

COUNTY OF YORK

MEMORANDUM

DATE: April 24, 2019

TO: York County Board of Supervisors

FROM: Neil Morgan, County Administrator 

SUBJECT: Comprehensive Plan Citizen Survey Questions

Consistent with past practices, the Comprehensive Plan Steering Committee is overseeing a citizen survey, the results of which are incorporated into the planning process. A small cross section of our residents will be receiving calls to answer the survey questions. For your information, I have included a copy of the questions that will be asked.

NAM:mes

Attachment



York County Comprehensive Plan Questionnaire

Draft #4: April 5, 2019

INTRODUCTION

Hello, this is _____, and I am calling on behalf York County. We are working with SIR, a national strategic management consulting firm based in Richmond to conduct a survey among residents of York county – and would like to include your household.

The goal of this survey is to talk about your thoughts and ideas to help us plan for the County's future.

This survey will take approximately 10 to 12 minutes to complete, and will be completely anonymous. Thank you for your time. Your input is greatly appreciated!

[FOR ALL FOLLOWING QUESTIONS THAT INCLUDE A “DON'T KNOW/NOT SURE/PREFER NOT TO ANSWER” OPTION, DO NOT READ THIS OPTION ALOUD. ONLY SELECT THIS OPTION IF THE RESPONDENT INDEPENDENTLY INDICATES THEY DO NOT KNOW, ARE UNSURE, OR PREFER NOT TO ANSWER.]

SCREENER

Our first few questions are for classification purposes only.

1. In what year were you born? _____
[IF GREATER THAN 2001 / UNDER 18, ASK TO SPEAK TO AN ADULT]
2. What is your home Zip Code? _____ [TERMINATE INTERVIEW IF NOT IN YORK COUNTY]

OVERALL IMPRESSIONS

3. Overall, how satisfied are you with living in York County?
 - 1) 1 - Not at all satisfied
 - 2) 2
 - 3) 3
 - 4) 4
 - 5) 5 - Very satisfied
4. What are the top three things you like MOST about living in York County?
 - 1) _____
 - 2) _____
 - 3) _____
5. What three things do you like LEAST about living in York County?
 - 1) _____

- 2) _____
- 3) _____

COMPREHENSIVE PLAN DESCRIPTION

Over the next two years, York County will be updating its 2040 comprehensive plan, which is the long-range plan for the physical development of the County. This is an important project that will have a lasting impact on the County and its citizens. Getting input from our residents is a key part of our plan to make sure York County is headed in the right direction and to make this an even better community for all residents to live, work, and play.

CHANGES TO YORK COUNTY

6. Are there any specific changes that have taken place in York County in the last 20 years that you have not liked?

7. Are there any specific changes you would like to see in York County in the next 20 years?

8. Next, how important do you think it is for York County to build or expand each of the following facilities or infrastructure over the next 20 years? Please use a scale of 1 to 5, where 1 is not at all important, and 5 is very important. [MATRIX: 1 - NOT AT ALL IMPORTANT, 2, 3, 4, 5 - VERY IMPORTANT, NOT SURE] [RANDOMIZE]

- 1) Parks for passive recreation such as picnicking
- 2) Parks for active recreation such as walking, hiking, and biking
- 3) Access to natural water bodies such as the river, beaches, boating, kayaking, and fishing
- 4) Athletic fields
- 5) Indoor sports facility
- 6) Bike paths
- 7) Sidewalks
- 8) Schools
- 9) Fire stations
- 10) Public libraries
- 11) Roads
- 12) Community Center with indoor recreation and meeting spaces
- 13) Senior centers
- 14) Infrastructure design to mitigate recurrent flooding and sea level rise
- 15) Transit services (bus)

9. Which of the facilities or infrastructure we just talked about do you feel is the MOST important to build or expand upon? [LIST IN SAME ORDER AS ABOVE]

- 1) Parks for passive recreation such as picnicking
- 2) Parks for active recreation such as walking, hiking, and biking
- 3) Access to natural water bodies such as the river, beaches, boating, kayaking, and fishing
- 4) Athletic fields

- 5) Indoor sports facility
- 6) Bike paths
- 7) Sidewalks
- 8) Schools
- 9) Fire stations
- 10) Public libraries
- 11) Roads
- 12) Community Center with indoor recreation and meeting spaces
- 13) Senior centers
- 14) Infrastructure design to mitigate recurrent flooding and sea level rise
- 15) Transit services (bus)

10. Are there any other facilities that you think are important for York County to build or expand in the next 20 years?
- 1) Yes [IF YES, WHAT FACILITIES?] _____
 - 2) No

COMP PLAN CONCEPTS

York County like most jurisdictions has been following a written document called a Comprehensive Plan. The plan is for land use designations to support York County’s current and projected population growth.

It is now time to update the plan. The next few questions get to the new goals and concepts for the Comprehensive Plan.

[IF ASKED, THE CURRENT POPULATION OF YORK COUNTY IS 69,000 RESIDENTS]

Next, we will share a few goals and concepts for York County’s Comprehensive Plan. First, we will ask how important you think the particular goal is for 2040, and then we will ask you if you oppose or support particular ways to meet that goal.

11. How important do you feel it is for York County to focus on **attracting commercial establishments, such as national retailers and restaurants**, in the next 20 years?

Please use a scale of 1 to 5, where 1 is not at all important, and 5 is very important.

- 1) 1 - Not at all important
- 2) 2
- 3) 3
- 4) 4
- 5) 5 - Very important
- 6) Not sure

12. One way to attract commercial establishments that require a larger population base would be to **increase allowable residential densities** in York County.

Please tell me whether you support or oppose the concept by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

- 1) 1 - Strongly oppose
- 2) 2

- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

13. How important do you feel it is for York County to focus on **encouraging the development of moderately-priced housing** in the next 20 years. By moderately-priced housing we mean housing that is affordable to people who work in the County – such as service and retail workers, entry-level teachers, firefighters, law enforcement, and healthcare workers.

Please use a scale of 1 to 5, where 1 is not at all important, and 5 is very important.

- 1) 1 – Not at all important
- 2) 2
- 3) 3
- 4) 4
- 5) 5 – Very important
- 6) Not sure

14. One way to encourage the development of moderately-priced housing in York County would be **increasing the permitted number of homes per acre in some areas.**

Please tell me whether you support or oppose the concept by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

- 1) 1 – Strongly oppose
- 2) 2
- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

15. The population in York County is projected to grow to 92,000 residents over the next 20 years. A large part of this growth is going to be among an older population. With this in mind, how important do you feel it is for York County to focus on **encouraging and attracting a balanced population growth** in the next 20 years (such as younger families)?

Please use a scale of 1 to 5, where 1 is not at all important, and 5 is very important.

- 1) 1 – Not at all important
- 2) 2
- 3) 3
- 4) 4
- 5) 5 – Very important
- 6) Not sure

16. One way to encourage population growth in York County would be to **rezone some of the vacant land for residential use.** This rezoning could also help attract new businesses and commercial establishments.

Please tell me whether you support or oppose the concept by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

- 1) 1 – Strongly oppose
- 2) 2

- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

17. The Comprehensive Plan provides opportunities for mixed-use development, which involves a mix of retail businesses, offices, and different types of housing (i.e. detached homes, townhouses, apartments) arranged in a master-planned, pedestrian-scale development in which people can live, work, and play. Several such developments have been developed in York County since 2010.

Please tell me whether you support or oppose this type of development in York County by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

[IF ASKED - CURRENT MIXED-USE DEVELOPMENTS INCLUDE: NELSON'S GRANT NEAR ROUTE 17 & FORT EUSTIS BOULEVARD, AND COMMONWEALTH GREEN NEAR KILN CREEK]

- 1) 1 – Strongly oppose
- 2) 2
- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

18. Home-based businesses are thriving in York County. Two thirds of business licenses are for businesses located in homes.

Please tell me whether you support or oppose the growth of home-based businesses in York County by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

- 1) 1 – Strongly oppose
- 2) 2
- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

19. **[IF AGREE, 4-5 RATING IN Q18]** Please tell me whether you support or oppose York County allowing home-based businesses to have customers or clients come to their home by using a 1 to 5 scale, where 1 is Strongly Oppose and 5 is Strongly Support. A 3 on the scale would be Neutral.

- 1) 1 – Strongly oppose
- 2) 2
- 3) 3 – Neutral
- 4) 4
- 5) 5 – Strongly support
- 6) Don't know

20. How is your internet service provided to your home?
- 1) Cable (i.e., Cox)
 - 2) DSL (i.e., Cox, HughesNet)
 - 3) Fiber (i.e., FIOS)
 - 4) Satellite (i.e., Dish, DirectTV)
 - 5) Cellular (i.e., Verizon)
 - 6) Don't know/Don't have a computer
21. How satisfied are you with the overall quality of internet service in your home?
- 1) 1 - Not at all satisfied
 - 2) 2
 - 3) 3
 - 4) 4
 - 5) 5 - Very satisfied
 - 6) Don't know/Don't have a computer

DEMOGRAPHICS

You are almost finished! We have a few final questions that will be used for classification purposes only.

22. How many years have you lived in York County? _____
[IF LESS THAN ONE YEAR, ENTER '0.']
23. Do you rent or own your current place of residence?
- 1) Own
 - 2) Rent
 - 3) (DNR) Refused
24. Which of the following describes your current place of residence?
- 1) An apartment or condominium
 - 2) A townhouse or duplex
 - 3) A single-family detached home
 - 4) A mobile home
 - 5) Other: _____
 - 6) (DNR) Don't know
 - 7) (DNR) Refused
25. Do you or someone in your household have a home-based business?
- 1) Yes, I have a home-based business
 - 2) Yes, someone in my household other than myself has a home-based business
 - 3) No
26. Which of the following categories best describes your total household income before taxes last year?
- 1) Under \$20,000
 - 2) \$20,000 - \$39,999
 - 3) \$40,000 - \$59,999
 - 4) \$60,000 - \$79,999

- 5) \$80,000 - \$99,999
- 6) \$100,000 - \$119,999
- 7) \$120,000 or more
- 8) (DNR) Don't know
- 9) (DNR) Refused

27. [GENDER, OBSERVED NOT ASKED]

- 1) Male
- 2) Female
- 3) Unknown

28. The opinions you shared in this survey are very helpful. This study has been in association with York County. In the future, York County may create a panel of opinion leaders to guide them on an ongoing basis. This panel would share their opinions through email surveys or in-group discussions or by telephone. Would you be interested in possibly participating on such a panel, if we decide to form one?

- 1) Yes – please provide an email address: _____
- 2) No

Thank and end interview.

COUNTY OF YORK

MEMORANDUM

DATE: April 22, 2019

TO: York County Board of Supervisors

FROM: Neil Morgan, County Administrator

SUBJECT: Construction Timelines



Background

With the Board's acceptance of the principal recommendations produced by the 2018 Space Study, and your subsequent support of the proposed FY 2020 – 2025 Capital Improvement Plan, staff is proceeding with a range of actions necessary to implement the various design, construction, and renovation projects. In addition to the plans addressed in the Space Study, the County is also working on other important projects including Fire Station #1 construction, the Yorktown Library expansion, and the Dock Master's building at Riverwalk Landing. The purpose of this memorandum is to provide you in a single document our current projected time line for all of this work.

Current Timing and Financial Plan

Given your concurrence on the CIP, the following is the timeline of construction: Fiscal year 2020 includes design funds for the Law Enforcement Building, design funds for the Dock Master's Building, and renovation funds for the Finance Building in Yorktown. Design services for the Public Safety Building and Planning and Development Services Building follow in FY2021. Resources for the Law Enforcement Building construction would be available in FY2022. The Public Safety Building renovations and the enhanced Planning and Development Services Building could be constructed by FY2023. Staff and I believe this to be a workable plan given the current economy. However, should we experience a down turn in the economy, one or more of these projects may need to be delayed.

Projects outside the CIP include: Lease space in two locations for the Registrar; lease space for Parks and Recreation, and short-term lease space for the Yorktown Library operations during construction. Resources for these leases are included in the FY2020 operating budget. Renovations include: the House on the Hill and the space in the County Administration Building vacated by the Registrar and Planning and Building Regulations (which will be moving to the enhanced Planning and Development Services Building). These projects may be accomplished with some combination of carry-over/year-end or reserve monies.

Attached to this report is a spreadsheet that attempts to capture all of the critical, interrelated dates for the above referenced projects over the next several years. Given the range of projects, as well as their scale and complexity, you should anticipate updates and changes as schedules, costs, the local economy, and limited staff resources will likely require modifications as we progress.

NAM:mlb 3309

Attachment

COUNTY OF YORK

MEMORANDUM

DATE: April 24, 2019

TO: York County Board of Supervisors

FROM: Neil A Morgan, County Administrator 

SUBJECT: Hazard Mitigation Grant Program (HMGP) Update

Background

The County was awarded HMGP Grant #DR-4024-018 for elevating several homes above the flood plain in 2013. The Board authorized the expenditures associated to this work, through Resolution R18-65, at the May 15, 2018, Board meeting. We last updated you on this item in a memo dated January 23, 2019.

Current Status

- 118 Buckingham Drive—The grant work has been completed and the resident has moved back in their home.
- 111 Buckingham Drive—Work continues on this residence. The home is scheduled to be placed on its new foundation the week of April 22nd.
- 320 Bay Tree Beach Road—Barring any unforeseen circumstances, staff anticipates the resident will move back in on May 8th.
- 115 Kenneth Drive—Barring any unforeseen circumstances, staff anticipates the resident will move back in on May 4th.

This status represents significant progress from our previous update in January. We will continue to share updates as we work toward closing these projects. In the meantime if you have any questions, please feel free to contact Mark Bellamy at 890-3309.

Bellamy/3309

COUNTY OF YORK

MEMORANDUM

DATE: April 24, 2019

TO: York County Board of Supervisors

FROM: Neil Morgan, County Administrator 

SUBJECT: Home-Based Business – April 2019 Update

Background

In July of last year, the York County Chamber of Commerce sent you a letter asking for a review of the County's ordinances as they pertain to home-based businesses. Topics of concern to the Chamber include, but are not limited to, commercial vehicle parking, non-resident employees, special use permit process, hours of operation, and fines. The Chamber's full letter is attached.

Current Status

After review and discussion by the planning staff, we concluded there were several issues contained in the Chamber's request that had the potential to be divisive amongst our residents. As a result, we have decided to convene a temporary advisory committee to make recommendations on the specific proposals. To create a uniformly distributed committee, we have asked community members from the following areas to participate on the advisory group:

- Planning Commission Member – Glen Titus
- Home based business owner – Wade Garnett
- Home based business owner – Alice Edgerton
- HOA representative – Sarah Knaub
- Chamber member – Toni Chavis
- Citizen at large – Lisa Singleton
- Sheriff's Office – Major Ron Montgomery
- Business owner – Joe Pack

Earl Anderson and Joycelyn Corbin of the Department of Planning and Development Services will provide staff support, while Glen Titus serves as the chair of the advisory committee. The group's charge is to address the issues raised by the Chamber and make general recommendations to the ordinance for my consideration. We believe the group will need to meet three or four times before they finalize their work. Depending on schedules, we envision their first meeting will occur in the next four to six weeks. As the group concludes their work, we will provide an update and recommendations that will be available for the Board and the Planning Commission at the appropriate time. Please feel free to contact me if you have additional questions or interest.

NAM:mlb

Attachment



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July 19, 2018

Esteemed members of the York County Board of Supervisors,

There are between 2,500 and 3,000 Home Based Businesses (HBB) in York County, constituting approximately two thirds of the total business licenses in circulation. The purpose of this letter is to request a review of, followed by a voting action on, a series of minor changes to York County ordinances pertaining to HBB in York County. These changes have been composed and endorsed by the Board of Directors of the York County Chamber of Commerce, having completed an initial review with multiple County officials during a work session two months ago.

First, a little context: The HBB ordinance is several years old and a bit outdated. A few small changes have been made along the way, but those changes have not kept pace with the evolving needs of many York County families. The economy has changed (i.e. gig economy), communications media have changed (rise of videoconferencing and telecommuting), and Home Based Business opportunities are expanding rapidly and increasing in popularity.

Also, because of relatively restrictive (in our opinion) HBB ordinances, many current and would-be HBB operators are less likely to apply for a license and more likely to operate "off the books" out of fear of violations, penalties, and fines.

Finally, many of the ordinance terms do allow for the application of special use permits, but this process is well-known to be time consuming (can take up to 90-120 days), expensive, and necessitates the involvement of several parties, including multiple officials, commissions, neighbors, & relevant stakeholders. One objective of this ordinance review would be to change the threshold for what necessitates a special use permit application.

We want to be clear that we have no desire to negatively impact citizens' rights to peaceful enjoyment of their property and neighborhood. One of the most likely concerns of those opposed to the loosening of restrictions would be neighbors complaining about high traffic. However this concern is already addressed on Page 1 (e) "...shall not generate traffic, parking, sewage, or water use in excess of that which is normal in the residential neighborhood." We (collectively, the Chamber and York County officials from the work session) believe that these suggested changes satisfy the need to help businesses while not infringing on the rights of their neighbors.

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The voice of business in York County. (S)

Please consider the following suggested changes to the existing ordinance (Sec. 24.1-281 through 24.1-284)

1. Page 1, (b) "four hundred (400) square feet";
 - RECOMMENDED: Eliminate the specific square foot restriction, and use only the ratio.
2. Page 1, (d) "...or onsite customer or client contact except as may be authorized by special use permit"
 - This is quite a hoop to jump through for sales reps/party plan companies and home based practitioners/service providers.
 - RECOMMENDED: Keep the part about no sales of products to the general public (to disallow the residence to function like a commercial retailer), but allow HBB operators to see clients at their home.
3. Page 1 (h) "Commercial vehicles must be kept in a garage or an enclosed and screened storage yard."
 - Traditional company cars/trucks driven home at night don't have to be screened (i.e. contractors like roofing companies, home improvement, or business owners with vehicle wrap decals, like State Farm agents.)
 - RECOMMENDED: Strike the last sentence.
4. Page 2 (all of Section 24.1-282)
 - This section does not directly address the Direct Sales industry, which should be allowed by right...
5. Page 2 (7); "That clients or patients may not be seen at the home office facility."
 - See above recommendation about seeing clients in the home.
6. Page 3 (2); "all public contact related to such use shall be limited to the period between 8am and 8pm, M-Sat..."
 - Many HBB operators work their businesses part time and have to hold meetings or see customers outside these times, as in Sunday afternoons or evening meetings that sometimes may go past 9:00pm.
 - RECOMMENDED: Remove all time and day restrictions, or at least expand them to 9:30pm weekdays and allow Sundays.
7. Page 5 (e) "Home occupations with non-resident employees";
 - Imagine Apple Computer in the early days with a handful of programmers working in the garage... We feel there should be at least a minimal allowance for non-resident employees or contractors.
 - RECOMMENDED: Consider creating a restriction limiting the number of allowed employees to the parking capacity of the residents on-premise parking (or something similar).
8. Prohibited businesses
 - RECOMMENDED: Consider defining allowable scope and/or scale of these businesses, such as "automotive repair limited to no more than two vehicles simultaneously".

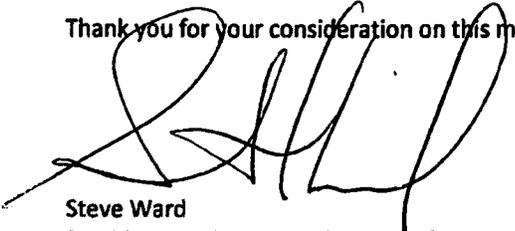
Chapter 24.1 – FINES

In the Code of the County of York, VA, the civil fines for violations under the HBB ordinance can be stiff and overly punitive as written. See 24.1 3(b) under Civil Fines. The actual prosecution rate may in fact be low, however the existing restrictions and applicable fines upon guilt are, in our opinion, enough to dissuade some would-be HBB operators from operating in a transparent, legitimate, and fully-licensed manner.

Home Based Businesses are an integral part of the York County community and economy. Due to recent HBB initiatives and related achievements by the Economic Development Authority (EDA), Dept. of Economic Development, and the York County Chamber of Commerce, the County is gaining national recognition as a leader in best practices and services pertaining to Home Based Business operators.

In a county where the expansion of commercial development is limited by its geographic and land-use capacity, embracing the home-based entrepreneur seems to be a sensible economic development stance. The review and alteration of this ordinance, as outlined above, will demonstrate a clear and substantive commitment by the County to its HBB residents and should catalyze positive advancements in quality of life, transparency of operators, and tax revenue for the county.

Thank you for your consideration on this matter.



Steve Ward
President, York County Chamber of Commerce



George Hrichak
Chairman, YCCC Government Affairs Committee



Chris Davidson
Vice President, York County Chamber of Commerce