

# FY 2016 ANNUAL REPORT

## YORK COUNTY PLANNING COMMISSION

### MESSAGE FROM THE CHAIR

As York County Planning Commission Chair for Fiscal Year 2015-16, I am pleased to provide the Commission's Annual Report. Our caseload was down this year, with fewer applications than we have had in more than ten years. Nevertheless, the Commission had another busy and active year.

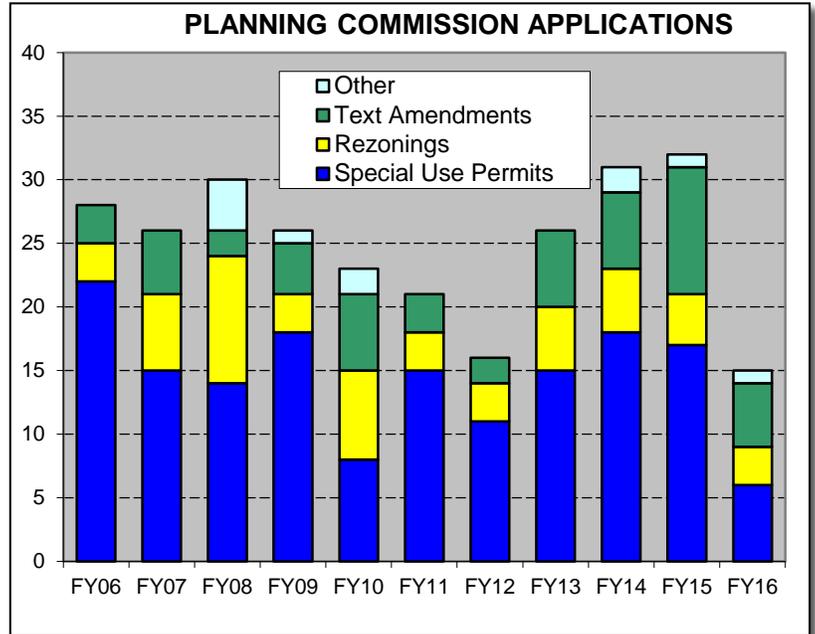
As detailed elsewhere in this report, the Commission played a larger, more active role in the development of the County's Capital Improvements Program (CIP) in FY 2016 than it has in previous years. The CIP is a multi-year spending plan for the County's capital improvement priorities, the first year of which represents the Capital Improvements Budget. It is prepared annually as part of the budget process with the objective of establishing a plan for the County's future capital needs. As such, it is one of the tools by which

local governments implement their comprehensive plans, and every year the Commission passes a resolution certifying that the document is in conformance with the Comprehensive Plan goals and objectives. In past years, the Commission only reviewed the projects after the draft CIP document has been prepared and presented to the Board of Supervisors. Last year, however, the Board of Supervisors and County Administrator gave us an opportunity to review the projects earlier in the process, ask questions, and provide input. In the Commission's opinion this was a positive change that we hope will be continued in future years.

The Commission also had the opportunity to review and make recommendations on a variety of applications ranging from horse stables to senior apartments. In addition, the Commission reviewed several sets of Zoning and Subdivision Ordinance amendments.



Left to Right: Rich Myer, Tim McCulloch, Melissa Magowan, Pete Peterman, Todd Mathes, Montee Jons, Glenn Brazelton



Particularly noteworthy among these are the County's food truck ordinance, which was recommended favorably by the Commission and adopted by the Board of Supervisors in January 2016, and a Zoning Ordinance amendment eliminating the automatic expiration for home businesses with nonresident employees.

On a personal note, in May 2016 I stepped down from the Planning Commission after being appointed to fill a vacancy on the School Board. It was an honor and privilege to serve York County on the Planning Commission, and I look forward to seeing how the County grows in the future. It is truly a great place to live!

*Todd H. Mathes*  
Chair, 2015-16

<b>Application No. &amp; PC Mtg. Date</b>	<b>Applicant</b>	<b>Description</b>	<b>Board Action &amp; Resolution or Ordinance No.</b>
ZT-164-15 8/12/15	York County Board of Supervisors	Amend the Zoning Ordinance to incorporate various changes to the Code of Virginia pertaining to 1) procedures for granting variances, 2) procedures for reviewing resubmitted site plans solely involving commercial land, and 3) payment of certain cash proffers	Approved Ord. No. 15-12
ST-22-15 8/12/15	York County Board of Supervisors	Amend the Subdivision Ordinance to incorporate a change to the Code of Virginia specifying that reviews of resubmitted commercial subdivision plans and plats can consider only the deficiencies identified in the initial plan review and any deficiencies that arise as a result of corrections made to address deficiencies identified in the initial submission	Approved Ord. No. 15-13
UP-867-15 9/9/15	Kim Hatfield	Commercial stable on four parcels located at 117 and 129 DeAlba Lane (Private) and 3614 and 3618Z Seaford Road (Route 622)	Approved R15-99
ZT-165-15 10/14/15	York County Board of Supervisors	Amend Section 24.1-283(e) of the Zoning Ordinance by removing the two-year term requirement for home occupations with non-resident employees	Approved Ord. No. 15-14
UP-868-15 11/18/15	Surber Development and Consulting LLC	Senior housing-independent living facility of 148 rental apartments on a 10.2-acre parcel located at 6300 Old Mooretown Road (Route 1408)	Approved R15-123
ZT-166-15 11/18/15	York County Board of Supervisors	Amend the Zoning Ordinance by establishing a definition for the term <i>Mobile Food Vending Vehicles (Food Trucks)</i> ; adding it as an administratively permitted use in the NB (Neighborhood Business), LB (Limited Business), GB (General Business), WCI (Water-oriented Commercial/Industrial), EO (Economic Opportunity), IL (Limited Industrial), and IG (General Industrial) districts; and establishing performance standards for this use	Approved Ord. No. 15-15(R)
ZT-167-15 11/18/15	York County Board of Supervisors	Amend the York County Zoning Ordinance by removing the maximum allowable number of units per acre for senior housing-assisted living facilities	Approved Ord. No. 15-16
UP-870-16 1/13/16	Tara Stevens	Beauty shop as a home occupation at 415 Dare Road (Route 621)	Approved R16-17
UP-871-16 1/13/16	Merlin L. Miller, Colonial Barns & Sheds, Inc.	Storage shed sales/display business at 6021 George Washington Memorial Highway (Route 17)	Approved R16-18
YVA-36-16 2/10/16	Jacques van Montfrans and Elizabeth Wilkins	After-the-fact approval of a side yard setback of one-foot eight inches (1'8") for an existing single-family detached home and approval of a 10-inch side yard setback for a proposed screened porch addition rather than the normally required 10-foot setback on a parcel located at 228 Church Street	Approved R16-33
UP-872-16 2/10/16	Commonwealth Assisted Living	Amend the conditions of approval for a previously approved Special Use Permit to authorize an increase in the number of resident units from 100 to 140 within an existing senior housing facility located at 236 Commons Way	Approved R16-34
ZM-168-16 4/13/16	Olivet Medical Ministry	Rezone two parcels at 110 and 114 Dogwood Road (Route 659) from R13 (High Density Single Family Residential) to GB (General Business), subject to voluntarily proffered conditions	Approved Ord. No. 16-4
PD-40-16 5/11/16	Coventry Homeowners Association, Inc.	Amend the approved overall development master plan for the Coventry Planned Development by redesignating a 3.8-acre parcel at 500 Owen Davis Boulevard from commercial to open/community space	Approved Ord. No. 16-7
ZM-169-16 5/11/16	J. Philip and Ida M. Hey Trust	Rezone a 0.46-acre parcel located at 210 Kentucky Drive from IL (Limited Industrial) to RR (Rural Residential)	Approved* Ord. No. 16-8
UP-874-16 6/8/16	Jeanette Brady	Recreational vehicle storage facility at 525 East Rochambeau Drive (Route F-137)	Approved R16-77

Except as noted below, the Board of Supervisors' actions were consistent with the Planning Commission's recommendations.

\*Planning Commission recommended denial.

## Application Highlights

In January 2016, the Zoning Ordinance was amended, with a positive recommendation from the Planning Commission, to allow food trucks by administrative permit in commercial zoning districts with a business license, Health Department permit, and the property owner's permission and subject to certain conditions. Dovetailing with the microbrewery ordinance adopted in the previous fiscal year, these provisions have generated a considerable amount of mobile food vending service activity in the County. Food trucks are now a common site in



the County, especially at our three microbreweries – AleWerks, Brass Cannon, and Virginia Beer Company – and by all accounts have proven to be a successful and welcome addition to the range of food service options available to County residents and visitors alike.



In April 2016, the Commission recommended approval of an application (ultimately approved by the Board) to allow an expansion of the Lackey Clinic on Old Williamsburg Road. The clinic is a non-profit health care center providing health care services to local residents who have no health insurance and no access to health care services other than local hospital emergency rooms.

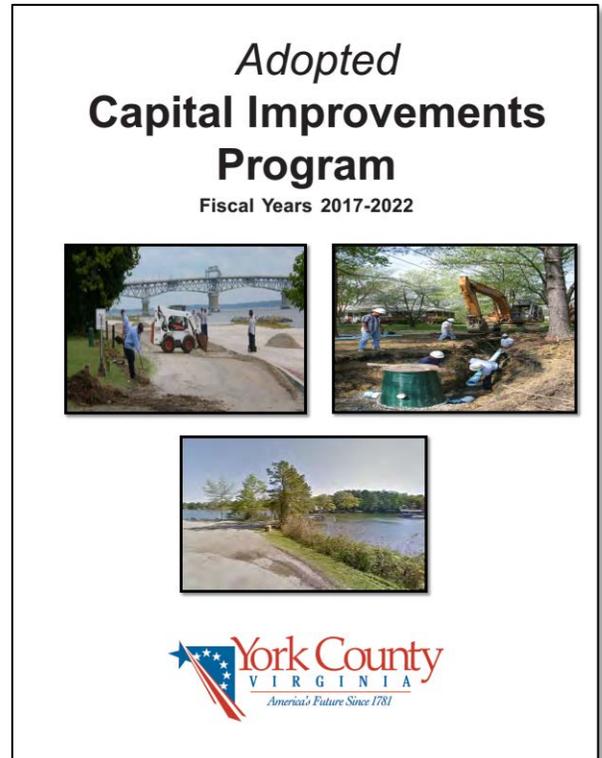


A use permit was approved in February 2016 to allow Colonial Barns and Sheds to occupy a former law office building on Route 17, converting this long vacant and highly visible property into economically productive use while improving its appearance with the planting of trees and shrubs to bring the property into better conformance with County site design standards.



## Planning Commission Highlights

- In FY2016 the Planning Commission held ten regular meetings and two special work sessions and considered six Special Use Permit applications, two rezoning applications, one Planned Development, one YVA (Yorktown Village Activity) application, four sets of Zoning Ordinance text amendments, and one Subdivision Ordinance text amendment.
- In July 2015, the Commission conducted a special work session with County Administrator Neil Morgan to discuss its role in the Capital Improvements Program (CIP) development process and possible changes to recommend for the Board of Supervisors' consideration. In response to its expressed desire to be involved earlier in the process, the Commission was given a briefing on the CIP development process in February 2016 from Mr. Morgan and Deputy County Administrator Mark Carter. The Commission then held a work session the following week that was attended by representatives of the various County departments, divisions, and agencies that had proposed CIP projects. This gave the Commission members a chance to review all of the proposed projects, ask questions, and provide feedback.
- The Commission welcomed Robert "Pete" Peterman as the new at-large member replacing Mark Suiter, who completed his term on June 30, 2015.
- Chairman Mathes was appointed to represent District 4 on the School Board upon the death of long-time School Board member Page Minter. With his resignation from the Commission, Vice Chair Brazelton assumed the position of Chair for the remainder of the year in accordance with the Commission Bylaws.



<b>YORK COUNTY PLANNING COMMISSION, FY2016</b>		
Name	Term	District
Todd H. Mathes (Chair)	Oct. 16, 2012 – June 30, 2018	4
Glenn A. Brazelton (Vice Chair)	July 1, 2013 – June 30, 2017	2
Montgoussaint E. Jons	Feb. 4, 2014 – June 30, 2017	1
Timothy D. McCulloch	July 1, 2012 – June 30, 2016	3
Richard M. Myer, Jr.	July 1, 2010 – June 30, 2018	5
Melissa S. Magowan	July 1, 2011 – June 30, 2019	At Large
Robert W. "Pete" Peterman	July 1, 2015 – June 30, 2019	At Large