR
Capacity (veh/h)	847	-	-
HCM Lane V/C Ratio	0.166	-	-
HCM Control Delay (s)	10.1	-	-
HCM Lane LOS	B	-	-
HCM 95th %tile Q(veh)	0.6	-	-

APPENDIX F

Turn Lane Warrant Assessment

Left Turn Lane Warrant Assessment

Four-Lane Highways

Background:

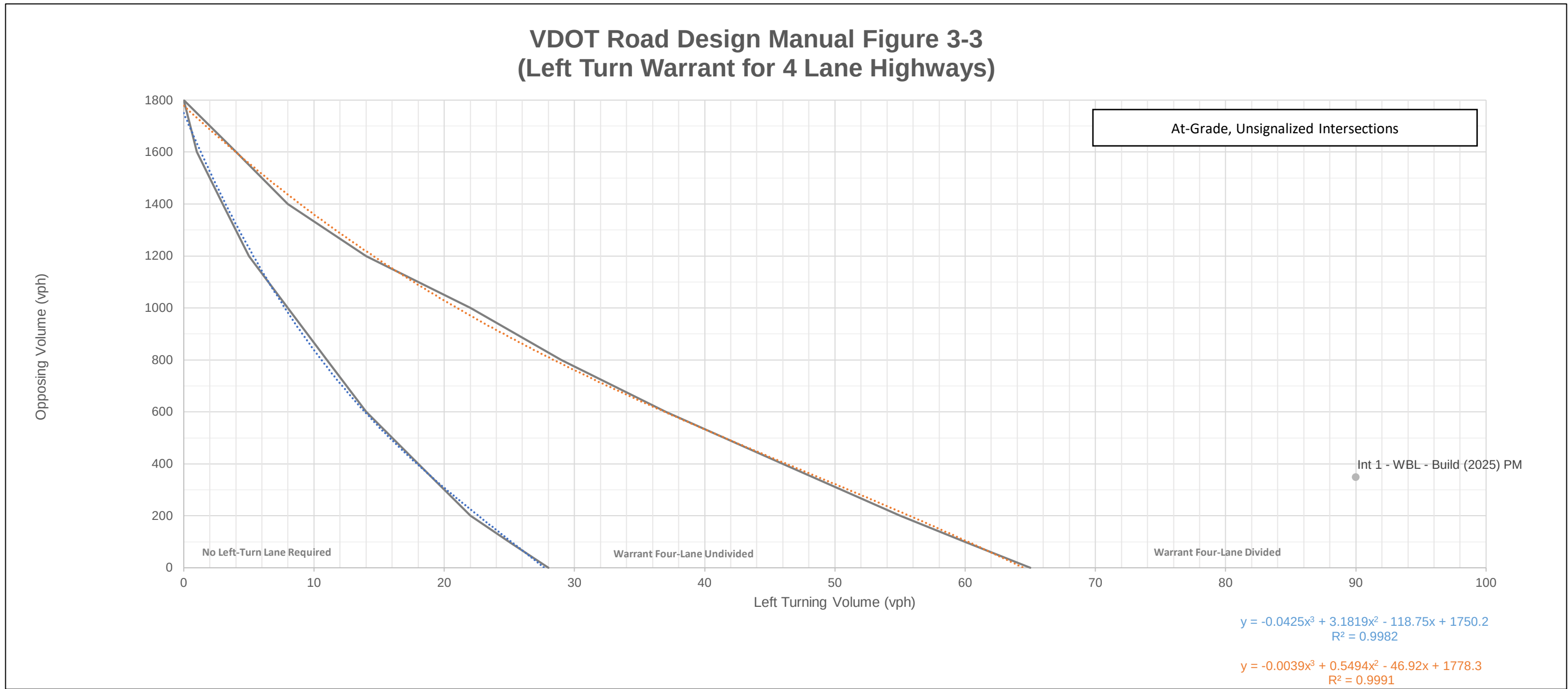
Warrants for left-turn storage lanes on four-lane highways at unsignalized intersections are based on Figure 3-3 in Appendix F of the Virginia Department of Transportation's (VDOT) *Road Design Manual* (RDM). The figure provides a graphical representation for determining the necessity of a left turn lane for divided and undivied roadway conditions by comparing the left turning volumes of a given approach and the respective opposing traffic volume.

Project Information:

Project:	Rochambeau Drive Wedding Venue	
Project ID:	#3097-002	
Intersection(s) and Movement(s):	1 - Rochambeau Drive Median Break	
	2 -	
	3 -	
	4 -	
	5 -	
Scenario:	2025 Build Conditions	
Analysis:	Gorove Slade	

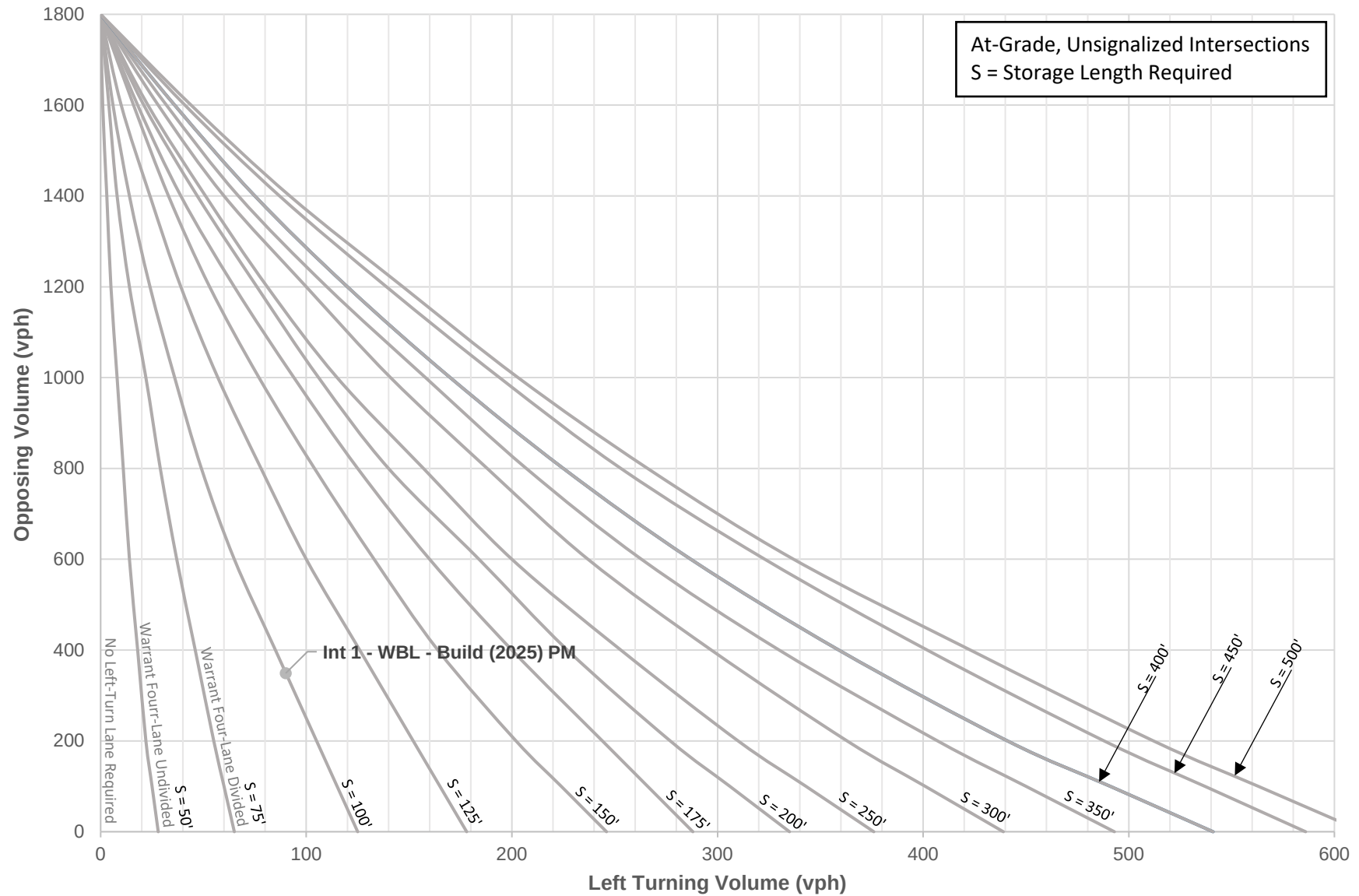
Assessment Summary:

Input				Result	
Study Scenario	Opposing Vol. (VPH)	Advancing Vol. (VPH)	Left Turning Vol. (VPH)	Left Turn %	Treatment
Int 1 - WBL - Build (2025) PM	349	606	90	14.9%	Full-width Turn Lane and Taper Warranted
					Full-width Turn Lane and Taper Warranted (for Undivided and Divided)



**VDOT Road Design Manual Figure 3-3
(Left Turn Warrant for 4 Lane Highways)**

At-Grade, Unsignalized Intersections
S = Storage Length Required



Right Turn Lane Warrant Assessment

Four-Lane Highways

Based on NCHRP Report 279 / VDOT RDM Appendix F
"Intersection Channelization Guide"

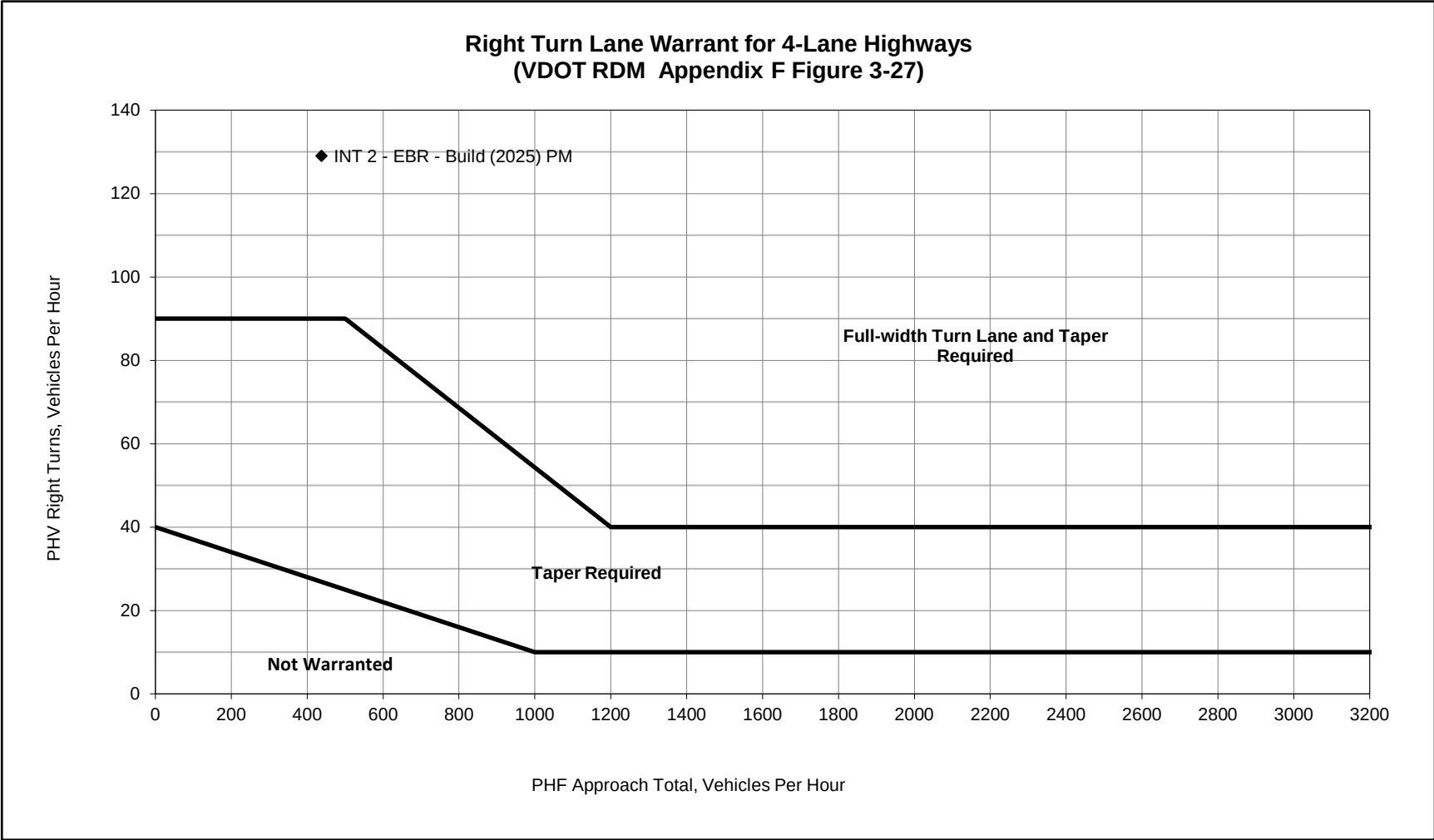
Background:

Warrants for right-turn storage lanes on four-lane highways at unsignalized intersections are based on Figure 3-27 in Appendix F of the Virginia Department of Transportation's (VDOT) *Road Design Manual* (RDM). This figure provides a graphical representation for determining the necessity of a right turn lane and / or taper by comparing the total volumes of a given approach with their respective right turn volumes.

Project Information:

Project:	
Project ID:	
Intersection(s) and Movement(s):	1 -
	2 - Rochambeau Drive at Site Driveway
	3 -
	4 -
	5 -
Scenario:	2020 Future Conditions with Development
Analyst:	Gorove Slade

Study Scenario	Approach Volume	Right Turn Volume	Minimum Right Turn Taper Threshold	Minimum Right Turn Full Lane Threshold	Treatment
INT 2 - EBR - Build (2025) PM	437	129	27	90	Full-width Lane and Taper Required



APPENDIX G

VDOT Pre-Scope Form

THIS IS A NOT CHAPTER 527 STUDY

	PRE-SCOPE OF WORK MEETING FORM		
	Information on the Project		
	Traffic Impact Analysis Base Assumptions		

The applicant is responsible for entering the relevant information and submitting the form to VDOT and the locality no less than three (3) business days prior to the meeting. If a form is not received by this deadline, the scope of work meeting may be postponed.

Contact Information				
Consultant Name:	Mike Bailey, P.E., RSP1 – Gorove Slade			
Tele:	(804) 362-0578			
E-mail:	mb@goroveslade.com			
Developer/Owner Name:	Wedding Co of Williamsburg, LLC			
Tele:				
E-mail:				
Project Information				
Project Name:	Rochambeau Drive Wedding Venue	Locality/County:	James City County	
Project Location: (Attach regional and site specific location map)	Refer to Figure 1			
Submission Type	Comp Plan ☐	REZ/SUP ☐	Site Plan ☒	Subd Plat ☐
Project Description: (Including details on the land use, acreage, phasing, access location, etc. Attach additional sheet if necessary)	The applicant is proposing a wedding venue at 4097 Rochambeau Drive with a capacity of 300 people – including guests, caterers, officiant, photographer, band, etc. The access plan includes one right-in / right-out driveway on Rochambeau Drive.			
Proposed Use(s): (Check all that apply; attach additional pages as necessary)	Residential ☐	Commercial ☐	Mixed Use ☐	Other ☒
	Residential Uses(s) N/A		Commercial Use(s) See Trip Table	
Total Peak Hour Trip Projection:	Less than 100 ☐	100 – 499 ☒	500 – 999 ☐	1,000 or more ☐

Traffic Impact Analysis Assumptions				
Study Period	Existing Year: 2023		Build-out Year: 2025	
Study Area Boundaries (Attach map)	North: Refer to Figure 1		South:	
	West:		East:	
External Factors That Could Affect Project (Planned road improvements, other nearby developments)	None			
Consistency With Comprehensive Plan (Land use, transportation plan)	Existing zoning is A-1 Applicant is seeking a Special Use Permit (SUP)			
Available Traffic Data (Historical, forecasts)	Rochambeau Drive – 8,900 vpd in 2016 / 9,100 vpd in 2021			
Trip Distribution	Road Name: See Figure 1		Road Name:	
	Road Name:		Road Name:	
Annual Vehicle Trip Growth Rate: (See Note 3.)	1.0 %	Peak Period for Study (check all that apply)	☐ AM ☒ PM ☐ SAT	
		Peak Hour of Generator	Friday or Saturday evening	
Study Intersections and/or Road Segments (Attach additional sheets as necessary) (Please refer to attached Figure 1.)	1.	Rochambeau Drive at Proposed Site Driveway	7.	
	2.	Rochambeau Drive median break	8.	
	3.		9.	
	4.		10.	
	5.		11.	
	6.		12.	
Trip Adjustment Factors	Internal allowance ☐ Yes ☒ No Reduction: N/A		Pass-by allowance ☐ Yes ☒ No Reduction: N/A	
	☒ Synchro ☐ HCS (v.2000/+) ☐ SIDRA ☐ CORSIM ☒ Other <u>SimTraffic</u>			
Traffic Signal Proposed or Affected (Analysis software to be used, progression speed, cycle length)	Analysis Software: Synchro / SimTraffic 11			
Improvement(s) Assumed or to be Considered	The need for turn lanes and other off-site improvements will be determined based on the results of the TIA.			

Background Traffic Studies Considered	To be discussed at TIA scope meeting
Plan Submission	☐ Master Development Plan (MDP) ☒ Generalized Development Plan (GDP) ☐ Preliminary/Sketch Plan ☐ Other Plan type (Final Site, Subd. Plan)
Additional Issues to be Addressed	☒ Queuing analysis ☐ Actuation/Coordination ☐ Weaving analysis ☐ Merge analysis ☒ Bike/Ped Accommodations ☒ Intersection(s) ☐ TDM Measures ☐ Other (_____)

NOTES on ASSUMPTIONS:

1. The TIA will include three analysis scenarios:
 - Existing 2023 Conditions
 - No-Build 2025 Conditions
 - Build 2025 Conditions
2. 2023 existing “baseline” condition counts will be collected at the existing study intersection.
3. Existing peak hour factors will be based on the traffic counts and utilized on a by-intersection basis. Peak hour factors of 0.92 will be used for all future scenarios if the existing peak hour factor by intersection is less than 0.92.
4. Heavy vehicle percentages (HV%) will be based on count data.
5. HCM 6 methodology will be utilized where applicable; HCM 2000 methodology will be utilized if HCM 6 methodology is not applicable.
6. Turn lane warrants will be assessed at the proposed site driveway.
7. The capacity analysis will adhere to the guidelines set forth in TOSAM, Version 2.0.
8. Traffic counts will be conducted for Friday and Saturday (4-6 PM). The higher volumes will be used for the analysis.



Figure 1: Site Location and Primary Trip Distribution

**Rochambeau Drive Wedding Venue
James City County, VA**

Table 1: Trip Generation – Friday or Saturday Evening

Category	Size	Pre-Event Peak Hour (vph)		Post-Event Peak Hour (vph)	
		Enter	Exit	Enter	Exit
Event Guests	260 people	116	15	15	116
Venue Staff, Food Service, Officiant, Florist, Photographers, DJ, etc.	40 people	13	5	5	13
Total Trips		129	20	20	129

Assumptions about event guests:

- 2.25 people per vehicle
- All arrive within the hour before the event, and all leave within the hour after the event
- Small number of vehicles in off-peak directions

Assumptions about staff:

- 1.50 people per vehicle
- 50% arrive more than one hour before the event, and 50% arrive within the hour before the event
- 50% leave within the hour after the event, and 50% leave more than one hour after the event
- Small number of vehicles in off-peak directions

January 23, 2023

**Unapproved Minutes of the June 7, 2023
Planning Commission Regular Meeting**

Z-23-0003/SUP-23-0013. The Overlook at Rochambeau

Mr. John Risinger, Senior Planner, stated that Mr. Howard Price of AES Consulting Engineers has applied on behalf of Jessica Aikens of Wedding Company of Williamsburg, for an SUP and Rezoning to develop an event facility at 4097 Rochambeau Drive. Mr. Risinger stated that the property is 15.02 acres in size and currently zoned A-1, General Agricultural, designated Rural Lands on the 2045 Comprehensive Plan, and is located outside the PSA. Mr. Risinger stated that this segment of Rochambeau Drive is considered to be a major collector road. Mr. Risinger further stated that the proposed event facility would include an 11,105 square foot event venue building, two 1,284 square foot accessory cottages, and an outdoor ceremony area with a pavilion to host weddings and other events with a maximum of 300 attendees including staff and vendors.

Mr. Risinger stated that in the A-1 Zoning District event facilities are considered as places of public assembly used primarily as event facilities which are subject to performance standards in the Zoning Ordinance. Mr. Risinger stated that SUPs are required for event facilities which do not meet all of the performance standards. Mr. Risinger stated that accordingly, this proposal requires an SUP because the property is not located along an arterial road and the proposed structures and parking areas are located on soils which are considered to be farmland of statewide importance by the USDA. Mr. Risinger further stated that an SUP is required for the project as it includes more than 10,000 square feet of commercial floor area and more than 100 additional peak hour trips to the property.

Mr. Risinger stated that along with the SUP, the applicant has applied to rezone the property from A-1 General Agricultural to A-1 General Agricultural with proffers. Mr. Risinger stated that the voluntary proffers would require that the accessory cottages only be used by event attendees and not as dwelling units or short-term rentals.

Mr. Risinger stated that staff has proposed SUP conditions to mitigate potential impacts of the proposal including limiting the maximum number of event attendees to 300, restricting the hours of operation to be between 9:00 am and 11:00 pm, requiring a 75-foot vegetated buffer around the perimeter of the property, and requirements for stormwater management.

Mr. Risinger stated that the proposed access to the site is a right-in-right-out entrance on eastbound Rochambeau Drive. Mr. Rochambeau stated that vehicles traveling to the site on westbound Rochambeau Drive would turn left onto the eastbound lanes at an existing median break approximately 500 feet west of the entrance to the property. Mr. Risinger further stated that all vehicles leaving the site would be required to turn right onto eastbound Rochambeau Drive to the intersection with Croaker Road. Mr. Risinger stated that a traffic impact analysis was completed for this proposal, which recommends the installation of a left turn lane on westbound Rochambeau Drive at the existing median break and a right turn lane on eastbound Rochambeau Drive at the proposed entrance to the property. Mr. Risinger stated that staff has proposed an SUP condition to require the turn lane improvements be bonded prior to final site plan approval and installed prior to the issuance of any certificate of occupancy. Mr. Risinger stated that the SUP conditions would

also require that signage stating that U-turns are prohibited be installed where Rochambeau Drive converges to a two-lane road east of the property.

Mr. Risinger noted that as stated in an email provided to the Planning Commission prior to tonight's meeting, staff, VDOT and the applicant team met to discuss the proposed access to the site. Mr. Risinger stated that it was determined that the proposed entrance location is acceptable without being aligned with a median break. Mr. Risinger stated that the applicant also intends to move the curb cut of the entrance approximately 125 feet west of where it is currently shown on the master plan so that it would not require an access management exception. Mr. Risinger stated that if that approach is feasible, staff will work with the applicant to have that adjustment shown on the master plan prior to the Board of Supervisors meeting.

Mr. Risinger stated that staff finds this proposal to be compatible with surrounding development and consistent with the 2045 Comprehensive Plan and Zoning Ordinance. Mr. Risinger further stated that with the additional coordination regarding site access, staff recommends that the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the proposed conditions and voluntary proffers.

Ms. Null inquired about the option to move the driveway.

Mr. Risinger indicated the location of the proposed driveway location on the applicant's map and noted that it would be just slightly to the west to provide the separation from the church driveway.

Mr. Polster opened the Public Hearing.

Ms. Jessica Aiken, 8415 Attleborough Way, applicant, addressed the Commission in support of the application.

Mr. Howard Price, AES Consulting Engineers, addressed the Commission on the updated access point and noted that this would alleviate the need for an access management exception.

Mr. Scott Bowser, 5404 Mary Lane, addressed the Commission on behalf of Faith Baptist Church. Mr. Bowser did not note any opposition.

Ms. Odessa Braxton-Strong, 4029 Rochambeau Drive, addressed the Commission with concerns about impacts to her property which is adjacent to the subject property.

As no one further wished to speak, Mr. Polster closed the Public Hearing.

Mr. Polster requested that staff discuss the proposed SUP conditions that would address concerns about impacts to adjacent properties.

Mr. Risinger stated that the facility would be subject to the County's Noise Ordinance which restricts noise that is audible across property lines between 11 p.m. and 7 a.m. Mr. Risinger further stated that the SUP conditions prohibit noise before 9 a.m. and after 11 p.m. and requires that event attendees depart by 11 p.m.

Mr. Polster inquired about light trespass.

Mr. Risinger stated that the SUP conditions limit the height of light poles to 20 feet which is ten feet less than what is required by the Zoning Ordinance. Mr. Risinger stated that the SUP conditions also prohibit light trespass over property lines.

Mr. Polster inquired whether there had been any discussion with VDOT regarding the turn lane for the front property.

Mr. Risinger stated that VDOT would prefer that there be a shared access for the property. Mr. Risinger stated that if the property is developed for a commercial use, VDOT would want an access management plan; however, that would not apply to residential uses.

Ms. Null made a motion to recommend approval of the application subject to the proposed conditions.

On a roll call vote, the Commission voted to recommend approval of Z-23-0003/SUP-23-0013. The Overlook at Rochambeau. (6-0)

**Unapproved Minutes of the June 7, 2023
Planning Commission Regular Meeting**

Z-23-0003/SUP-23-0013. The Overlook at Rochambeau

Mr. John Risinger, Senior Planner, stated that Mr. Howard Price of AES Consulting Engineers has applied on behalf of Jessica Aikens of Wedding Company of Williamsburg, for an SUP and Rezoning to develop an event facility at 4097 Rochambeau Drive. Mr. Risinger stated that the property is 15.02 acres in size and currently zoned A-1, General Agricultural, designated Rural Lands on the 2045 Comprehensive Plan, and is located outside the PSA. Mr. Risinger stated that this segment of Rochambeau Drive is considered to be a major collector road. Mr. Risinger further stated that the proposed event facility would include an 11,105 square foot event venue building, two 1,284 square foot accessory cottages, and an outdoor ceremony area with a pavilion to host weddings and other events with a maximum of 300 attendees including staff and vendors.

Mr. Risinger stated that in the A-1 Zoning District event facilities are considered as places of public assembly used primarily as event facilities which are subject to performance standards in the Zoning Ordinance. Mr. Risinger stated that SUPs are required for event facilities which do not meet all of the performance standards. Mr. Risinger stated that accordingly, this proposal requires an SUP because the property is not located along an arterial road and the proposed structures and parking areas are located on soils which are considered to be farmland of statewide importance by the USDA. Mr. Risinger further stated that an SUP is required for the project as it includes more than 10,000 square feet of commercial floor area and more than 100 additional peak hour trips to the property.

Mr. Risinger stated that along with the SUP, the applicant has applied to rezone the property from A-1 General Agricultural to A-1 General Agricultural with proffers. Mr. Risinger stated that the voluntary proffers would require that the accessory cottages only be used by event attendees and not as dwelling units or short-term rentals.

Mr. Risinger stated that staff has proposed SUP conditions to mitigate potential impacts of the proposal including limiting the maximum number of event attendees to 300, restricting the hours of operation to be between 9:00 am and 11:00 pm, requiring a 75-foot vegetated buffer around the perimeter of the property, and requirements for stormwater management.

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also require that signage stating that U-turns are prohibited be installed where Rochambeau Drive converges to a two-lane road east of the property.

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Mr. Risinger stated that staff finds this proposal to be compatible with surrounding development and consistent with the 2045 Comprehensive Plan and Zoning Ordinance. Mr. Risinger further stated that with the additional coordination regarding site access, staff recommends that the Planning Commission recommend approval of this application to the Board of Supervisors, subject to the proposed conditions and voluntary proffers.

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Ms. Null made a motion to recommend approval of the application subject to the proposed conditions.

On a roll call vote, the Commission voted to recommend approval of Z-23-0003/SUP-23-0013. The Overlook at Rochambeau. (6-0)

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Scott Stevens, County Administrator

SUBJECT: Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia and pertaining to the contract between the County, the City of Williamsburg, and WJCC Schools.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:28 AM

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Scott A. Stevens, County Administrator

SUBJECT: Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; specifically, the parcels located at 4092, 4176, and 4130 Centerville Road, as well as parcels located at 1985, 1975, 2153, and 3012 Jolly Pond Road, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	7/17/2023 - 10:38 AM

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel; in particular, the permissibility of alternative direct discharge sewage systems in the County pursuant to Section 2.2-3711(A)(8) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	7/17/2023 - 10:39 AM

ITEM SUMMARY

DATE: 7/11/2023

TO: The Board of Supervisors

FROM: Teresa Saeed, Deputy Clerk

SUBJECT: Adjourn until 1 pm on July 25, 2023 for the Business Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	7/5/2023 - 8:06 AM