PUBLIC NOTICE
WILLIAMSBURG CITY COUNCIL

The Williamsburg City Council will hold public hearings on Thursday, February 14, 2019 at 2:00 P.M. in the Council Chambers of the Stryker Center, 412 North Boundary Street, to consider the following:

PCR#18-015: Amend the Zoning Ordinance by adding Section 21-605.2 to allow the short-term rental of one bedroom to transient visitors within owner-occupied single-family detached dwellings with a special exception from the Board of Zoning Appeals, so long as the owner meets certain conditions contained in the ordinance.

PCR#19-001: Request of the Williamsburg-James City County School Board for a special use permit to locate a second temporary classroom trailer at Matthew Whaley Elementary School at 301 Scotland Street which is located in the Single-Family Dwelling District RS-3.

Additional information is available at www.williamsburgva.gov/publicnotice or at the Planning Department (757) 220-6130, 401 Lafayette Street. Interested citizens are invited to attend this hearing and present their comments to City Council.

If you are disabled and need accommodation in order to participate in the public hearings, please call the Planning Department at (757) 220-6130, (TTY) 220-6108, no later than 12:00 noon, Thursday, February 7, 2019.

Debi Burcham
Clerk of Council

CITY OF WILLIAMSBURG
MEMORANDUM

DATE: **January 24, 2019**

SUBJECT: **PCR#18-015**
Zoning Text Change adding Section 21-605.2 and Section 21-605.3 to allow short-term rental of bedrooms to transient visitors and short-term rentals within owner-occupied single-family dwellings with a special exception from the Board of Zoning Appeals

BACKGROUND

City Council at its April work session requested that Planning Commission review proposed changes to the Zoning Ordinance to allow the short-term rental of bedrooms to transient visitors and short-term rentals within owner-occupied single-family dwellings with a special exception from the Board of Zoning Appeals, so long as the owner meets certain conditions contained in the ordinance.

Since that meeting, staff has drafted the attached ordinance based on City Council recommendations that the proposed ordinance be limited to owner occupied single-family detached dwellings, limited to one bedroom in the dwelling to transient visitors and limited the maximum time a single-family dwelling can be rented as a short-term rental to 45 days per year with a special exception from the Board of Zoning Appeals.

STATE REGULATORY HISTORY

SB416

In 2016, SB416 permitted the short-term rental of any residential unit as a matter of right, so long as the resident has utilized the property as his or her principal place of residence for 60 days. It permitted short-term rentals for 30 or fewer days and did not preclude consecutive rentals by the same person. The first 45 days of the rental use excluded BPOL and other taxes associated with the rental with all local taxation shifting to the Virginia Department of Taxation. It limited the locality in regulating the use and prohibits the Virginia Department of Taxation from providing documentation regarding the rental use. The legislation contained a reenactment requirement and the legislation was not reenacted.

SB1578

In 2017, SB1578 provided that the locality may regulate short-term rentals through its Zoning Ordinance, including whether to allow and if so where. It provided for the creation of a short-term rental registry at the discretion of the locality. It also stated that

hotels and beds and breakfast establishments permitted by a local ordinance did not need to comply with the registration requirement in addition to other local ordinances.

In 2018, no legislation impacting the City of Williamsburg was introduced in the 2018 General Assembly session. There was a bill (HB824) specific to Lexington and Virginia Beach.

CITY REGULATIONS

Short-term rentals are currently permitted in the City as a hotel/motel, timeshare or bed and breakfast facilities. There is no limitation in the City Code for any of the above facilities to utilize an on-line platform to book rentals. Except as provided above, short-term rentals are not a permitted use in any of the City's residential zoning districts.

City Council has requested that Planning Commission review the proposed text changes to the Zoning Ordinance as a starting point for discussion on whether short-term rentals should be allowed in the City's residential districts.

PROPOSED ORDINANCE REFERRED BY CITY COUNCIL

Section 21-605.2. Rental of a room in single-family detached dwellings to visitors.

In Section 21-605.2 the proposed changes allow the rental of a room in a single-family detached dwelling to visitors in owner-occupied dwellings throughout residential districts with a special exception use approved by the Board of Zoning Appeals in accordance with Section 21-97(f) of the Zoning Ordinance subject to the following:

1. The definition of owner-occupied as defined in the Zoning Ordinance shall be met.
2. Have general liability insurance with coverage of not less than $500,000 in the name of the owner covering the rental of the property to visitors.
3. Provide a property management plan as outlined in the proposed ordinance.
4. Provide a recommendation from the HOA/POA to operate the short-term rental.
5. Provide a copy of a business license issued by the Williamsburg Commissioner of Revenue within 30 days after the approval of the special exception but prior to occupancy by the transient visitor.
6. No more than one room in the principal dwelling may be rented to transient visitors.
7. The furnishing of meals shall not be permitted.
8. No more than two transient visitors shall occupy a room at the same time excluding minor children of the transient occupants, unless reduced by the Uniform Statewide Building Code or other applicable laws and regulations.
9. One off-street parking space being provided and reserved for use by the occupants of the rental room.
10. Parking requirements as outlined in the proposed ordinance addressing space and driveway lot coverage and materials shall be met.

11. Applicable provisions of the Uniform Statewide Building Code and other applicable laws and regulations shall be met.
12. Property being used as a residential rental property may not be used as a short-term rental.
13. Only the property owner and his or her family as defined in Sec 21-2 may reside at the dwelling along with transient visitors.
14. A register must be kept of short-term rentals of the property as outlined in the proposed ordinance.
15. The same transient visitors may not occupy a short-term rental for a period of more than 30 days.
16. There shall be no visible evidence of the conduct of a short-term rental on the outside appearance of the property.
17. Event rentals are not permitted.
18. A smoke detector and carbon monoxide detector must be installed on each floor of the dwelling.
19. The owner shall give the City written consent to inspect the dwelling upon twenty-four hour notice to ascertain compliance with all the above performance standards.
20. Outdoor burning shall comply with Chapter 5 of the Williamsburg City Code.
21. Owner of the short-term rental shall ensure that transient visitors comply with City Ordinances to include noise and nuisance.
22. A copy of Chapter 12 of the City Code relative to noise must be provided at the short-term rental dwelling.

The ordinance states that it shall be unlawful to rent rooms to transient visitors except as allowed for in the proposed ordinance. It also allows an approved special exception to be revoked for failure to comply with a required condition or for multiple violations on more than three occasions of any state or local laws, ordinances or regulations related to the rental of bedrooms.

Section 21-605.3. Short-term rental of single-family detached dwellings to visitors.

In 21-605.3 the proposed changes allow the rental of an owner-occupied single-family detached dwelling for short periods of time to transient visitors while the owner-occupant is absent subject to the following:

1. The definition of owner-occupied as defined in the Zoning Ordinance shall be met.
2. The short-term rentals of single-family dwellings to transient visitors are allowed throughout residential districts but are limited to owner-occupied dwellings.
3. Allows a short-term rental in an owner-occupied single-family dwelling to be rented for 30 consecutive days or less in exchange for a charge for the occupancy.
4. Short-term rentals shall be permitted for not more than 45 days per calendar year and shall be contingent upon approval as a special exception use by the Board of Zoning Appeals in accordance with Section 21-97(f) of the Zoning Ordinance.

5. The furnishing of meals is not permitted.
6. No more than two transient visitors shall occupy a bedroom at the same time, excluding minor children of the transient occupants, unless otherwise reduced by the requirements of the Uniform Statewide Building Code and other applicable laws and regulations.
7. Off-street parking shall be provided and shall be allowed only in driveways and parking spaces on the lot.
8. Applicable provisions of the Uniform Statewide Building Code, and all other applicable laws and regulations, shall be met.
9. The permissible number of transient visitors occupying a single-family dwelling that qualifies for a special exception hereunder cannot exceed two times the number of bedrooms being rented to transient visitors, excluding minor children of the transient occupants.
10. No property being used as a residential rental property may also be used as a short-term residential rental.
11. The property owner must keep a register of short-term rental of the property.
12. Short-term rentals may not be occupied by the same transient visitors for a period of more than 30 days any calendar year.
13. There shall be no visible evidence of the short-term rental on the outside appearance of the property.
14. Event rentals are not permitted.
15. A smoke detector and carbon monoxide detector must be installed on each floor of the dwelling.
16. The owner shall give the City written consent to inspect the dwelling upon twenty-four hour notice to ascertain compliance with all the above performance standards.
17. Outdoor burning shall comply with Chapter 5 of the Williamsburg City Code.
18. Owner of the short-term rental shall ensure that transient visitors comply with City Ordinances to include noise and nuisance.
19. A copy of Chapter 12 of the City Code relative to noise must be provided at the short-term rental dwelling.

PLANNING COMMISSION MEETINGS

Short-term rentals have been discussed at three Planning Commission meetings since the June 20th regular meeting. Two work sessions on the topic have taken place since June, one on July 25th and another on October 24th. Planning Commission also heard public comment on the topic at their September 26th public forum. At the Planning Commission October 24th work session, the Commission requested staff to draft an ordinance to allow short-term rentals on the six major streets where room rental to visitors are currently allowed in the City for Planning Commission consideration in December.

I am attaching the proposed Planning Commission draft ordinance and the proposed ordinance sent to Planning Commission from City Council in June.

PLANNING COMMISSION PROPOSED ORDINANCE

Section 21-605.2. Rental of a room in single-family detached dwellings to visitors.

In Section 21-605.2 the proposed changes allow the rental of a room in a single-family detached dwelling to visitors in owner-occupied dwellings on corridor streets as a business accessory use with a special exception use approved by the Board of Zoning Appeals in accordance with Section 21-97(f) of the Zoning Ordinance subject to the following:

1. The definition of owner-occupied as defined in the Zoning Ordinance shall be met.
2. Have general liability insurance with coverage of not less than $500,000 in the name of the owner covering the rental of the property to visitors.
3. Provide a property management plan as outlined in the proposed ordinance.
4. Provide a recommendation from the HOA/POA to operate the short-term rental.
5. Provide a copy of a business license issued by the Williamsburg Commissioner of Revenue within 30 days after the approval of the special exception but prior to occupancy by the transient visitor.
6. Rentals are limited to owner-occupied single-family detached dwellings.
7. Rentals must be located on a lot contiguous to the major streets or portions thereof listed below, and only if the dwelling's front door faces the major street:
   a. Capitol Landing Road from Lafayette Street to Queens Creek
   b. Henry Street between Lafayette Street and Mimosa Drive
   c. Jamestown Road
   d. Lafayette Street
   e. Page Street
   f. Richmond Road between Brooks Street and Virginia Avenue
8. No more than one room in the principal dwelling may be rented to transient visitors.
9. The furnishing of meals shall not be permitted.
10. No more than two transient visitors shall occupy a room at the same time excluding minor children of the transient occupants, unless reduced by the Uniform Statewide Building Code or other applicable laws and regulations.
11. One off-street parking space being provided and reserved for use by the occupants of the rental room.
12. Parking requirements as outlined in the proposed ordinance addressing space and driveway lot coverage and materials shall be met.
13. Applicable provisions of the Uniform Statewide Building Code and other applicable laws and regulations shall be met.
14. Property being used as a residential rental property may not be used as a short-term rental.
15. Only the property owner and his or her family as defined in Sec 21-2 may reside at the dwelling along with transient visitors.
16. A register must be kept of short-term rentals of the property as outlined in the proposed ordinance.

17. The same transient visitors may not occupy a short-term rental for a period of more than 30 days.
18. There shall be no visible evidence of the conduct of a short-term rental on the outside appearance of the property.
19. Event rentals are not permitted.
20. A fully functional smoke detector and carbon monoxide detector must be installed on each floor of the dwelling.
21. The owner shall give the City written consent to inspect the dwelling upon twenty-four hour notice to ascertain compliance with all the above performance standards.
22. Outdoor burning shall comply with Chapter 5 of the Williamsburg City Code.
23. Owner of the short-term rental shall ensure that transient visitors comply with City Ordinances to include noise and nuisance.
24. A copy of Chapter 12 of the City Code relative to noise must be provided at the short-term rental dwelling.

ANALYSIS

The proposed ordinance sent to Planning Commission from City Council basically allows short-term rentals in owner-occupied single-family dwellings throughout the City meeting certain conditions contained in the proposed ordinance with a special exception from the Board of Zoning Appeals. The short-term rental use would be allowed in all single-family neighborhoods in the City. If a request is located in a neighborhood that has a HOA/POA written confirmation is required that the use is permitted in that neighborhood.

The Planning Commission proposed ordinance allows short-term rentals on the six major streets where room rental to visitors are currently allowed. The six major streets are: Capitol Landing Road from Lafayette Street to Queens Creek, Henry Street between Lafayette Street and Mimosa Drive, Jamestown Road, Lafayette Street, Page Street and Richmond Road between Brooks Street and Virginia Avenue. An evaluation of these streets by staff reveals the following:

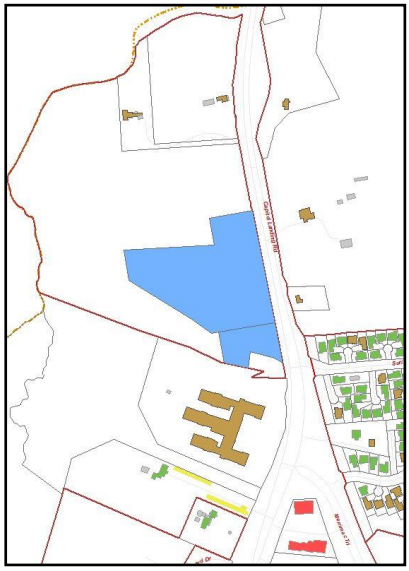
(a) Capitol Landing Road from Lafayette Street to Queens Creek

This section contains 26 single-family dwellings. Of these dwellings, currently there are nine owner-occupied single-family dwellings, 16 rental single-family dwellings and one dwelling being used as a bed and breakfast. The Witten/Mahone properties at 1038, 1030 and 1018 Capitol Landing Road were rezoned in 2016 from RS-1 to LB-3 to allow up to ten rooms in the three dwellings to be rented to visitors.

Rental = blue

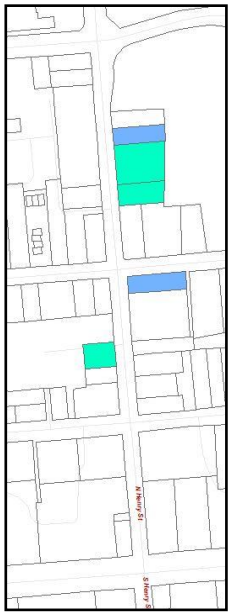
Owner = green

B&B = orange



(b) Henry Street between Lafayette Street and Mimosa Drive

This section contains ten single-family dwellings. Of these dwellings, currently there are four owner-occupied single-family dwellings, five rental single-family dwellings and one dwelling being used as a bed and breakfast.



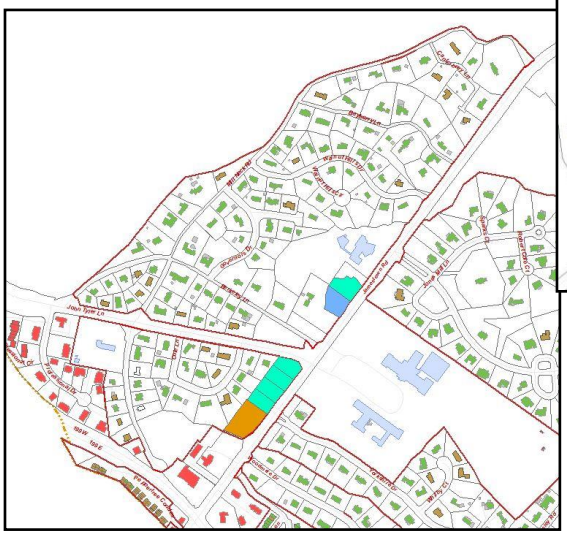
Rental = blue

Owner = green

B&B = orange

(c) Jamestown Road

Jamestown Road contains 29 single-family dwellings. Of these dwellings, currently there are 17 owner-occupied single-family dwellings, seven are rental single-family dwellings and five dwellings being used as bed and breakfasts.



Rental = blue

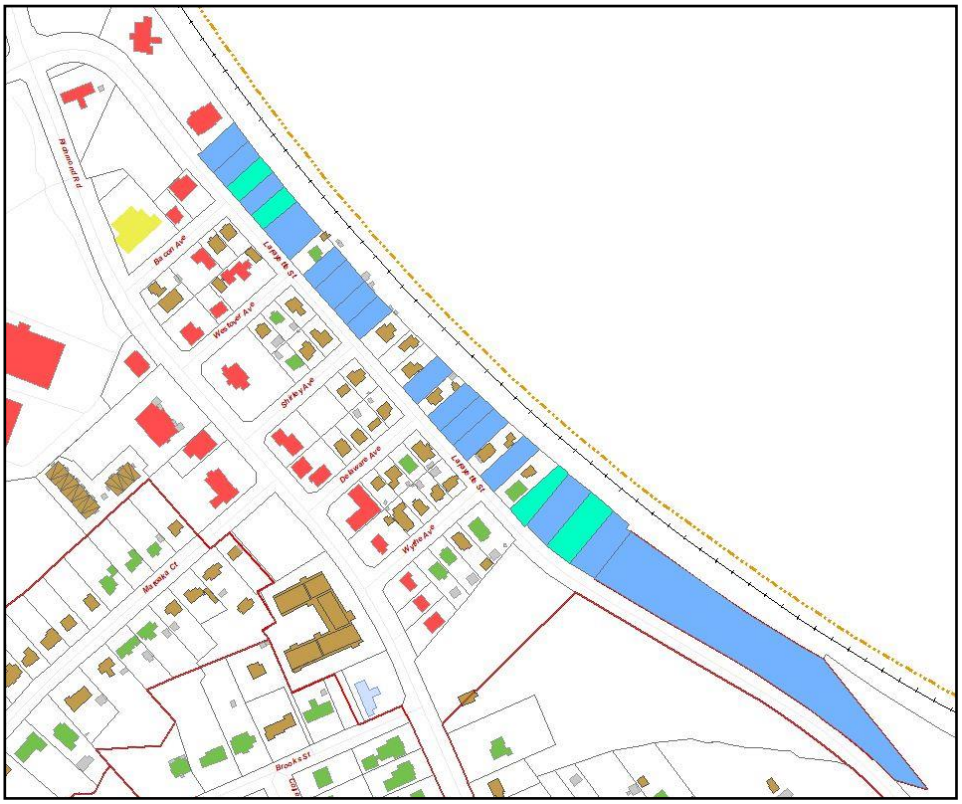
Owner = green

B&B = orange

(d) Lafayette Street contains 21 single-family dwellings. Of these dwellings, currently four are owner-occupied single-family dwellings and 17 are rental single-family dwellings.

Rental = blue

Owner = green



(e) Page Street contains 11 single-family dwellings. Of these dwellings, currently ten are owner-occupied single-family dwellings and one is a rental single-family dwellings. Five of the owner-occupied units are located in Capitol Landing Green which may not allow short-term rentals in their covenants and restrictions.

Rental = blue

Owner = green

B&B = orange

(f) Richmond Road between Brooks Street and Virginia Avenue contains 22 single-family dwellings. Of these dwellings, currently there are 14 owner-occupied single-family dwellings, two are rental single-family dwellings and six dwellings being used as bed and breakfasts.

Rental = blue

Owner = green

B&B = orange

On the six major entrance corridors there are 58 owner-occupied single-family dwellings, 48 rental single-family dwellings and 13 bed and breakfast establishments.

STAFF RECOMMENDATION

Hold the public hearing and decide if either of the two proposed ordinances are acceptable based on the information that has been provided over the last six months and public input. For either option, the owner will need to pay BPOL tax and personal property tax for all items in the room they are renting at an assessment rate of 30% of original installed cost at 3.5% per the Commissioner of Revenue's Office.

PLANNING COMMISSION RECOMMENDATION

Planning Commission held a public hearing on December 19, 2018. No one spoke at the public hearing.

Planning Commission recommended to City Council by a vote of 6-1, approval of the Proposed Ordinance #19-01B that allows short-term rentals on the six major streets that currently allows room rental to visitors. The six major streets are: Capitol Landing Road from Lafayette Street to Queens Creek, Henry Street between Lafayette Street and Mimosa Drive, Jamestown Road, Lafayette Street, Page Street and Richmond Road between Brooks Street and Virginia Avenue.

CITY COUNCIL MEETING JANUARY 10, 2019

City Council held a public hearing at its January 10, 2019 meeting. After the public hearing and subsequent discussion, City Council instructed staff to amend Proposed Ordinance #19-01A to allow the rental of one bedroom in an owner-occupied single-family detached dwelling throughout the City. City Council requested the criteria contained in Proposed Ordinance #19-01A be modified to limit the number of calendar days allowed each year to 104 days, to require the owner to physically be present at the property during any rental period and to remove the whole house rental of Section 21-605.3 from the revised ordinance. City Council also instructed staff to advertise the proposed ordinance for review and consideration at their regular meeting in February.

CITY COUNCIL PUBLIC HEARING

A City Council public hearing is scheduled for their regular meeting on February 14, 2019 in the Council Chambers of Stryker Center at 2:00 p.m. on Proposed Ordinance #19-01B which is attached.

Carolyn A. Murphy

Carolyn A. Murphy, AICP
Planning and Codes Compliance Director

[R:PC/PCR/08-015MMO8]

ORDINANCE #19-

PROPOSED ORDINANCE #19-01B

AN ORDINANCE TO ADD SECTION 21-605.2 TO CHAPTER 21, ZONING, OF THE CODE OF THE CITY OF WILLIAMSBURG TO AUTHORIZE THE SHORT-TERM RENTAL OF ONE ROOM TO TRANSIENT VISITORS WITHIN OWNER-OCCUPIED SINGLE-FAMILY DETACHED DWELLINGS WITH A SPECIAL EXCEPTION (PCR#18-015)

WHEREAS, in 2017 the Virginia General Assembly enacted Section 15.2-983 of the Code of Virginia (1950), as amended, which restates that localities are authorized to regulate short-term rentals within their jurisdictions; and

WHEREAS, short-term rental of accommodations in single-family and other dwellings has become a widely accepted and popular choice among travelers and tourists, and provides a supplemental income potential to property owners; and

WHEREAS, although popular, short-term rentals of real property have the potential to create detrimental impacts on single-family neighborhoods in the City, including traffic, noise and other nuisances, in addition to imposing economic pressure on single-family neighborhoods in the City which are already subject to significant impacts resulting from the City's high demand residential rental market, and examples of short-term rentals negatively affecting the availability and affordability of single-family residential dwellings as well as the peaceful enjoyment of neighborhoods in which large numbers of short-term rentals are located can be found across the country; and

WHEREAS, the City Council has for decades sought to balance the needs of owner-occupied single-family neighborhoods with commercial interests created by the unique circumstances of the City of Williamsburg, home to both a world-class institution of higher education and a world-class historic and cultural attraction; and

WHEREAS, City Council has long maintained policies which ensure that the City, and in particular its neighborhoods downtown, remain a place where families want to settle and have determined that these policies are critical to ensuring that Williamsburg remains a safe, thriving and vibrant City; and

WHEREAS, to that end, permitted uses have historically been carefully considered and deliberately conservative in order to avoid a critical convergence of adverse impacts on precarious neighborhoods; and

WHEREAS, City Council has determined that unregulated and unlimited use of property for short-term rentals has the potential to create such a critical convergence of adverse impacts; and

WHEREAS, City Council, however, recognizing the need to accommodate short-term rental demand in the City, desires to do so in a way that does not result in reduced desirability of the City's single-family neighborhoods for resident families or induces the purchase and use of the City's single-family dwellings for commercial purposes, and

WHEREAS, City Council desires to allow for revenue generation for owner-occupied properties not currently permitted by the City's zoning ordinance, which may make owner-occupied single-family dwellings in the City more affordable by providing an additional supplemental revenue opportunity for those owner-occupants; and

WHEREAS, the City Council has determined that allowing the short-term rental of one room to transient visitors within owner-occupied single-family detached dwellings as an accessory business use accomplishes these goals and limits potential adverse impacts; and

WHEREAS, City Council has determined that permitting said use as a special exception, with reasonable on-going regulations, provides sufficient review and oversight to ensure that the development and operation of such an accessory business use is done in a manner that ensures both the welfare and safety of transient visitors, the neighborhoods in which the accessory use is located, and the interests of adjacent property owners.

NOW, THEREFORE BE IT ORDAINED that Section 21-605.2 is hereby added to Chapter 21, Article IV of the Code of the City of Williamsburg, as follows:

CHAPTER 21

ARTICLE IV – SUPPLEMENTAL DISTRICT REGULATIONS

Section 21-605.2 – Rental of one room in single-family detached dwellings to visitors.

(a) *Intent.* These regulations are established to allow the rental of one room to transient visitors in single-family detached dwellings only while at the same time preserving the residential character of the neighborhoods in which the dwellings are located. To these ends, a one room rental to transient visitors is allowed throughout residential districts as a business accessory use, with a special exception, but is limited to owner-occupied single-family detached dwellings.

(b) *Rental of a room to transient visitors.* Rental of a room to transient visitors shall be permitted only in owner-occupied single-family detached dwellings. Room may consist of a bedroom, bathroom, closet(s), and a sitting area for the exclusive use of the transient visitors, but may not include cooking facilities separate from the primary cooking facilities serving the single-family detached dwelling.

(c) Limitation. Rental of a room to transient visitors shall be permitted for not more than 104 days per calendar year, and shall be contingent upon approval as a special exception use by the Board of Zoning Appeals in accordance with section 21-97(f), and subject to the following:

(d) *Owner-occupied single-family detached dwelling defined.*

(1) For the purpose of this section, a single-family detached dwelling shall be deemed "owner-occupied" only so long as it is regularly occupied by:

a. An adult individual who owns at least a 50 percent undivided fee simple interest in such dwelling and the lot upon which it is located and regularly occupies said dwelling as his or her principal place of residence; or

b. The stockholder(s) of at least 51 percent of the individual outstanding voting stock of a corporation, chartered in the Commonwealth of Virginia, or the member(s) of a limited liability company or limited partnership chartered in the Commonwealth of Virginia, who own the controlling interest therein, which corporation or limited liability company or limited partnership owns full fee simple title to the dwelling and the lot on which it is located, and which controlling stockholder(s)/member(s)/partners are related to one another as provided in the definition of family as provided in Section 21-2 and regularly occupy said dwelling as their principal place of residence along with their family.

c. The trustee or adult primary beneficiary of a trust, when the property is held as an asset of the trust and the trustee or adult primary beneficiary occupies the dwelling as his or her principal place of residence.

(2) Ownership shall be established as follows:

a. Record ownership of fee simple title shall be certified by an attorney-at-law duly licensed to practice in the Commonwealth of Virginia, and shall be based upon examination of the land records in the Clerk's Office for the Circuit Court of the City of Williamsburg and County of James City made not earlier than the day before delivery of the certification to the zoning administrator. Such certification shall be in form acceptable to the city attorney.

b. The identity of stockholders of a corporation and members of a limited liability company shall be established by affidavit of all stockholders or members in form satisfactory to the city attorney. Such affidavit shall state that said stockholders of the majority interest of the corporation, or the majority of the members of the limited liability company, regularly occupy the dwelling as their primary residence.

c. The identity of the trustee or primary beneficiary of a trust shall be established by providing a copy of the trust document accompanied by an affidavit of the trust identifying the current adult trust beneficiaries.

(3) On the first business day of each January following the issuance of the special exception, the ownership and occupancy of the dwelling and lot, if unchanged, shall be established as follows:

a. In the case of individual ownership, by affidavit of the owner or owners originally identified in the attorney's title certification furnished in connection with the permit application;

b. In the case of corporate ownership, the corporation's continued full fee simple ownership and the identity of the controlling stockholders shall be established by the affidavit of the president of the corporation and the continued occupancy of the dwelling and lot as the principal residence of the controlling stockholders shall be established by their affidavits; or

c. In the case of ownership by a limited liability company, the company's continued ownership of full fee simple ownership, the fact that the members previously identified as owning control of the limited liability company continue to do so and that said members continue to occupy the dwelling and lot as their primary residence shall be established by their affidavits.

(4) If a change in fee simple ownership of the dwelling and lot has occurred since the last annual certification, then the current fee simple ownership shall again be established by certificate of a duly licensed attorney-at-law based upon examination of the land records in the Clerk's Office of the Circuit Court for the City of Williamsburg and the County of James City. In such case, the identity of controlling stockholders, in the case of a corporation or controlling members, in the case of limited liability company and the facts regarding occupancy shall be established by affidavits as provided in section 21-605.2(d)(2)above.

(e) Should ownership, control or occupancy of a dwelling for which a special exception has been issued at any time fail to meet the requirements of section 21-605.2(d), and if compliance has not been achieved within 60 days of the zoning administrator's notice of noncompliance, then the special exception shall become null and void.

(f) Prior to offering property for rental by transient visitors, the applicant shall provide to the zoning administrator:

(1) Evidence of ownership as provided in section 21-605.2(d).

(2) A copy of a general liability insurance policy in the name of the owner covering the rental of the property to visitors, with coverage of not less than $500,000. Such insurance coverage must remain in place at all times while any part of the property is being offered for short-term rental.

(3) A property management plan demonstrating how the short-term rental will be managed and how the impact on neighboring properties will be minimized shall be submitted to the Planning Department for review and approval as part of the permitting process. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants and utility issues, etc. The contact numbers shall be provided to City staff, public safety officials and, if applicable, the HOA/POA of the subdivision. The plan must be provided as part of the rental contract.

(4) If the property is located within a subdivision governed by a homeowner's association/property owners association, the zoning administrator must receive written confirmation from the HOA/POA that the short-term rental is permitted pursuant to the subdivisions restrictive covenants.

(5) A copy of a business license issued by the Williamsburg Commissioner of the Revenue shall be provided to the zoning administrator not less than 30 days after the approval of the special exception but prior to occupancy by the transient visitor.

(g) The Board of Zoning Appeals shall determine if the property at issue meets the occupancy requirement, provides an adequate plan for managing the property, and shall determine if the property may be operated as a short-term rental consistent with the provisions of Sec. 21-97(f) and conditions contained herein.

(h) Special exceptions to operate a short-term rental shall be subject to the following conditions:

(1) Rentals are limited to owner-occupied single-family detached dwellings and the owner must be physically present at the property during any rental period.

(2) No more than one room in the principal dwelling may be rented to transient visitors, as defined in Sec. 21-605.2(b).

(3) The furnishing of meals is not permitted.

(4) No more than two transient visitors shall occupy a room at the same time, excluding minor children of the transient occupants, unless otherwise reduced by the requirements of the Uniform Statewide Building Code and all other applicable laws and regulations.

(5) The following parking requirements shall apply:

a. One off-street parking space shall be provided (as required by Article V, Parking), and shall be reserved for use by the occupants of the rental room.

b. The Board of Zoning Appeals, when ruling on the special exception, shall consider the location of the off-street parking and its impact on adjoining residences and the adjacent street(s). When necessary to preserve the character of the surrounding neighborhood and streetscape, the board may prohibit the location of off-street parking in front yards and/or the street side yards for corner lots.

d. Parking spaces and driveways shall be constructed of gravel, compacted stone, concrete, asphalt, brick or paving stones.

e. Parking spaces and driveways (inclusive of spaces for the single-family detached dwelling and the proposed room rental) shall not occupy more than 30 percent of a front or rear yard area, and shall not occupy more than 15 percent of the total lot area for lots having a lot area of 20,000 square feet or less; nor more than ten percent of the total lot area for lots having a lot area of more than 20,000 square feet. When applying for a special exception, existing parking spaces and driveways that are constructed of gravel, compacted stone, concrete, asphalt, brick or paving stones may be used to provide the required parking, even if they are not in compliance with these standards. All new parking spaces and driveways shall comply with these standards.

f. Parking shall be allowed only in driveways or parking spaces meeting these requirements, and shall be prohibited elsewhere on the lot.

(6) Applicable provisions of the Uniform Statewide Building Code, and all other applicable laws and regulations, shall be met.

(7) No property being used as a residential rental property may also be used as a short-term rental. Only the property owner and his or her family, as defined in Sec. 21-2, may reside at the dwelling along with transient visitors.

(8) Property owners utilizing their properties as a short-term rental must keep a register of short-term rentals of the property. Said register shall be subject to inspection upon request of the zoning administrator, and application for a permit to engage in short-term rentals shall contain a written consent for such inspection. The name and addresses of all transient visitors occupying the short-term rental and the dates rented must be maintained in the register, whether or not that person is the person who paid the cost of the short-term rental or not. Said information must be maintained in said register for a period of two years.

(9) Short-term rentals may not be occupied by the same transient visitors for a period of more than 30 days during any calendar year.

(10) There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

(11) Event rentals are not permitted.

(12) A fully functional smoke detector and carbon monoxide detector must be installed on each floor of the dwelling.

(13) The owner of a dwelling used for short-term rentals shall give the City written consent to inspect such dwelling upon a twenty-four hour notice to ascertain compliance with all the above performance standards.

(14) All outdoor burning shall be in compliance with Chapter 5 of the Williamsburg City Code.

(15) Owners of the short-term rental shall ensure that transient visitors comply with City ordinances, including but not limited to the City noise and nuisance ordinance. A copy of Chapter 12 of the City Code relative to noise must be provided at the short-term rental dwelling.

(i) It shall be unlawful to rent a room to transient visitors in any dwelling except as provided herein.

(j) Except as otherwise herein provided, a special exception as granted hereunder may be revoked for failure to comply with a required condition contained herein or for multiple violations on more than three occasions of any state or local laws, ordinances or regulations related to the rental of the room, consistent with Section 21-97(g).

EXCEPT, as here amended, the Williamsburg Code shall remain unchanged.

Adopted: _____

_____
Paul T. Freiling, Mayor

Attest: _____
Debi Burcham, City Council Clerk

COMPARISON OF B&B, ROOM RENTAL & DRAFTED SHORT-TERM RENTAL REGULATIONS

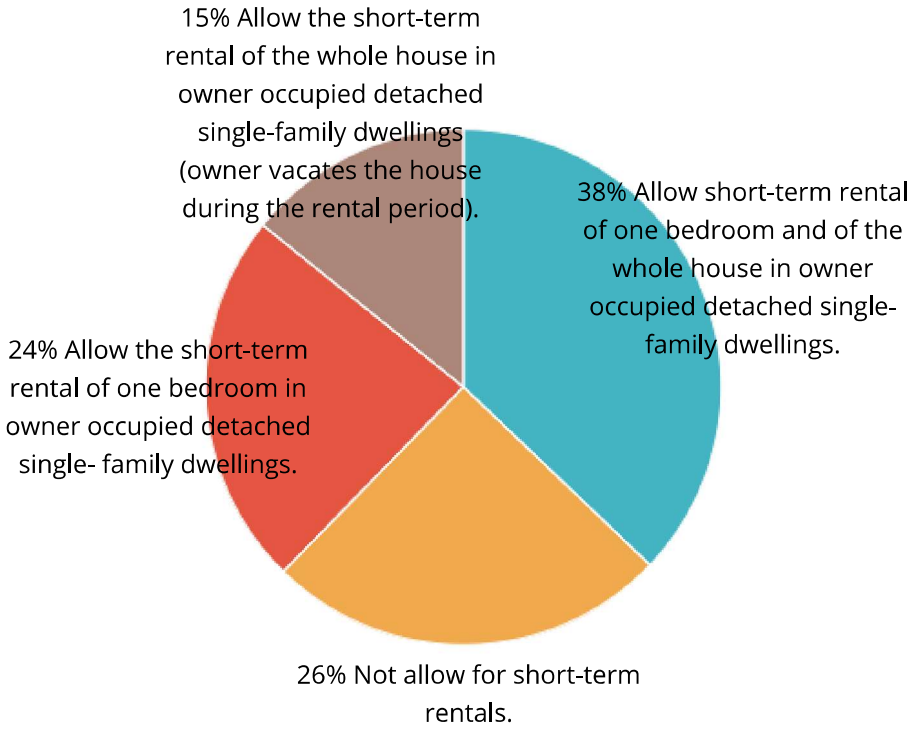
	SHORT TERM RENTAL - 1 ROOM	SHORT TERM RENTAL - WHOLE HOUSE	BED & BREAKFAST	ROOM RENTAL - 1 ROOM	ROOM RENTAL - 2 ROOMS
OWNERSHIP	OWNER-OCCUPIED DETACHED SINGLE-FAMILY	OWNER-OCCUPIED DETACHED SINGLE-FAMILY	OWNER-OCCUPIED OR WITH MANAGER IF OWNER RESIDES IN CITY	OWNER-OCCUPIED DETACHED SINGLE-FAMILY	OWNER-OCCUPIED DETACHED SINGLE-FAMILY
WHERE ALLOWED	DETACHED SINGLE-FAMILY DWELLINGS	DETACHED SINGLE-FAMILY DWELLINGS	% ON SPECIFIED ENTRANCE CORRIDORS	BY-RIGHT	SPECIAL EXCEPTION - BZA
APPROVAL REQUIRED	YES, SPECIAL EXCEPTION - BZA	YES, SPECIAL EXCEPTION - BZA	SPECIAL EXCEPTION - BZA (4 ROOMS) & SUP - CC (5 OR 6 ROOMS)	BY RIGHT	SPECIAL EXCEPTION - BZA
MEALS FURNISHED	NO	NO	YES, FOR GUESTS & UP TO TWO GUESTS OF THE GUESTS PER ROOM	YES	YES
NUMBER OF BEDROOMS	ONE	# OF BEDROOMS IN HOUSE	4 (LESS THAN ACRE LOT SIZE) & 6 (GREATER THAN AN ACRE LOT SIZE)	ONE	TWO TO NO MORE THAN TWO ROOMERS
SPECIAL EVENTS, WEDDINGS & RECEPTIONS	NO	NO	YES, MAXIMUM OF 50 PEOPLE AND OTHER LIMITATIONS PER ORDINANCE	N/A	N/A
NUMBER OF PARKING SPACES	ONE FOR THE BEDROOM RENTED	TWO	2 FOR THE ESTABLISHMENT & ONE FOR EACH BEDROOM RENTED	NO, TWO FOR THE OWNER REQUIRED	YES, ONE FOR EACH ROOMER OFF-STREET
PARKING LOT COVERAGE REQUIREMENTS	YES	YES, SAME AS OWNER	YES	NO, SAME FOR OWNER	YES
WHERE PARKING ALLOWED	DRIVEWAYS & PARKING SPACES MEETING ORDINANCE REQUIREMENTS	DRIVEWAYS & PARKING SPACES PER ORDINANCE	DRIVEWAYS & PARKING SPACES PER ORDINANCE	DRIVEWAY & PARKING SPACES PER ORDINANCE	DRIVEWAY & PARKING SPACES PER ORDINANCE
BUILDING CODE					
R5 SFR (MAX 10 QUESTS OR 5 ROOMS)	N/A	N/A	SMOKE DETECTORS, EGRESS, SPRINKLERS, ADA ETC	SMOKE DETECTORS & EGRESS	SMOKE DETECTORS & EGRESS
R1 (ALL OTHERS)	SMOKE DETECTORS & EGRESS	SMOKE DETECTORS & EGRESS	SMOKE DETECTORS & EGRESS	N/A	SMOKE DETECTORS, EGRESS, SPRINKLERS, ADA
MINOR SITE PLAN & FLOOR PLAN	NO	NO	YES	NO	YES
LOT COVERAGE FOR PARKING & DRIVEWAY	YES	YES	YES	NO, SAME FOR OWNER	YES
PARKING LOCATION & PARKING LANDSCAPING	YES, AS PART OF THE SPECIAL EXCEPTION APPROVAL	YES, AS PART OF THE SPECIAL EXCEPTION APPROVAL	YES AS PART OF APPROVAL	NO	YES
VIOLATION TO ADVERTISE MORE BEDROOMS THAN ALLOWED	YES	YES	YES	YES, ZONING VIOLATION	YES
RECORD KEEPING	YES	YES	YES (CITY FORM MUST BE SUBMITTED QUARTERLY)	NO	NO
EXPIRATION	NO	NO	YES, SE OR SUP EXPIRES 180 DAYS FROM DATE OF APPROVAL UNLESS C/O ISSUED	NO	DEPENDS ON CONDITIONS OF SE
BEDROOM NIGHTS	NO	YES, 45 DAYS PER YEAR	YES, SE OR SUP EXPIRES UNLESS 100 BEDROOM NIGHTS A YEAR ARE RENTED	NO	NO
REVOKATION	YES	YES	YES, SE OR SUP CAN BE REVOKED IF VIOLATIONS ARE FOUNDED PER ORDINANCE	NO PERMIT REQUIRED	YES
TRANSIENT VISITOR	YES	YES	YES	NO	NO
LIABILITY INSURANCE	YES	YES	NO	NO	NO
PROPERTY MANAGEMENT PLAN	YES	YES	NO	NO	NO
HOA/POA WRITTEN CONFIRMATION IF APPLICABLE	YES	YES	NO	NO	NO
BUSINESS LICENSE	YES	YES	YES	NO	NO
SMOKE DETECTOR & CARBON MONOXIDE DETECTOR	YES, FULLY FUNCTIONAL	YES, FULLY FUNCTIONAL	SMOKE DETECTORS	SMOKE DETECTORS	SMOKE DETECTORS
CITY INSPECTION	YES, WRITTEN CONSENT 24-HOUR NOTICE	YES, WRITTEN CONSENT 24-HOUR NOTICE	NO	NO	NO
RENTAL LIMITATION	YES, LESS THAN 30 DAYS	YES, LESS THAN 30 DAYS	YES, LESS THAN 30 DAYS	YES, GREATER THAN 30 DAYS	YES, GREATER THAN 30 DAYS
RENTAL PROPERTY	NO	NO	NO	YES	YES
FIRE EXTINGUISHER	NO	YES, IN KITCHEN & COOKING AREAS	NO	NO	NO

Comprehensive Plan - Housing Survey

Digital Public Input Results

VIEWS 1,037	PARTICIPANTS 545
RESPONSES 3,362	COMMENTS 0
SUBSCRIBERS 1	IMPRESSIONS 0

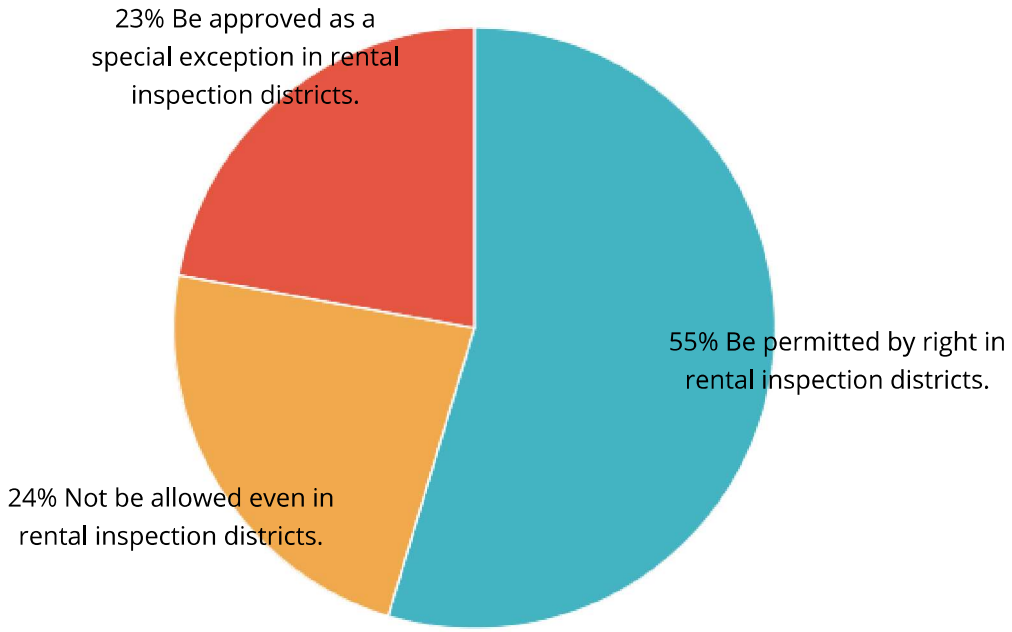
Short-term rentals like Airbnb and VRBO are currently being considered by the Planning Commission. Should the City:



37%	Allow short-term rental of one bedroom and of the whole house in owner occupied detached single-family dwellings.	196 ✔
25%	Not allow for short-term rentals.	133 ✔
23%	Allow the short-term rental of one bedroom in owner occupied detached single- family dwellings.	124 ✔
14%	Allow the short-term rental of the whole house in owner occupied detached single-family dwellings (owner vacates the house during the rental period).	75 ✔

528 respondents

Should Four Person Rentals:



55%	Be permitted by right in rental inspection districts.	283 ✔
23%	Not be allowed even in rental inspection districts.	120 ✔
22%	Be approved as a special exception in rental inspection districts.	115 ✔

518 respondents

Should additional density be allowed in: (check all that apply)

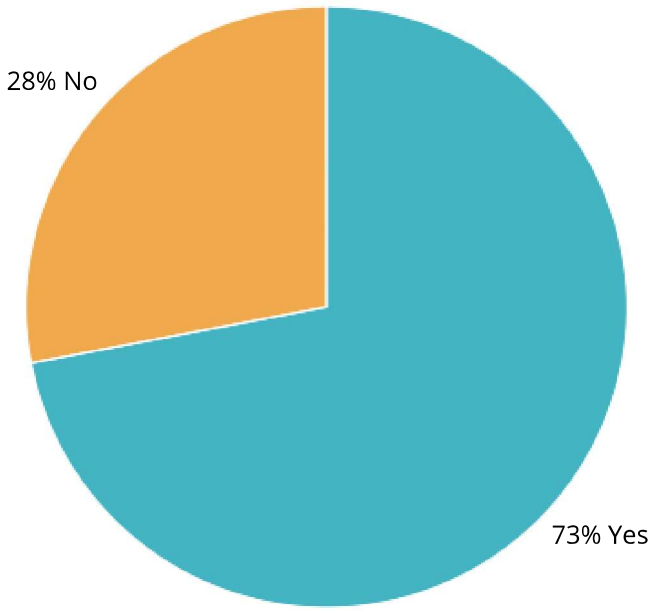
71% Midtown - The Midtown Planning Area is located at the intersection of two of the City's major entrance corridors, Richmond Road and Monticello Avenue. It is made up of five major components: the Arts and Cultural District centered on Richmond Road and Lafayette Street between Brooks Street and the Williamsburg Shopping Center; the Shopping Center Area that includes the Williamsburg and Monticello Shopping Centers; the Richmond Road Corridor between Monticello Avenue and Bypass Road; the Urban Residential Area along Mount Vernon Avenue and New Hope Road, and the College Area that is centered on William and Mary's School of Education. 312 ✔

61% Northeast Triangle - The Northeast Triangle Planning Area is a diverse area with concentrations of single-family detached dwellings, condominiums, apartments, townhouses, and commercial uses. It has been developing for over 300 years, and is centered on Capitol Landing Road (the historic connection between the colonial port on Queen's Creek and Colonial Williamsburg), and on Page Street and Second Street. 269 ✔

58% Downtown - The Downtown Planning Area has Merchant's Square at its center, and extends north across the CSX Railroad to the Governor's Inn, south to Mimosa Drive, and west along Richmond Road to Virginia Avenue. 256 ✔

438 respondents

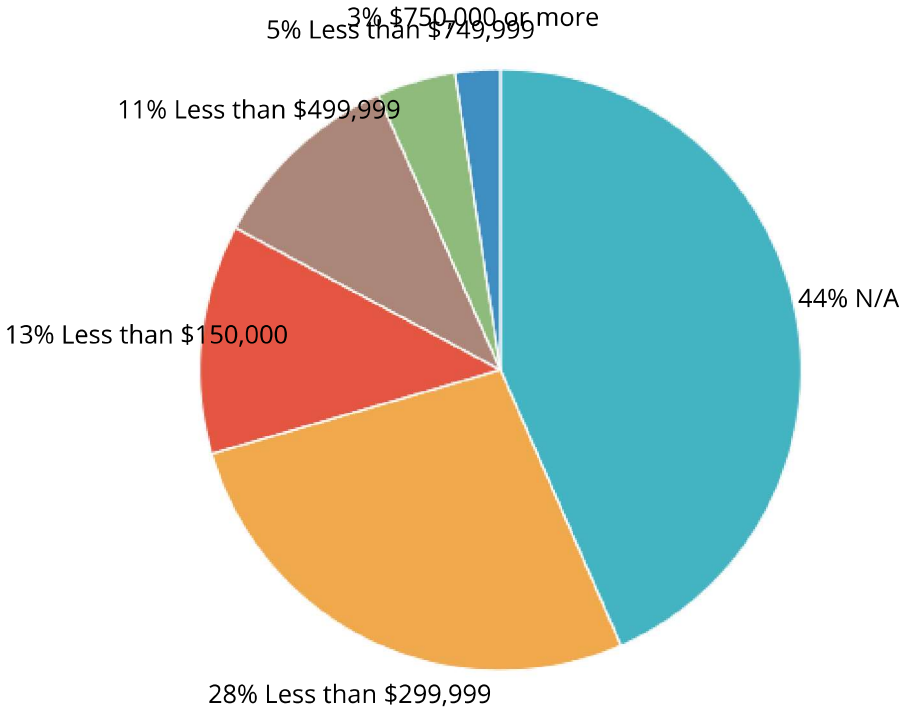
Do you think increased density should be allowed to improve affordability?



72%	Yes	350 ✔
28%	No	136 ✔

486 respondents

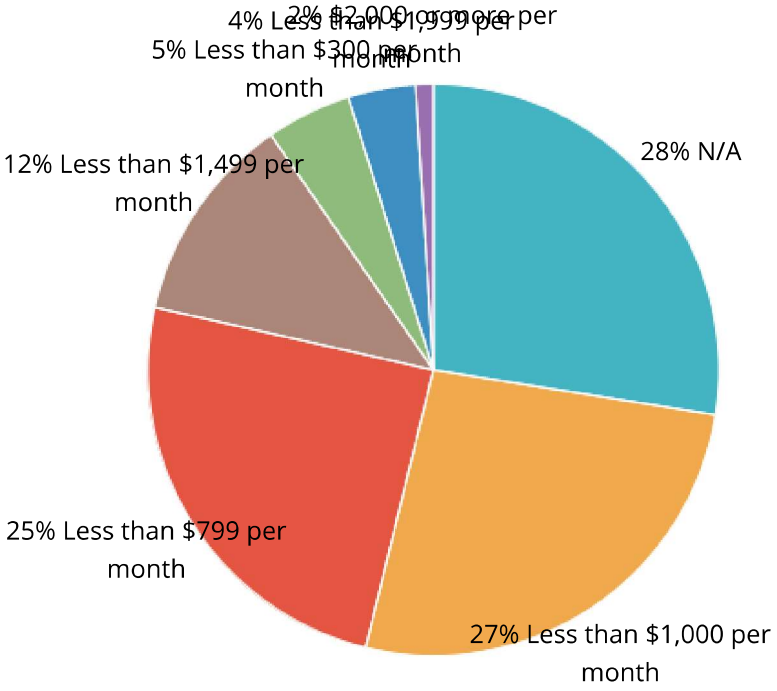
What price range would make home ownership affordable for you? If you are not interested in home ownership please check N/A.



43%	N/A	215 ✔
27%	Less than $299,999	134 ✔
12%	Less than $150,000	61 ✔
11%	Less than $499,999	52 ✔
4%	Less than $749,999	21 ✔
2%	$750,000 or more	12 ✔

495 respondents

What price range would make renting a two bedroom unit affordable for you? If you are not interested in renting please check N/A.



28%	N/A	137 ✔
26%	Less than $1,000 per month	131 ✔
25%	Less than $799 per month	123 ✔
12%	Less than $1,499 per month	59 ✔
5%	Less than $300 per month	24 ✔
4%	Less than $1,999 per month	19 ✔
1%	$2,000 or more per month	5 ✔

498 respondents

18102104D

HOUSE BILL NO. 824

Offered January 10, 2018

Prefiled January 9, 2018

A BILL to address local ordinances concerning the regulation of short-term rentals in the City of Lexington.

Patron-- Knight

Committee Referral Pending

Be it enacted by the General Assembly of Virginia:

1. *§1. Notwithstanding any contrary provision of law, general or special, any ordinance in effect and any ordinance adopted by the governing body of the City of Lexington ("the City") shall comply with each of the following provisions:*

1. The provisions of this act apply to all short-term rentals, whether the City ordinance refers to such rentals as "45 Nights or Less Rentals" or by any other terms.

2. The provisions of this act shall be construed to prohibit, limit, or otherwise supersede any existing local authority of the City to regulate the short-term rental of property through its general land use and zoning authority or any other local authority through its charter or through any provision of Title 15.2 of the Code of Virginia.

3. The City shall not regulate rental of real property except for such rentals that are for a period of fewer than 30 consecutive days, in compliance with §15.2-983 of the Code of Virginia.

4. The City shall not require a business license for, nor require payment of license taxes by, any person engaged in the rental of real property, in compliance with subdivision C 7 of §58.1-3703 of the Code of Virginia. Any business license that was illegally required by any ordinance in effect regulating short-term rentals shall be null and void, and any license taxes illegally collected for short-term rentals subject to any ordinance in effect shall be refunded on or before September 30, 2018, to the taxpayer who paid such tax, with interest at the rate of five percent per annum.

5. The City shall refund tax payments to any taxpayer who was illegally required to pay transient occupancy taxes for rental of real property for more than 30 days as prohibited by §58.1-3825 of the Code of Virginia, to be refunded on or before September 30, 2018, with interest at the rate of five percent per annum.

6. The City may include in its ordinance a provision for a short-term rental registry only in compliance with §15.2-983 of the Code of Virginia, including exemptions as provided in subdivision B 2 of §15.2-983.

7. The City shall not limit in its ordinance the total number of nights per year permitted for short-term rentals.

8. The City shall not limit in its ordinance the total number of short-term rental properties in the City that can be owned by any one person or entity.

9. The City shall not regulate short-term rental properties differently in its ordinance on the basis of the number of bedrooms but may limit occupancy in a short-term rental on the basis of the number of bedrooms.

10. The City shall comply with the provisions of §15.2-2311 of the Code of Virginia with respect to any determinations by the zoning administrator or other administrative officials with respect to any alleged violations of the City's short-term rental ordinance.

11. The City shall not have any other provision in its ordinance that is inconsistent with, or not expressly authorized by, §15.2-983 of the Code of Virginia.

12. Any violations of this act by the City shall entitle a taxpayer who has been affected by the City's actions to recover a $250 penalty per violation, with each such action by the City being a separate violation.

2. That the City of Lexington shall amend and reenact its existing ordinance to come into compliance with this act on or before September 30, 2018.

Carolyn Murphy

From: wsadler@cox.net
Sent: Thursday, January 10, 2019 12:50 PM
To: Carolyn Murphy
Subject: FW: Proposed Ordinance #19-01

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Carolyn:

Here is a copy of a letter I have sent to the members of the Council. Once again, thank you for your responsiveness and for the great work you do on behalf of all the citizens of Williamsburg.

Sam

From: wsadler@cox.net <wsadler@cox.net>
Sent: Thursday, January 10, 2019 12:49 PM
To: 'pfreiling@williamsburgva.gov' <pfreiling@williamsburgva.gov>; 'dpons@williamsburgva.gov' <dpons@williamsburgva.gov>; 'bramsey@williamsburgva.gov' <bramsey@williamsburgva.gov>; 'bzhang@williamsburgva.gov' <bzhang@williamsburgva.gov>; 'tmaslin@williamsburgva.gov' <tmaslin@williamsburgva.gov>
Subject: Proposed Ordinance #19-01

After carefully reading wording of Proposed Ordinance *19.01 and19.01-A, I write to share my concern about the direction these modifications take our city and to state my strong objection to 19.01-A. Having lived in the City for 32 years, I have been witness to a steady erosion of its residential neighborhoods. While we pay strong lip service in the Comprehensive Plan to the need to ensure the vitality of our residential areas, both of these proposals, in my opinion, contain within them potential to do further damage and to make living in the city less desirable. The more we create a financial incentive for property owners to use their homes for income-production, the more we change, if even subtly, the very climate we profess to want to preserve.

While I would prefer to keep all short-term rental activity out of our neighborhoods, I do recognize that the danger of allowing the rental of a single room in a home where the owners are present are far less than those inherent in the rental of an entire house when the owner is not required to be present on the premises. To call such rentals "owner occupied" homes is actually somewhat misleading. In neighborhoods we get to know the people who live around us. We share a common commitment to the maintenance and use of our property in a manner which contributes to the overall well-being of our neighborhood and to its safety. We have and take responsibility for the way our lives play out on our property, take pride in the interactions we have with those who live near us, and are aware of the way our decisions and behavior affect them. Short term renters may or may not share those values and commitments and the absence of the owner during the rental period removes one potential, important factor that could mitigate undesirable behavior.

If we believe the core of the strength and resilience of the neighborhoods of our city lies in owner-occupied homes, we need to be protecting our residential areas not opening them to the uncertainties present in a proposal that would allow the rental of a house where the owners are not on their property for the duration of the rental. I urge you to vote against 19.01-A as it is now written.

Sam Sadler

Carolyn Murphy

To: Freiling, Paul
Subject: RE: Short-term rentals

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Dear Council members:

I realize I am fighting a losing battle here, but for what it's worth, banning or severely regulating short-term rentals is an anti-property owner, anti-business move that will prove to be on the wrong side of economic history. This appears to simply be an exercise for local government to remove yet another stick out my bundle of property rights.

Studies show that short-term rentals provide a positive impact on tourism, by offering additional alternatives for tourists that may not otherwise visit a destination. We extensively use short-term rentals when we travel, and appreciate the opportunity to spend time in local neighborhoods instead of being restricted to locations where local zoning decisions decided to approve hotels. When we travel to State College for Penn State football games, without short-term rentals, we would have to stay miles outside of town, instead of spending dollars in State College businesses. In a city like Williamsburg that depends greatly upon tourism, I am not sure how these restrictions provide any beneficial impact. We want people to encourage tourists to stay closer to Merchant's Square or High Street, so they can walk to our local businesses, rather than staying in the James City County/York County hotels and not venturing downtown.

Further, it makes no sense to only provide the opportunity for short-term rentals to certain corridors (just as it makes no sense to limit traditional B&Bs to certain corridors). The concept of "testing it out" makes no sense—other than as a "kick it down the road" option.

Just because it turns out that the onerous requirements for traditional B&B's turned out to be an overkill, I suggest you should not compound the problem by prohibiting or severely regulating short-term rentals. The Virginia Supreme Court has determined that short-term rentals are a residential use, comparable to a longer term lease. Statutes/Ordinances are already in place to regulate behavior in residential areas. What catastrophic occurrence do we fear?

John Tarley, Jr.
112 Yorkshire Drive
Williamsburg, VA 23185

Carolyn Murphy

From: Kranbuehl, David E <dekran@wm.edu>
Sent: Wednesday, January 9, 2019 10:16 PM
To: pfreiling@cwf.org; Douglas Pons (dougpons@gmail.com); Benming Zhang; Barbara L. Ramsey; Ted Maslin
Cc: Andrew Trivette; Carolyn Murphy
Subject: Thursday rental discussion

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

To all,
First please forgive me, with age my hands are a bit shaky and typing without a real key board results in errors.
Having had much help from Paul and Andrew, here are my concise thoughts
The bedroom rental option may help a few folks afford purchasing a house. Thus while a small effect, it is a step forward towards achieving our affordable housing goal
Allowing rental of entire house on the entrance corridors has a small potential positive effect but the potential for serious problems and negative effects n adjacent home owner houses.
If like the house I have rented for Hilton Head in August it will be occupied by myself and Marjolaine, our two children and their spouses plus 4 grandchildren Then terrific 6 adults all related
But if these 6 adults are like my high school buddies who rent a house each year and stay up all night talking and drinking around the outdoor grill, there is a potential neighborhood problem for houses nearby, especially if it is every night for 5 or more days
And if we were 22 to 37 still unmarried as many are these day rather than 75 years old the potential problem gets worse
Finally if we are celebrating something and other guys plus women are part of say our 5 or 10 year reunion and our house is the designated party house, it will be a disaster
Thus you need a regulation limiting rental to 6 adults and most important no more than 6 adults in the house at any time! Am I co.rrect this is easy to enforce as police have the right to go in to the house
Second you need a define penalty for violations such as an automatic. Loss of the right for future rentals effective within one week for a period of one to five years regardless of change in ownership
The worst case is if the folks just keep doing this for nights in a row What can the police do
I present for your discussion and thoughts a set of worst cases and propose possible steps to prevent and stop such a situation
I hope you find this helpful
I look forward to reading the minutes and viewing your meeting
Thank you for all the volunteer time to strengthen our community
David
Too complicated to proof read on this tablet

Carolyn Murphy

To: Freiling, Paul
Subject: RE: City Council to Consider Short-Term Rental Ordinance

From: Christopher R Gareis [mailto:gareis6@cox.net]
Sent: Friday, January 04, 2019 2:57 PM
Cc: cmurphy@williamsburgva.gov; atrivette@williamsburgva.gov; 'Douglas Pons' <dougpons@gmail.com>; Freiling, Paul <PFreiling@CWF.org>; 'Benming Zhang' <bzhang@williamsburgva.gov>; 'Barbara L. Ramsey' <BRamsey@williamsburgva.gov>; 'edward maslin' <tedmaslin@msn.com>
Subject: FW: City Council to Consider Short-Term Rental Ordinance

Dear Neighbor,

Next Thursday, January 10, the City Council will hold a public hearing during its regular meeting on consideration of a zoning ordinance change to allow for AirB&B- and VRBO-type "short-term" rentals in residential neighborhoods. The proposal coming though can be found at this link to the meeting agenda:

http://williamsburg-va.granicus.com/GeneratedAgendaViewer.php?view_id=2&event_id=356

As I read it, the current proposal will allow for the rental of a single bedroom in owner-occupied homes in the City's residential neighborhoods. There are some restrictions and guidelines but, basically, it allows for this type of AirB&B rental.

Also, the current proposal will allow for so-called "short-term" rental of whole houses in the manner of Vacation-Rental-by-Owner sites. The current proposal would restrict this to the "entry corridors" only and *not* allow for it within neighborhoods. Personally, I do not support any VRBO rental in the City. However, if the City is going to allow it, then I believe it should be restricted to the entrance corridors, which currently allow for conventional B&Bs to operate. **My concern is that the City Council might decide during its meeting to open up neighborhoods to VRBO whole-house rental.** I think such a move would be one more terrible blow to the residential nature of our neighborhoods, and so I am hoping to avoid that outcome.

I wrote a letter to the City (copy attached) back in the fall when they were in their long-term planning process. I hope to write another letter specific to the short-term rental issue. At the very least, I plan to speak at the hearing. If you are concerned about this issue, I hope you will write and or speak to the Council. Also, if you are inclined, please encourage others to do so, as well. Our voices can have real and positive effect.

Thanks and best wishes,
Chris

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October 4, 2018

Dear City Council Members and Members of the Planning Commission:

As permanent residents of the City of Williamsburg, we are writing to provide our input to both the Goals, Initiatives, and Outcomes (GIO) planning process and the continuing consideration of the future of housing (namely, the issue of short-term rentals) in Williamsburg.

We are both educators (each of us with WJCC Schools and now with William & Mary and the Williamsburg Parent Cooperative Preschool, respectively). We lived very happily in James City County for more than 20 years, but moving into the City four years ago was the realization of a long-term dream for us and our family. We bought our home on Burns Lane from the original owners in 2014. We have three children. We have a mortgage. We volunteer and contribute to the good of the greater community in many and varied ways. We are fully invested—literally and figuratively—in the City of Williamsburg.

As you undertake the profoundly important task of charting a course for our beloved and unique community, we respectfully ask that you consider these points, which we present as a Goal, an Initiative (including a measurable Outcome), and five Objectives to attain in order to realize the Initiative and contribute to the larger Goal.

1. Goal: Recommit to the "Character of the City" goal of the current comprehensive plan. This goal was described in 2013 plan as "[t]he most important goal of the Comprehensive Plan" and it was revised as "Goal I" in 2018 to read as follows: *"Protect and enhance Williamsburg's unique character as defined by its residential neighborhoods* [emphasis added], urban places, open spaces, and by its iconic places—the Colonial Williamsburg Historic Area and campus of the College of William and Mary." This is, indeed, the most important goal, and its current wording clearly acknowledges the role that the residential neighborhoods and the permanent residents who live in the City play in the vibrancy of our community. Realizing this goal is essential to our community's future.
2. Initiative: Recommit to stabilizing and revitalizing Williamsburg's residential neighborhoods. We suggest the initiative should address the following intent: *Create a balanced approach to regulations that allows for the limited presence of rental properties within residential neighborhoods while also enacting substantive policies that proactively and meaningfully preserve, protect, and enhance the residential nature of the downtown neighborhoods and which do not allow for continuing (and certainly not contributing to) the further degradation of our neighborhoods as true neighborhoods.* Representative measurable outcomes would include improved quality-of-life survey results (disaggregated by neighborhoods), increased property values, decreased rental inspection complaints, and decreased incidents involving police response. However, the single-most important measurable Outcome associated with this initiative would be an increase in the percentage of owner-occupied residences, disaggregated by neighborhood.
3. Objectives (a.k.a., Action Steps): Set clear objectives designed to enact the initiative and thereby achieve the desired goal, specifically:
    a. *Maintain the rental inspection districts and maintain the three-person cap on rentals within residential neighborhoods.* Simply put, this policy is fair to all—landlords, students, and residents, alike. Anything else creates an imbalance.

b. *Eliminate the four-person special exception.* This is subject to abuse and there is substantial evidence that turning properties designed as single-family homes into rental machines results in (1) inflating home purchase prices while degrading the properties themselves through overuse and poor maintenance; (2) decreasing the desirability of houses on the market to potential permanent residents and proliferating the erosion of residential neighborhoods into pseudo, subsidized business districts where a significant number of landlords (some of whom do not even live in Williamsburg or even in Virginia) own multiple houses as rental businesses, which is antithetical to anyone's definition of a "neighborhood"; (3) diminishing the long-term property values of current residents in the neighborhood; and (4) degrading the quality of life, peace, and safety of our community's neighborhoods. Since the four-person exception was conceived of as an experiment when created several years ago, the evidence of the negative unintended consequences of the policy make the decision to remove it clear. What's more, doing so is clearly necessary if we are truly committed to the "Character of the City" goal, and it will also contribute to the success of the new Mid-Town Row development, which is utterly dependent upon student rentals in the planned apartments. Additionally, as a concession to landlords who currently have the four-person exception, they could be grandfathered in. However, the tide of rental housing in our neighborhoods must be stemmed. Eliminating the four-person exception is a necessary and fair action. It is time.

c. *Enact policy to allow a defined neighborhood (as per the planning department's current designations) to cap the percentage of rental properties permitted in the neighborhood.* Again, as a concession to current landlords, current rentals could be grandfathered in. This objective is clearly the most direct, effective, and fair means of stabilizing residential neighborhoods and increasing the percentage of owner-occupied homes, as stated in the current comprehensive plan.

d. *Do <u>not</u> allow the short-term rental of whole houses in neighborhoods.* Allowing short-term, whole-house rental would inarguably result in a further degradation of the downtown neighborhoods by exacerbating the current effects of the proliferation of rental properties. As stated in the initiative above, we must commit to limiting and reducing the negative impacts of the proliferation of rental properties in our neighborhoods. Simply put, this objective (that is, <u>not</u> allowing whole-house, short-term rentals) is unquestionably essential to achieving the Character of the City goal.

e. *Allow for short-term rentals of single rooms for up to a total of 30 days in a calendar year within owner-occupied residences*. While we have some concerns about this policy, we see its value as a means for enterprising homeowners (as opposed to rental property investors) to supplement their income, thereby making home ownership in the City more financially feasible for families. The very nature of this policy makes it (1) less subject to abuse than the whole-house option while (2) opening an opportunity to potentially provide some financial relief to some owner-residents. In short, it is a fair and balanced means to achieving the Initiative and Goal.

As citizens, we have studied these issues carefully; we have attended many of your regular meetings and special forums, not only this year but since becoming residents of the City; we have spoken personally

with many of you to express our concerns and our forthright ideas; and we have conferred with fellow residents, landlords, College officials, and students alike on many, many occasions.

Given our respective professional backgrounds as leaders of complex educational organizations that serve the greater good of the public, we understand the need to objectively assess strengths, weaknesses, threats, and opportunities. Like you, we understand the challenge and need to balance competing priorities among multiple stakeholders. We also understand that true public leadership and the stewardship of a community require principled, values-driven decision-making. Therefore, we respectfully and forthrightly urge you to adopt the above Goal, Initiative, and five Objectives. If we truly value our community, these are simply necessary.

We deeply appreciate your service and leadership. If we can provide any additional perspective or information to contribute to this important decision-making, please do not hesitate to contact us.

Most sincerely,

Chris Gareis & Molly Gareis

Chris & Molly Gareis
325 Burns Lane

Carolyn Murphy

From: David Trichler <dtrichler@gmail.com>
Sent: Sunday, December 16, 2018 9:49 PM
To: Carolyn Murphy
Subject: STR Input

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Carolyn, thanks for the preparation that goes into the Planning packets. Williamsburg gets good digital marks for a reason, and it's much appreciated. As I will be unable to attend the meeting on Wednesday, I had 3 reflections I was hoping you might share.

1. It may be worthwhile for the Commission to revisit the intent of the short term rentals, as I can imagine competing tensions. If it is to preserve home-ownership in the neighborhoods - full stop, without outside or transient visitors - then a focus could on preventing all STRs and reducing student house rentals. As the most consistent concern I hear from my neighbors is that of student rentals, such a focus would seem to naturally be to revisit the 4 person rule. If the focus is, however, on affordability, then STRs is one useful tool to have in that discussion. But without agreement on what the overarching goal is, I can imagine it would be difficult to reconcile what could be competing viewpoints. The status quo, unfortunately, seems to be the worst case scenario: an outright or tacit support of houses converted into student rentals through such policy as the 4-person rule and the increase in companies specializing in buying previously owner occupied properties in residential neighborhoods, combined with little to no policy tools to help affordability for families to compete against the increase of prices buttressed by student rentals. In a sense, it feels as if the carrot is for student house rentals and those who operate them, rather than for families attempting to become owner occupied homeowners in the City. STRs are one tool to shift towards a better incentive (as could be in-law detached suites / carriage houses, which I understand is also - or soon to be - under discussion).

2. Narrowing in on the intent of STRs seems also useful to the question of location. If it is a question of just tourism, and not affordability, than the entry level corridors does make sense. However, if it is a question of affordability, limiting it to entry level corridors is sub-optimal, and frankly, a bit baffling if one looks at home prices along corridors such as Jamestown and Richmond Rd. Not only is the housing stock significantly reduced by such a geographical limit (particularly as so many of those homes are already student rentals), those homes on those main principal areas are historically already in the more expensive range, and thus, not the prime target for families attempting to purchase a home. While I am on record to think it is a missed opportunity not to consider whole home rentals (given observed tourism trends towards this sector), I think it is an even greater missed opportunity to not look at housing stock throughout the City, beyond the entry level corridors.

3. Lastly, a friendly reminder that in the City's recent survey on affordability and housing, in its most specific question citizens indicate high levels of support for STRs as an option for affordability, with 74% approving STRs in one fashion or another. 62% support the rental of at least 1 bedroom, and 51% support the rental of the entire house. Only 25% do not support SRTs (either 1 bedroom or entire house) in any form. It is perhaps interesting to note that more respondents support STRs (1 bedroom or entire house) than 4 person rentals (being supported by right), 74% to 55%, respectively.

To you and all the commission, thank you for your service, and Happy Holidays and Merry Christmas!

Dear Ms. Murphy:

My name is Courtney Hagge, and my husband is Landin Hagge. We moved to Williamsburg in 2013, intending only to stay until I completed law school. However, we couldn't bring ourselves to leave our "colonial wonderland" that is Williamsburg. Landin began medical school at Liberty University, and I accepted my first job as a prosecutor here in town. We hope to stay indefinitely and raise our children in this community we have grown to love more than anywhere else we have ever lived. There's nowhere else in the world like Williamsburg, and we want to do our part to make sure the awe-inspiring colonial heritage is preserved, while paving the way for more progressive ideas that will attract more and more people to the city center for generations to come. Thank you for taking the time to consider our concerns. We would appreciate it if you shared them at the city planning session this Wednesday. Unfortunately, we are unable to attend, as Landin is currently completing his clinical rotations, and I will be preparing for court that afternoon.

Our first suggestion is to change the time of these city planning meetings. Having them at 3:45 on a weekday limits the demographic of people who can attend, as a huge chunk of the City population is in school or working a full-time job. There is no "prime time" for such meetings, but at least having them outside of regular working hours would open up the possibility for many more Williamsburg residents to attend.

Our next concern is the affordability of shopping and dining in Colonial Williamsburg. The millennial generation is a huge untapped potential for downtown revenue. At only a block away from the undergraduate campus, Colonial Williamsburg should be a huge draw for the college students; however, the shopping and dining options are just too expensive and, frankly, mature. Aroma's is fairly priced, and we were happy to see Mellow Mushroom open last month; however, we need a wider variety of options for young people and families. College students and families would likely be drawn to more shops like the ones found in New Town. Holding more outdoor dances, concerts, karaoke, and fitness classes would also draw more of the younger generation to Colonial Williamsburg. Studio South recently hosted free yoga on the governor's lawn, and the Summer Concert Series has always been a big hit. Incorporating more of that year round would be great.

Along those same lines, we would love to see an increase in green space and walkability downtown. We hope that our future children will grow up very familiar with Colonial Williamsburg as an area to play, discover, and learn. We are excited about the plans to convert the parking lot behind Blue Talon into a green space with a splash pad. That would be fantastic for families in the summer months! But, in the spirit of preserving the "colonial atmosphere" and encouraging kids to get outdoors to play instead of being drawn to screens, Landin and I are very much opposed to adding the large advertising screen to the space. While it is important for Colonial Williamsburg to have opportunities to advertise, there are many other ways to do that without taking away from the natural beauty of a green space and place for children to play. Kids are exposed to enough big screens without another one imposing on one of the only spaces for them to play downtown. We would also like to advocate for preserving a few parking spots for handicapped patrons. As for remaining parking in downtown, we think it would be helpful to offer free parking for a few hours for those who make purchases in one of the area shops.

Finally, the only way that we will attract young people and families to put down roots in Williamsburg is if we make housing more affordable. This means more options for one bedroom or studio apartment living for students and young professionals, and thinking outside the box to allow options for families to

finance homeownership. For instance, homeowners can lower their monthly mortgage significantly when given the option to open their home to AirBNB guests a few times a month. As Landin and I hope to purchase a home in Williamsburg in the very near future, it is important to us that the City Code is friendly to renting rooms and homes on AirBNB.

Again, thank you very much for sharing our thoughts. We wish we could be there to advocate in person, but are grateful to those of you working hard to listen to everyone and work out a plan in the best interests of our community. We are looking forward to participating more in the future.

Sincerely,

Landin & Courtney Hagge

Carolyn Murphy

From: Jacob Sims <simsjd1@gmail.com>
Sent: Tuesday, November 13, 2018 1:06 PM
To: Carolyn Murphy
Subject: citizen perspective on Dec. 19 short-term rental vote

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Ms Murphy (and others on the Economic Development Authority),

Hope this message finds you well. I recently became aware of the short-term rental vote impacting the City of Williamsburg and wanted to raise my voice. Unfortunately, I will be out of town on December 19th (visiting relatives out of state), so am writing this message instead. If desired, I am happy to discuss my thoughts in greater depth at any point either in-person (through December 15th) or over the phone at your convenience.

By way of background, I am a professional faculty member at the College of William & Mary and have been a resident of the City of Williamsburg for 3.5 years. During this time, my wife have rented a townhouse close to the college, but plan to purchase a house within the next 2-3 months. We have grown to love the City of Williamsburg and are interested in making it our longer term home.

However, as we evaluate the desirability of real estate within the City limits vs. outside in James City County, the question of rental investment potential is a key concern. The ability to freely use our home as a short term rental will be a critically important part of our decision on where to ultimately make our purchase.

We are primarily looking at properties which have a separate living space on the property or the potential to construct one. Thus, while long-term rentals are certainly an option, the ability to rent a room, a basement or garage apartment on the property, or the whole house on a short term basis is preferable for our situation. We frequently have family come to stay with us -- making a long term rental situation less than optimal. Additionally, we travel frequently so the ability to rent our entire home periodically and for short durations via a secure platform is very appealing.

AirBnB, VRBO, HomeAway and others serve as valuable platforms for families interested in generating additional income with their properties. Living in a city or county which allows this type of financial vehicle is very important to us.

Over the last few months, I have been away from Williamsburg on extended business travel and have leveraged the use of AirBnB as a guest for 90+% of this trip. As a frequent traveler, I prefer these platforms to traditional hotels and am more likely to visit a community which freely allows their use. Additionally, every time I stay in an AirBnB, I am struck by the uniquely effective incentive structure put in place by the site. The AirBnB community encourages mutual responsibility for a positive experience much more so than bed and breakfasts or hotels.

In larger, more corporate, impersonal short-term housing arrangements, guests have almost complete anonymity and tend to behave as such – with a sense of entitlement, a lack of ownership, and often with little care for the property or the surrounding community. With AirBnB (and other similar sites), the equation is

more balanced for the entire community. Property owners carefully evaluate and leave reviews for their guests based on their behavior at the property and in the neighborhood. Guests who receive bad reviews find it much more difficult to rent on the site in the future. Moreover, hosts have more leverage to erect guidelines for appropriate behavior for their guests given the norms and expectations of their neighborhoods and community. The result is that AirBnB tends to attract the type of tourist who wants to experience a location from the viewpoint of its citizenry and thus, the type of tourist who is likely to add to (instead of detract from) the experience of living within that community.

In sum, AirBnB and sites like it offer a multi-faceted win-win for any community wise enough to adopt freely and without restrictions, providing:

1. a powerful financial incentive for potential home buyers, strengthening the private real estate market;
2. an exciting, cost competitive alternative to tourists seeking to a more community-based approach to travel; and
3. a review-based incentive structure motivating good behavior by tourists not present with traditional hotels and bed and breakfasts.

Thank you for your time and effort considering my perspective and for your work in service of our community. Again, if you would like to discuss my perspective further, please don't hesitate to reach out. I am also happy to provide references of other Williamsburg residents who feel similarly to me regarding this issue.

Kind regards,

Jacob Sims

Carolyn Murphy

From: David Trichler <dtrichler@gmail.com>
Sent: Wednesday, October 24, 2018 9:06 AM
To: Carolyn Murphy; Elaine S McBeth
Subject: Document Share Request
Attachments: Facts and Trendlines on STRs.pdf

[**NOTICE:** This message originated outside of the City of Williamsburg mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Carolyn, Elaine,

Due to another commitment I may not be able to attend this afternoon's meeting. Could I ask the favor to share the following summary document on STRs with the Commission? It is a distilled 2 page list of some figures from recent studies, accompanied with corresponding footnotes.

Facts and Trendlines Around the Short Term-Rental Debate

Contribution to Economic Diversification

- The sharing economy is estimated to grow from $14 billion in 2014 to $335 billion by 2025[1]
- In 2010, 8 percent of leisure travelers used STRs. By the end of 2016, that was projected to be over 33 percent[2]
- One in three US leisure travelers stayed in some form of private accommodations in 2015[3]
- Most leisure travelers are not millennials, but families and individuals with incomes of 75k and above[4]
- STRs guests stay 2.1x longer than typical visitors, spend 2.1x more than typical visitors, with 42% of spending in neighborhoods where they stay.[5] STRs encourage a relatively large percentage of guests to spend more nights in their destination. This finding demonstrates a noteworthy benefit that STRs brings to local tourism economies and many of their various stakeholders (attractions, restaurants, transportation providers, etc.).[6]
- Economically, STRs contributes more tourist dollars per guest than comparable hotel lodgings.[7] Much of this economic benefit is attributable to two factors: (1) STRs helps guests save money on lodging, allowing them to stay longer, spend more on other expenses, or both;[8] and (2) whereas hotels are often clustered in a particular district, the locations of STR listings are widely dispersed throughout cities, spreading the impact of STR guests' spending.[9]
- STRs can alleviate the strain on hotels during peak seasons and events.[10] STRs accommodations benefit localities that host large, seminal events (for example, festivals, concerts, and sporting events) to permit more visitors to spend time in the area of the event, leading to more expenditures on restaurants and shops, resulting in more taxes for local governments.[11]
- The extra income for hosts also injects revenue into local economies. These benefits further compound in localities that, unlike the biggest cities, rely on fewer, specialized events to bring in tourism revenues.[12]

Usage Trends

- Most STR guests rent an entire home, rather than staying together with a host. Most STR guests stay from two to four nights and stay with at least one other guest, most commonly a spouse/partner. This leads to a 26% increase of nights stayed in a location, vis-à-vis other stays.[13]

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[1] https://www.brookings.edu/research/the-current-and-future-state-of-the-sharing-economy/

[2] https://www2.deloitte.com/content/dam/Deloitte/us/Documents/consumer-business/us-cb-2017-travel-hospitality-industry-outlook.pdf

[3] https://www2.deloitte.com/content/dam/Deloitte/us/Documents/consumer-business/us-cb-2017-travel-hospitality-industry-outlook.pdf

[4] https://www.marketwatch.com/story/airbnb-travelers-have-an-average-income-over-75k-survey-finds-2015-11-16

[5] https://www.ftc.gov/system/files/documents/public_comments/2015/05/01740-96152.pdf

[6] https://www.dg-research.com/airbnb-study.html

[7] https://www.airbnb.
com/press/news/new-study-airbnb-generated-632-million-in-economic-activity-in-new-york
[https://perma.cc/9D5H-VEN2]})).

[8] http://www.wsj.com/articles/SB10001424052748704684604575381390324767922

[9] https://www.bloomberg.com/news/articles/2016-10-20/airbnb-we-generate-4-5-billion-globally-for-local-restaurants

[10] 2016), https://www.nytimes.com/2016/07/24/travel/airbnb-hotels.html?_r=0

[11] http://money.usnews.com/investing/articles/2016-11-02/is-airbnb-a-threat-to-the-hotel-industry

[12] http://www.chicagotribune.com/business/ct-airbnb-chicago-cubs-world-series-1102-biz-20161101-story.html

[13] https://www.dg-research.com/airbnb-study.html

- Only a small proportion of STR guests are staying on their own (11%). Most commonly they are accompanied by just one other person (51%). Overall, 87% of guests are in parties of 4 or below.[14]
- After using a STR, they are 86% likely or very likely to use another STR in the next 12 months, compared to 53% likely or very likely to use a hotel.[15]

Contribution to Affordable Housing Affordable

- 52% of hosts are low to moderate income, 53% say hosting helps them stay in their home, 48% of host income is used to pay for regular household expenses like rent and groceries.[16]
- Median average annual income for short term rentals by owner occupied range between $2000 to $6000.[17]
- Mortgage lenders are now helping young families purchase homes if they have an explicit commitment to SRT for a portion of the year. Earlier this year Quicken Loans announced a new mortgage qualification options for families that are an AirBNB host.[18] Loftium will provide home buyers with up to $50,000 for a down payment as long as they are able to share income with Loftium over a certain time span. And Fannie Mae has approved a pilot program to allow income from SRTs to help homeowners qualify for a refinance.[19]

Limitations to Consider[20]

- Number of days in a year a place can be rented and/or rentals permitted during high traffic periods (e.g. holidays commencement, homecoming, music festivals). Anything above 60 days begins to shift the financial calculus away from owner occupied to a rental property.
- A requirement that the short-term rental remains a primary residence (owner occupied). This restriction helps to address number of days of use.
- Strict noise ordinances
- Requirement to pay city taxes
- Number of adults permitted to rent (vast majority of use cases is four adults, eg. Parents and grandparents, or less).
- Requiring a host contact person to be available in case of emergency or complaint.
- Utilize existing City guest parking restrictions limiting to no more than two cars on street (Note that renting single room is typically a net addition on parking, whereas whole of house typically has a net substitute on parking)
- If attempting to increase affordable housing is a desired by-product current special exception use and accompanying fee structure may unintentionally marginalize the low income / vulnerable population in a disproportionate fashion. Is there a financial threshold per household that can be waived? What process could achieve a similar outcome at higher inclusion?

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[14] https://www.dg-research.com/airbnb-study.html
[15] https://www.dg-research.com/airbnb-study.html
[16] https://www.ftc.gov/system/files/documents/public_comments/2015/05/01740-96152.pdf
[17] https://www.earnest.com/blog/sharing-economy-income-data/
[18] https://www.quickenloans.com/blog/airbnb-quicken-loans-partner-new-mortgage-qualification-option
[19] https://www.washingtonpost.com/news/where-we-live/wp/2018/03/01/lenders-now-consider-income-from-short-term-rentals-in-refinancing-applications/?utm_term=.bdd599e1cb03
[20] http://www.viewpointcloud.com/blog/local-government-resources/airbnb-regulation-guide/

Memo to: Williamsburg's City Council, Planning Commission and Carolyn Murphy
From: Jim Joseph
Date: October 5, 2018
Subject: Comprehensive Plan Thoughts

This memo is a suggested "punch list" to review, as you are working on the details of the Comprehensive Plan for the segments on rentals and affordable housing. Please give them some consideration.

As you know there are three components which the last Planning Commission's open forum showed are somewhat related.

The main components;

1. Student rental in homes located in residential areas.
2. Short term rentals as being promoted by the State to accommodate visitors.
3. Low income housing.

It became apparent that each issue, to a certain extent, could be competing for the same houses within the residential areas. Low income fits here since we are being asked to provide the opportunity for modest income residents to live in the city. It was brought out that a rental (legal or otherwise) yields more income than if the house was rented or sold to a single family.

I will not go into the lengthy details of the problems which exist with student rentals, and they would be carried over to the short term rentals. We all know what they are. Many of you know my bias based on the experience I went through while on the planning commission. Just to be clear, my bias is for the good of the neighborhoods.

The following is a list of points which I believe you should consider. This list is recognizing that student rentals exist, short term rentals will eventually find their way into our city, and affordable income is really a market oriented with the supply and demand being a driving force.

Student Rentals

Eliminate the four person rule for student rentals. It is not working and is difficult (almost impossible) to enforce. Grandfather those houses already assigned, but do not allow the rights to be transferred to subsequent owners. This is our problem, we made it and we should be able to fix it. At one meeting of the NCW a few years ago, someone asked Taylor Reveley what William and Mary is going to do about the problem with the four person rule. He said it is not the College's problem, it is the City's problem. He was right.

Among all the other items various groups have suggested for managing a house with students, we should require that an absentee landlord have one of the renters act as a house manager and is the lead in taking care of the details of living in a neighborhoods.

As you know in many situations in life when everyone is responsible, no one is responsible. So they should elect one who sees that everything is handled properly.

Since we are talking about a business license for the short term rentals, now is the time to do the same thing for student rentals. I understand that the State has something to do with this by saying we cannot forbid a rental in the residential area, but it should be pursued. A few years ago when I was studying the impact of student rentals on our neighborhoods, I asked our tax assessor about assessing a house used for student rentals. He said they assess that house higher than the others in the neighborhood because they produce an income. If this is still the case, this is viewed as a business entity in a residential area. I do not want to complicate this situation any more than it is, but we must recognize what is happening. Even an outside entity such as a real estate firm or parents whose students have long been gone keep these houses as business ventures.

Rentals; Students or Otherwise

Cap the number of rentals in all areas.
Do not allow two houses next to each other to be rentals
As with other planning commission activity, notify the neighbors at least two houses on each side of the house applying for a rental status application so they can comment. Even consider allowing the immediate houses on each side to veto.

Affordable Housing

There are plenty of ideas being submitted to provide affordable housing.
No matter what the avenues we choose, it will depend upon market condition if we want to keep the efforts in the open market arena.

I can not comment on this except for the fact, that if we manage the rentals properly, there could be opportunities for some of these houses to be positioned for renting or selling to a family who will treat it as their home in their neighborhood.

Williamsburg Economic Development Authority

MEMORANDUM

To: Elaine McBeth, Chair of the Williamsburg Planning Commission

From: Adam Steely, Chair of the Williamsburg Economic Development Authority

Re: Importance of GIOs for Downtown Economic Vibrancy and Comprehensive Plan Input

Date: September 20, 2018

Williamsburg's Economic Development Authority, recognizing the interdependency of the City's ongoing Downtown Vibrancy Study and the Planning Commission inputs to the Comprehensive Plan, formally supports the concept of higher density in Williamsburg's Downtown. Recognizing the delineation and autonomy of the respective boards, the EDA's recommendation is based and focused on the value of density as an important economic driver for the City. The EDA also offers its strong support for the development of additional green spaces in the Downtown area, as well as support for flexible programming and events, insomuch as they pertain to the Commission's consideration of such issue area through the GIO process.

1) Support for Higher Density to Support Economic Growth

The EDA believes that well designed and well-integrated higher density development will help Williamsburg create a vibrant, economically strong community, that will both support a high quality of life in a way that is fiscally and environmentally responsible.

By density we mean supporting new residential and commercial development at a density that is higher than what has been done previously. So, for example, permitting the City, Colonial Williamsburg, and private developers the option to build townhouses and apartments, rather than only single-family homes. The EDA is particularly motivated by the successes that many Downtown areas across the country have had with mixed-used developments and encourage the Planning Commission's review of such efforts.

The current mixture of building uses in the Williamsburg downtown area produces some activity during the day as people travel to and from work, but results in a quiet downtown after office hours. A higher volume of residential uses in the downtown, by adding options such as permitted uses townhomes, stacked townhomes, elevator flats and apartments, would increase the street life of the downtown and would bolster use of local shops and destinations. We would encourage the Commission to extend its "form based" density concept to such areas as those fronting on Scotland St, Prince George St, Francis St, Boundary St, and Henry Street to support density beyond that of the current eight

dwelling units per net acre, to include townhomes and mixed-use building where ground floor is commercial and upper floors are residential. As such, we would support the review and consideration of buildings for certain projects where one additional level is permitted.

Such a desired use case was frequently expressed by multiple stakeholders throughout the consultative interview process of the City's Downtown Vibrancy Study. In particular, a lack of density and a lack of residential choices were named as inhibitors to economic diversity and growth by survey respondents. Of the survey offerings for downtown needs, *new residential alternatives (including rental and condominium apartment units)* ***received the strongest support by respondents****, as the lack of housing is pricing many out of the market.*

Such an effort will help Williamsburg be more resilient to changing economic trends. Last year Williamsburg dropped from #9 to #10 on Virginia's top destinations to visit, and Colonial Williamsburg ticketed visitors continue to decrease, dropping another 50,000 visitors in the past year. An increase of full-time residents will hedge against, and in some areas, exceed those lost numbers, helping to prevent downtown Williamsburg from a "hollowing out" that has blighted other small towns in the country. Taking efforts now is vitally important to maintain and increase economic vibrancy in the coming decades. For this reason, the EDA believes that improving the density in the Downtown region is practical and desirable to support an economically vibrant Downtown in the upcoming years.

2) Another top ranked survey request: Green spaces

Currently, there are few areas in the downtown that feel conducive to a non-programmed experience (e.g. relaxing with a picnic lunch, throwing a Frisbee with your dog, playing with your children after work). Furthermore, there are few small open spaces or green spaces in-between the larger parks. These smaller areas of green or plazas are important to ensure the downtown area is cohesively connected and people have access to a variety of open space amenities.

Economic vibrancy is enhanced by having such spaces to encourage convening and lingering. The EDA thus offers its support for the review of a public park in the area in Stryker Center, Library, and the Community Center to better connect activity space that plays off of the energy created by the public library and the Triangle district. It also supports efforts by CW to better utilize the open field adjacent to the Art Museums of Colonial Williamsburg (as it has done for recent summer concerts) and CW's current consideration of repurposing other facilities, such as conversion of P3, for public spaces. Such investments in similar cities have been shown to lead to greater foot traffic, economic activity, and area vitality. One caveat is ensuring that with any changes to parking spaces, appropriate parking (e.g. handicapped space) is maintained for those who require greater accessibility.

3) Activity Nodes and Programming

The following issue of improving activation of economic nodes may or may not always intersect in all areas with Planning's remit, but when it does, we would ask for support of Commission in encouraging flexibility and creativity of increased programming in the Downtown area. In doing so, the feel of the Downtown area will provide a more vibrant experience for residents and visitors, increasing attendance and rates of return. We are particularly interested in improving the City's ability to support pop-up art, programming and food and beverage experiences that will draw residents and visitors to the Downtown area. These might include lighting, seasonal greenings, street decorations, kiosks, etc.

Thank you for your consideration of these importance points for the EDA, and we look forward to any questions you might have, as well as our broader discussion on the Economic Chapter of the GIO process this coming November.

Carolyn Murphy

From: Haulman, Clyde A <cahaul@wm.edu>
Sent: Tuesday, May 22, 2018 11:01 AM
To: Carolyn Murphy; Christina Shelton
Subject: Adding Neighborhood Determination to City Code Ch 21, Article IV

Hi Carolyn and Chris, Below is an idea for adding a mechanism for each neighborhood to determine whether to allow rental of a room in an owner-occupied, single-family detached dwelling or an entire owner-occupied, singe-family detached dwelling to transient visitors. I like many aspects of the proposed ordinance but believe leaving the final determination of whether to allow such rentals should be in the hands of those most affected and that means the residents of a particular neighborhood.

1. Implementation of Sections 21-605.2 and/or 21-605.3 would require approval by 51% of the owners of owner-occupied, single-family dwellings in any defined neighborhood. Any owner-occupied, single-family dwelling outside any defined neighborhood would be subject to Sections 21-605.2 and 21-605.3.
2. Neighborhoods defined: Neighborhood could be defined as areas that are contagious and internally connected. For example 1. Indian Springs; 2. Burns, Powell. Goodwin; 3. College Terrace, Brooks; 4. Virginia, Harrison, Nelson, Randolph; etc. The City has a list of neighborhoods that could be the basis of this, tighten up for purposes of this ordinance. The definition of neighborhoods should make sense for the purpose of the ordinance as well as make sense for those who live there.
3. Consider placing a limit on the number of approvals per neighborhood - say 10% or 15% of the owner-occupied, single-family dwellings. This would be similar to the limitation in the Bed-and-Breakfast ordinance.
4. The approval and implementation process could be initiated by any owner of a qualified dwelling, by a neighborhood organization (HOA, etc), or by the City.

I realize this may make a lot of work for City staff, but it does place determination in the hands of those affected rather than provide a blanket policy for the whole City.

Finally, consider placing a limitation in Section 21-605-2 similar to the 45 day limitation (part c) of section 21-605.3 - it could be 90 days or whatever make the most sense. I suggest this because the comings and goings of transient visitors may be very different from that of a long-term renter of a room in a dwelling and preserving the character of the neighborhood is an objective of this ordinance.

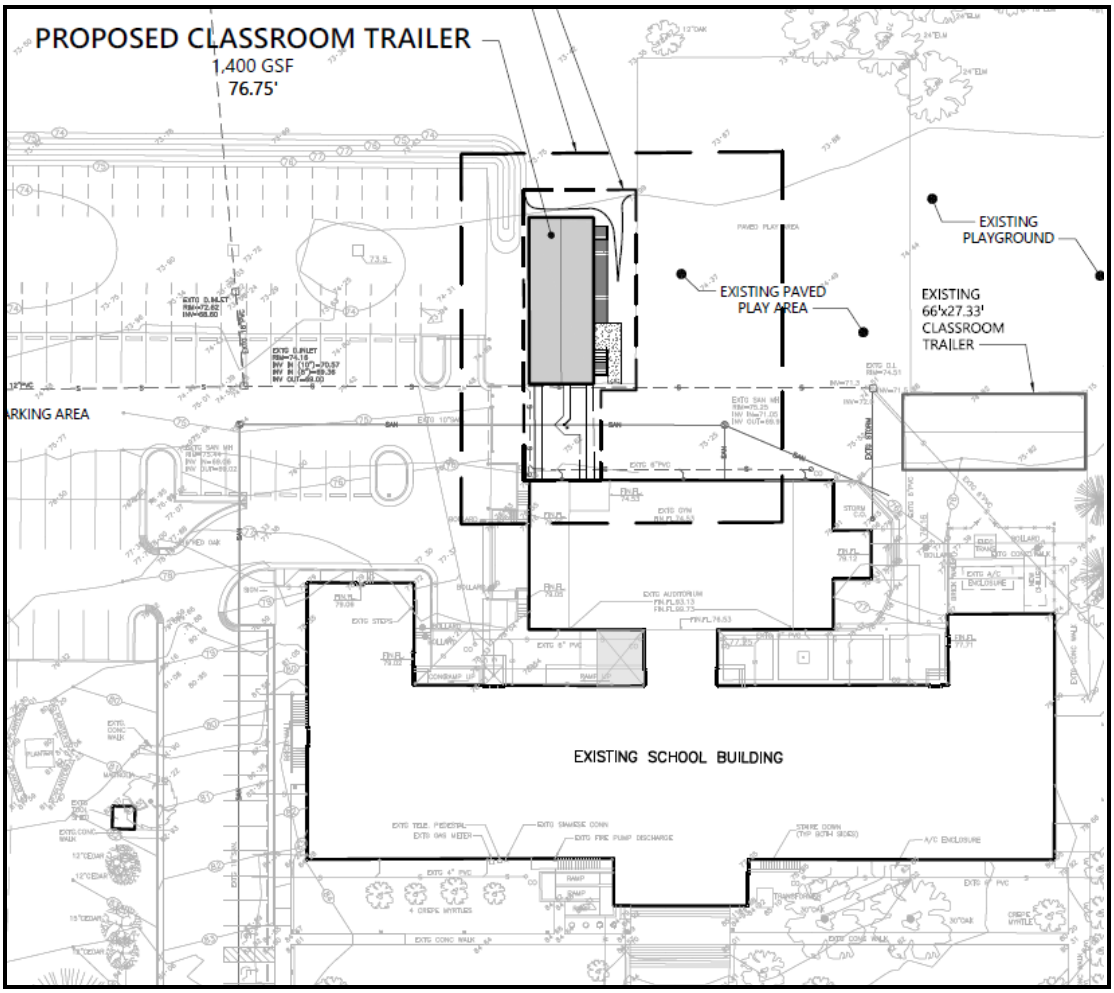
If you would like to discuss this, please let me know.Thanks again for all the good work you both do for our community, Clyde

CITY OF WILLIAMSBURG
MEMORANDUM

DATE: **January 24, 2019**

SUBJECT: **PCR#19-001**
Request of Williamsburg-James City County Public Schools for a special use permit to install a second temporary classroom trailer at Matthew Whaley School at 301 Scotland Street until July 2022.

Williamsburg-James City County Public Schools (WJCCPS) is requesting approval to place a second temporary classroom trailer containing two additional classrooms at Matthew Whaley School, 301 Scotland Street through July of 2022. The application states that "…the current enrollment is 541 students… 51 students over the 490 student capacity." They note that beyond that date, they will need to review other alternatives.



COMPREHENSIVE PLAN

This property is located in the Downtown Planning Area of the 2013 Comprehensive Plan, and is designated as Public and Semi-Public, which includes government facilities, churches, public and private schools, fraternal organizations, nursing homes and cemeteries. The Colonial Williamsburg Historic Area is located to the east with Mixed Use and Medium Density Single-Family to the west. Land to the north is designated Public & Semi-Public with land to the south designated Colonial Williamsburg Historic Area and Medium Density Single-Family.

ZONING

This property is zoned Single-Family Dwelling District RS-3. The property to the south is zoned RS-3 and Colonial Williamsburg Historic Area CW, the land to the east is zoned CW, the land to the west is zoned Single-Family Dwelling District RS-3 and Downtown Limited Business LB-1 and the land to the north is zoned Downtown Business District B-1 and Museum Support District MS. The Single-Family Dwelling District RS-3 allows, with a special use permit, "Public or private elementary, middle and high schools, colleges and universities; and including temporary classroom facilities when accessory to and on the same lot as a school located in a permanent building."

The statement of intent for the Single-Family Dwelling District RS-3 reads:

> *This district is established as a single-family residential area with medium population density. The regulations for this district are designed to stabilize and protect the essential characteristics of the land and to promote and encourage a suitable environment for family life. To these ends, development is limited to a relatively low density and permitted uses are limited basically to providing homes for the residents. Certain additional uses that may be compatible with single-family neighborhoods, such as churches, schools and day care centers, may be allowed with the issuance of special permits.*

The special use permit section of the Zoning Ordinance (Sec. 21-43) establishes the following criteria for special use permits:

(a) *The proposed use shall be:*
  (1) *In harmony with the adopted comprehensive plan;*
  (2) *In harmony with the intent and purpose of the zoning district in which the use is proposed to be located;*
  (3) *In harmony with the character of adjacent properties and the surrounding neighborhoods, and with existing and proposed development.*

(b) *The proposed use shall be adequately served by essential public services such as streets, drainage facilities, fire protection and public water and sewer facilities.*

(c) *The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.*

(d) *The proposed use shall be designed, sited and landscaped so that the use will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.*

Additional reasonable standards as deemed necessary to protect the public interest and welfare may be imposed, including: more restrictive sign standards; additional open space, landscaping or screening requirements; additional yard requirements; special lighting requirements; limitation on hours of operation; and additional off-street parking and loading requirements.
The Planning Director or Planning Commission may require the following additional information:

(1) A traffic impact analysis, showing the effect of traffic generated by this project on surrounding streets and neighborhoods.

(2) A public utility analysis, showing the effect of this project on public water, sewer and/or storm drainage facilities.

(3) A fiscal impact analysis. The Planning Director or the Planning Commission may request the City Council to provide funds for the preparation of this study by the City.

Staff does not feel that any additional studies are needed in order to make a decision on this request.

HISTORY

The first (existing) classroom trailer was approved in March 2014 for a period lasting until July 31, 2018. That special use permit was renewed on June 14, 2018 (PCR#18-010) until July 31, 2022. Prior to that approval, temporary classroom trailers were last approved for Matthew Whaley School on April 19, 2006, when a special use permit was approved by City Council for one year expiring on July 1, 2007. The Architectural Review Board approved the classroom trailer with conditions on March 14, 2006 (ARB #06-027). Prior to 2006, a site plan for three temporary classroom trailers was approved by Planning Commission on April 19, 1988. This approval was made under the old Zoning Ordinance, which did not require a special use permit. The Board of Architectural Consultants also reviewed and approved the proposal with conditions on April 20, 1988.

Architectural Review

The Architectural Review Board reviewed and approved the classroom trailer (ARB#18-118) design at its meeting on December 11, 2018.

Site Plan Review Committee
The Site Plan Review Committee did not meet to review this matter, as it was their consensus this use and location of the use is suitable for the site.

ANALYSIS

The applicant proposes the installation of a second classroom trailer containing two additional classrooms at Matthew Whaley School, 301 Scotland Street to remain through July of 2022. The proposed second trailer is not adjacent to the existing trailer to provide fire access to the rear of the school. The school is currently at 51 students over capacity, making the use of a second classroom trailer necessary.

The property is adequately served by essential public services such as streets, drainage facilities, fire protection and public water and sewer facilities. The proposed project is in harmony with the adopted comprehensive plan, and the intent and purpose of the Zoning Ordinance. The proposed use is in harmony with the character of the adjacent properties and will not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance. This project is designed and sited so that it will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.

STAFF RECOMMENDATION

Staff recommends that Planning Commission recommend to City Council that a special use permit be approved to allow a second double-wide classroom trailer for a total of two classroom trailers at Matthew Whaley School, 301 Scotland Street through July of 2022.

PLANNING COMMISSION

Planning Commission held a public hearing on January 16, 2019. Other than the applicant, no one spoke at the hearing.

Planning Commission recommended to City Council by a vote of 7-0, approval of a special use permit to install a second temporary classroom trailer at Matthew Whaley School at 301 Scotland Street until July 2022.

CITY COUNCIL PUBLIC HEARING

A City Council public hearing is scheduled for their regular meeting on February 14, 2019 in the Council Chambers of Stryker Center at 2:00 p.m.

Erin Burke,
Principal Planner

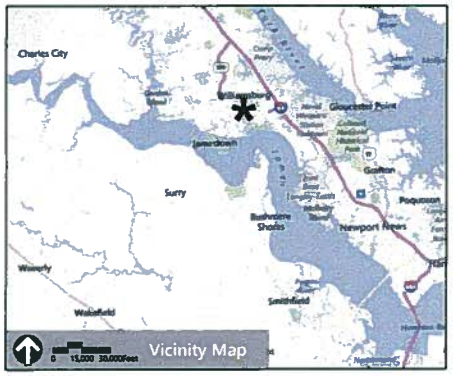
[PC\PCR\19-001/M05]

Site Plans

Issued for	City Site Plan Approval
Date Issued	November 26, 2018
Latest Issue	November 26, 2018

Matthew Whaley Elementary School Temporary Classroom Trailer

301 Scotland St.
Williamsburg, Virginia 23185



Vicinity Map

Site Location Map

Sheet Index

No.	Drawing Title	Latest Issue
C0.0	Cover Sheet	November 26, 2018
C1.0	Legend & General Notes	November 26, 2018
C2.0	Overall Site Plan & Enlarged Site Plan	November 26, 2018
C3.1	Site Details	November 26, 2018

Applicant: Jim Falzone, Supervisor Of Facilities
Williamsburg/ James City County Public Schools
597 Jolly Pond Road
Williamsburg, Virginia 23188
757.259.7157

Representative: Stephen Talley, PLA
Company Name: Vanasse Hangen Brustlin, Inc
Street Address: 351 McLaws Circle
Suite 3
Williamsburg, Virginia 23185
Telephone 757.220.0500
Fax: 757.903.2794

Miss Utility of Virginia
1629 BLUE HILL CIRCLE
NE ROANOKE, VIRGINIA 24012

72 HOURS
MISS UTILITY OF VIRGINIA

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VA LAW REQUIRES 3 WORKING DAYS NOTICE BEFORE YOU EXCAVATE

Landscape Architect / Civil Engineer
VHB
351 McLaws Circle
Suite 3
Williamsburg, VA 23185
757.220.0500

SITE PLAN + STORMWATER INFORMATION

PROJECT DESCRIPTION: TEMPORARY CLASSROOM TRAILER WITH RESTROOMS IN REAR OF EXISTING SCHOOL BUILDING.
BASE MAP INFORMATION: THE BASE MAP AND EXISTING CONDITIONS INFORMATION SHOWN IS BASED ON RECORD DRAWINGS DATED 9-28-1999 AND INFORMATION PROVIDED BY THE OWNER.
PARCEL ID: 466-01-00-D,E
ZONING: RS-3
ARB DISTRICT: AP-1 ARCHITECTURAL PRESERVATION
SITE LATITUDE/ LONGITUDE: N 37.27444 W 76.70437
TOTAL SITE AREA: 8.308 ACRES (PER CITY GIS RECORDS)
TOTAL PROJECT AREA: 3,850 SQUARE FEET
TOTAL DISTURBED AREA: 800 SQUARE FEET
EXISTING SITE IMPERVIOUS AREA: 2.19 AC
EXISTING % IMPERVIOUS COVER: 26.3% OF SITE
PROPOSED SITE IMPERVIOUS AREA: 2.23 AC
PROPOSED % IMPERVIOUS COVER: 26.8% OF SITE
INCREASE IN IMPERVIOUS COVER: 0.04 AC / 0.5%
RECEIVING WATERS: QUEENS CREEK
RPA: NO PORTION OF THIS SITE LIES WITHIN THE RPA.
RMA: PORTIONS OF THIS SITE LIE WITHIN THE RMA. NO WORK IS PROPOSED WITHIN THE RMA.
LAND DISTURBING PERMIT: THIS PROJECT DISTURBS LESS THAN 2,500 SQUARE FEET THEREFORE A LAND DISTURBING PERMIT IS NOT REQUIRED.
SCALE: ALL SITE PLANS ARE DRAWN AT A SCALE OF 1" = 10'-0" UNLESS OTHERWISE NOTED
WETLANDS: NON-TIDAL AND TIDAL WETLANDS ARE NOT PRESENT WITHIN THE PROJECT LIMITS.
MS4: THIS SITE DISCHARGES INTO AN MS4
DISCHARGE: THIS PROJECT SITE DISCHARGES INTO WATERS WITH A TMDL FOR NITROGEN (CHESAPEAKE BAY TMDL) AND FECAL COLIFORM (TMDL WATERSHEDS) AND MAY BE SUBJECT TO SPECIAL CONDITIONS BY THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
FLOODPLAIN: THE AREA SHOWN HEREIN LIES IN ZONE 'X' (AREA DETERMINED TO BE OUTSIDE THE 100 YEAR FLOODPLAIN) PER F.I.R.M. 51095C0139D DATED 12/16/2015
TEMPORARY CLASSROOM TRAILER:
- Square footage (building footprint) = 1,400 sf
- Structure height = ± 14'-0"
- Construction type = VB

CONTRACTOR SHALL COORDINATE PHASING OF CONSTRUCTION WITH THE CITY OF WILLIAMSBURG FIRE DEPARTMENT TO ENSURE ACCESS TO BUILDING ENTRANCES AND FIRE APPARATUS ARE MAINTAINED.

COMMONWEALTH OF VIRGINIA
Lic. No. 044606
11 26 2018
PROFESSIONAL ENGINEER

54216 10 Matthew Whaley Elementary School Temporary Classroom Trailer
NOT APPROVED FOR CONSTRUCTION

Abbreviations

General

ABAN	ABANDON
ACB	ACCESSIBLE CURB RAMP
ADJ	ADJUST
APPROX	APPROXIMATE
BIT	BITUMINOUS
BS	BOTTOM OF STAIRS
BWLL	BROKEN WHITE LANE LINE
CONC	CONCRETE
DYCL	DOUBLE YELLOW CENTER LINE
EL	ELEVATION
ELEV	ELEVATION
EP	EDGE OF PAVEMENT
EXIST	EXISTING
FDN	FOUNDATION
FFE	FINISH FLOOR ELEVATION
FL	FLOW LINE
GRAN	GRANITE
GRD	GRADE TO DRAIN
LA	LANDSCAPE AREA
LOD	LIMIT OF DISTURBANCE
MAX	MAXIMUM
MIN	MINIMUM
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
PERF	PERFORATED
PROP	PROPOSED
REM	REMOVE
RET	RETAIN
RMD	REMOVE AND DISPOSE
RMR	REMOVE AND RESET
SWLL	SOLID WHITE EDGE LINE
SWLL	SOLID WHITE LANE LINE
TC	TOP OF CURB
TS	TOP OF STAIRS
TW	TOP OF WALL
TYP	TYPICAL

Utility

CB	CATCH BASIN
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
DCB	DOUBLE CATCH BASIN
DMH	DRAIN MANHOLE
DI	DRAIN INLET
CIP	CAST IRON PIPE
CONDU	CONDUIT
DIP	DUCTILE IRON PIPE
ES	END SECTION
EW	END WALL
FES	FLARED END SECTION
F&G	FRAME AND GRATE
F&C	FRAME AND COVER
FM	FORCE MAIN
GI	GUTTER INLET
GT	GREASE TRAP
HDPE	HIGH DENSITY POLYETHYLENE PIPE
HH	HANDHOLE
HW	HEADWALL
HYD	HYDRANT
INV	INVERT ELEVATION
IE	INVERT ELEVATION
LP	LIGHT POLE
MES	METAL END SECTION
PWW	PAVED WATER WAY
PVC	POLYVINYLCHLORIDE PIPE
PW	POST INDICATOR VALVE
RCP	REINFORCED CONCRETE PIPE
RIM+	RIM ELEVATION
RIM	RIM ELEVATION
SMH	SEWER MANHOLE
TSV	TAPPING SLEEVE, VALVE AND BOX
UG	UNDERGROUND
UP	UTILITY POLE

Legend

Exist.	Prop.	
		PROPERTY LINE
		PROJECT LIMIT LINE
		RIGHT OF WAY/PROPERTY LINE
		EASEMENT
		BUILDING SETBACK
		BASELINE
		CONSTRUCTION LAYOUT
		ZONING LINE
		DOMAIN LINE
		LIMIT OF DISTURBANCE
		WETLAND LINE WITH FLAG
		FLOODPLAIN
		BORDERING LAND SUBJECT TO FLOODING
		WETLAND BUFFER ZONE
		RMA RESOURCE MANAGEMENT AREA
		RPA RESOURCE PROTECTION AREA
		GRAVEL ROAD
		EDGE OF PAVEMENT
		ASPHALT CONCRETE CURB AND MEDIAN
		STANDARD 6" CURB
		STANDARD 8" CURB
		COMBINATION 6" CURB & GUTTER
		COMBINATION 8" CURB & GUTTER
		REVERSE CURB & GUTTER
		FIRE LANE STRIPING
		LIMIT OF CURB TYPE
		SAWCUT
		BUILDING
		BUILDING ENTRANCE
		LOADING DOCK
		BILLBOARD
		DUMPSTER PAD
		SIGN
		DOUBLE SIGN
		STEEL GUARDRAIL
		WOOD GUARDRAIL
		PATH
		TREE LINE
		WIRE FENCE
		FENCE
		STOCKADE FENCE
		CHAIN LINK FENCE
		SILVA WALL
		RETAINING WALL
		STREAM / POND / WATER COURSE
		DETENTION BASIN
		HAY BALES
		SILT FENCE
		MINOR CONTOUR
		MAJOR CONTOUR
		PARKING COUNT
		COMPACT PARKING STALLS
		DOUBLE YELLOW LINE
		STOP LINE
		CROSSWALK
		ACCESSIBLE CURB RAMP
		HANDICAP PARKING
		VAN ACCESSIBLE HANDICAP PARKING

Exist.	Prop.	
		CONCRETE
		HEAVY DUTY PAVEMENT
		BUILDINGS
		RIPRAP
		CONSTRUCTION ENTRANCE
		TOP OF CURB ELEVATION
		BOTTOM OF CURB ELEVATION
		FLOW LINE ELEVATION
		EDGE OF PAVEMENT ELEVATION
		SPOT ELEVATION
		TOP & BOTTOM OF WALL ELEVATION
		BORING LOCATION
		TEST PIT LOCATION
		MONITORING WELL
		UNDERDRAIN
		DRAINAGE LINE
		BLIND DRAIN
		SEWER LINE
		OVERHEAD WIRE
		WATER LINE
		FIRE PROTECTION LINE
		DOMESTIC WATER LINE
		GAS LINE
		UNDERGROUND ELECTRIC
		TELEPHONE LINE
		FIRE ALARM
		CABLE TV
		DRAIN INLET (MODIFIED CB)
		DRAIN INLET (MOD DI-3B)
		DRAIN INLET (MOD DI-3C)
		DRAIN MANHOLE CONCENTRIC
		DRAIN MANHOLE ECCENTRIC
		FRENCH DRAIN
		PLUG OR STUB
		FLARED END SECTION
		HEADWALL
		SEWER MANHOLE CONCENTRIC
		SEWER MANHOLE ECCENTRIC
		SEWER CLEANOUT
		CURB STOP & BOX
		WATER VALVE & BOX
		TAPPING SLEEVE, VALVE & BOX
		SIAMESE CONNECTION
		FIRE HYDRANT
		WATER METER
		POST INDICATOR VALVE
		WATER WELL
		GAS GATE
		GAS METER
		ELECTRIC MANHOLE
		ELECTRIC METER
		LIGHT POLE
		TELEPHONE MANHOLE
		TRANSFORMER PAD
		UTILITY POLE
		GUY POLE
		GUY WIRE & ANCHOR
		HAND HOLE
		PULL BOX
		MATCHLINE

Notes

General

1. THE VIRGINIA UTILITY LAW REQUIRES THAT THE CONTRACTOR MUST NOTIFY UTILITY COMPANIES TWO WORKING DAYS IN ADVANCE OF THE PLANNED WORK TO ALLOW TIME FOR MARKING THE LOCATIONS OF UNDERGROUND UTILITIES AND RESPECTED AND THAT EXCAVATION BE COMPLETED CAREFULLY.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR SITE SECURITY AND PROTECTION OF ALL MATERIALS, EQUIPMENT AND VEHICLES. ALL WORK SHALL BE IN ACCORDANCE WITH LOCAL STANDARDS AND LOCAL REQUIREMENTS.
3. ACCESSIBLE ROUTES, PARKING SPACES, RAMPS, SIDEWALKS AND WALKWAYS SHALL BE CONSTRUCTED IN CONFORMANCE WITH THE FEDERAL AMERICANS WITH DISABILITIES ACT AND WITH STATE AND LOCAL LAWS AND REGULATIONS (WHICHEVER ARE MORE STRINGENT).
4. UPON AWARD OF CONTRACT CONTRACTOR SHALL MAKE NECESSARY CONTACTS TO OBTAIN ALL PERMITS AND APPLY FOR AND OBTAIN NECESSARY PERMITS, FEES, AND POST BONDS IN ACCORDANCE WITH THE WORK INDICATED ON THE DRAWINGS, IN THE SPECIFICATIONS, AND IN THE CONTRACT DOCUMENTS, INCLUDING BUT NOT LIMITED TO DISTRICT HIGHWAYS, SEWERAGE, AND FIRE HYDRANTS, WITHOUT APPROPRIATE PERMITS.
5. TRAFFIC MARKING AND PAVEMENT MARKING SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
6. AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.
7. IN THE EVENT THAT SUSPECTED CONTAMINATED SOIL, GROUNDWATER AND/OR BURIED WASTE ARE FOUND DURING EXCAVATION AND CONSTRUCTION ACTIVITIES BASED ON VISUAL, OLFACTORY OR OTHER EVIDENCE, THE CONTRACTOR SHALL STOP WORK IN THE VICINITY OF THE SUSPECT MATERIAL TO AVOID FURTHER SPREADING OF THE MATERIAL AND SHALL NOTIFY THE OWNER IMMEDIATELY SO THAT THE APPROPRIATE TESTING AND MITIGATION ACTION CAN BE TAKEN.
8. CONTRACTOR SHALL PREVENT DUST, SEDIMENT AND DEBRIS FROM LEAVING THE SITE AND SHALL BE RESPONSIBLE FOR CLEANUP, REPAIRS AND CORRECTIVE ACTION IF SUCH OCCURS.
9. DAMAGE RESULTING FROM CONSTRUCTION EFFORTS SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST TO OWNER.
10. CONTRACTOR SHALL CONTROL STORMWATER RUNOFF DURING CONSTRUCTION TO DO NOT PREVENT ADVERSE IMPACTS TO OFF SITE AREAS, AND SHALL BE RESPONSIBLE TO REPAIR OR REPLACE DAMAGE IF ANY ARE CAUSED BY STORMWATER.
11. FOR PROJECTS DISTURBING LESS THAN 2,500 SQUARE FEET AND THE [illegible] PERMIT.

Utilities

1. THE LOCATION, SIZES AND TYPES OF EXISTING UTILITIES ARE SHOWN AS AN APPROXIMATE REPRESENTATION ONLY. THE OWNER OR ITS REPRESENTATIVES HAVE NOT INDEPENDENTLY VERIFIED THEIR LOCATION AS SHOWN ON THE PLANS. THE UTILITY INFORMATION SHOWN ON THE PLANS IS GUARANTEED NEITHER AS TO ITS EXISTENCE, SERVICEABILITY OR OTHER DATA CONCERNING THE UTILITIES. NO OWNER GUARANTEES AGAINST THE POSSIBILITY THAT ADDITIONAL UTILITIES MAY BE PRESENT THAT ARE NOT SHOWN ON THE PLANS. PRIOR TO ENGINEERING MATERIALS AND BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY AND DETERMINE THE EXACT LOCATION, SIZES, AND ELEVATIONS OF THE POINTS OF CONNECTION, CROSSING/CONFLICT AND SHALL CONFIRM THAT THERE ARE NO INTERFERENCES WITH EXISTING UTILITIES AND THE PROPOSED UTILITY ROUTES, INCLUDING BURIES WITHIN THE PUBLIC RIGHTS OF WAY.
2. WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE CONTRACTOR'S UNDERTAKING SHALL BE FREE FROM THOSE SHOWN SUCH THAT THE WORK CANNOT BE COMPLETED AS INTENDED, THE LOCATION, ELEVATION AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHIN ONE DAY OF THE CONTRACTOR AND THE INFORMATION PROVIDED IN WRITING TO THE OWNER'S REPRESENTATIVE FOR THE REVOLUTION OF THE CONFLICT AND CONTRACTOR'S FAILURE TO NOTIFY PRIOR TO PERFORMING ACTIVITIES MAY NOT RELIEVE OWNER FROM OBLIGATIONS FOR ADDITIONAL PAYMENTS WHICH OTHERWISE MAY BE WARRANTED TO RESOLVE THE CONFLICT.
3. SET CLEAN OUT, CATCH BASIN RIMS, AND INVERTS OF SEWERS, DRAINS AND DITCHES IN ACCORDANCE WITH ELEVATIONS ON THE SITE PLANS.
4. RIM ELEVATIONS FOR DRAIN AND SEWER MANHOLES, WATER VALVE BOXES, CATCH BASINS, TELEPHONE AND ELECTRIC PULL BOXES AND MANHOLES, AND OTHER SUCH ITEMS ARE APPROXIMATE AND SHALL BE ADJUSTED AS FOLLOWS:
   A. PAVEMENTS AND CONCRETE SURFACES: FLUSH
   B. ALL SURFACES ALONG ACCESSIBLE ROUTES: FLUSH
   C. LANDSCAPE, LOAM AND SEED AND OTHER EARTH SURFACE AREAS: [illegible] WITHIN MOWING AREA AND TAPER EARTH TO THE RIM ELEVATION
5. THE LOCATION, SIZE, DEPTH AND SPECIFICATIONS FOR CONSTRUCTION OF PROPOSED PRIVATE UTILITY SERVICES SHALL BE INSTALLED ACCORDING TO THE REQUIREMENTS PROVIDED BY AND APPROVED BY THE RESPECTIVE UTILITY COMPANY (GAS, TELEPHONE, ELECTRIC, FIRE ALARM, ETC.) PRIOR TO ORDERING OR INSTALLATIONS TO BE COORDINATED WITH OWNER AND ARCHITECT.
6. CONTRACTOR SHALL MAKE ARRANGEMENTS FOR AND SHALL BE RESPONSIBLE FOR PAYMENT FOR ALL UTILITY RELOCATION AND/OR THE ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE, FIRE ALARM AND ANY OTHER PRIVATE UTILITIES, WHETHER WORK IS PERFORMED BY THE UTILITY COMPANY OR BY THE UTILITIES COMPANY.
7. UTILITY PIPE MATERIALS SHALL BE AS INDICATED ON THE PLANS.
8. CONTRACTOR SHALL COORDINATE WITH ELECTRICAL CONTRACTOR IN ADVANCE SUBMITTAL AND IN INSTALLATION AND BACKFILL OF ELECTRICAL FURNISHED WITH ELECTRICAL SERVICE PULL BOXES, CONDUITS, DUCT BANKS, LIGHT POLE BASES, AND CONCRETE PADS. CONTRACTOR SHALL FURNISH CONCRETE ENCASEMENT OF DUCT BANKS IF REQUIRED BY THE UTILITY COMPANY AND AS INDICATED ON THE DRAWINGS.
9. LOCATION OF FITTINGS SHOWN HEREON ARE APPROXIMATE ONLY. CONTRACTOR SHALL DETERMINE ALL FITTING REQUIREMENTS AND LOCATIONS FROM FIELD CONDITIONS.
10. PIPE LENGTHS SHOWN HEREON ARE FROM CENTERLINE TO CENTERLINE OF VALVE BOX AND ARE APPROXIMATE. CONTRACTOR SHALL DETERMINE ACTUAL PIPE LENGTHS FROM FIELD CONDITIONS.
11. INVERTS CONTROL ELEVATIONS AT ALL STRUCTURES, SLEEVES AND FITTINGS APPROXIMATE ONLY.
12. RIM ELEVATIONS SHOWN HEREON ARE APPROXIMATE ONLY. CONTRACTOR SHALL SET ALL STRUCTURES TO FINISH WITH FINAL GRADE.
13. ALL STORM SEWERS ARE PRIVATELY MAINTAINED.
14. WHERE STORM PIPES RUN UNDER RETAINING WALLS FOR FIRE ACCESS, PIPES SHALL BE INSTALLED WITH 6" CAST IRON SLEEVES.
15. NO SAND BEDDING OF UTILITY TRENCH SHALL BE EXPOSED AT THE TOP.
16. RETAINING WALL UNDERDRAINS SHALL BE TIED TO THE NEAREST STORM DRAIN. THE UNDERDRAINS SHALL NOT BE DAYLIGHTED AT GRADE.
17. WATER AND SANITARY SEWER SERVICE PROVIDED BY THE CITY OF WILLIAMSBURG.
18. NO PUBLIC UTILITIES ARE IMPACTED BY THE PROPOSED CONSTRUCTION.

Layout and Materials

1. DIMENSIONS ARE FROM THE FACE OF CURB, FACE OF BUILDING, FACE OF WALL AND/OR EDGE OF PAVEMENT MARKINGS UNLESS OTHERWISE NOTED.
2. PROPOSED BUILDINGS AND ANY EXISTING PROPERTY LINE WITHIN [illegible] FEET OF CONSTRUCTION SHALL BE SET OUT BY A PROFESSIONAL LICENSED SURVEYOR.
3. PRIOR TO START OF CONSTRUCTION, CONTRACTOR SHALL VERIFY EXISTING PAVEMENT ELEVATIONS AT INTERFACE WITH PROPOSED PAVEMENTS, AND EXISTING GROUND ELEVATIONS ADJACENT TO DRAINAGE UTILITIES TO ASSURE PROPER TRANSITIONS BETWEEN EXISTING AND PROPOSED FACILITIES.
4. SEE ARCHITECTURAL DRAWINGS FOR EXACT BUILDING DIMENSIONS AND ENTRANCE LOCATIONS ON THE BUILDING.
5. WHERE SITE AND ELEMENTS OF PROJECT FEATURES ARE GRAPHIC REPRESENTATIONS AND ARE NOT NECESSARILY SCALED TO THEIR ACTUAL DIMENSIONS OR LOCATIONS ON THE DRAWINGS, THE CONTRACTOR SHALL REFER TO THE DETAIL SHEET DIMENSIONS, MANUFACTURERS' LITERATURE AND/OR DRAWINGS AND FIELD MEASUREMENTS OF SUPPLIED PRODUCTS FOR LAYOUT OF THE PROJECT FEATURES.
6. CONTRACTOR SHALL NOT RELY SOLELY ON ELECTRONIC VERSIONS OF PLANS, SPECIFICATIONS AND DATA FILES THAT ARE OBTAINED FROM THE DESIGNERS, BUT SHALL VERIFY CLAIMS OF THE PROJECT FEATURES IN ACCORDANCE WITH THE PAPER COPIES OF THE PLANS AND SPECIFICATIONS THAT ARE SUPPLIED AS PART OF THE CONTRACT DOCUMENTS.

Demolition

1. CONTRACTOR SHALL REMOVE AND DISPOSE OF EXISTING PAVEMENT, SURFACE FEATURES WITHIN THE LIMIT OF WORK INCLUDING STRUCTURES, PAVEMENT, SIGNS, CURBING, FENCES, UTILITY POLES, MOWS, ETC. UNLESS NOTED OTHERWISE ON THE DRAWINGS. REMOVE AND DISPOSE OF EXISTING UTILITIES, FOUNDATIONS AND UNSUITABLE MATERIAL BENEATH AND WITHIN A DISTANCE OF 10 FEET BEYOND THE PROPOSED IMPROVEMENTS.
2. EXISTING UTILITIES SHALL BE TERMINATED UNLESS OTHERWISE NOTED OR CONFORMANCE WITH LOCAL STATE AND INTERNATIONAL UTILITY COMPANY STANDARDS SPECIFICATIONS AND DETAILS. THE CONTRACTOR SHALL COORDINATE UTILITY SERVICE DISCONNECTS WITH THE UTILITY REPRESENTATIVES.
3. CONTRACTOR SHALL PROVIDE DEBRIS DISPOSAL IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, ORDINANCES AND STATUTES.
4. ALL TEMPORARY [illegible] AFFECTING FIRE SUPPRESSION ACTIVITIES SHALL REQUIRE FIRE DEPARTMENT APPROVAL.
5. THE DEMOLITION REQUIREMENTS SHOWN ON THE PLANS IN INTENDED TO AID THE CONTRACTOR DURING THE PRE CONSTRUCTION AND CONTINUE TO IN PROGRESS AND IS NOT INTENDED TO DEPICT EACH AND EVERY ELEMENT OF DEMOLITION. THE CONTRACTOR IS ENTIRELY RESPONSIBLE FOR IDENTIFYING THE DETAILED SCOPE OF DEMOLITION BEFORE SUBMITTING ITS PROPOSAL TO PERFORM THE WORK AND SHALL MAKE NO CLAIMS AND SEEK NO ADDITIONAL COMPENSATION DUE TO CHANGED CONDITIONS OR UNFORESEEN OR CURRENT SITE CONDITIONS RELATED TO ANY ITEMS NOT INCLUDED DURING DEMOLITION OF THE WORK.
6. UNLESS OTHERWISE SPECIFICALLY PROVIDED ON THE PLANS OR IN THE SPECIFICATIONS, THE ENGINEER HAS NOT PREPARED DESIGNS OR ASSUMED RESPONSIBILITY FOR THE PRESENCE, DISCOVERY, REMOVAL, ABATEMENT OF OWNER OR HAZARDOUS MATERIALS. TOXIC WASTES OR POLLUTANTS AT THE PROJECT SITE. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR ANY CLAIMS OR LOSS, DAMAGE, EXPENSE, DELAY, INJURY OR DEATH ARISING FROM THE PRESENCE OF HAZARDOUS MATERIAL AND CONTRACTOR SHALL INDEMNIFY AND HOLD HARMLESS THE ENGINEER FROM ANY CLAIMS MADE BY CONTRACTOR. MOREOVER, THE ENGINEER SHALL NOT BE ADMINISTRATIVELY OBLIGATED TO ANY PAYMENT WITH REGARD TO ANY CONTRACTOR AMENDMENT DUE TO THE PRESENCE OF PRESENT DISCOVERY, REMOVAL, ABATEMENT OR DISPOSAL OF ASBESTOS OR OTHER HAZARDOUS MATERIALS.

Erosion Control

1. PRIOR TO ESTABLISHING ANY LAND DISTURBANCE ON THE SITE, THE CONTRACTOR SHALL INSTALL APPROPRIATE ACCEPTABLE AND VISUAL INSTALL EROSION CONTROL MEASURES AS SHOWN ON THE PLANS AND AS IDENTIFIED ON FEDERAL, STATE AND LOCAL APPROVAL PERMITS PERTAINING TO THIS PROJECT.
2. CONTRACTOR SHALL BE FULLY RESPONSIBLE TO CONTROL SEDIMENTATION SUCH THAT SEDIMENTATION SHALL NOT AFFECT ADJACENT PROPERTIES OR ARE WHETHER SUCH SEDIMENTATION IS CAUSED BY WATER, WIND OR DIRECT PRESSURE.
3. CONTRACTOR SHALL PERFORM CONSTRUCTION SEQUENCING SUCH THAT EARTH MATERIALS ARE EXPOSED FOR A MINIMUM OF TIME BEFORE THEY ARE COVERED, SEEDED OR OTHERWISE STABILIZED TO PREVENT EROSION.
4. UPON COMPLETION OF CONSTRUCTION AND ESTABLISHMENT OF PERMANENT GROUND COVER, CONTRACTOR SHALL REMOVE ANY AND EVERYTHING THAT CONTRIBUTES TO EROSION OR SEDIMENT AND CLEAN SEDIMENT AND DEBRIS FROM DRAINAGE AND SEWER SYSTEMS.

Existing Conditions Information

1. BASE PLAN: THE BASE MAPPING AND PROPERTY FEATURES ARE BASED ON RECORD DRAWINGS DATED 9/25/1999 AND ARE SHOWN AS APPROXIMATE.
2. FIRM PROJECTED WITHIN ZONE "X" ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR THE CITY OF WILLIAMSBURG, VIRGINIA, MAP NUMBER 5109 PUBLISHED EFFECTIVE DATE 12/16/2015.
3. NOTE: REPORT WAS FURNISHED TO THE FIRM BY ALL CIRCUMSTANCES ON THE PROPERTY MAY NOT BE SHOWN.
4. UNDERGROUND UTILITIES WERE NOT APPROXIMATE AND BASED ON RECORD DRAWINGS.

Document Use

1. THE PLANS AND SPECIFICATIONS AND CONTENTS OF DOCUMENTS ARE INSTRUMENTS OF PROFESSIONAL SERVICE AND SHALL NOT BE USED IN WHOLE OR IN PART FOR ANY PURPOSE OTHER THAN FOR WHICH THEY WERE CREATED WITHOUT THE EXPRESSED WRITTEN CONSENT OF VHB. ANY UNAUTHORIZED USE, REUSE, MODIFICATION OR ALTERATION OF THE DOCUMENTS WITHOUT WRITTEN CONSENT OF VHB IS AT THE USER'S SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO VHB.

Supplementary Notes

1. THE CONTRACTOR SHALL PROVIDE ADEQUATE SHORING AND PROTECTION OF ALL UTILITIES WHETHER OR NOT SHOWN. UTILITIES ARE SHOWN ON THE PLANS AND WHERE REPAIR AT THE CONTRACTOR'S OWN EXPENSE ALL UTILITIES DAMAGED BY CONTRACTOR.
2. THE CONTRACTOR SHALL MAINTAIN ADEQUATE DRAINAGE AT ALL SITE CONDITIONS PRIOR TO BIDDING.
3. ANY DEPRESSION OR DEVIATION WITHIN THE AREA OF EXISTING FIELD CONDITIONS SHALL BE REPORTED TO THE ENGINEER BEFORE PROCEEDING WITH THE WORK.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF INFRASTRUCTURE EFFORTS WITH ALL UTILITY OWNERS PRIMARILY INCLUDING THE CITY OF WILLIAMSBURG, WEST VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) AND OTHERS, AS MAY BE REQUIRED.
5. THE CONTRACTOR SHALL COMPLY WITH ALL PROVISIONS OF THE VIRGINIA UNDERGROUND UTILITY DAMAGE PREVENTION ACT (SECTION 56.265.31 ET SEQ. CODE OF VIRGINIA, 1950 AS AMENDED) AND HEREBY AGREES TO HOLD THE DEVELOPER AND THE ENGINEER HARMLESS AGAINST ANY LOSS, DAMAGE OR CLAIMS OF ANY NATURE WHATSOEVER ARISING OUT OF THE CONTRACTOR'S FAILURE TO COMPLY WITH THE REQUIREMENTS OF SAID ACT.
6. THE CONTRACTOR IS REQUIRED TO COMPLY WITH THE VIRGINIA OVERHEAD HIGH VOLTAGE LINE SAFETY ACT (SECTION 59.1-406 THROUGH 59.1-414, CODE OF VIRGINIA, 1950 AS AMENDED). THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE UTILITY OWNER FOR THE PURPOSE OF ANY OVERHEAD CABLES PRIOR TO SUBMITTING THEIR PROPOSAL.
7. THE CONTRACTOR SHALL RESTORE ANY PROPERTY PINS, MONUMENTS, WATER METERS, DRAINAGE CULVERTS, FENCES, UTILITY POLES, DRIVEWAYS, CURBS, GUTTERS, ETC. DISTURBED DURING CONSTRUCTION AT NO ADDITIONAL COST TO THE CITY OF WILLIAMSBURG.
8. ALL DISTURBED AREAS INCLUDING BUT NOT LIMITED TO PAVEMENT, SIDEWALKS, DITCHES, CULVERT PIPES, CURB AND GUTTER, UTILITIES, DRIVEWAYS, SIGNS, MAILBOXES, ETC. SHALL BE REPAIRED TO CONDITION EQUAL TO OR BETTER THAN THE EXISTING PRIOR TO CONSTRUCTION OR AS SHOWN ON THE DRAWINGS. SIGNS, MAILBOXES AND GUARDRAIL THAT ARE DISTURBED SHALL BE RETURNED TO THEIR ORIGINAL LOCATIONS DAILY AND MAINTAINED IN GOOD REPAIR THE PROJECT.
9. THE CONTRACTOR SHALL USE NEW MATERIALS, PARTS AND PRODUCTS ON THE PROJECT UNLESS OTHERWISE NOTED AS MAINTAINED SHALL BE NEW AND SHALL BE PRESERVED IN THEIR QUALITY AND FITNESS FOR THE WORK.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING AND MAINTAINING ALL EROSION AND SEDIMENT CONTROL MEASURES AS SHOWN ON THE DRAWINGS, EROSION AND SEDIMENT CONTROL MEASURES SHALL MEET OR EXCEED THE MINIMUM STANDARDS OF THE "VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK" REGULATIONS AND THE REQUIREMENTS OF THE LOCAL GOVERNING AUTHORITY.
11. ANY SUBSEQUENT REVISIONS, ADDITIONS AND DELETIONS SHALL REQUIRE SPECIFIC WRITTEN APPROVAL BY THE OWNER.
12. THE ABOVE NOTES ARE INTENDED AS THE MINIMUM DESIGN, NOR IN ANY WAY RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY FOR REQUIRED WORK IN ACCORDANCE WITH THE DRAWINGS, CONTRACT DOCUMENTS, ADDENDA, AND WRITTEN AUTHORIZED PLAN REVISIONS.
13. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, RULES, REGULATIONS AND ORDERS OF ANY PUBLIC AUTHORITY BEARING ON THE CONTRACTOR'S WORK. DIRECT AND MAINTAIN AS REQUIRED BY THE CONTRACT DOCUMENTS AND THE REGULATIONS OF THE WORK, ALL NECESSARY SAFEGUARDS FOR SAFETY AND PROTECTION.
14. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING AND MAINTAINING ALL LINES AND GRADES REQUIRED.
15. THE CONTRACTOR SHALL BE FOR ALL EXCESS MATERIALS DURING CONSTRUCTION THE SITE.

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Matthew Whaley Elementary School Classroom Trailer

301 Scotland St.
Williamsburg, Virginia

Revision	Date

Nov. 26, 2018

Not Approved for Construction

Legend & General Notes

COMMONWEALTH OF VIRGINIA
Lic. No. 044606
11 26 2018
PROFESSIONAL ENGINEER

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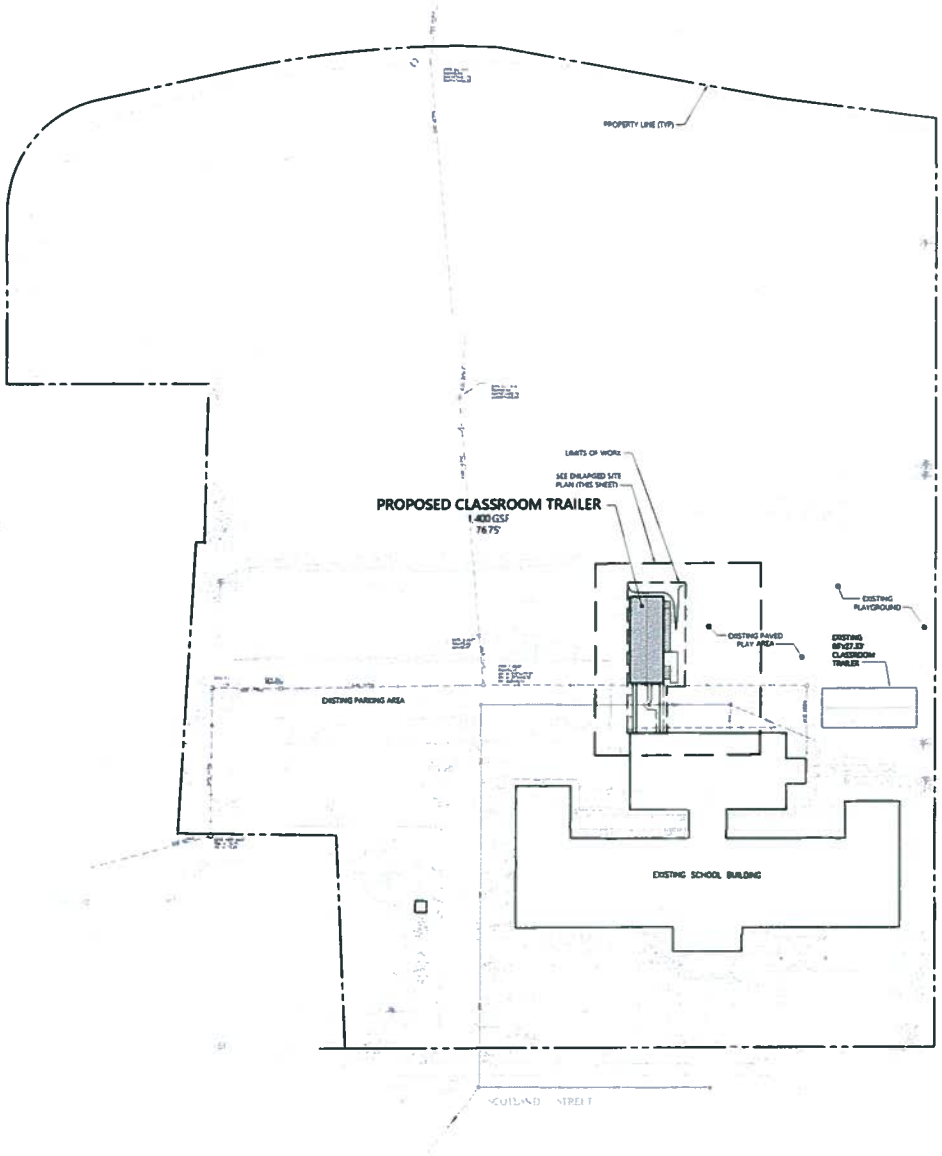
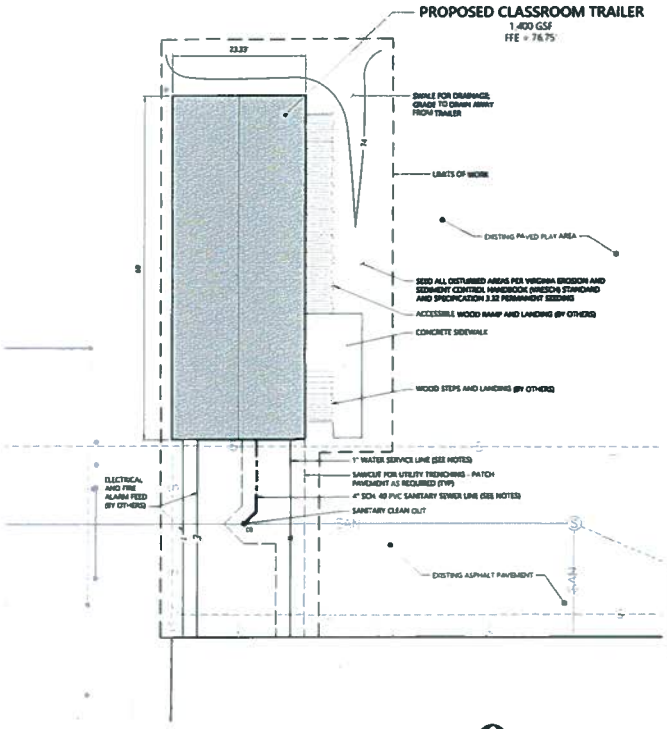


1 **Overall Site Plan**
Scale: 1" = 40'
Source: VHB

0 20 40 80 Feet

SITE PLAN NOTES:

1. BASE MAP INFORMATION IS BASED ON RECORD DRAWINGS DATED 9-28-1999 AND INFORMATION PROVIDED BY THE OWNER.
2. THE SITE IS SERVED BY CITY OF WILLIAMSBURG WATER AND SEWER.
3. ALL ELECTRICAL, FIRE ALARM AND COMMUNICATIONS UTILITIES ARE BY OTHERS.
4. WATER SERVICE IS PROVIDED FROM AN EXISTING WATER SOURCE INSIDE THE BUILDING. WATER PIPING SHALL BE SCH 40 PVC INSTALLED MIN. 18" BELOW FINISHED GRADE.
5. SANITARY SEWER PIPING SHALL BE 4" SDR 35.
6. ALL NEW UTILITIES SHALL BE PLACED UNDERGROUND
7. TRAILER CLASSROOM SHALL CONFORM TO THE LATEST EDITION OF THE IBC AND VIRGINIA UNIFORM STATEWIDE BUILDING CODE.
8. SEE COVER SHEET LEGEND AND GENERAL NOTES SHEET FOR MORE INFORMATION



2 **Enlarged Site Plan**
Scale: 1" = 10'
Source: VHB

0 5 10 20 Feet

Matthew Whaley Elementary School Classroom Trailer
301 Scotland St.
Williamsburg, Virginia

Designed by	Drawn by
SMT	PS

Nov. 26, 2018

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Overall Site Plan & Enlarged Site Plan

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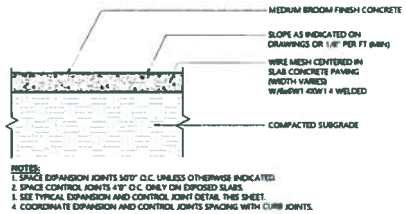
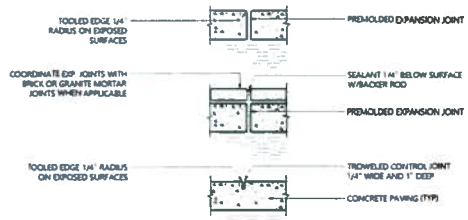


NOTES:
1. SPACE EXPANSION JOINTS 50'0" O.C. UNLESS OTHERWISE INDICATED.
2. SPACE CONTROL JOINTS 4'9" O.C. ONLY ON EXPOSED SLABS.
3. SEE TYPICAL EXPANSION AND CONTROL JOINT DETAIL THIS SHEET.
4. COORDINATE EXPANSION AND CONTROL JOINTS SPACING WITH CURB JOINTS.

(A) 4" CONCRETE PAVING

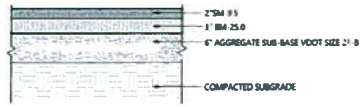
Scale: 1" = 1'-0" **Source: VHB**



NOTES:
PROVIDE EXPANSION JOINTS WHENEVER CONCRETE SLABS MEET OR ARE ADJACENT TO WALLS OR FIXED STRUCTURES. (TYP)
EDGING TOOL SHALL BE SUBMITTED AND APPROVED BY ARCHITECT.

(B) CONCRETE JOINT DETAILS

Scale: 1" = 1'-0" **Source: VHB**



(C) ASPHALT PARKING LOT PAVING

Scale: 1" = 1'-0" **Source: VHB**

NOTES
1. COMPACTED SUBGRADE MAY CONSIST OF IN-PLACE MATERIAL WHERE SUITABLE MATERIAL OCCURS. WHERE UNSUITABLE MATERIALS (DUE TO "PUMPING" BEHAVIOR UNDER TEST LOADS) ARE ENCOUNTERED, THE UNSUITABLE MATERIAL SHALL BE REMOVED AND REPLACED WITH SUITABLE MATERIALS FOR APPROVAL BY CITY REPRESENTATIVE.
2. AGGREGATE SHALL BE PLACED IN LIFTS NOT TO EXCEED 8" COMPACTED TO 95% OF MAXIMUM THEORETICAL DENSITY DETERMINED IN ACCORDANCE WITH VTM-1 METHOD.

(D) ASPHALT PAVEMENT REPLACEMENT SECTIONS/MILLING

Scale: 1" = 1'-0" **Source: VHB**

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No.	Revision	Date	Author

SMT | PS

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Site Details

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