

MINUTES FOR THE WEEKLY MEETING OF THE STEERING COMMITTEE ON MONDAY,
OCTOBER 20, 2008 AT 4 PM IN THE WORKSESSION ROOM, BUILDING F, JAMES CITY
COUNTY GOVERNMENT CENTER

PARTICIPANTS:

MEMBERS PRESENT:

Jack Fraley
George Billups
Bill Porter
Mary Jones
Rick Krapf
Julie Leverenz
Chris Henderson
Tom Tingle
Mark Wenger
Vaughn Poller

NOT PRESENT:

James Nickols

STAFF PRESENT:

Tammy Rosario, Planning
Jason Purse, Planning
Terry Costello, Planning
Diana Hutches, Social Services
Ned Cheely, Parks and Recreation
Doug Powell, Community Services

I. CALL TO ORDER

Mr. Jack Fraley called the meeting to order at 4:00 p.m. He stated he has been contacted from members of the public concerning the time constraint that is given to speakers. His message was that the Committee did not want to discourage public comment, but that there was a limit placed on comments to ensure the Committee can do the work it was intended to do.

Ms. Tammy Rosario stated there was mention on the blog about public comment. She stated that more information can be listed on the site to further assist citizens.

Mr. Fraley mentioned the discussion that was held last time concerning meeting facilities. Mr. Bill Porter stated that the Board Room could be used, with tables set up in front of the dais for wireless microphones and for staff. Staff will investigate further whether the Committee would be able to use the Board Room or the Work Session Room depending on the number of citizens attending the meetings. Mr. George Billups mentioned that the Work Session Room does have a finite capacity for fire safety reasons.

II. PUBLIC COMMENT

Mr. Carlton Stockton of 3201 Fowler's Lake Road spoke. He distributed some information concerning wireless facilities. He spoke concerning towers in residential neighborhoods. Mr. Stockton strongly recommended that the wireless ordinance be amended to permit other technologies to be used, and to restrict the use of towers in residential areas unless other technology proves to be ineffective.

Mr. William Halteman of 189 Randolph's Green spoke on behalf of the Kingsmill Wireless Communications Advocacy Group. He also spoke on wireless facilities. He stated the Advocacy Group strongly encourages improved wireless services and facilities. Mr. Halteman stated that there are twenty-five facilities in James City County. He stated some are tower mounted, water tower mounted, and two are camouflaged. He spoke on information that has been distributed by a consultant out of California. Mr. Halteman felt that the by-right category in the Zoning Ordinance needs to be eliminated and that no camouflaged towers should be allowed in residential areas. He felt that all facilities should require a special use permit and go through the public hearing process. He also suggested eliminating the Planning

Director's discretion authority to make determinations that he or she might not be qualified to make. Mr. Halteman felt that more precise language in the Ordinance would negate the need to make such determinations. His last suggestion was to expand the Ordinance to include the use of advanced technologies and consider incentives for developers to install fiber optic cables. He stated his Advocacy Group believes that a Distributed Antenna System (DAS) should be considered by all wireless service providers.

Mr. Chris Henderson asked if there were limits imposed by the FCC on what counties can do to regulate towers since it is a regulated industry.

Mr. Fraley stated there are, but facilities do not have to be allowed by-right.

Mr. Henderson then stated that this allows the County to dictate by form not function.

Mr. Wade Swink of 11 Whitaker's Mill spoke on wireless communications facilities. He spoke on the Distributed Antenna Systems and the different localities that have adopted these systems. He stated the advantages and the disadvantages of these systems.

Mr. Fraley mentioned the Hilton Head Community and the Houston area that has the DAS system.

Mr. Vaughn Poller asked what the providers are saying as far as the companies themselves installing fiber.

Mr. Fraley mentioned that the City of Williamsburg and Colonial Williamsburg has existing fiber that may be able to be utilized as long as it is the correct fiber. He stated the DAS providers install the fiber and lease to the carriers. He stated there would have to be commitment from the carriers in order for the providers to install the fiber.

A resident from the Kingsmill Community spoke and asked the Committee to keep in mind the artifacts that may be removed during the construction of the two towers proposed for Kingsmill.

Mr. Tom Tingle suggested reminding citizens that it might be beneficial to have comments stated at the meeting where the particular topic is being discussed.

Ms. Julie Leverenz thought the topic of communications may be pertinent to population needs.

Mr. Rich Krapf thought it may be beneficial to state on the blog to refer to agenda items when making comments.

Mr. Fraley just cautioned about directing comments to certain meeting dates.

The Committee agreed that the suggestions were not made to limit comments but to encourage them to be more topic sensitive, and suggested whenever possible to submit written comments ahead of time.

III. APPROVAL OF MINUTES

Ms. Leverenz motioned adoption of the October 20th minutes, with a second from Ms. Mary Jones. In a unanimous voice vote, the minutes were approved.

IV. POPULATION NEEDS GOALS, STRATEGIES AND ACTION REVIEWS

Mr. Jason Purse gave a presentation on population needs with respect to youth and elderly services. He introduced Ms. Diana Hutches, Mr. Ned Cheely, and Mr. Doug Powell who were instrumental in developing this technical report. He gave a history of the populations needs section of the Comprehensive Plan. Mr. Purse stated the Youth Section was new in 2003 and that the section has been expanded. He stated the Senior Section was added for this update based on input received. He stated the comments received concerning the youth were more venues, clubs and more recreational areas. Mr. Purse stated the comments concerning recreational facilities were positive; there was just a request for more of them. He stated there were also requests to reach those facilities through public transportation. He stated that the request was also for safe, drug-free and affordable facilities. Mr. Purse stated that senior services that were requested were related to health care, housing and transportation. He stated that many issues were the same for both age groups. He stated there were concerns raised on affordable housing for handicapped and senior citizens. Mr. Purse gave the results from the second round of Community Conversations which targeted more specific issues. He stated that many of these issues will have ties to other sections of the Comprehensive Plan.

Ms. Jones suggested quantifying the goal and what the measure is that is trying to be attained.

Mr. Purse stated this will be stated later in the presentation.

Mr. Purse stated that information was gathered from the Community Conversation meetings, surveys, comments on the website, presentations at the schools, and input from Child Development Resources (CDR). CDR expressed the need for quality and affordable daycare and pre-school services. He stated that the comments suggest that youth and senior services are important to all citizens in the County. He stated that both youth and seniors have similar issues.

Mr. Poller spoke about a group that made a presentation to the Community Participation Team (CPT) concerning an aquatic facility. This is an activity that many youth participate in. He stated connectivity is also an issue, with youth having limited ways to be able to get to facilities and retail areas. The elderly and the youth are in the same situation where some are no longer driving, and others are not driving yet. Even those youth that are driving are limited in the number of passengers they can take.

Mr. Porter asked about interconnectivity.

Mr. Poller stated that transportation needs to be multi-modal. He stated concerns of citizens about not having a network to get where they needed to be, and there was a need to be able to get around.

Ms. Jones spoke on the importance of having a master plan on improving connectivity. She stated the importance of having an inventory of what is currently in the County and then improving it.

Mr. Porter stated as part of long-term planning it was important to get citizens thinking about connectivity. He stated that when development was coming along, most existing subdivisions did not

want to be connected, so it was important to try and get citizens thinking about the advantages of interconnectivity.

Ms. Jones felt there were some key areas to focus on this, and that some neighborhoods were more conducive to connectivity than others.

Mr. Fraley asked staff to consider a master plan for connectivity in areas that are more conducive.

Mr. Poller made the point that the County has created this type of environment.

Mr. Tingle felt that the past has shown that the County has not encouraged higher density development and because of this, connectivity has been an issue. Geography is also an issue, and if there is no encouragement for seniors and youth to be closer to services, then the problem will not be solved. He gave the example of the Ironbound Revitalization Project.

Ms. Jones stated at times there can be a difference between youth and seniors. An age restricted community may not want connectivity with areas that are populated with youth.

Ms. Leverenz would like to see technology somehow incorporated in issues concerning seniors and youth. She gave the example of the elderly being able to order groceries and having them delivered as opposed to finding transportation.

Mr. Porter suggested the Steering Committee make the recommendation on future comprehensive plans that the County be divided in smaller areas, so as to study these in regards to different factors.

Mr. Henderson mentioned his experience in doing something similar to that in studying neighborhoods and developing neighborhood plans. He gave an example of Williamsburg Crossing Shopping Center, where it would be shown how to connect the adjacent neighborhoods to make it more conducive to shopping and make the area more viable.

Mr. Billups stated it may be beneficial to determine which mode of connectivity (whether it is a trail, road, and sidewalk) would be the best alternative for certain areas.

Mr. Purse spoke about the Greenways Master Plan and the Sidewalks Master Plan.

Mr. Purse continued on with his presentation. He showed percentages of youth and the actual figures of youth in James City County, Virginia, and the United States. He displayed information that was taken from the KidsCount site. It measures certain indicators and compares the County with other localities in Virginia.

Mr. Powell elaborated on the statistic concerning abused children that showed the County higher than the rest of Virginia. He pointed to the relatively low number of children in foster care, and stated the goals of Social Services are to investigate thoroughly and to keep families together.

Mr. Tingle asked for clarification on the statistic concerning child daycare capacity.

Mr. Purse answered that this number was the number of daycare slots per 100 children. The slots represent the total capacity of childcare regulated by Social Services.

Mr. Tingle stated that this would suggest that the County is underserved with respect to daycare.

Ms. Hutchens stated that Social Services does not normally hear from individuals who cannot find daycare. She stated that there was a community needs assessment study done a few years ago that suggested the need for quality daycare.

Mr. Tingle asked if the study looked at needs for affordable daycare, or lower priced daycare.

Ms. Hutchens stated that Social Services provides subsidies to those who are in need of daycare but cannot afford the entire cost.

Ms. Jones stated that the special use permit process can be expensive when trying to encourage daycare providers. She suggested that maybe this needs to be addressed.

Mr. Poller asked about tracking the numbers of those on waiting lists looking for daycare.

Ms. Hutchens stated Social Services did not track this, but that another agency does.

Mr. Henderson then spoke to accreditation for daycare services. He spoke on the YMCA facility at the Woodlands that has a long waiting list. He stated the importance of having an accredited facility in the community.

Mr. Poller asked about the effect of daycare on our economic climate.

Mr. Henderson spoke on the requirements of operating a daycare facility. He stated that it may not be viewed as a major employment opportunity since the wages are typically low. He said that the YMCA was very fortunate to have dedicated individuals working there.

Mr. Poller stated the need for quality daycare near where people are working and its importance in locating businesses.

Mr. Henderson concurred that it is important and stated that the YMCA is currently in discussion with Sentara for an onsite daycare facility.

Mr. Cheely spoke on the Parks and Recreation Division's after school program. He stated there are 757 children enrolled, not including middle school aged children. He has waiting lists at certain sites. This is normally due to limitations on physical space.

Mr. Henderson wanted to make the point that adult daycare is probably the next issue that will be facing the County.

Mr. Purse continued on with his presentation. He spoke on the issue mentioned by citizens that obtaining information for transportation seemed complicated for youth.

Mr. Krapf asked about developing a user friendly guide for youth and seniors, since both might have the same issues.

Mr. Fraley mentioned the website.

Mr. Porter stated that the comment made about the need for equally distributed transportation, but that it would be fiscally impossible. He suggested the Committee keep in mind the cost factor of the transportation system.

Mr. Powell stated that Community Services had done a survey and found that Sunday services were needed, and that an hour was too long in between routes. He stated that grant funds were obtained to start Sunday services, and to decrease the period in between routes.

Mr. Purse mentioned the request for more neighborhood recreation facilities as well as community wide facilities. He spoke on the self-sufficiency standards.

Ms. Leverenz asked what age constitutes “youth.”

Mr. Purse stated the age anyone under 17. He stated how the Youth Council was formed to obtain youth’s input to create a youth friendly community.

Mr. Cheely spoke on activities and programs for youth at the Recreation Center. They are segregated by age, and it becomes more challenging the older they become.

Ms. Rosario stated the challenge might be that high school age individuals tend to participate in things on their own.

Ms. Jones stated that there are a lot of opportunities through the schools and at the recreation centers that youth have some responsibility to take advantage of.

Mr. Cheely confirmed Ms. Rosario’s statement that high school age children are not looking for institutional type programs. They want a safe environment for them to socialize more informally.

Mr. Purse mentioned other programs aimed at youth. He stated that with each new section it is the goal to have a community sustainability spotlight which would tie all the themes together. He stated that staff researched other youth plans, incorporated themes from the section, and consulted the viable future sustainable tool kit.

Mr. Porter asked for the definition of essential life skills that was mentioned in the presentation.

Mr. Purse answered that youth should have education, social, civic and recreational opportunities. They should have dispute resolution, verbal communication, problem solving and decision making skills.

Mr. Porter asked if this was the same as the schools.

Mr. Purse answered that the definition used encompasses all areas. The schools were part of the discussion when determining the definition. He stated that with the sustainability theme, all of the ideas and definitions work together.

Mr. Wenger asked how the Comprehensive Plan dealt with some of these abstract issues.

Ms. Jones stated that should be part of their discussion, and also how detailed they want this to be. She felt it was balancing what the goals of the community are.

Mr. Poller felt that these subjects tie back to land use. He felt it is important to know what the needs of youth are so when policies of growth are evaluated that all of this is taken into consideration.

Ms. Leverenz would like to see the entire population considered in some of these matters, not just youth and seniors.

Mr. Fraley wants to see actions that will address the statements made. He would like to see responsibilities and timelines.

Ms. Rosario stated the Comprehensive Plan expresses a long-term vision and serves as a launching point for more detailed plans. It also relates to the Strategic Management Plan, which has a shorter-time frame, measurable outcomes, and is sensitive to current priorities and budget resources.

Mr. Fraley stated that it is more than a vision, and it is important to have strategies and actions items listed.

Mr. Poller asked if those measures and report out of those measures be part of the Comprehensive Plan as opposed to the Strategic Management Plan.

Mr. Fraley stated it can be tied in by reference.

Mr. Tingle stated the Strategic Plan deals with facilities and County personnel. He felt that the Comprehensive Plan is how some private sector issues are addressed. Mr. Tingle felt that some of the items listed are too general and vague.

Mr. Purse asked the Committee to start looking at the goals, strategies and actions. He incorporated some of the issues to include seniors since that age group had similar issues as youth. He stated that the issues are important for all ages; it was just that citizens commented on issues facing youth and seniors specifically.

Mr. Fraley stated that these goals need to be stronger than encouraging them. He wanted to see measurable items. He would like to see who is responsible and what they will be doing when accomplishing these actions.

Mr. Wenger agreed that there is a need to have things that are measurable.

Mr. Krapf stated it might be helpful to match the actions with the specific strategies.

Ms. Leverenz suggested including all citizens instead of concentrating on youth and seniors. She will also post a strategy on the blog concerning information technology.

Mr. Purse asked that the Committee continue using the blog.

V. OTHER ITEMS

Mr. Purse spoke on the schedule for the land use applications. Staff proposed to have the presentations during the first meeting, public comment on all of the cases at the second, and third for the Committee to determine recommendations.

Mr. Krapf suggested having public comment after each specific case. It might be beneficial to have the first two meetings for presentations and comments.

Mr. Purse stated that there will be a tour of the sites that staff has received applications for land use considerations.

Mr. Henderson suggested having the tour before the presentations.

Ms. Leverenz suggested doing the tour earlier on January 5th before the Steering Committee meets.

Ms. Rosario suggested determining the most important sites to visit considering the number.

Mr. Henderson asked about if there were Steering Committee generated ideas on land use. He stated there has not been an opportunity for this Committee to discuss whether or not they concur with the applications, or if they have other suggestions.

Ms. Rosario stated that it has never been a component of previous Comprehensive Plans that the Steering Committee make additional suggestions for land use changes, but it can be worked on. There will need to be consideration made for notification of property owners, advertisement, and analysis.

VI. PUBLIC COMMENT

There was no public comment.

VII. ADJOURNMENT

Mr. Krapf made a motion to adjourn, with a second from Mr. Poller.

The meeting was adjourned at 6:15 p.m.

Jack Fraley, Chairman