

Historic Yorktown Design Committee

Minutes

January 18 2017
East Room
York Hall
301 Main Street
Yorktown, Virginia

Members Attending: David Douglas, Chairman
Bill Cole
Carolyn Weekley

Staff Attending: Earl W. Anderson, AICP

Mr. Douglas called the meeting to order at 7:00 PM.

Minutes

The minutes of the October 19, 2016 meeting were approved unanimously.

Applications

None

Old Business

None

New Business

Approval of 2016 Meeting Calendar

Mr. Anderson reviewed the calendar with the committee. Mr. Cole moved approval of the calendar, as submitted. By voice vote, the motion was approved unanimously.

Election of Officers

Mr. Cole nominated David Douglas for Chairman. Ms. Weekley moved approval of the motion. By voice vote, the motion was approved unanimously.

Mr. Douglas nominated Bill Cole for Vice-Chairman. Mr. Douglas moved approval of the motion. By voice vote, the motion was approved unanimously.

Staff Reports

Mr. Anderson discussed the recent administrative approval of an electric generator for Barbara Luck at 139 Smith Street. He also noted an enforcement action being taken against 232 Bacon Street, because they painted and started building a deck on the back without any approvals.

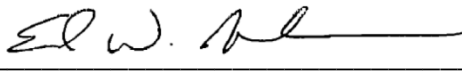
Committee Requests

None

There being no further business to come before the Committee, the meeting was adjourned at 7:10 pm.

Respectfully Submitted,

Earl W. Anderson, Secretary

Approved by HYDC: 

Approved February 2017

YORK COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

CALL TO ORDER

Stephen Sheriff, Chairman, called the regular meeting of the York County Public Library Board of Trustees to order at 5:00 p.m. on Thursday, February 9, 2017 at the Yorktown Library.

ATTENDANCE

The following members of the Board of Trustees were in attendance: Stephen Sheriff, Heba Elkobaitry, Pam Franz, Melissa McGill, and Kevin Smith. Absent: Penny Showalter.

CITIZEN CONCERNS

MINUTES

The minutes from the January 12, 2017 meeting were read and Ms. Franz made the motion to approve the minutes. The motion carried.

LIBRARY DIRECTOR'S REPORT

Mr. Smith informed the Board of the following:

- Library FY'18 Budget review meeting with Budget Committee on February 2nd.
- Mr. Smith would express to the County Administration the Library Board's full support and desire for the full-time Librarian position in the FY18 budget request.
- Library may need to use reserve funds for architectural and design costs for the Yorktown library expansion.
- Williamsburg Regional Library FY18 Request is \$587,224, an increase of \$5,979 from FY17.
- "Living Well @ Your Library" program, "Heart Healthy Nutrition," on February 22nd & 23rd.
- Battle of the Books competitions on February 23rd and March 8th.

- Symphony ILS training continues.
- Mr. Smith would be on vacation during the April 13th Library Board meeting and Ms. Colton will fill-in for him.
- Replacement of worn furniture at the Yorktown library.
- Maker Space program: 'Creative Computing' on February 16th.
- Mr. Smith would need the Board's assistance with citizen surveys and town hall meetings related to the Yorktown library expansion.
- The disappointing citizen meeting with Congressman Scott Taylor's representative at both libraries on February 2nd.

UNFINISHED BUSINESS

NEW BUSINESS

FRIENDS OF LIBRARY REPORT

Ms. Elkobaitry reported: Friends Spring Book Sale, March 17-19 at the Tabb library, volunteers needed; Merger of Library Friends and Foundation into one organization, 'The Friends of the York County Public Library Foundation.'

WILLIAMSBURG REGIONAL LIBRARY REPORT

Ms. Franz reported: The WRL Board would name a new library director by the end of February; York County's FY18 contribution may decrease as WRL finalizes their budget.

COUNTY LIAISON REPORT

Mr. Smith reported: Formal FY18 Budget Presentation on March 21; various County activities and events.

TRUSTEE COMMENTS/REPORTS

Mr. Sheriff would like the Library web page to be more prominent and easier to find on the County's main page.

Ms. Elkobaitry recommended the Library participate in Coding Day as a STEM program.

Adjourn

There being no further business, Ms. Franz made a motion to adjourn.
The meeting adjourned at 6:30 p.m.

The next regularly scheduled meeting is Thursday,
March 9, 2017, 5:00 p.m. at the Tabb Library.

Stephen Sheriff, Chairman
York County Public Library Board of Trustees

Prepared by: Kevin Smith, Library Director

Approved March 2017

YORK COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

CALL TO ORDER

Stephen Sheriff, Chairman, called the regular meeting of the York County Public Library Board of Trustees to order at 5:00 p.m. on Thursday, March 9, 2017 at the Tabb Library.

ATTENDANCE

The following members of the Board of Trustees were in attendance: Stephen Sheriff, Heba Elkobaitry, Pam Franz, Melissa McGill, and Kevin Smith. Absent: Penny Showalter.

CITIZEN CONCERNS

MINUTES

The minutes from the February 9, 2017 meeting were read and Ms. Elkobaitry made the motion to approve the minutes. The motion carried.

LIBRARY DIRECTOR'S REPORT

Mr. Smith informed the Board of the following:

- County Formal Budget Presentation, March 21.
- County Budget Adoption, May 2.
- No cuts to FY18 State Aid, \$154,366.
- Limited Circulation March 13-15, system migration.
- Symphony System Go-Live, March 16.
- Yorktown new patron Internet station chairs delivered.
- Outreach Division staff and Mr. Smith met with The Crossings on the Peninsula to discuss future library service, March 1.
- Flat Screen Television for County information installed in foyer of Tabb library.

- Patron complaint about ‘Sports Illustrated’ swimsuit edition.
- Live Well @ Your Library Series
 - “Goal Setting” by YMCA, Tabb, March 28.
 - “Identity Theft” by Sheriff’s Office, Tabb, April 15, Yorktown, April 25.
- Science Sunday: “Space Freeze”, presented by VA Air & Space Museum, Tabb, March 5.
- Makerspace Program: “Teen Tech Lab”, Tabb, March 9.
- Friends of the Library Spring Book Sale, Tabb, March 17-19.
- Kids Run Trains, Tabb, March 25-26.
- “If I Were County Administrator” Middle School Essay Contest, entries due March 31.
- Battle of the Books:
 - Mount Vernon Elementary, Winner of February 23rd competition.
 - Yorktown Middle, Winner of March 8th competition.
 - Regional Final Battle, Williamsburg, March 18.
- Small Business Workshop by VA Dept. of Small Business, Tabb, April 3.
- Friends and Foundation Meeting, discussed merger and fundraising ideas, February 22.
- County Administrator and Mr. Smith were guest readers for the Read across America program at Dare Elementary, March 1.
- Senior Staff will attend the County Management Team Retreat, Topic: Public Sector Ethics, March 29.

UNFINISHED BUSINESS

NEW BUSINESS

FRIENDS OF LIBRARY REPORT

Ms. Elkobaitry reported: Friends Spring Book Sale, March 17-19 at the Tabb library, volunteers needed.

WILLIAMSBURG REGIONAL LIBRARY REPORT

Ms. Franz reported: Betsy Fowler, the new WRL director would start March 16, 2017.

COUNTY LIAISON REPORT

Mr. Smith reported: Formal FY18 Budget Presentation on March 21; various County activities and events.

TRUSTEE COMMENTS/REPORTS**ADJOURN**

There being no further business, Ms. McGill made a motion to adjourn. The meeting adjourned at 6:00 p.m.

The next regularly scheduled meeting is Thursday, April 13, 2017, 5:00 p.m. at the Yorktown Library.

Stephen Sheriff, Chairman
York County Public Library Board of Trustees

Prepared by: Kevin Smith, Library Director

YORK COUNTY WETLANDS BOARD

Minutes of March 9, 2017

6:00 PM

At a meeting of the York County Wetlands Board held on Thursday, March 9, 2017 at 6:00 p.m. in the Multi-Purpose Room of the Public Works building located at 105 Service Drive, Yorktown, Virginia, those present were:

Board Members: Eric Ancarrow, Chair
Jeff Frye, Vice Chair
Noel West
Diane Short
Jan Briede'

Staff: Anna Drake, Stormwater Engineer II
Joe Brogan, Stormwater Programs Manager
Randy Owen, VMRC

The meeting was called to order at 6:00 p.m. by Eric Ancarrow, Chair.

APPROVAL OF THE MINUTES

The Wetlands Board minutes for the January 12, 2017 public hearing were approved by consensus.

WETLANDS APPLICATIONS

Note: PowerPoint slides were shown throughout the public hearing.

- **Application 17-02, VMRC 17-0117, for Wade Webb (Agent) and Michael Hanna (Owner):** Request to construct a marsh toe sill along the shoreline of Back Creek at 102 Harbor Crescent

Ms. Drake gave a brief history of the project. Mr. Hanna is requesting to construct 185-feet of marsh toe sill along the shoreline of Back Creek. The Joint Permit Application was received on January 24, 2017. On January 26, 2017, a staff review letter was sent requesting Mean Low and Mean High Water lines, the side slope of the sill and project staking. The application fee was paid on February 2, 2017. VMRC issued a letter on February 15, 2017 indicating a permit was not needed since the project is landward of the Mean Low Water line with no subaqueous impact. Revised drawings were submitted on February 15, 2017. Public notice was sent on February 16, 2017 and no responses were received. The public hearing was advertised on February 23, 2017 and March 2, 2017 in the Yorktown Crier. Anna Drake and Randy Owen, VMRC, went to the site and took photographs on March 2, 2017. Ms. Drake showed photographs of the site, an aerial photograph, and the County GIS map. The photographs showed an eroding marsh, the fetch and shoreline orientation. The estimated wetland impact is the length of the structure (185-feet) times the base width (7-feet), for a total of 1,295 square feet, all non-vegetated wetlands. A marsh toe sill is considered a living shoreline; therefore, it is self-mitigating.

The Chair opened the public hearing.

Mr. Wade Webb, Blackwater Pier & Dock, Gloucester, addressed the Board. He explained the construction methods and design details of the project.

The Chair closed the public hearing. The Board began deliberations.

All the Board members felt that the project, being a living shoreline, is the preferred approach and is what the Board generally recommends.

Diane Short made a motion to approve Application 17-02, VMRC 17-0117, with the revised drawings of February 15, 2017.

The application was approved, with the revised drawings, on the following roll call:

Dr. Briede'	Yes
Mr. West	Yes
Mr. Frye	Yes
Ms. Short	Yes
Mr. Ancarrow	Yes

The Chair stated the application was approved and advised Mr. Webb and Mr. Hanna that there is a ten-day appeal period after which the permit can be issued and signed.

- **Application 17-03, VMRC 17-0148, for Pankoke Marine Construction (Agent) and Carl Kruse (Owner):** Request to construct a replacement bulkhead along the shoreline of the Poquoson River at 110 Key Circle

Ms. Drake gave a brief history of the project. Mr. Kruse is requesting to construct 130-foot replacement bulkhead. The Joint Permit Application was received on January 30, 2017. A staff review letter was sent on February 10, 2017 only requesting that it be staked; the drawings were adequate as submitted. The application fee was paid on February 15, 2017. VMRC issued a letter on February 15, 2017 indicating no permit would be necessary as there were no subaqueous impacts. Public notice was given on February 16, 2017; and no responses were received. The public hearing was advertised in the Yorktown Crier on February 23, 2017 and March 2, 2017. Anna Drake and Randy Owen visited the site and took photographs the week prior to the public hearing. Ms. Drake showed those photographs, an aerial photograph and a County GIS map. She indicated this property is on a very narrow upstream portion of the Poquoson River. The photographs show the existing bulkhead is in need of repair. The estimated impact is the length of the structure (130-foot) times two, resulting in 260-foot of non-vegetated tidal wetlands.

Dr. Briede' stated that he didn't think it appeared to be non-vegetated wetlands -- he was concerned about the low area behind the bulkhead. Ms. Drake replied that it is not contiguous to tidal waters. Mr. Owen said the VMRC doesn't consider it wetlands at all.

Ms. Short asked what type of replacement material would be used for the bulkhead. Ms. Drake replied it would be vinyl.

The Chair opened the public hearing.

Kevin Pankoke, Pankoke Marine Construction, addressed the Board. He explained the low energy shoreline and stated he would build the bulkhead from the land since there is not enough water to get a barge to the site.

The Chair closed the public hearing. The Board began deliberations.

Ms. Short stated she felt the project was very straightforward and the Board had been very well informed.

Jeff Frye made a motion to approve Application 17-03, VMRC 17-0148, as submitted.

The application was approved, as submitted, on the following roll call:

Mr. West	Yes
Ms. Short	Yes
Dr. Briede'	Yes
Mr. Frye	Yes
Mr. Ancarrow	Yes

The Chair stated the application was approved and advised Mr. Pankoke and Mr. Kruse that there is a ten-day appeal period after which the permit can be issued and signed.

EXTENSIONS AND FINALS

None

OLD BUSINESS

None

NEW BUSINESS

- 1) There will be no meeting in April.
- 2) Ms. Drake said Mr. Ancarrow did a great job making his presentation at the January 17th Board of Supervisors meeting.
- 3) The annual VIMS Tidal Wetlands workshop will be Tuesday, May 2, 2017.
- 4) There is a request for the Board to clarify the terms of a 2013 wetlands permit granted to Cheatham Annex to construct three revetments.

In order to refresh the Board's memory, Ms. Drake showed the original permit drawings and photographs from June, 2013. She relayed that one of the three lengths of revetment has been completed including the mitigation for 493 square feet of wetlands impact. Unfortunately, the

mitigation attempt using coir logs and vegetation has failed. Ms. Drake stated the mitigation was for vegetated wetlands impact in the seaward half of the revetment. The 2013 staff review letter written by Ms. Drake mentioned two things: 1 - the wetlands vegetation in the seaward half is considered an impact, not a fill and 2 - coir logs on that high-energy shoreline will not stay in place. Ms. Drake also reviewed the minutes from the public hearing and she notes that she did mention the vegetative wetlands losses were being compensated. Ms. Drake asked the Board to clarify what their intentions regarding mitigation was at that time. Was the mitigation required as a condition of permit approval?

Mr. Peter Crum with the Department of Navy addressed the Board to ask if the mitigation for the 493 square feet of tidal wetlands impact in the seaward half of the revetment was required.

Mr. Ancarrow stated that he believed the issue would be impact versus fill. VMRC does not require mitigation for impact, nor has the Board in the last four to five years.

Ms. Short said that the Board obviously did not recommend the coir logs and wondered how it came about that they were placed. Ms. Drake replied that placing the coir logs was entirely voluntary. When the application was submitted, the coir log mitigation was already shown on it, which is what generated the staff review letter saying that Ms. Drake did not believe the coir logs would be successful in that location.

Mr. Ancarrow said an application that was reviewed and approved by the Board last month had some mitigation on it that was not required and the applicant was told it was optional.

Mr. Owen said he met at the site with the Navy a few weeks ago and told them that coir logs would never have been recommended. It was a voluntary effort by the Navy, but he is certain it would have been made abundantly clear during the public hearing that it was an impact and not a fill and it was not required.

Mr. Peter Crum, Naval Station Norfolk, Naval Facilities Command, again addressed the Board. He informed the Board he had already spoken with the ACOE regarding the permit. According to notes in the ACOE file, the Corps had no expectation that mitigation was required. It was not a requirement of their permit. He believes the coir logs were put on an early draft of the plans and should have been removed, but were not.

Mr. Ancarrow said he would be uncomfortable requiring mitigation for impact because that would be changing the Board's historical approach. Mitigation for impact has never been required previously by the Board.

Dr. Briede' expressed concern that the Board could be setting a dangerous precedent allowing permittees to come back before the Board and say they simply do not want to do their mitigation.

Mr. Ancarrow does not believe the Board would be setting a precedent because the Board has been consistent with its decisions.

Mr. Crum said that the actual permit does not say anything about mitigation. However, it does reference the drawings, which is the issue.

Ms. Drake stated she believes if mitigation had been required, the Board would not have allowed the coir logs because they knew the coir logs wouldn't stay in place in a high energy environment. Ms. Drake said the seaward half of the revetment is not considered a fill.

Mr. Crum said that the Navy had tried with the coir logs, but failed, and wanted to know if they were in compliance with the permit or if they still needed to keep trying to mitigate.

Dr. Briede' said he felt they were compliant with the permit.

Mr. West stated he felt it was the same situation as the application they reviewed and approved at the last public hearing. The applicant last month was told that the mitigation was not required, but was optional.

Ms. Drake suggested making a motion to clarify the permit and the requirements. It would make it clear that the Wetlands Board had reviewed it and determined that the wetlands mitigation was not mandatory since it was impact and not fill, but a voluntary attempt to create wetlands.

Mr. Frye made a motion that the mitigation area for Permit 13-24, VMRC 13-0752, was impact, not fill, and therefore, it was optional.

The motion was approved on the following roll call:

Ms. Short	Yes
Mr. West	Yes
Dr. Briede'	Yes
Mr. Frye	Yes
Mr. Ancarrow	Yes

Ms. Short asked if the permit would now be closed.

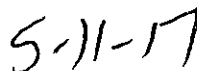
Ms. Drake said the permit would not be closed. She said the Area 1 portion of the contract would be closed. Areas 2 and 3 are being worked on now. Area 1 included the mitigation site.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:38 p.m.



Eric Ancarrow, Chair



Date