

**MINUTES**  
**YORK COUNTY PLANNING COMMISSION**

Regular Meeting  
York Hall, 301 Main Street  
March 11, 2020

**MEMBERS**

Montgoussaint E. Jons  
Glen D. Titus  
Donald H. Phillips  
Michael S. King  
Robert T. Criner  
Robert W. Peterman  
Bruce R. Sturk

**CALL TO ORDER**

**Chair King** called the meeting to order at 7:00 p.m.

**ROLL CALL**

The roll was called and all members were present with the exception of Mr. Peterman. Staff members present were Timothy C. Cross, Deputy Director of Planning and Development Services; Justin R. Atkins, Assistant County Attorney; Amy Parker, Senior Planner; Earl W. Anderson, Senior Planner; and Daria Linsinbigler, Planning Assistant. Also in attendance was Susan D. Kassel, Director of Planning and Development Services.

**REMARKS**

**Chair King** stated that the Code of Virginia requires local governments to have a Planning Commission, the purpose of which is to advise the Board of Supervisors on land use and planning issues affecting the County. He explained that this responsibility is exercised through recommendations conveyed by resolutions or other official means, all of which are matters of public record. He stated that the Commission is comprised of seven citizen volunteers appointed by the Board, including one representative from each voting district and two at-large members.

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**Chair King** led the Pledge of Allegiance.

**Mr. Criner** moved to adopt the minutes of the regular meeting of February 12, 2020. The motion was approved (5:0) with Chair King abstaining.

**CITIZEN COMMENTS**

There were no citizen comments.

**PUBLIC HEARINGS**

**Application No. UP-944-20, Kristine M. Habetler and Nichole D. Smith:** Request for a Special Use Permit, pursuant to Sections 24.1-281(b), 283(b)(1), and 283(e) of the York County Zoning Ordinance, to authorize the establishment of a day care center

for up to twelve (12) children as a home occupation with non-resident employees and more than 400 square feet of floor area in an existing single-family detached home on a 2.3-acre parcel of land located at 3601 Seaford Road (Route 622) and further identified as Assessor's Parcel No. 26-27. The property is zoned RR (Rural Residential) and designated Low Density Residential in the Comprehensive Plan.

**Timothy C. Cross, Deputy Director of Planning and Development Services**, summarized the staff report dated March 3, 2020, stating that staff recommends the Commission forward the application to the Board of Supervisors with a recommendation of approval subject to the conditions set forth in proposed Resolution No. PC20-6.

**Mr. Titus** asked how many bedrooms are located in the house.

**Mr. Cross** said there is a downstairs bedroom that would not be used for the day care operation and additional bedrooms upstairs. He deferred to the applicants for further explanation.

**Mr. Jons** asked if the previously approved applications for child care home occupations mentioned by Mr. Cross involved non-resident employees.

**Mr. Cross** responded that out of the three applications, two involved non-resident employees and one did not.

**Mr. Jons** asked for clarification about the current application having one non-resident employee.

**Mr. Cross** responded that one of the co-applicants would serve as a non-resident employee and that she also has a teenage child who would help out on occasion.

**Dr. Phillips** asked about the elevation of the lot.

**Mr. Cross** responded that the elevation is low and that the backyard was a little swampy when staff visited the property.

**Dr. Phillips** expressed his concern about the elevation of the property being a risk to children if a storm were to occur.

**Chair King** opened the public hearing.

**Kristine M. Habetler**, 311 Bay Tree Beach Road, and **Nichole Smith**, 3601 Seaford Road, spoke as co-applicants. Ms. Habetler clarified that there are a total of four bedrooms, two upstairs and two downstairs, and she explained that although the amount of space seems like a lot for the business, the family living in the home requires only a small living area. She said the kitchen would be shared between the day care and residential uses. She stated that she expects the recommended fence for the outdoor play area to be installed within the next two weeks. Ms. Habetler stated that they are in the process of obtaining the required certifications from the Department of Social Services (DSS). Lastly, she stated that the drop-off and pick-up times will be staggered, so traffic impacts at any one time should be minimal, she added that the entrance driveway to the property is located on a blind curve and the exit driveway will be in a safer location.

**Mr. Criner** asked how many children one adult can handle.

**Ms. Habetler** responded that the situation depends on the age and needs of the child and added

that DSS requirements specify the ratio of caregivers to children based on a point system that takes the age and abilities of the children into account. She added that under this system, they might be certified for fewer than twelve children.

**Mr. Criner** asked if that would mean getting more help or watching fewer children.

**Ms. Habetler** answered that they would not have the option of getting more help. She explained that she and Ms. Smith will be the sole care providers with possible additional help from their teenage children when needed.

**Mr. Jons** asked the ages of the teenage children who might be watching the day care children.

**Ms. Habetler** responded they are ages sixteen and seventeen.

**Mr. Jons** asked if their intent is to be able to care for the maximum number of children allowed.

**Ms. Habetler** answered that it will be on a case-by-case basis and that their goal is to be able to provide adequate care even if it means watching fewer than twelve children.

**Mr. Jons** asked if she has a background in working with special needs children.

**Ms. Habetler** answered in the affirmative, stating that she is an adoptive mother.

**Chair King** asked for further clarification of the licensing requirements and the applicants' experience with child care.

**Ms. Habetler** stated that license requirements include certified CPR training, detailed record keeping, contact lists, accurate schedules, and proper equipment. She noted that the DSS has the right to inspect the property at any given time. She added that both care providers have to complete three DSS training classes. She said a plan has to be in place for an evacuation in case of an emergency situation. Lastly, she reported that her experience includes Sunday school teaching and being an adoptive mother of thirteen children, including some with special needs.

**Chair King** asked if they have met the licensing requirements.

**Ms. Habetler** responded that the DSS application is being submitted within a week and then it could take up to sixty days for a response.

**Chair King** asked if the young adult caregivers will also be certified.

**Ms. Smith** responded that the ones working directly with the children will be certified.

There being no one else wishing to address the Commission on this application, **Chair King** closed the public hearing.

**Mr. Titus** said that although the plan sounds like a good model for a home occupation, he expressed apprehension about the size of this business greatly exceeding 25% of the square footage of the house. He added that he believes the requirement to be one parking space per bedroom.

**Mr. Cross** responded that the Zoning Ordinance requires two spaces for the residential unit, one space for each non-resident employee, and three stacking spaces for drop-off and pickup of

children. He stated that the property meets these requirements.

**Mr. Criner** stated that he feels differently about the square footage standards for a home day care than for other home occupations. He said he is in favor of this application.

**Dr. Phillips** said that applying the same square footage rule to all home occupations is probably not a good idea.

**Mr. Jons** said the size of the parcel is acceptable and the applicants are impressive; however, he said the challenge is that a home occupations should be incidental and subordinate to the residential use and the square footage exceeds the numerical standards that are in place.

**Chair King** stated that he feels it should be primarily a residence and the day care portion of the house should not dominate the premises. He added that the lot is large and agreed with other Commissioners that it might be advisable to revisit the square footage guidelines for home occupations.

**Mr. Criner** moved the adoption of Resolution No. PC20-6.

A RESOLUTION TO RECOMMEND APPROVAL OF A SPECIAL USE PERMIT APPLICATION TO AUTHORIZE CHILD CARE FOR UP TO TWELVE (12) CHILDREN AS A HOME OCCUPATION AT 3601 SEAFORD ROAD

WHEREAS, Kristine M. Habetler and Nichole D. Smith have submitted Application No. UP-944-20 to request a Special Use Permit, pursuant to Sections 24.1-281(b), 283(b)(1), and 283(e) of the York County Zoning Ordinance, to authorize the establishment of a day care center for up to twelve (12) children as a home occupation with non-resident employees and more than 400 square feet of floor area in an existing single-family detached home on a 2.3-acre parcel of land located at 3601 Seaford Road (Route 622) and further identified as Assessor's Parcel No. 26-27; and

WHEREAS, said application has been forwarded to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission has conducted a duly advertised public hearing on this application; and

WHEREAS, the Commission has carefully considered the public comments with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Planning Commission this the 11<sup>th</sup> day of March, 2020 that Application No. UP-944-20 be, and it is hereby, transmitted to the York County Board of Supervisors with a recommendation of approval for a Special Use Permit, pursuant to Sections 24.1-281(b), 283(b)(1), and 283(e) of the York County Zoning Ordinance, to authorize the establishment of a day care center for up to twelve (12) children as a home occupation with non-resident employees and more than 400 square feet of floor area in an existing single-family detached home on a 2.3-acre parcel of land located at 3601 Seaford Road (Route 622) and further identified as Assessor's Parcel No. 26-27 subject to the following conditions:

1. This Special Use Permit shall authorize the establishment of a day care center for up to twelve (12) children as a home occupation with non-resident employees and more than 400 square feet of floor area in an existing single-family detached home on a 2.3-acre parcel of land located at 3601 Seaford Road (Route 622) and further identified as Assessor's Parcel No. 26-27.
2. An owner/operator and business license holder of the home occupation shall reside on the premises.
3. The general layout of the site and the portion of the house dedicated to child care shall be as depicted on the sketch plan received by the Planning Division on January 24, 2020 and the floor plan dated December 16, 2019, copies of which shall be kept on file in the office of the Planning Division.
4. All licenses, permits, and approvals from the Virginia Department of Social Services or other applicable regulatory agencies shall have been received prior to the establishment of the day care center in the home. Evidence of such licensure shall be provided prior to the issuance of zoning certification for the home occupation.
5. The home occupation shall be established and operated in accordance with the provisions of Sections 24.1-281 and 24.1-283 of the York County Zoning Ordinance, except as modified herein, and with the applicants' narrative description dated January 24, 2020 and signed by Kristine M. Habetler, a copy of which shall be kept on file in the office of the Planning Division.
6. The hours of operation shall be limited to 6:30 AM to 6:00 PM, Monday through Friday.
7. A maximum of three non-resident employees shall be permitted.
8. The maximum floor area of the portion of the house dedicated to the child care center shall be approximately 1,580 square feet as depicted on the referenced floor plan.
9. A minimum of three (3) off-street stacking spaces for dropping off and picking up children, where the duration of parking is ten (10) minutes or less on average, shall be provided as generally depicted on the sketch plan referenced above.
10. In accordance with Section 24.1-115(b)(7) of the York County Zoning Ordinance, a certified copy of the resolution authorizing this Special Use Permit shall be recorded at the expense of the applicant in the name of the property owner as grantor in the office of the Clerk of the Circuit Court prior to issuance of a Certificate of Compliance and Occupancy for the home occupation use.

BE IT FURTHER RESOLVED that this Special Use Permit is not severable, and invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

On a roll call the vote was:

Yea: (4)	Phillips, Criner, Sturk, King
Nay: (2)	Titus, Jons

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**Application No. UP-945-20, Matthew Reno (Coastal Custom Guns LLC):** Request for a Special Use Permit, pursuant to Section 24.1-283(b)(1) of the York County Zoning Ordinance, to authorize a firearms sales and gunsmithing business as a home occupation with on-site customer/client contact in a detached garage located at 304 Mastin Avenue (Route 1242). The 1.1-acre parcel, further identified as Assessor's Parcel No. 25P-10-9-33, is zoned RR (Rural Residential) and designated Low-Density Residential in the Comprehensive Plan.

**Earl Anderson, Senior Planner,** summarized the staff report dated March 2, 2020, stating that staff recommends the Commission forward the application to the Board of Supervisors with a recommendation of approval subject to the conditions set forth in proposed Resolution No. PC20-7.

**Mr. Titus** asked if there would be any commercial reloading on the premises and if there would be handgun storage in the safe room.

**Mr. Anderson** stated that he did not believe there would be reloading on the premises and that multiple gun types would be stored in the safe room. He said the applicant could give further clarification. He noted that the resolution states that no ammunition or gunpowder shall be stored on site or made for sale.

**Chair King** opened the public hearing.

**Matthew Reno,** 304 Mastin Avenue, spoke as the applicant. He stated that he is a longtime resident of York County and plans to continue raising his family here. He said he has been practicing his trade since 2013 and managing a gunsmithing shop for several years. He said his goal is to open his own business and has invested a lot of time and effort to achieve it. Mr. Reno said this business will affect his family and neighbors and that he does not want to have a negative impact on those around him. He stated that his end goal is to run his home-based business discreetly until he becomes well enough established to afford to relocate to a commercial storefront. He emphasized that safety is a major concern of his, so he built a security area for storage and will be vetting customers and limiting the number of visits. He stressed there will be no discharging or firearms on or near the property with all testing done at local firing ranges.

**Mr. Titus** asked if handguns would be stored in the secured storage room.

**Mr. Reno** responded that shelves for handgun storage will be installed in that room.

**Dr. Phillips** asked if handgun sales would be incidental to the business.

**Mr. Reno** responded in the affirmative, explained that sales customers who are having their guns worked on and would like to order a gun can do so and then pick it up later, but that will not be the main focus of the business.

**Mr. Criner** asked if any loud machinery is used for gunsmithing.

**Mr. Reno** replied that most machinery will be a lathe or a mill which is not loud.

**Mr. Criner** asked if the gun closet storage area is built to certain specifications.

**Mr. Reno** responded that the interior is lined with stainless steel sheets in addition to the steel door and padlocks. He said the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) requires that the area be secure.

**Chair King** asked if ATF inspects the site and requires certification and licensing.

**Mr. Reno** replied that it is the same procedure as for general sales or gunsmithing licensing and that the property will be inspected. He added that paperwork has been submitted to the Sheriff's Office.

**Mayer Levy**, 500 Levy Lane, stated that he lives on an adjacent 18-acre parcel and that although he commends the applicant for his efforts to inform property owners of his intentions, he is opposed to the application. Mr. Levy stated that a local gun business was recently broken into, so even the best attempts at security can still fail. He explained that although Mr. Reno stated that firearms would not be discharged on the property, people continue to shoot guns on Mr. Levy's property. He said this site is not appropriate and Rural Residential zoning is not intended for commercial establishments. He stated that allowing this business could devalue his property. He said he was recently contacted by a Sheriff's deputy who informed him that someone had seen a person entering the woods with a rifle, which caused a lockdown at a Seaford Elementary School. He added that he wishes Mr. Reno success for his business but not at this site.

**Bob James**, 306 Mastin Avenue, spoke as the owner of an adjacent property. He said he is in favor of the application. He stated that many successful small businesses start out in people's garages. He said Mr. Reno's character is beyond reproach and that he is confident that he will operate the business responsibly and follow all the requirements.

**Susan Egyud**, 100 Oak Point Lane, stated that although she does not live in Seaford, she wanted to spoke on the character of the applicant, who is her nephew. She said that Mr. Reno has worked hard for this business and has also spent countless hours in mission work with his church and added that he is also a long-time Boy Scout. She stated that he went through school for gunsmithing and is very good at his work. Ms. Egyud said she is a proud resident of York County and is glad to have anybody have a business and work hard in the County.

There being no one else wishing to address the Commission on this application, **Chair King** closed the public hearing.

**Mr. Sturk** said it is good use for the property and an appropriate application.

**Mr. Jons** stated he likes the application because the home occupation would clearly be incidental and subordinate to the residential use, consistent with the intent of the home occupation provisions. He said the concerns of the neighbor may be alleviated after the applicant is established and able to move the business to a storefront. Mr. Jons added that he hopes the applicant will keep his business in the County if that were to occur.

**Dr. Phillips** said he understands the neighbor's concern, but he doubts Mr. Reno would aid someone trespassing on his neighbor's land. He said the black market for stolen guns is mostly for handguns and since there would not be a lot of sales, he did not think there would be a high risk of break-ins.

**Mr. Criner** noted that his own business started as a home occupation in the County with a Special Use Permit and then moved on. He said he fully supports the application.

**Chair King** noted the neighbor's concerns about trespassers illegally discharging firearms and said unfortunately, there is a lot of illegal gun activity in this country. He said the applicant has demonstrated his willingness to do everything honestly and correctly in accordance with the ordinance. He mentioned the applicant's goal of eventually occupying a storefront and stated that the business has to start somewhere and that he will support the application.

**Mr. Jons** moved the adoption of Resolution No. PC20-7.

A RESOLUTION TO RECOMMEND APPROVAL OF AN APPLICATION TO AUTHORIZE A FIREARMS SALES AND GUNSMITHING BUSINESS AS A HOME OCCUPATION WITH ON-PREMISES CUSTOMER/CLIENT CONTACT ON PROPERTY LOCATED AT 304 MASTIN AVENUE (ROUTE 1242)

WHEREAS, Matthew Reno (Coastal Custom Guns LLC), has submitted Application No. UP-945-20 requesting a Special Use Permit, pursuant to Section 24.1-283(b)(1) of the York County Zoning Ordinance, to authorize a firearms sales and gunsmithing business as a home occupation with on-site customer/client contact in a detached garage on a 1.1-acre parcel of land located at 304 Mastin Avenue (Route 1242) and further identified as Assessor's Parcel No. 25P-10-9-33 (GPIN T08c-1723-0398); and

WHEREAS, said application has been transmitted to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission has conducted a duly advertised public hearing on this application; and

WHEREAS, the Commission has carefully considered the public comments with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Planning Commission this the 11<sup>th</sup> day of March, 2020, that Application No. UP-945-20 be, and it is hereby, transmitted to the York County Board of Supervisors with a recommendation of approval to authorize a Special Use Permit, pursuant to Section 24.1-283(b)(1) of the York County Zoning Ordinance, to authorize the establishment of a firearms sales and gunsmithing business as a home occupation with on-site customer/client contact in a detached garage on a 1.1-acre parcel of land located at 304 Mastin Avenue (Route 1242) and further identified as Assessor's Parcel No. 25P-10-9-33 (GPIN T08c-1723-0398), subject to the following conditions:

1. This use permit shall authorize the establishment of a firearms sales and gunsmithing business as a home occupation with on-site customer/client contact in a detached garage on a 1.1-acre parcel of land located at 304 Mastin Avenue (Route 1242) and further identified as Assessor's Parcel No. 25P-10-9-33 (GPIN T08c-1723-0398).
2. The home occupation shall be conducted in accordance with the provisions of the York County Zoning Ordinance, Sections 24.1-281 and 24.1-283(b), except as modified herein.
3. Floor area of the home occupation shall not exceed approximately 223 square feet of garage area as depicted on the floor plan submitted by the applicant and received by the Planning

Division on January 30, 2020, a copy of which shall remain on file in the office of the Planning Division.

4. No person other than individuals residing on the premises shall be engaged in the home occupation.
5. The days and hours of operation shall be limited to Tuesday through Saturday, 8:00 AM to 5:00 PM. Customer/client contact on the premises shall be by appointment only and shall be limited to no more than one customer appointment at any one time. The applicant shall keep a log book indicating appointments scheduled by date and time with such log book to be made available for review by Zoning and Code Enforcement staff upon request. The log need not contain customer names or details concerning the type of firearm(s) or the amount of the business transaction.
6. A minimum of four (4) off-street parking spaces shall be provided on the premises.
7. There shall be no live firing of firearms on the premises.
8. No ammunition or gun powder shall be stored on site or made for sale.
9. All firearms not owned by the property owner shall be locked in the gun safe when not being worked on.
10. Prior to commencement of operation of the home occupation, the portion of the home used for the home occupation, including the customer/client entrance and parking area shall conform to minimum standards of the Virginia Uniform Statewide Building Code, subject to the approval of the Building Code Official.
11. The home occupation shall be operated in conformance with all applicable codes and requirements of the York County Fire Prevention Code, the 2009 Virginia Statewide Fire Prevention Code, and the National Fire Protection Association.
12. Proof of licensure from the Federal Bureau of Alcohol, Tobacco, Firearms and Explosives for a Federal Firearms Type 01 – Dealer in Firearms Other Than Destructive Devices license shall be submitted to the Department of Fire and Life Safety prior to issuance of a Certificate of Occupancy for the home occupation use.
13. In accordance with Section 24.1-115(b)(7) of the York County Zoning Ordinance, a certified copy of the resolution authorizing this Special Use Permit shall be recorded at the expense of the applicant in the name of the property owner as grantor in the office of the Clerk of the Circuit Court prior to issuance of a Certificate of Use and Occupancy for the home occupation.

BE IT FURTHER RESOLVED that this Special Use Permit is not severable, and invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

On a roll call the vote was:

Yea: (6) Phillips, Criner, Sturk, Jons, Titus, King  
Nay: (0)

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**Application No. ZM-183-20, Johnny Holmes:** Request to amend the York County Zoning Map by reclassifying a 1.3-acre parcel located at 125 Baptist Road (Route 660) and further identified as Assessor's Parcel No. 17-121 from GB (General Business) to R13 (High-density single-family residential). The R13 district is intended to provide opportunities for single family residential development generally having a maximum density of 3.0 dwelling units per acre. The applicant plans to build a single-family detached home on the property, which represents a density of 0.75 dwelling unit per acre. The property is designated General Business in the Comprehensive Plan.

**Amy Parker, Senior Planner,** summarized the staff report dated March 11, 2020, stating that staff recommends the Commission forward the application to the Board of Supervisors with a recommendation of approval through the adoption of proposed Resolution No. PC20-5.

**Mr. Titus** asked if under the R13 zoning, the parcel could be subdivided into up to four lots.

**Ms. Parker** responded that realistically, there could be a maximum three lots because there is not enough road frontage for four.

**Johnny Holmes,** 125 Baptist Road, spoke as the applicant. He stated this has lived on the property for over forty years. He said he has abandoned his original plan to locate a business on the property. He further explained that after losing the main house, he is ready to build a suitable house on the property.

There being no one else wishing to address the Commission on this application, **Chair King** closed the public hearing.

**Dr. Phillips** moved the adoption of Resolution No. PC20-5.

A RESOLUTION TO RECOMMEND APPROVAL OF AN APPLICATION TO REZONE A 1.3-ACRE PARCEL AT 125 BAPTIST ROAD (ROUTE 660) FROM GB (GENERAL BUSINESS) TO R13 (HIGH-DENSITY SINGLE-FAMILY RESIDENTIAL)

WHEREAS, Johnny L. and Jeanne J. Holmes have submitted Application No. ZM-183-20 which requests to amend the York County Zoning Map by reclassifying a 1.3-acre parcel located at 125 Baptist Road (Route 660) and further identified as Assessor's Parcel No. 17-121 (GPIN N11a-1326-3678) from GB (General Business) to R13 (High-Density Single-Family Residential); and

WHEREAS, said application has been forwarded to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission has conducted a duly advertised public hearing on this application; and

WHEREAS, the Commission has carefully considered the public comments with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Planning Commission this the 11<sup>th</sup> day of March, 2020, that Application No. ZM-183-20 be, and it is hereby, forwarded to

the York County Board of Supervisors with a recommendation of approval to amend the York County Zoning Map by reclassifying a 1.3-acre parcel located at 125 Baptist Road (Route 660) and further identified as Assessor's Parcel No. 17-121 (GPIN N11a-1326-3678) from GB (General Business) to R13 (High-Density Single-Family Residential).

On a roll call the vote was:

Yea: (6)            Criner, Sturk, Jons, Titus, Phillips, King  
Nay: (0)

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### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **STAFF REPORTS**

**Mr. Cross** referred to the March Development Activity Report, stating that the Board of Supervisors approved the amendments to the Commonwealth Green Planned Development that the Commission recommended favorably in January. He reported that at the upcoming March 17<sup>th</sup> meeting, the Board will consider the Marlyn Development application for the redevelopment of the Village Shops at Kingsmill into a senior housing-independent living facility and Zoning Ordinance text amendments pertaining to short-term rentals. He stated at its April 8 meeting, the Commission will consider Special Use Permit applications for a proposed assisted living facility at The Reserve at Williamsburg on Mooretown Road and for the relocation of an existing auto body repair and painting operation at Auto Haus on Route 17 as well as proposed Zoning Ordinance text amendments relative to home occupations. In addition, he stated that adoption of a resolution certifying that the proposed Capital Improvement Program (CIP) is in conformance with the goals and objectives of the Comprehensive Plan will also be on the April 8 agenda. Lastly, he noted an application for a large Planned Development called Fenton Mill, located on about 370 acres in the area of Fenton Mill Road, Barlow Road, and Newman Road will come before the Planning Commission at its May meeting.

Mr. Cross commented that the question of coronavirus (COVID-19) and its effect on County operations has been raised. He said at the moment, there has been little effect other than the presence of disinfectants and sanitizers available for use at County offices. He added that this is subject to change as more information becomes available about this rapidly spreading virus. He stated the County Administrator has formed an internal task force to monitor the situation and work on contingency plans to address the problem if it escalates. He said the most up-to-date information about the County's operations will be posted on the website, which he said includes a special coronavirus web page that has links to the Centers for Disease Control and the Virginia Department of Health and can be found at <https://www.yorkcounty.gov/coronavirus>. He added that staff would apprise the members of any direct effects on the Commission's operations.

### COMMITTEE REPORTS

**Mr. Jons** reported that the York 2040 Committee meeting on March 4<sup>th</sup> was dedicated to the topic of sea level rise and included information from various experts. He stated that the most vulnerable areas of the County are Dandy, Seaford, and Dare. He noted that flooding can cause limited road access and saltwater causing trees to deteriorate and fall. Mr. Jons reported that sea levels in the region are projected to increase 1.5 feet between 2020 and 2050, additional 1.5 feet between 2050 and 2080, and another 1.5 feet by the year 2100. He mentioned some of the options for mitigating the problem, such as relocation and elevation of vulnerable structures. He noted that it is going to be a challenge for the County to overcome, especially in the Yorktown waterfront area. He said for detailed information to visit the Steering Committee page on the York 2040 website.

**Mr. Titus** stated that the Home-Based Business Committee has completed its work and staff is making some final changes before the proposed amendments come before the Planning Commission in April.

### COMMISSION REPORTS AND REQUESTS

There were no Commission reports or requests.

### ADJOURN

There being no further business to discuss, the meeting was adjourned at 8:12 PM.

SUBMITTED: *Daria Linsinbigler*  
Daria Linsinbigler, Secretary

APPROVED: *Michael S. King*  
Michael S. King, Chair

DATE: *3 Jun 20*