

A G E N D A
JAMES CITY COUNTY AFD ADVISORY COMMITTEE
ORGANIZATIONAL MEETING
10-A Mounts Bay Road, Williamsburg VA 23188
Building A Large Conference Room
January 21, 2021
4:00 PM

A. CALL TO ORDER

1. This meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and readopted on September 8, 2020. The meeting will be accessible through a Zoom audio meeting. Please go to <https://zoom.us/j/91559836394> or call 312-626-6799 and enter the meeting ID 915 5983 6394. Citizen comments may be submitted via U.S. Mail to the AFD Advisory Committee Secretary, P.O. Box 8784, Williamsburg, VA 23187, via electronic mail to community.development@jamescitycountyva.gov, or by leaving a message at 757-253-6750. Comments must be submitted no later than noon on the day of the meeting. Please provide your name and address for the public record.

B. ROLL CALL

1. Electronic Meeting Resolution

C. MINUTES

1. Minutes of the October 22, 2020 Regular Meeting

D. OLD BUSINESS

1. AFD Advisory Committee Proposed 2021/2022 Calendar

E. NEW BUSINESS

1. Election of Officers

F. DISCUSSION ITEMS

G. ADJOURNMENT

ITEM SUMMARY

DATE: 1/21/2021

TO: The AFD Advisory Committee

FROM: Alex Baruch, Acting Principal Planner

SUBJECT: January 21, 2021 Meeting Details

ATTACHMENTS:

	Description	Type
	Zoom Meeting Instructions	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
AFD Advisory Group	Baruch, Alex	Approved	1/13/2021 - 1:41 PM
AFD Advisory Group	Holt, Paul	Approved	1/13/2021 - 1:57 PM
Publication Management	Daniel, Martha	Approved	1/13/2021 - 2:02 PM
AFD Advisory Group	Secretary, AFD	Approved	1/14/2021 - 3:40 PM

Zoom Instructions for Participants before a Meeting

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. You will receive notice for a videoconference or conference call via email. The notification will include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9-digit (usually) Meeting ID.

Join the Videoconference

1. At the start time of your meeting, click on the link in your invitation to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your computer’s audio and microphone at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without clicking on the invitation link by going to join.zoom.us on any browser and entering the Meeting ID provided by your committee analyst.

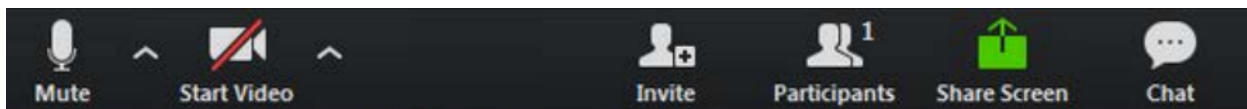
Join Audio via Phone (Recommended for best connection)

If you have sluggish internet connection, your computer or phone lacks a microphone, or for issues with hearing the audio, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided in your invitation.
2. Enter the Meeting ID number (also provided in your invitation) when prompted using your touch-tone keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

During the Meeting

Using the participant controls in the lower left corner of the Zoom screen you can:



- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand
- Change your screen name that is seen in the participant list and video window
- Share your screen

On your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants (like a grid).

ITEM SUMMARY

DATE: 1/21/2021

TO: The AFD Advisory Committee

FROM: Alex Baruch, Acting Principal Planner

SUBJECT: Electronic Meeting Resolution

ATTACHMENTS:

	Description	Type
📎	Electronic Meeting Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
AFD Advisory Group	Baruch, Alex	Approved	1/13/2021 - 1:48 PM
AFD Advisory Group	Holt, Paul	Approved	1/13/2021 - 1:58 PM
Publication Management	Daniel, Martha	Approved	1/13/2021 - 2:00 PM
AFD Advisory Group	Secretary, AFD	Approved	1/14/2021 - 3:41 PM

RESOLUTION

AGRICULTURAL AND FORESTAL DISTRICT ADVISORY COMMITTEE

VIRTUAL MEETING

WHEREAS, on March 24, 2020, the James City County Board of Supervisors (the “Board”) adopted an emergency Ordinance to ensure the continuity of government in response to the coronavirus pandemic negatively affecting the health, safety, and welfare of the citizens of James City County (the “County”); and

WHEREAS, on April 14, 2020 and September 8, 2020, the Board readopted the continuity of government Ordinance (the “Ordinance”), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or telephonic means without a quorum of members physically present (a “Virtual Meeting”); and

WHEREAS, the Agricultural and Forestal District Advisory Committee is a subordinate appointed committee of the Board and is therefore eligible to conduct a Virtual Meeting; and

WHEREAS, the Agricultural and Forestal District Advisory Committee desires to conduct a Virtual Meeting on January 21, 2021, at which time those items listed on the agenda attached hereto (the “Agenda”) will be considered; and

WHEREAS, each of the members of the Agricultural and Forestal District Advisory Committee have reviewed each the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Agricultural and Forestal District Advisory Committee of James City County, Virginia, hereby finds and declares that immediate consideration of each of the items set forth in the Agenda is necessary to ensure the continuation of essential functions of the government during the emergency declared by the Board and further described in the Ordinance.

Chris Taylor
Chairman, Agricultural and Forestal District
Advisory Committee

ATTEST:

Alex Baruch, Acting Principal Planner

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
BRADSHAW	_____	_____	_____
WANNER	_____	_____	_____
HITCHENS	_____	_____	_____
GARRETT	_____	_____	_____
SADLER	_____	_____	_____
J. HARCUM	_____	_____	_____
W. HARCUM	_____	_____	_____
ABBOTT	_____	_____	_____
TAYLOR	_____	_____	_____

Adopted by the Agricultural and Forestal District Advisory Committee of James City
County, Virginia, this 21st day of January, 2021.

01212021AFDVirtMtg-res

ITEM SUMMARY

DATE: 1/21/2021

TO: The AFD Advisory Committee

FROM: Alex Baruch, Acting Principal Planner

SUBJECT: Minutes of the October 22, 2020 Regular Meeting

ATTACHMENTS:

	Description	Type
📎	Minutes of the October 22, 2020 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
AFD Advisory Group	Baruch, Alex	Approved	1/5/2021 - 11:16 AM
AFD Advisory Group	Holt, Paul	Approved	1/5/2021 - 12:38 PM
Publication Management	Burcham, Nan	Approved	1/5/2021 - 1:25 PM
AFD Advisory Group	Secretary, AFD	Approved	1/14/2021 - 3:42 PM

A G E N D A
JAMES CITY COUNTY AGRICULTURAL AND FORESTAL DISTRICT ADVISORY
COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg VA 23185
October 22, 2020
4:00 PM

A. CALL TO ORDER

1. Mr. Chris Taylor called the Agricultural and Forestal District (AFD) Advisory Committee meeting to order at 4 p.m. He asked if any public comments were received.

Ms. Beth Klapper stated no public comments were received.

B. ROLL CALL

Mr. Taylor asked staff to call the roll.

Present:

Chris Taylor, Chair
Bruce Abbott
Loretta Garrett
Payten Harcum
William Harcum
Thomas Hitchens
Sandy Wanner

Absent:

Richard Bradshaw
Sue Sadler

Staff:

Alex Baruch, Acting Principal Planner
Tom Leininger, Planner
Beth Klapper, Community Development Assistant
Katie Pelletier, Community Development Assistant

2. Electronic Meeting Resolution

Mr. Taylor stated the meeting was being held electronically due to the public health emergency and noted citizens may listen in on the live meeting using the information provided in the meeting materials available on the County Agendas and Minutes web page.

Mr. Bruce Abbott motioned to Adopt the electronic meeting resolution.

Mr. Sandy Wanner seconded the Motion.

The resolution was adopted by a voice vote of 7-0.

C. MINUTES

1. Minutes of the July 23, 2020, Regular Meeting

Ms. Loretta Garrett motioned to Approve the minutes of the July 23, 2020 meeting.

On a voice vote, the minutes were approved 7-0.

D. OLD BUSINESS

There was no old business.

E. NEW BUSINESS

1. Case No. SUP-20-0015. 3179 Chickahominy Road Family Subdivision

Mr. Tom Leininger addressed the Committee and stated that the applicant, Mr. William Harcum, has applied for a Special Use Permit (SUP) on behalf of Mr. Peyton Harcum to create a one-acre lot within the A-1, General Agriculture Zoning District portion of the property, as part of a family subdivision at 3179 Chickahominy Road.

Mr. Leininger stated that, per the Cranston's Pond AFD Ordinance, subdivision of land shall result in parcels greater than 25 acres except in cases where the Board of Supervisors approve of smaller lots as part of family subdivisions. He noted that both the new one-acre parcel and the parent parcel would remain within the Cranston's Pond AFD.

Mr. Leininger said that staff brought the case to the Committee since it is a legislative case within the AFD. He stated that the Committee's recommendation will be included at the November. 10, 2020, Board of Supervisors (BOS) meeting. Mr. Leininger said that staff finds the proposal compatible with surrounding development, in compliance with the Cranston's Pond AFD Ordinance, and consistent with the County's Comprehensive Plan. He said staff recommends that the Committee recommend approval of this application to the BOS, subject to the attached conditions.

Mr. Leininger said he was happy to answer any questions, and the applicant was available to answer questions as well.

Mr. Taylor asked if there were any comments or questions.

Ms. Garrett asked about the conditions.

Mr. Leininger referenced the proposed SUP conditions attached in the Agenda Packet. He stated that the one-acre parcel will remain in the AFD and no acreage would be removed from the AFD.

Mr. Taylor asked if there were any other questions.

Mr. Abbot asked about the tax implications of the new home site.

Mr. Alex Baruch stated that the County Commissioner of the Revenue would make a change of use assessment during the next tax cycle.

Mr. Abbott clarified that the Committee is making a recommendation to the BOS, but the BOS would approve the SUP.

Mr. Abbott motioned to recommend approval of Case No. SUP-20-0015, 3179 Chickahominy Road Family Subdivision, subject to the attached conditions.

Mr. Wanner seconded the Motion.

The Motion was approved on a voice vote of 5-0. Applicants Mr. Payten Harcum and Mr. William Harcum abstained from the vote.

F. DISCUSSION ITEM

1. AFD Advisory Committee 2021-2022 Proposed Calendar

Mr. Taylor reviewed the attached proposed 2021-2022 and tentative 2022-2023 Committee meeting dates.

Ms. Klapper noted that the dates were provided for review and reference only. She said the 2021-2022 calendar would be approved at the next meeting.

Mr. Baruch stated the Organizational Meeting on January 21, 2021 was already approved. He asked the Committee to let staff know of any conflicts with the proposed dates.

Mr. Taylor asked if the Committee had any other questions or comments.

G. ADJOURNMENT

Mr. Wanner motioned to Adjourn the meeting.

After a voice vote of 7-0, the meeting was adjourned at 4:20 p.m.

Chris Taylor, Chair

Alex Baruch, Acting Principal Planner

ITEM SUMMARY

DATE: 1/21/2021

TO: The AFD Advisory Committee

FROM: Alex Baruch, Acting Principal Planner

SUBJECT: AFD Advisory Committee Proposed 2021/2022 Calendar

ATTACHMENTS:

	Description	Type
	AFD Advisory Committee Proposed 2021/2022 Calendar	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
AFD Advisory Group	Secretary, AFD	Approved	1/14/2021 - 3:43 PM

JAMES CITY COUNTY
AGRICULTURAL AND FORESTAL DISTRICT COMMITTEE
CALENDAR 2021/2022

2021/2022 (Proposed)	2022/2023(Tentative)
* January 21, 2021 (Organizational Meeting)	January 20, 2022 (Organizational Meeting)
April 22, 2021	April 21, 2022
July 22, 2021	July 21, 2022 (AFD Renewals)
October 21, 2021	July 28, 2022 (Additional meeting for AFD Renewals)
January 20, 2022 (Organizational Meeting)	October 20, 2022
* Adopted	January 19, 2023 (Organizational meeting)

Meetings will take place at 4:00 p.m. in the Building A Large Conference Room at the County Government Complex.

ITEM SUMMARY

DATE: 1/21/2021

TO: The AFD Advisory Committee

FROM: Alex Baruch, Acting Principal Planner

SUBJECT: Election of Officers

REVIEWERS:

Department	Reviewer	Action	Date
AFD Advisory Group	Secretary, AFD	Approved	1/14/2021 - 3:44 PM