

Amended Facilities and Service Guidelines

The Facilities and Service Guidelines for the Public Facilities Section of the Comprehensive Plan were amended as shown below, based on input received at the February 9th and February 17th 2009 Steering Committee Meetings.

Education: Public Schools

- For all measures of performance, the effective capacity rather than the designed capacity of each specific school should be used.
- *For new suburban* school sites that include space allowances for recreation (school and community) considerations (including sports fields), and other community activities:*
 - Elementary: At least 27 developable acres** for a school with a 500-700 student design capacity
~~Must be~~ *Optimally located* within a two-mile radius of least 80 percent of the students
 - Middle School: At least 38 developable acres** for a school with a 700-900 student design capacity
~~Must be~~ *Optimally located* within an eight-mile radius of at least 80 percent of the students
 - High School: At least 52 developable acres** for a school with a 1,200-1,400 student design capacity
~~Must be~~ *Optimally located* within a ten-mile radius of at least 80 percent of the students

~~*Site sizes may be increased to accommodate community and recreational needs.~~

**Urban (or neighborhood) school sites will typically be located on much smaller parcels, usually in more densely developed areas inside the Primary Service Area. The size and composition of these sites will necessarily be determined by the specific needs to be accommodated and the space available.*

**When designing new educational facilities, the square feet per student standard for elementary, middle, and high schools will be considered to insure efficient and appropriate use and size of design space during planning.

Education: Adult and Career and Technical Education:

Adult Education:

- For each 20 basic and technical skills courses, 4 to 6 medium size (less than 50 students per course) classrooms and 1 computer lab for each computer course.
- Two meeting/conference rooms for each joint and large size (50 or more student) course offered.

Career and Technical Education:

- ~~Plan~~ Space for ~~approximately~~ ~~minimum~~ of 10% of ~~the current~~ ~~middle and~~ high school ~~students.~~ ~~enrollment of the Williamsburg-James City County School District to participate in off-campus programs.~~
- Before the construction of new facilities or the redesign of existing facilities, ~~explore the feasibility~~ ~~evaluate the effectiveness~~ of the ~~current offerings~~ of ~~County~~ ~~providing a professional technical workforce center that incorporates the current~~ Williamsburg-James City County Schools' career and technical training facilities, ~~future~~ ~~current and planned~~ Thomas Nelson Community College technical training facilities, and current and ~~projected expansion of~~ ~~planned~~ New Horizon's Woodside Lane facilities, as well as private sector participatory training opportunities.

Education: Library Services

- No more than 15 minutes drive time to a library location.
- 5 books per capita.
- 1.0 square feet per capita in library space.

Public Safety: Fire Protection and Emergency Medical Services

- Provide response times of six minutes or less within service areas that generate 365 or more emergency incidents per year.
- Provide a fire station for areas that generate 365 or more emergency incidents per year in order to provide a six minute or less response time in areas not currently meeting the response time standard.
- Provide an additional response unit for any unit that is not available for more than five hours per day (on an annual average).

Public Safety: Law Enforcement

- Provide a Police Field Office in all future fire stations. Field offices should be at least 250 square feet.

- Construct any new police stations on a minimum of two acres in order to provide the necessary minimum station square footage for civilian personnel, sworn officers, equipment, and department and visitor vehicles.
- Maintain an average response time for high priority calls to within eight minutes.
- Any new police stations should be located in areas that allow police to meet community service needs with good access to all parts of the service area, and provide adequate parking for police, employees, and visitors.

Public Safety: Corrections

- Juvenile Detention Facilities - 20 bed spaces per 50,000 population; 20,000 sq. Ft. per 50,000 population

Public Health: Refuse Collection and Disposal

- Maintain sufficient waste disposal facilities to accommodate an average disposal rate of 7.5 pounds of waste per person per day.
- All County facilities shall be equipped with appropriate recycling receptacles and mechanisms to reduce the solid waste stream produced in day-to-day operations.

General County Government

- 90 percent of residents within 10 miles of a County office for paying taxes, tags, licenses, etc.

Public Utilities: Water and Sewer

- *The provision of all water and sewer system facilities will be consistent with the James City Service Authority's Regulations Governing Utility Service, Design and Acceptance Criteria for Water and Sanitary Sewer Systems, Standards and Specifications for Pump Stations and Hampton Roads Regional Technical Standards.*
- ~~The provision of all water and sewer system facilities will be consistent with the James City County Master Water and Sewer Plan.~~

County-Wide and Regional Facilities

- Many services have been and will continue to be provided cooperatively on a regional basis. Where appropriate, James City County will make arrangements to expand such services. It is not the intent of these guidelines to duplicate regional public facilities or private facilities (e.g., golf courses) where such facilities are deemed to be meeting the needs of James City County residents.

Amended Goals, Strategies, and Actions

The Goals, Strategies, and Actions for the Public Facilities Section of the Comprehensive Plan were amended as shown below, based on input received at the February 9th and February 17th 2009 Steering Committee Meetings.

Goal:

1. Commit to and provide a high level and quality of public facilities and services.

Strategies and Actions:

- 1.1. Design, locate, and utilize public facilities and services more efficiently.
 - 1.1.1. Encourage full utilization of all public facilities including joint use by different County agencies, to support local community objectives and activities.
 - 1.1.2. Acquire land for, efficiently design, and construct new public facilities in a manner that *facilitates future expansion and* promotes the maximum utility of resources to meet future capacity needs.
 - 1.1.3. Design facilities and services for efficient and cost-effective operations over the expected life of the facilities or programs.
 - 1.1.4. Develop public facilities as components of regional programs where feasible.
 - 1.1.5. Construct new facilities consistent with anticipated needs and County fiscal constraints by continuing to:
 - 1.1.5.1. *Utilize tools such as life-cycle costing and value engineering (as applicable) to develop the most cost effective facilities. Accept higher construction costs only if the projected operating costs make the facility more cost effective over time.*
 - 1.1.5.2. Develop a long-term maintenance program to ensure adequate maintenance of existing and proposed facilities;
 - 1.1.5.3. ~~Encourage full utilization including joint use by different County and other public agencies; and~~ *Locate new facilities in such a way as to provide convenient service to the greatest number of County residents or service consumers;*

- 1.1.5.4. Obtain control of public facility sites that will be required by future growth and development;
- 1.1.5.5. Implement detailed Service Plans, (which may be prepared as components of a Public Facilities Master Plan (PFMP)), for all County public facility departments, divisions and agencies. Service Plans should include commentary, analysis, and policy recommendations for linking the location and design of their respective public facilities to the County's Comprehensive Plan land use and urban design policies. *Further, the Service Plan should include evaluations of performance with respect to the service and facilities guidelines for each public facility.*
- 1.1.6. Consider accomplishing Actions 1.1.1 through 1.1.5 *for public facilities* by designing and implementing a Public Facilities Master Plan (PFMP), as determined by the Board of Supervisors.
- ~~1.1.7. Design facilities to accommodate future expansion.~~
- ~~1.1.8. Design facilities to allow for maximum site utilization while providing optimum service to, and compatibility with, the surrounding community.~~
- 1.1.9. Apply ~~acceptable~~ *appropriate* zoning, land use and other adopted County criteria when evaluating public facility sites and uses.
- 1.1.10. *Assist with the public education and promotion of existing public services, including career and technical education opportunities.*
- 1.1.11. Explore ways to integrate the various data resources, programs, and systems of the County such that data may be more readily shared and accessed between departments and divisions. Develop minimum standards for data storage that ensure that data is produced and safely stored in compatible formats.
- 1.1.12. *Encourage the provision and location of preschool programs and classrooms throughout the County utilizing government sponsored programs, public schools, private schools, private businesses, churches, and where appropriate, home-based preschools.*
- 1.2. ~~Ensure that~~ *Adequately fund or finance* public facilities ~~are adequately financed~~ and efficiently utilize available funding resources.
 - 1.2.1. Review annually the adequacy of existing public and private resources to finance needed *qualifying* public facilities through the County's Capital Improvement Program and annual budget process.

- 1.2.2. Identify specific public/private partnership opportunities to provide funding for new and existing public facilities.
 - 1.2.3. ~~Maintain a fair and adequate system of taxation and user charges. Implement fiscal policies to provide quality services and facilities to citizens.~~ *Evaluate current fiscal policies to determine if they optimize the County's ability to fund needed qualifying public facilities.*
 - 1.2.4. ~~Fund appropriate programs and facilities through the County's annual Capital Improvement Program.~~
 - 1.2.5. ~~Encourage the provision and location of preschool programs and classrooms throughout the County utilizing government sponsored programs, public schools, private schools, private businesses, churches, and where appropriate, home-based preschools.~~
- 1.3. ~~Consider additional Adequate Public Facilities Policies and/or Level of Service Standards to complement the Adequate Public Facilities Test policy for schools already in place.~~ *Balance growth and development with the provision of public facilities.*
 - 1.3.1. Ensure that development occurs concurrently with the adequacy and accessibility of existing facilities and is phased in accordance with the provision of new facilities and services.
 - 1.3.2. ~~Balance growth and development with the provision of public facilities.~~ *Consider additional Adequate Public Facilities Policies and/or Level of Service Standards to complement the Adequate Public Facilities Test policy for schools already in place.*
 - 1.3.3. ~~Locate new facilities to provide convenient service to the greatest number of County residents or service consumers.~~
 - 1.3.4. Where feasible, encourage development of public facilities and the provision of public services within the Primary Service Area (PSA) as defined on the Comprehensive Plan Land Use Map.
 - 1.3.5. Maintain and construct facilities in accordance with expected levels of service objectives and fiscal limitations.
 - 1.3.6. Apply public facility standards to identify facility requirements associated with level of need, appropriate quantity, size and relationship to population and growth areas.

- 1.4. Design, construct, and operate public facilities in a sustainable manner.
 - 1.4.1. ~~Utilize life cycle costing to develop the most cost effective facilities. Accept higher construction costs only if the projected operating costs make the facility more cost effective over time. Require value engineering for all projects where costs exceed one million dollars.~~
 - 1.4.2. Utilize energy efficient heating, cooling, ventilation, lighting, (and similar) systems and designs for newly constructed facilities, and where feasible, for renovations of existing County facilities. Innovation and technology (such as that found in geothermal heating and cooling systems, green roofs, and solar panels) should similarly be employed where feasible, and where appropriate levels of long-term sustainability, cost savings, efficiency, and durability can be clearly expected or demonstrated.
 - 1.4.3. Build all new County Buildings and facilities to meet or exceed Silver LEED (Leadership in Energy and Environmental Design) *(or industry similar or successor)* standard wherever applicable. The Silver LEED *(or industry similar or successor)* standard should also be sought for renovation projects whenever feasible. Adopt a specific County policy governing the application of sustainable building standards to County built and occupied facilities and buildings.
 - 1.4.4. Where practical, utilize Low-Impact Development (LID) designs for newly constructed facilities, and where feasible, for renovations of existing County facilities.
 - 1.4.5. Utilize energy efficient vehicles and equipment when they are available and when not otherwise limited by fiscal or functionality considerations.
 - 1.4.6. Evaluate all proposed public facilities for potential impacts, and provide buffering and mitigation equal to, or greater than *(when practical)*, that required under County ordinances.
 - 1.4.7. ~~Consider accomplishing Actions 1.4.1 through 1.4.6 by designing and implementing a Public Facilities Master Plan (PFMP), as determined by the Board of Supervisors.~~
- 1.5. Ensure the safety *and security* of public facilities and buildings.
 - 1.5.1. Evaluate the security of County facilities and buildings from internal and external threats to better ensure the safety of citizens, visitors, and County staff, and to better protect County assets, sensitive data *and data systems*, the public water supply, and property.

- 1.5.2. During renovation or new construction, structurally improve the ability of appropriate public facilities and buildings to better withstand physical perils (such as high wind, explosion, flooding, etc.) to enable them to serve as shelters or otherwise continue operating in times of crisis, emergency, or severe weather.
- 1.5.3. Locate and design new public facilities with consideration of CPTED (Crime Prevention Through Environmental Design) principles to protect both County facilities and the people utilizing them. Use CPTED principles when renovating facilities wherever applicable and practical.
- 1.5.4. *Prepare and maintain detailed emergency preparedness plans to protect the County's citizens, facilities, and infrastructure.*