

1. 4-25-16 Work Session Agenda

Documents: [4-25-16 WORK SESSION.PDF](#)

1.1. 4-25-16 Regular Session Agenda

Documents: [4-25-16 SUMMARY.PDF](#)

1.1.i. 4-11-16 Regular Meeting Minutes

Documents: [4-11-16 CC MINUTES.PDF](#)

1.1.i.1. Drummond CUP

Documents: [DRUMMOND CUP2.PDF](#)

1.1.i.1.1. FY 2016-2017 Annual Financial Plan

Documents: [FY 2017 BUDGET PUB HEARING.PDF](#)

1.1.i.1.2. VNG Easement

Documents: [VNG EASEMT.PDF](#)

1.1.i.2. PASAP Policy Board Appmt.

Documents: [PASACP APPMT.PDF](#)

**AGENDA
POQUOSON CITY COUNCIL
WORK SESSION
Monday, April 25, 2016
5:30 p.m.
COUNCIL CHAMBERS**

- 1. Mr. Ben Stagg, VMRC, re: Aquaculture/Recreational Uses**
- 2. School Board – Discussion of Proposed Budget**
- 3. Discussion of City Proposed Budget**

**POQUOSON CITY COUNCIL
MEETING OF
MONDAY, APRIL 25, 2016
7:00 P.M.
REGULAR SESSION**

5:30 WORK SESSION

A. MEETING CALLED TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATION – Mayor – Certificate of Achievement for Excellence in Financial Reporting and Letter From Senator Warner

D. AUDIENCE FOR VISITORS

E. APPROVAL OF THE MINUTES

1. Regular Meeting – April 11, 2016

F. PUBLIC HEARINGS

1. Conditional Use Permit for an Escape Room/Family Entertainment Use at 475 Wythe Creek Road

- (a) Public Hearings
- (b) Consideration by Council

2. Proposed FY 2016-2017 Annual Financial Plan, Tax Levies and Fees (1st Reading)

- (a) Public Hearing
- (b) NO ACTION REQUIRED

G. NEW BUSINESS

1. Request of Virginia Natural Gas for an Underground Utility Easement on City Owned Property
2. Resolution Making An Appointment to the Peninsula Alcohol Safety Action Program Policy Board

H. COMMENTS OF THE CITY MANAGER

I. COUNCIL DIRECTIVES

J. ADJOURNMENT

**MINUTES OF THE CITY COUNCIL MEETING
APRIL 11, 2016, 7:00 P.M.
REGULAR SESSION**

PRESENT: The Honorable Carey L. Freeman, Vice Mayor
The Honorable Traci-Dale Crawford
The Honorable Charles M. Southall III
The Honorable Herbert R. Green, Jr.
The Honorable Raymond D. Vernall
The Honorable Henry W. Ayer III

J. Randall Wheeler, City Manager
Judy F. Wiggins, Assistant City Manager/City Clerk
D. Wayne Moore, City Attorney

ABSENT: The Honorable W. Eugene Hunt, Jr., Mayor

MEETING CALLED TO ORDER:

Vice Mayor Freeman called the meeting to order at approximately 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Councilman Green rendered the invocation and led the audience in the Pledge of Allegiance.

SPECIAL PRESENTATIONS:

Library Week Proclamation

Vice Mayor Freeman read aloud and presented to Interim City Librarian, Amy Blow, a proclamation declaring April 10 through April 16, 2016 as National Library Week.

Davenport & Company, LLC

Mr. Kyle A. Laux of Davenport & Company, LLC, the City's financial advisor, stated that at the March 28th City Council meeting, a Plan of Finance which would take advantage of the current favorable interest rate environment was presented for Council's consideration. Following the presentation, City Council by unanimous vote requested that Davenport & Company proceed with their Plan as proposed. Since then the following activities have taken place:

- A competitive RFP was distributed to local, regional and national lending institutions soliciting funding commitments for refinancing and new money financing for the City.
- Bids were received from seven banks, the most favorable of which were Key Government Finance (Key Bank) and TowneBank.

Mr. Laux explained the specifics of the proposed dual approach transactions (refinancing existing debt and borrowing new money) and recommended that Council proceed with the Dual Track Approach. In conclusion, he provided a suggested timeline for completing the transaction.

The City Manager, J. Randall Wheeler, stated that if the aforementioned refinancing opportunities are successful, the resulting savings will fund the proposed four FY 2017 CIP projects.

Following a brief discussion, Council, by adoption of a resolution, authorized Davenport & Company to proceed with the previously described refinancing/new money opportunities.

FY 2017 Budget Presentation

The City Manager provided a brief overview of the FY 2017 proposed budget that included the following information:

- That it is the second post recessionary budget;
- That the City's fiscal situation remains strong;
- That stable tax rates, strict adherence to the City's financial guidelines, constrained expenditures and ongoing revenue to support expenses were the guiding principles for the proposed budget; and
- That the top nine budget priorities, i.e. City and School base, cost-of-living adjustment and competitive pay scale, capital maintenance and replacement, TMDL, existing needs, capital equipment replacement and emerging needs, identified by executive staff in a recent budget retreat were included in the document.

The City Manager stated that the budget public hearing will be held on April 25, 2016, the adoption of budget was scheduled for May 9, 2016 and that the proposed budget was available for review online, at the City Library and in his office. In conclusion, he stated that a joint work session with the School Board regarding their budget followed by a City Council budget work session would be held prior to the regular April 25, 2016 meeting.

Councilman Vernall stated that the proposed budget is citizen friendly and satisfies some of the long-term needs of the City. He commended the City Manager, the Finance Director, Theresa Owens, and her staff for an excellent budget.

AUDIENCE FOR VISITORS:

Ms. Randie Trestrail, 212 Beach Road, thanked City Council for the letter they sent to our State legislators requesting their endorsement of a funding appropriation in the bi-annual budget to support the Stormwater Local Assistance Fund (SLAF). As she would be unable to attend the April 12, 2016 retreat, at which time Council planned to discuss the EDA property on the north side of Victory Boulevard, she asked that they keep in mind current/future environmental requirements. She stated that she would like to see this property used for maintenance, emergencies and/or parks. In conclusion, she stated that she supports funding for the Poquoson Museum in the FY 2017 budget.

APPROVAL OF THE MINUTES:

Councilman Green moved, seconded by Councilman Vernall, to adopt the minutes of the regular session held March 28, 2016 as submitted. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Southall, Vernall and Vice Mayor Freeman.

NO: None.

UNFINISHED BUSINESS:

Vice Mayor Freeman stated that the following three ordinances would be voted upon simultaneously as this was their second reading.

- 1. ORDINANCE AMENDING ARTICLE I, SECTION 1-3, DEFINITIONS, OF THE CITY'S ZONING ORDINANCE BY AMENDING THE DEFINITION OF "VARIANCE", SECTION 1-4, BOARD OF ZONING APPEALS, (B) BY ADDING INFORMATION PERTAINING TO EX PARTE COMMUNICATIONS AND (C) BY AMENDING AND EXPANDING THE SECTION PERTAINING TO THE POWERS AND DUTIES OF THE BOARD (Second Reading)**
- 2. AN ORDINANCE AMENDING THE CITY'S ZONING ORDINANCE BY CHANGING ARTICLE XI.IV, ENVIRONMENTAL MANAGEMENT AREA (EMA) OVERLAY DISTRICT, SECTION 11.4-13(d)(2) PERTAINING TO THE BOARD OF ZONING APPEALS APPLICATION FEE (Second Reading)**
- 3. AN ORDINANCE AMENDING THE CITY'S ZONING ORDINANCE BY CHANGING ARTICLE XI.IV, EMA OVERLAY DISTRICT, SECTION 11.4-6(L)(2) PERTAINING TO THE CERTIFICATION REQUIREMENTS OF SEPTIC SYSTEM INSPECTORS (Second Reading)**

Councilman Green moved, seconded by Councilman Ayer, to adopt the three aforementioned ordinances on second reading to become effective in 30 days. Recorded vote on the motion:

YES: Councilmembers Crawford, Ayer, Southall, Vernall, Green and Vice Mayor Freeman.

NO: None.

NEW BUSINESS:

1. RESOLUTION AUTHORIZING THE PLACEMENT OF A HISTORICAL MARKER FOR FOOTBALL QUARTER CREEK PARK AT THE END OF ROBERT BRUCE ROAD

The City Manager stated that staff has been conversing for several months with members of the Kirby family, who own Football Quarter Creek Park located at the end of Robert Bruce Road, regarding the placement of a historical marker on their property to memorialize the homestead of their ancestor, Thomas Kirby who purchased a 450 acre plantation there in 1642. However, since learning that the State requires that all historical plaques be placed on public property, owned either by the City or State of Virginia, the Kirby family is requesting that the marker be located in the public right-of-way adjacent to the park property. The City has also been asked to assist with occasional maintenance of the sign.

A resolution authorizing the placement of the marker in the City right-of-way at the end of Robert Bruce Road directly in front of the property was presented for Council's consideration and Councilman Green moved, seconded by Councilman Vernall, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Southall, Vernall, Green, Ayer, Crawford and Vice Mayor Freeman.

NO: None.

2. RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) WITH POMOCO NISSAN FOR THE 2016 POQUOSON SEAFOOD FESTIVAL WORKBOAT RACE

The City Manager stated that the proposed MOU with Pomoco Nissan for the 2016 Seafood Festival Workboat Race was basically the same as last year's agreement except that it increases the City's honorarium from \$4,000 to \$5,000 as was the case in previous years except for 2015.

A resolution approving the MOU was presented for Council's consideration and Councilman Green moved, seconded by Councilman Southall, that it be adopted. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Southall, Vernall and Vice Mayor Freeman.

NO: None.

3. RESOLUTION MAKING AN APPOINTMENT TO THE POQUOSON ECONOMIC DEVELOPMENT AUTHORITY

A resolution making an appointment to the Economic Development Authority (EDA) was presented for Council's consideration and Councilman Green moved, seconded by Councilman Southall, to appoint Kristen Webber to the EDA and to adopt the resolution with her name inserted. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Southall, Vernall and Vice Mayor Freeman.

NO: None.

Vice Mayor Freeman commended Councilman Green for the excellent job he does in speaking with the candidates who apply to serve on the various City boards/commissions.

COMMENTS OF THE CITY MANAGER:

The City Manager offered the following comments:

- Mr. Ben Stagg of the Virginia Marine Resources Commission contacted the City in response to our recent invitation and tentatively agreed to attend the April 25, 2016 Council meeting to further discuss aquaculture issues/concerns.
- The Commissioner of the Revenue's office was just notified that due to mechanical issues the DMV2Go van will be unable to visit the City on April 12th as scheduled.
- The previously mentioned Council retreat will be held on Tuesday, April 12th starting at 6:30 p.m. at the Poquoson Yacht Club. He stated that City Council as well as the Chair and Vice Chair of the Planning Commission and the EDA should be in attendance and that their primary focus would be expectations/visions for the EDA property assemblage on the north side of Victory Boulevard. Other retreat discussion items for Council will be the City's sign regulations and the use of "Big Data" to assist in future economic development decisions.

COUNCIL DIRECTIVES:

Councilman Southall thanked the City Manager, the Finance Director and her staff for a great budget document.

Councilwoman Crawford stated that Council welcomes public input on the budget and pointed out that the document is available for review on the City website and in the Library.

Councilman Vernall stated that he was happy to see progress occurring on the Messick Point breakwater project. He also pointed out that the traffic light at the Poquoson Avenue/Kelsor Drive/Wythe Creek Road intersection is not working properly.

In response to Councilman Vernall's comments, Robert Speechley, Utilities Superintendent, stated that Newport News Waterworks had inadvertently broken the traffic loop at this intersection last week when repairing a water main break.

Councilman Green thanked Davenport and Company for the excellent financial advice they continue to provide the City. He asked the City Manager to consider installing in the vicinity of the island located in the White's Terrace subdivision a stop sign, a stop bar and solid yellow lines to alleviate the reckless shortcuts taken by High School students when arriving and departing from School.

Councilman Ayer commended the Community Recreation Department for its 2016 Summer Camps Guide and encouraged the public to take advantage of these excellent recreational opportunities for all ages.

Vice Mayor Freeman stated that many simultaneous activities were currently occurring in the City, i.e. TMDL projects, Messick Point breakwater and the City's excellent summer camps.

ADJOURNMENT:

There being no further business, Councilman Green moved, seconded by Councilman Ayer, to adjourn the meeting. Recorded vote on the motion:

YES: Councilmembers Ayer, Crawford, Green, Southall, Vernall and Vice Mayor Freeman.

NO: None.

The meeting was adjourned at approximately 8:15 p.m.



CITY OF POQUOSON

PLANNING DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

April 25, 2016

To: The Honorable City Council

Through: City Manager

From: Kevin M. Wyne, Planner

Subject: **Conditional Use Permit for an Escape Room/Family Entertainment Use at 475 Wythe Creek Road—Tax Parcel No. 27-1-107A**

Presented for your consideration and a public hearing is a request by Mr. Bradford W. Drummond, applicant and Tagtime LLC business owner, and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate an escape room game use in a storefront located at 475 Wythe Creek Road in the Wythe Creek Plaza Shopping Center, identified as Tax Map Parcel No. 27-1-107-A. The property is zoned B-2, Business/Commercial and general family amusement/recreation, which is what an escape room use most closely identifies as, is not a use that is specifically permitted. The applicant plans to establish a use within the shopping center that can complement an approved laser tag use on an adjacent parcel while utilizing the established store front as a means of access to the laser tag field. The applicant's plans are outlined in further detail in the attached memo prepared for the Planning Commission dated April 18, 2016.

The Planning Commission held their public hearing on this item at their Monday, April 18, 2016 meeting and has unanimously recommended its approval by a vote of 5 to 0.

This application was advertised for public hearing in the Daily Press on April 1, 2016 and April 8, 2016. Adjacent property owners were notified of this request by letters mailed on April 1, 2016.

KMW

RESOLUTION NO. _____

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO OPERATE ESCAPE ROOM GAMES IN A STOREFRONT LOCATED IN THE WYTHE CREEK SHOPPING CENTER, POQUOSON TAX MAP PARCEL NO. 21-01-00-0107A

WHEREAS, a request was submitted by Bradford W. Drummond, applicant, Tagtime LLC business owner and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate Escape Room games in a storefront located at 475 Wythe Creek Road in the Wythe Creek Road Shopping Center, specifically identified as Tax Map Parcel No. 21-01-00-0107-A; and

WHEREAS, public hearings to receive public comments and review the request were held before the Planning Commission on April 18, 2016 and before City Council on April 25, 2016; and

WHEREAS, careful and thorough consideration was given the request.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the request of Bradford W. Drummond, applicant, Tagtime LLC business owner and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate Escape Room games in a storefront located at 475 Wythe Creek Road in the Wythe Creek Road Shopping Center, specifically identified as Tax Map Parcel No. 21-01-00-0107-A is hereby approved contingent upon adherence to the following conditions:

1. The use must comply with all local, state and federal regulations. If at any time this use is operating in violation of any of the regulations set forth by the aforementioned agencies, the City Council may revoke this permit.
2. The approved use permit shall be only for an escape room game use and shall not be interpreted for any other use that cannot be reasonably categorized as such. If the proposed use changes to another form of family amusement the permit shall be evaluated by the Zoning Administrator who will determine if the new use meets the intent of this use permit.
3. Prior to any on-site expansion of the proposed use, the Zoning Administrator shall review the proposal to determine whether reconsideration of this permit is necessary by City Council.
4. If at any time the specified permitted use on the property is discontinued for a period of two (2) or more years, this permit shall become null and void.
5. City Council reserves the right to review and amend the conditions of this permit as deemed necessary.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk

RESOLUTION

A RESOLUTION DENYING A CONDITIONAL USE PERMIT TO OPERATE ESCAPE ROOM GAMES IN A STOREFRONT LOCATED IN THE WYTHE CREEK SHOPPING CENTER, POQUOSON TAX MAP PARCEL NO. 21-01-00-0107A

WHEREAS, a request was submitted by Bradford W. Drummond, applicant, Tagtime LLC business owner and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate Escape Room games in a storefront located at 475 Wythe Creek Road in the Wythe Creek Road Shopping Center, specifically identified as Tax Map Parcel No. 21-01-00-0107-A; and

WHEREAS, public hearings to receive public comments and review the request were held before the Planning Commission on April 18, 2016 and before City Council on April 25, 2016; and

WHEREAS, careful and thorough consideration was given the request.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Poquoson, Virginia:

Section 1: That the request of Bradford W. Drummond, applicant, Tagtime LLC business owner and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate Escape Room games in a storefront located at 475 Wythe Creek Road in the Wythe Creek Road Shopping Center, specifically identified as Tax Map Parcel No. 21-01-00-0107-A is hereby denied.

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk



CITY OF POQUOSON

PLANNING DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3040 TELEPHONE (757) 868-3105 FAX

MEMORANDUM

Date: April 18, 2016

To: The Honorable Chairwoman and Members of the Planning Commission

From: Kevin M. Wyne, City Planner

Subject: **Conditional Use Permit for an Escape Room/Family Entertainment Use at 475 Wythe Creek Road—Tax Parcel No. 27-1-107A**

Introduction

The City has received a request by Bradford W. Drummond, applicant and Tagtime LLC business owner, and SGC Wythe Creek, LLC, property owner, for a Conditional Use Permit to operate an escape room game use in a storefront located at 475 Wythe Creek Road in the Wythe Creek Plaza Shopping Center, identified as Tax Map Parcel No. 27-1-107-A. The property is zoned B-2, Business/Commercial and general family amusement/recreation, which is what an escape room use most closely classifies as, is not a use that is specifically permitted. The property, which consists of approximately 4.37 acres, houses the Wythe Creek Plaza Shopping Center which is anchored by a hardware store and consists of a mix of restaurants, retail, service and professional office uses. The total square footage of the shopping center is approximately 49,000 square feet. The applicant has an active conditional use permit for a laser tag use on the property immediately northwest of the shopping center. The applicant plans to establish a use within the shopping center that can complement the laser tag use while utilizing the established store front as a means of access to the adjacent laser tag field.

Public Notice

This application was advertised for public hearing in the Daily Press on April 1, 2016 and April 8, 2016. Adjacent property owners were notified of this request by letters mailed on April 1, 2016.

Applicant's Proposal

As mentioned in the introduction, the applicant, who already has an approved conditional use permit to operate a laser tag entertainment use on the 20 acre lot immediately to the northwest of the shopping center property, wishes to establish an escape room use in a vacant storefront of the Wythe Creek Plaza Shopping Center. Escape rooms have gained popularity over the last several years and within the last year have expanded rapidly throughout the country and commonwealth. Escape rooms put small groups of

individuals (6-10), into a room. The door is then locked and the group is presented with a series of puzzles, clues, riddles and other problem solving exercises that will assist in their escape. A predetermined time limit is set (usually one hour) upon which the participants will have escaped or failed and subsequently released from the room.

The applicant is proposing four (4) escape rooms with a capacity of 6-8 people each. The applicant anticipates the use generating approximately 6-10 new vehicular trips per hour during peak times. As there is no Institute of Traffic Engineers generation figures for this use, staff believes the applicant's estimate to be reasonable. The peak period of operation will be weekday evenings after normal dinner hours (after 7 p.m.) and during weekend hours.

In addition to the proposed escape room use, the applicant will escort laser tag players from the rear of the shopping center site to the laser tag battlefield located on the adjacent parcel, approximately 250' from the rear of the storefront.

Site Character

The parcel has frontage on Victory Boulevard and Wythe Creek Road and is located along the City's main commercial corridor. The shopping center consists of two (2) buildings, one (1) smaller building that is easily accessible from Victory Boulevard and home to Chin's Cleaners, Steel Magnolias Salon and formerly the Briar Patch Tea Room. The larger complex is located on Wythe Creek Road and is anchored by Taylor's Do It Center. Additionally, the shopping center houses an ABC Store, El Rancho Mexican Restaurant, Snap 24/7 Fitness, James McRae Nationwide Insurance Agency, OP Nail Salon, The Hair Place, Little Philly sandwiches and Tropical Smoothie Café. The site serves as a mature commercial development and aside from a handful of landscaped parking islands, the 4.37 acre site largely consists of impervious cover.

The storefront that will house the escape room use last housed a children's consignment store which primarily operated during normal daytime business hours (10 am to 5 pm).

Zoning and Comprehensive Plan Considerations

The property is zoned B-2, Business/Commercial and an escape room game/family amusement use is not a specific by-right use within this district. While bowling alleys and skating rinks are permitted by right, amusement arcades, video game, pool and billiard parlors require a conditional use permit. While bowling alleys and skating rinks cater to a more family-oriented crowd, pool halls cater to the over 21 crowd. Additionally, video arcades do not necessarily attract family audiences and instead are popular with the adolescent and teenage crowds. Escape rooms contain elements of both family amusement uses (like bowling alleys) and video arcade uses. With the use not fitting cleanly into any one (1) category, it has been decided that a conditional use permit is warranted in accordance with Article I. Section 1-8 of the City's Zoning Ordinance which allows an applicant to submit an application for a use that is not specifically permitted for in any of the City's specified zoning districts.

Uses permitted in the B-2 district without a conditional use permit include retail shops, casual, sit down and fast food restaurants, general service shops, professional business and office uses and many other uses that are typically considered consistent with a community's main commercial thoroughfare. As outlined in Article X. Section 10-1(b), the purpose of the district is as follows:

to provide sufficient space for a wide variety of business, commercial, industrial and miscellaneous service activities.

An escape room game/family amusement use is a unique use within the City and the Peninsula and is a use that would expand the diversity of uses within the City's B-2 district.

The Comprehensive Plan 2008-2028 identifies the property for use as General Commercial. General Commercial is described by the Comprehensive Plan as the following:

The General Commercial District is intended to serve retail service needs for Poquoson. They include commercial activities, which require proximity to major streets for visibility and accessibility. Unlike the Village Commercial District, the General Commercial District is needed to accommodate high traffic generating uses such as automobile sales, service stations, and fast food or drive-in restaurants. The General Commercial District is intended to designate locations for the commercial uses that generate high traffic volumes and to produce a cohesive and vibrant commercial core for the City along Victory Boulevard and Wythe Creek Road.

Typical uses to be found in the General Commercial District include planned shopping centers, automobile sales lots, large-scale chain retailers, movie theaters, commercial lodging facilities, educational facilities, hospitals, large commercial recreational facilities and formal dine-in restaurants. Ideally, businesses with drive-thru services will target properties with a General Commercial future land use designation.

Surrounding Characteristics

The property is surrounded by the B-2, Business/Commercial district and the GC-General Commercial district on all sides. Immediately to the property's north lay the Nick W. Perdue Contracting Yard and the O'Reilly Auto Parts store. Immediately to the east of the complex is the Poquoson Shopping Center (Farm Fresh and Wendy's). Immediately to the property's south is Victory Boulevard and the Wells Fargo Bank office complex. To the property's immediate west lay the KFC/Taco Bell/Pizza Hut development. The property is surrounded largely by developed commercial sites. The only non-developed site that touches the property in question is the proposed laser tag field, which is immediately to the property's northwest. The property is located approximately 300' north of Victory Boulevard's intersection with Wythe Creek Road and is in the heart of Poquoson's established commercial corridor.

Traffic and Access

The property has direct access from Victory Boulevard and Wythe Creek Road, however, customers of the escape room use would likely use Wythe Creek Road as the primary means of ingress/egress to the site, as using Victory Boulevard would require customers to traverse the property's loading/unloading area and alleyway in order to access the main shopping center's parking lot. The main shopping center complex (Taylor's area) has two (2) means of ingress/egress from Wythe Creek Road and staff does not anticipate the proposed use to impact the effectiveness of these two (2) points of access in any substantial manner either negatively or positively.

Utilities

The property is served by all necessary utilities.

Architectural Review Board

The site is located within the City's Architectural Review district, thus any substantial construction or improvement to the storefront's façade would require the City's Architectural Review Board review and approval.

Relationship to the Comprehensive Plan/Staff Findings

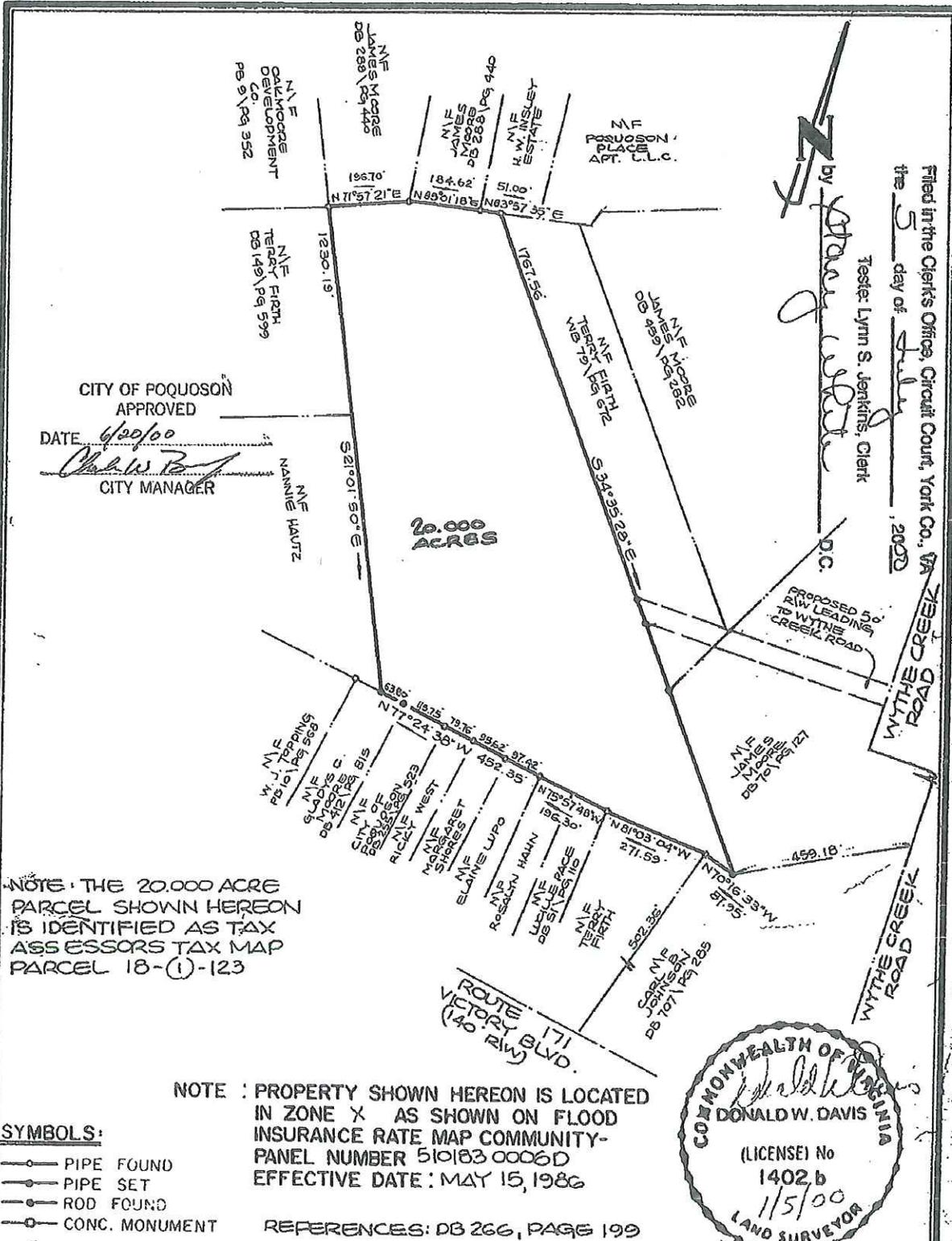
As stated above, the property is designated for use as *General Commercial* as defined in the Comprehensive Plan. A detailed description of the purpose and intent of the *General Commercial* land use designation is outlined above in the section titled "Zoning and Comprehensive Plan Considerations."

With the use utilizing an existing, vacant storefront, no significant impacts are anticipated. Additionally, with no other escape room uses operating between Virginia Beach and Richmond, this would allow Poquoson to house a truly unique use on the Peninsula. The type of use projects to be less impactful, from a customer turnover standpoint, than the already established retail and restaurant uses within the shopping center and will provide the business owner with the necessary means to access the proposed laser tag field on the adjacent parcel.

If the Planning Commission recommends approval of the request to City Council, staff recommends that approval be subject to the following conditions:

1. The use must comply with all local, state and federal regulations. If at any time this use is operating in violation of any of the regulations set forth by the aforementioned agencies, the City Council may revoke this permit.
2. The approved use permit shall be only for an escape room game use and shall not be interpreted for any other use that cannot be reasonably categorized as such. If the proposed use changes to another form of family amusement the permit shall be evaluated by the Zoning Administrator who will determine if the new use meets the intent of this use permit.
3. Prior to any on-site expansion of the proposed use, the Zoning Administrator shall review the proposal to determine whether reconsideration of this permit is necessary by City Council.
4. If at any time the specified permitted use on the property is discontinued for a period of two (2) or more years, this permit shall become null and void.
5. City Council reserves the right to review and amend the conditions of this permit as they see fit.

Attachments



CITY OF POQUOSON
APPROVED
DATE 6/20/00
Charles B. ...
CITY MANAGER

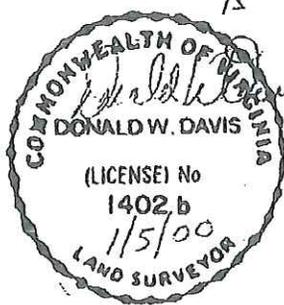
Filed in the Clerk's Office, Circuit Court, York Co., VA
the 5 day of July, 2000
Tester: Lynn S. Jenkins, Clerk

NOTE: THE 20.000 ACRE PARCEL SHOWN HEREON IS IDENTIFIED AS TAX ASSessor's TAX MAP PARCEL 18-(1)-123

NOTE: PROPERTY SHOWN HEREON IS LOCATED IN ZONE X AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY-PANEL NUMBER 510183 0006D EFFECTIVE DATE: MAY 15, 1986

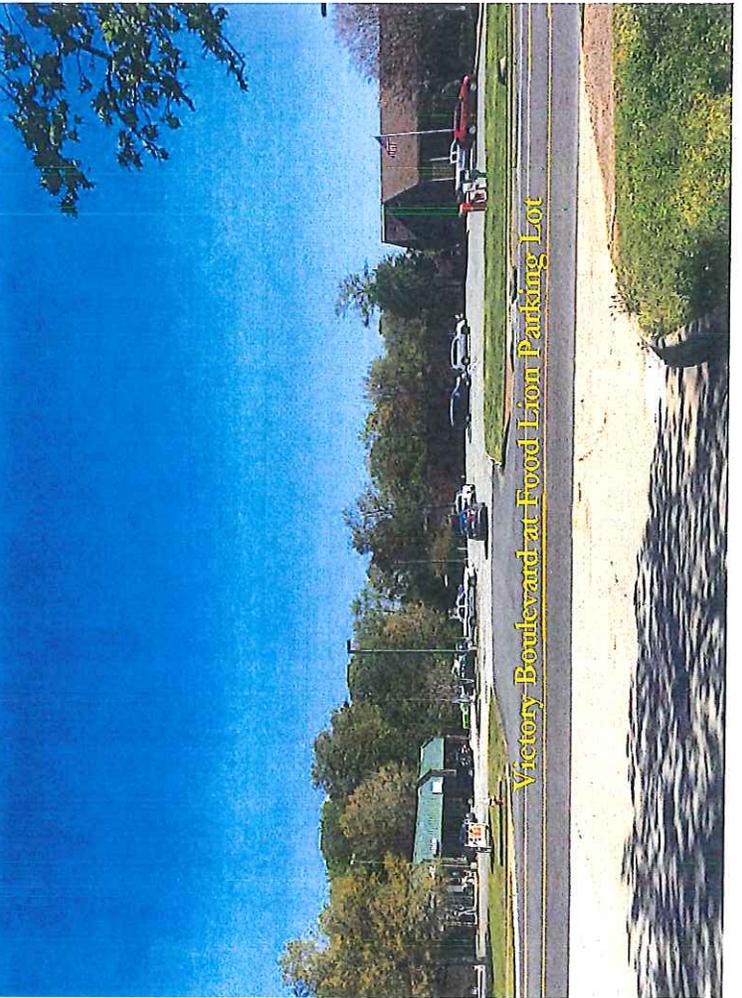
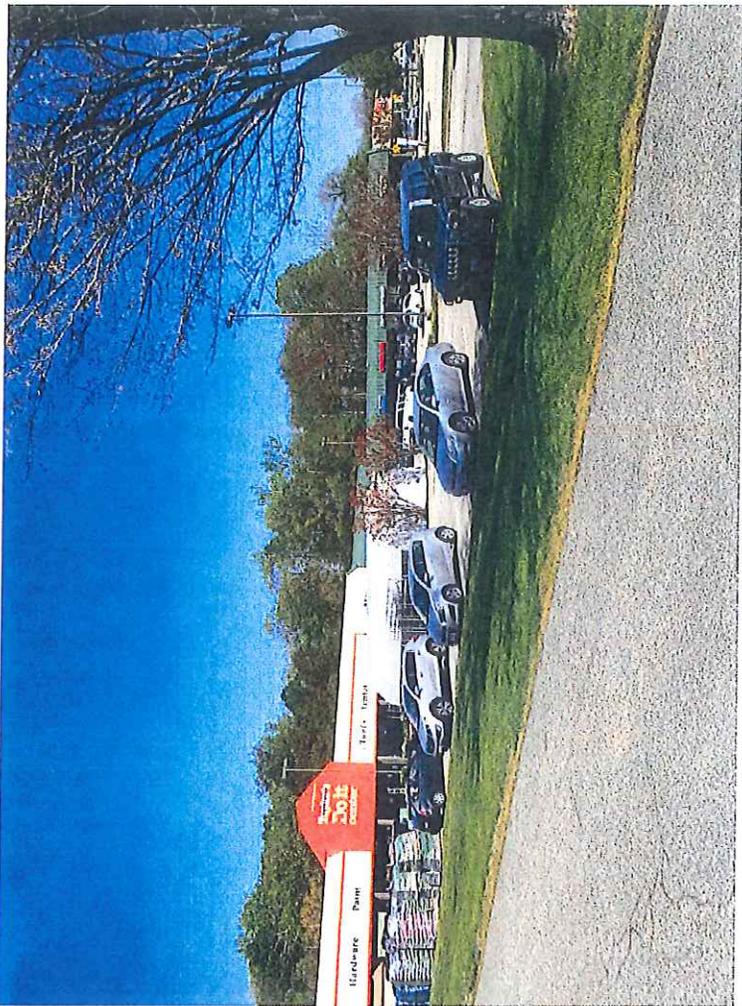
- SYMBOLS:**
- PIPE FOUND
 - PIPE SET
 - ROD FOUND
 - CONC. MONUMENT

REFERENCES: DB 266, PAGE 199

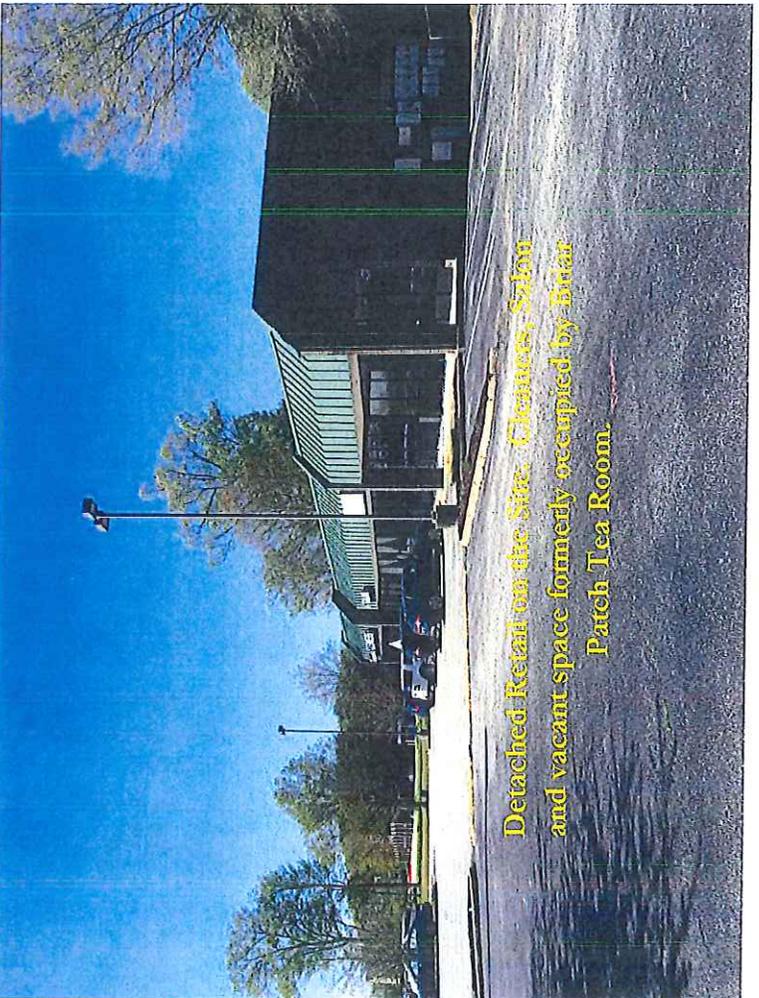
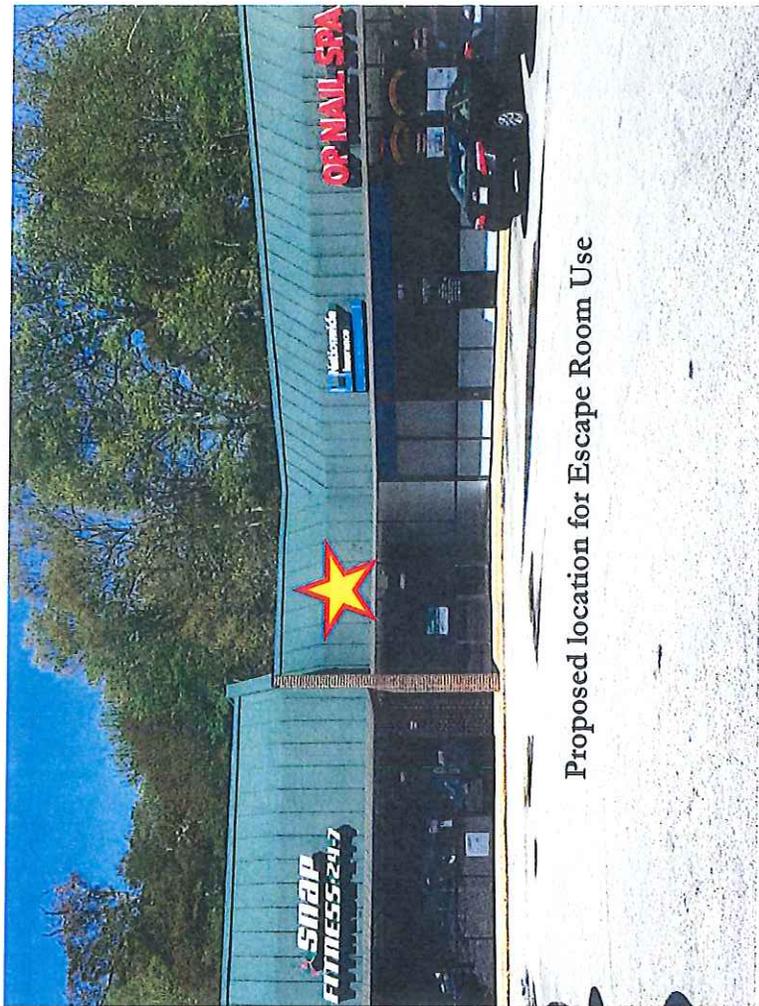


I, *Donald W. Davis* JOB LOCATION
HEREBY CERTIFY THAT THE SURVEY REPRESENTED BY THIS PLAT WAS MADE BY ME ON THIS DATE AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF THERE ARE NO ENCROACHMENTS OF BUILDINGS UNLESS SHOWN HEREON.
DAVIS & ASSOCIATES
SURVEYORS & PLANNERS
YORK COUNTY, VIRGINIA

PLAT OF THE PROPERTY OF:
SUSAN ELLA WATKINS ESTATE
PARCEL OF LAND
CONTAINING: 20.000 ACRES
SOMETIMES KNOWN AS "TOPPING & WHITE"
CITY OF POQUOSON, VIRGINIA

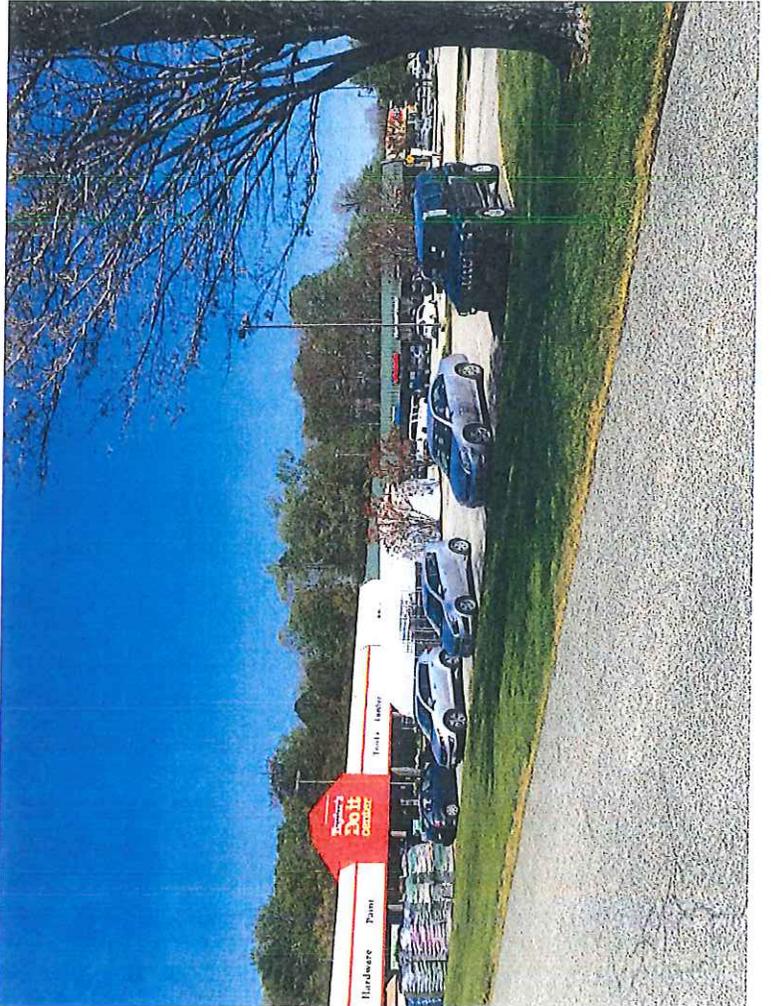
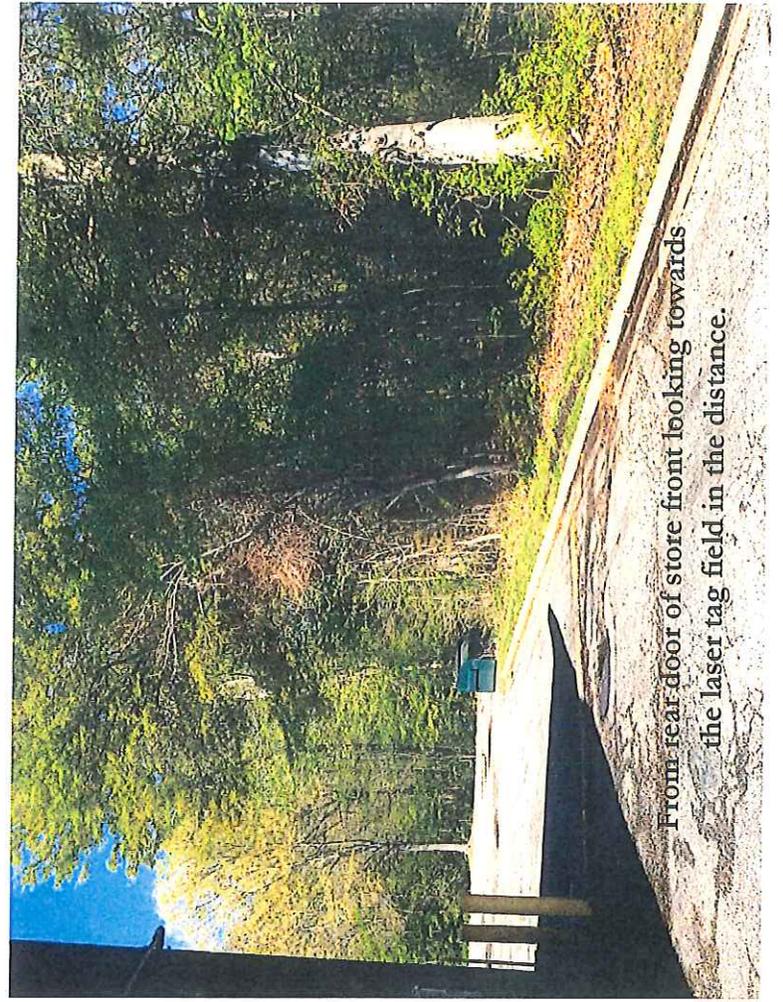
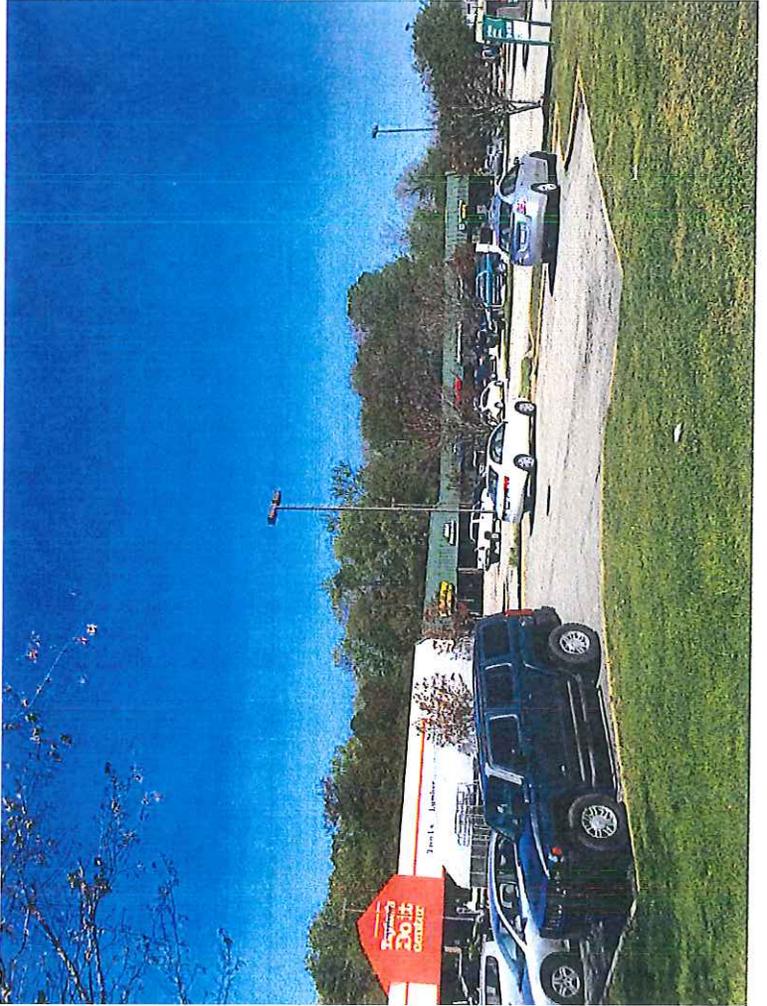


Victory Boulevard at Food Lion Parking Lot

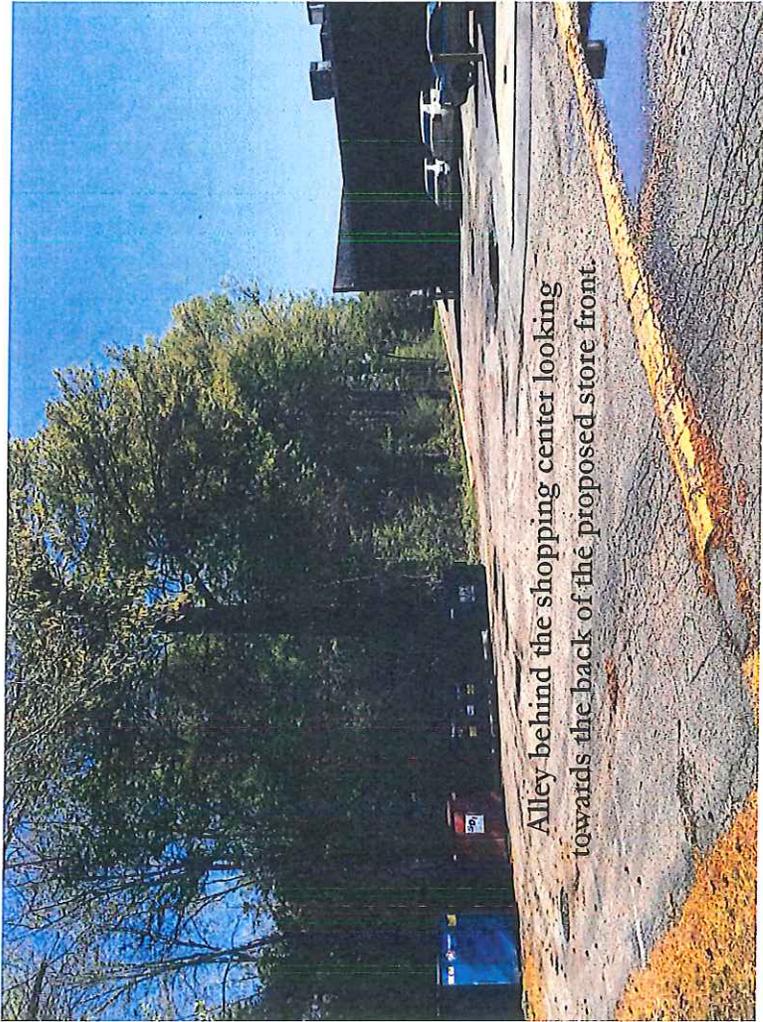


Detached Retail on the Site. Cleaners, Salon and vacant space formerly occupied by Bizar Patch Tea Room.

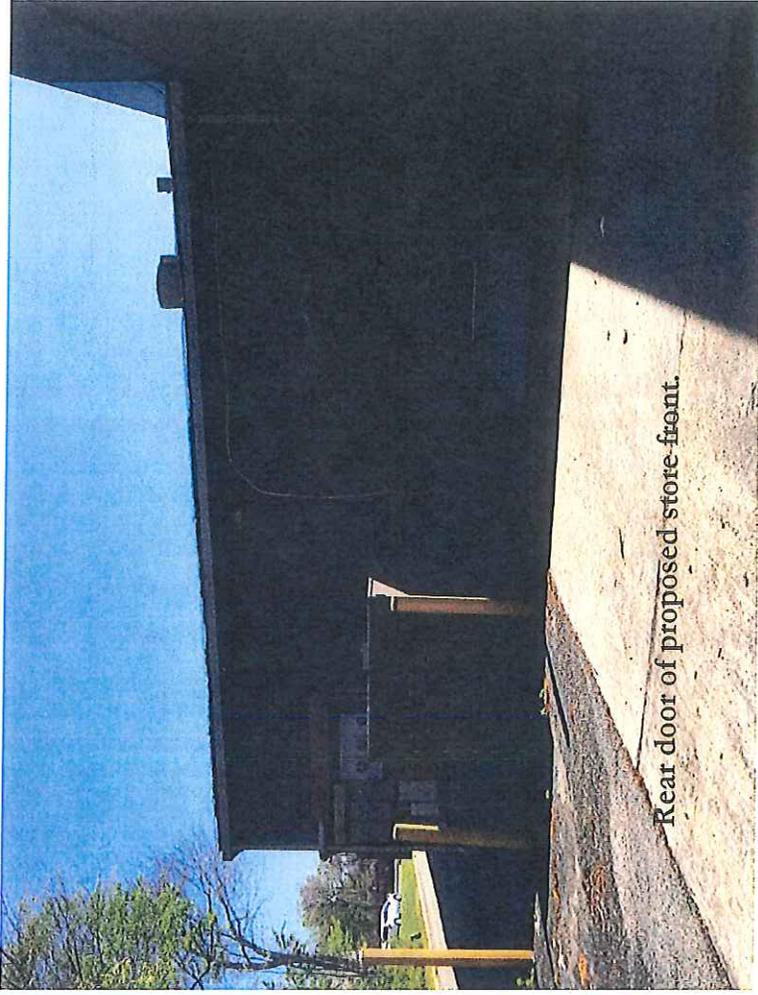
Proposed location for Escape Room Use



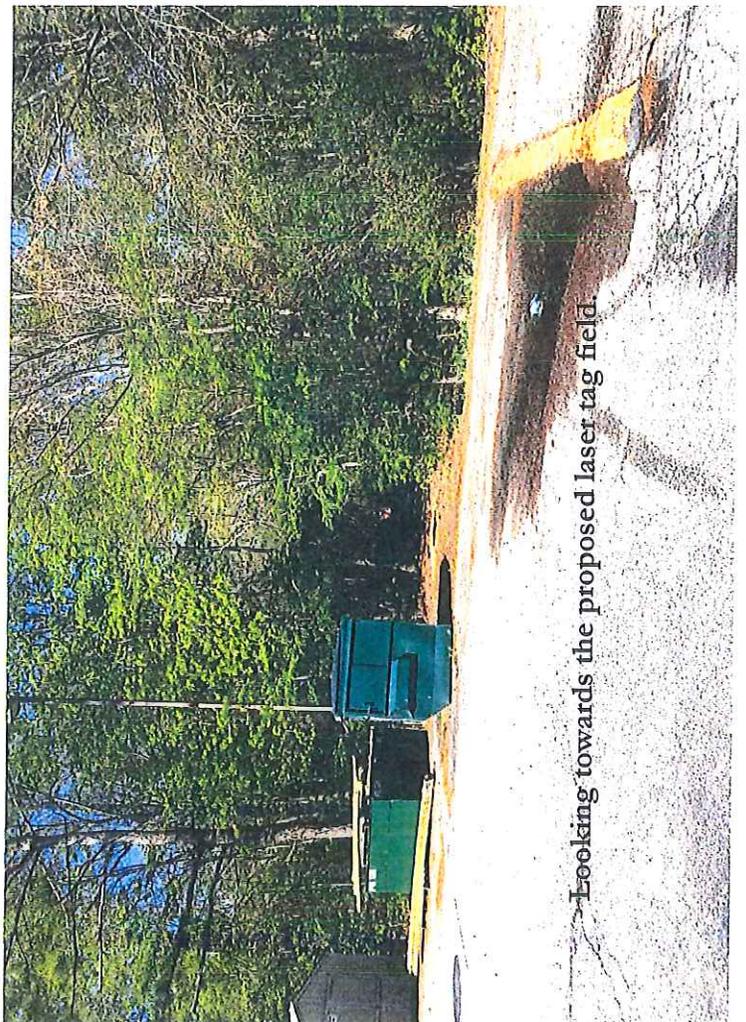
From rear door of store front looking towards the laser tag field in the distance.



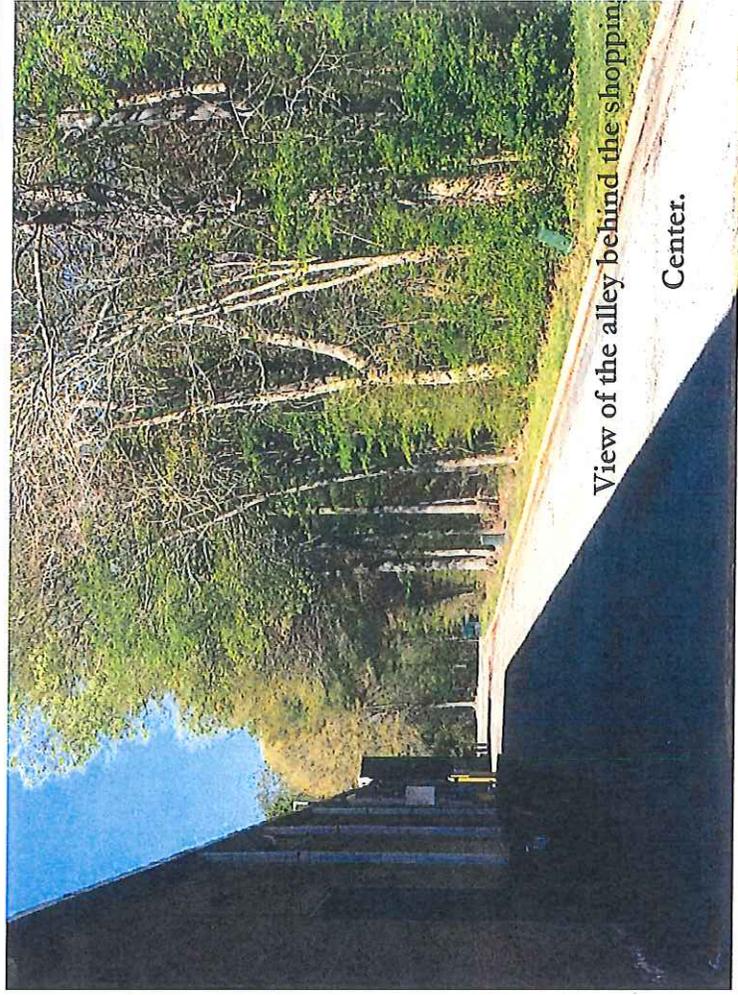
Alley behind the shopping center looking towards the back of the proposed store front.



Rear door of proposed store front.



Looking towards the proposed laser tag field.



View of the alley behind the shopping center.

Wythe Creek Plaza Shopping Center Zoning Vicinity Map

- Parcel by Lot
- Wythe Creek Plaza Shopping Center





City of Poquoson
500 City Hall Avenue
Poquoson, Virginia 23662
(757) 868-3040

APPLICATION FOR A
CONDITIONAL USE
PERMIT

To the Planning Commission/City Council
of the City of Poquoson:

I/We, Bradford Westphal Drummond, Owner, Tagtime LLC

the undersigned owner(s) of the described property:

Parcel ID# 18-01-00-0123, Plat of Property of Susan Ella Watkins Estate,
0 Victory Boulevard, Poquoson, VA 23662 and,

Parcel ID# 27-01-00-0107-A, 475 Wythe Creek Road, Poquoson, VA 23662

hereby apply for a conditional use permit for the following reasons:

Tagtime LLC is seeking an amendment to its Conditional Use Permit for the operation of Escape Rooms from a storefront in the Wythe Creek Shopping center. This area will be used as a base of operation for our Laser Tag Battlefield as well as the Escape Rooms.

Real-life room escape games are a type of physical adventure game in which people are placed in a room with other participants and have to use elements of the room to solve a series of puzzles, find clues, and escape the room within a set time limit.

Four Escape Rooms are planned, with a customer capacity of 6-8 people in each room. This is expected to generate an additional 6-10 Vehicle trips per peak hour. Primary business hours will be evenings and weekends, and are after normal high traffic hours.

Laser Tag customers will be escorted to and from the rear of the storefront onto the Battlefield area for game play. No customer vehicles will use the rear shopping center road.

I HEREBY AUTHORIZE CITY REPRESENTATIVES TO HAVE ACCESS TO THE PROPERTY DURING REASONABLE HOURS.

SIGNATURE OF PROPERTY OWNER(S):

X  , Manager

X _____

NAME: SGC Wylthe Creek, LLC, by: Eric Cooper, Manager

ADDRESS: 555 E. Main Street, Suite 1100
Norfolk, VA 23510

TELEPHONE: 757-622-2768

SIGNATURE OF PERSON REPRESENTING APPLICATION:
(IF OTHER THAN OWNER)

X 

NAME: Bradford W Drummond

ADDRESS: 201 Hudgins Farm Drive
Yorktown, VA 23692

TELEPHONE: 757-876-2870

INCLUDE WITH THIS APPLICATION:

1. A \$500 FEE TO COVER ADVERTISING COST. MAKE CHECK PAYABLE TO "CITY OF POQUOSON".
2. A SURVEYED PLAT OF THE PROPERTY.

CITY OF POQUOSON
PAID
MAR 07 2016

Revised 1/11/10
TREASURER #3



CITY OF POQUOSON

Office of the City Manager
J. Randall Wheeler

500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

April 25, 2016

TO: City Council

FROM: Theresa Owens, Finance Director

THROUGH: Randy Wheeler, City Manager

SUBJECT: Public Hearing on the Proposed FY 2017 Financial Plan and Tax Levies and Fees

A public hearing has been advertized for this meeting on the FY 2017 Proposed Final Plan and Tax Levies and Fees. Enclosed in your agenda for review, on first reading, are Ordinances setting the tax rate for both real estate and personal property, an ordinance appropriating the funds and all other ordinances affected by the Proposed Annual Financial Plan for FY 2017.

The FY 2017 Budget is scheduled to be adopted at the May 9, 2016 City Council meeting.

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE ADOPTION OF THE
PROPOSED FY 2016 - 2017 ANNUAL FINANCIAL PLAN
FOR THE CITY OF POQUOSON, VIRGINIA**

WHEREAS, the City Manager has submitted a proposed FY 2016-2017 Annual Financial Plan for the general operation of the City government and for the utilities operated by the City, and

WHEREAS, the City Council has conducted the necessary public hearing on the proposed Plan consistent with the requirements of the City Charter, and

WHEREAS, the City Council has carefully reviewed the proposed Plan;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the FY 2016-2017 Annual Financial Plan for the City of Poquoson be and the same hereby is adopted for fiscal planning and informational purposes only.

Section 2: That the total amount of the General Fund Budget shall be \$27,228,139 as set forth in the appropriation ordinance with supporting property tax rates as follows:

- a. That on and after the 1st day of July 2016 all real estate shall be subject to levy in the sum of \$1.07 on each \$100.00 of assessed valuation.
- b. That on and after the 1st day of January 2017 all tangible personal property and machinery and tools shall be subject to levy in the sum of \$4.15 on each \$100.00 of assessed valuation.
- c. That on and after the 1st day of January 2017 all vehicles without motive power, used or designed to be used as manufactured homes as defined in Section 36-85.3 of the Code of Virginia (1950), as amended shall be subject to a levy in the sum of \$1.07 on each \$100.00 of assessed valuation.
- d. That on and after the 1st day of January 2017 all watercraft shall be subject to levy in the sum of \$.00001 on each \$100.00 of assessed valuation.

- e. That on and after the 1st day of January 2017 all privately owned camping trailers and motor homes shall be subject to levy in the sum of \$1.50 on each \$100.00 of assessed valuation.

Section 3: That the total amount of the Utilities Fund Budget shall be \$2,130,430; the total amount of the Capital Budget shall be \$1,498,520; the total amount of the Solid Waste Fund shall be \$843,338; the total of the Debt Service Fund shall be \$2,989,491; and the total of the Fleet Fund shall be \$725,758 with the funds distributed as noted in the City Manager's FY 2016-2017 Annual Financial Plan.

Section 4: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk

ORDINANCE NO. _____

**AN ORDINANCE TO LAY A \$4.15 LEVY ON ALL PERSONAL PROPERTY,
A \$.00001 LEVY ON ALL WATERCRAFT, A \$1.50 LEVY ON ALL PRIVATELY
OWNED CAMPING TRAILERS AND MOTOR HOMES,
AND A \$1.07 LEVY ON ALL VEHICLES WITHOUT MOTIVE POWER,
USED OR DESIGNED TO BE USED AS MANUFACTURED HOMES
IN THE CITY OF POQUOSON, VIRGINIA,
FOR THE GENERAL OPERATION OF THE VARIOUS
DEPARTMENTS OF THE CITY GOVERNMENT**

WHEREAS, after careful consideration of the operation of the various departments of the City government of Poquoson for the Fiscal Year 2016-2017, it is deemed necessary to lay a levy of \$4.15 on each \$100.00 of assessed value on all Tangible Personal Property and Machinery and Tools, a levy of \$.00001 on each \$100.00 of assessed value on all watercraft, a levy of \$1.50 on each \$100.00 of assessed value on all camping trailers and motor homes, and a levy of \$1.07 on each \$100.00 of assessed value on all vehicles without motive power, used or designed to be used as manufactured homes, within the City of Poquoson for the support of said departments.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Poquoson, Virginia:

Section 1: That on and after the 1st day of January 2017 all Tangible Personal Property and Machinery and Tools situated within the Corporate Limits of the City of Poquoson, Virginia, shall be and by this ordinance are, subject to levy in the sum of \$4.15 on each \$100.00 of assessed valuation of all such Tangible Personal Property, Machinery, Tools and Public Service Corporations standing in the name of all individuals, firms or corporation, whether or not residing within the Corporate Limits of the City of Poquoson, as of the 1st day of January 2017.

Section 2: That on and after the 1st day of January 2017, all watercraft situated within the Corporate Limits of the City of Poquoson, Virginia, shall be and by this ordinance are, subject to levy in the sum of \$0.00001 on each \$100.00 of assessed valuation standing in the name of all individuals, firms or corporations, whether or not residing within the Corporate Limits of the City of Poquoson, as of the 1st day of January 2017.

Section 3: That on and after the 1st day of January 2017, all privately owned camping trailers and motor homes as defined in Section 46.2-100 of the Code of Virginia (1950), as amended which are used for recreational purposes only situated within the Corporate Limits of the City of Poquoson, Virginia, shall be and by this ordinance are, subject to levy in the sum of \$1.50 on each \$100.00 of assessed valuation standing in the name of all individuals, firms or corporations, whether or not residing within the Corporate Limits of the City of Poquoson, as of the 1st day of January 2017.

Section 4: That on and after the 1st day of January 2017, all vehicles without motive power, used or designed to be used as manufactured homes as defined in Section 36-85.3 of the Code of Virginia (1950), as amended situated within the Corporate Limits of the City of Poquoson, Virginia shall be and by this ordinance are, subject to levy in the sum of \$1.07 on each \$100.00 of assessed valuation standing in the name of all individuals, firms or corporations, whether or not residing within the Corporate Limits of the City of Poquoson, as of the 1st day of January 2017.

Section 5: That all revenue collectible as a result of this ordinance shall be collected by the agent or agents of the City of Poquoson, Virginia, in the same manner and subject to the same penalties as is now provided by law, and any amendment thereof, and all revenues collected by the agents of the City of Poquoson, Virginia, by levies shall be remitted to the Treasurer of the City of Poquoson, Virginia, and used for the purpose of supporting the various departments and functions of the City of Poquoson.

Section 6: That all fines collected under this ordinance shall go into the General Fund of the City.

Section 7: That the tax rates established herein shall continue until changed by City Council.

Section 8: That this ordinance shall be in effect on and after July 1, 2016.

ADOPTED: _____

TESTE: _____

City Clerk

ORDINANCE NO. _____

AN ORDINANCE TO LAY A \$1.07 LEVY PER \$100.00 ASSESSED VALUE ON ALL REAL ESTATE IN THE CITY OF POQUOSON, VIRGINIA, FOR THE GENERAL OPERATION OF THE VARIOUS DEPARTMENTS OF THE CITY GOVERNMENT

WHEREAS, after careful consideration of the operation of the various departments of the City government of Poquoson for the Fiscal Year 2016 - 2017, it is deemed necessary that a levy of \$1.07 on each \$100.00 of assessed property values be laid on all real estate within the City of Poquoson, Virginia for the support of said departments.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Poquoson, Virginia:

Section 1: That on and after the 1st day of July 2016, all real estate, situated within the Corporate Limits of the City of Poquoson, Virginia, shall be and by this ordinance is, subject to levy in the sum of \$1.07 on each \$100.00 of assessed valuation of all such property standing in the name of all individuals, firms or corporations, whether or not residing within the Corporate Limits of the City of Poquoson, Virginia as of the 1st day of July 2016.

Section 2: That all revenues collectible as a result of this ordinance shall be collected by the agent or agents of the City of Poquoson, Virginia, in the same manner and subject to the same penalties as is now provided by law, and any amendment thereof, and all revenues collected by the agents of the City of Poquoson, Virginia, by levies shall be remitted to the Treasurer of the City of Poquoson, Virginia, and used for the purpose of supporting the various departments and functions of the City of Poquoson, Virginia.

Section 3: That all fines collected under this ordinance shall go into the General Fund of the City.

Section 4: That this ordinance shall be in effect on and after July 1, 2016.

ADOPTED: _____

TESTE: _____

City Clerk

ORDINANCE NO. _____

AN ORDINANCE TO APPROPRIATE FUNDS TO THE VARIOUS
GOVERNMENTAL FUNDS OF THE CITY OF POQUOSON, VIRGINIA
FOR FY 2016-2017

BE IT ORDAINED by the Council of the City of Poquoson, Virginia:

Section 1: That this ordinance shall be known as the Budget Appropriation Ordinance for the City of Poquoson for FY 2016-2017.

Section 2: That the following sums be and the same hereby are appropriated to the following governmental funds for FY 2016-2017.

GENERAL FUND

Revenue and Transfers In	<u>\$27,228,139</u>
Expenditures and Transfers Out	
Legislative	66,990
General Administration	2,000,879
Elections	163,182
Public Safety	6,795,344
Public Works	2,005,354
Health & Welfare	1,007,561
Parks, Recreation & Cultural	1,635,167
Community Development	633,554
Non-Departmental	118,550
Contribution to Poquoson City Schools	9,740,403
Transfers Out – Debt Service Fund	2,888,155
Transfers Out – Capital Projects Fund	<u>173,000</u>
TOTAL APPROPRIATION	<u>\$27,228,139</u>

DEBT SERVICE FUND

Revenues and Transfers In	<u>\$2,989,491</u>
Expenditures	<u>\$2,989,491</u>

CAPITAL FUND

Revenues and Transfers In	<u>\$1,498,520</u>
Expenditures	<u>\$1,498,520</u>

SOLID WASTE FUND

Revenues and Transfers In	<u>\$843,338</u>
Expenditures	<u>\$843,338</u>

UTILITIES FUND

Revenues	<u>\$2,130,430</u>
Expenditures and Transfers Out	<u>\$2,130,430</u>

FLEET FUND

Revenues	<u>\$725,758</u>
Expenditures	<u>\$725,758</u>

SPECIAL REVENUE FUND

Revenues	<u>\$2,541,960</u>
Expenditures	<u>\$2,541,960</u>

Section 3: That of the total sum of \$27,228,139 appropriated in the General Fund, \$26,865,909 shall be appropriated from the General Fund Revenues, \$150,000 shall be transferred in from the City's Utilities Fund, \$50,000 shall be transferred in from the City's Solid Waste Fund, \$39,230 shall be used from non-spendable fund balance and \$123,000 shall be used from unassigned fund balance.

Section 4: That of the total sum of \$2,989,491 appropriated in the Debt Service Fund, \$2,888,155 shall be transferred in from the City's General Fund and \$101,336 shall be used from assigned fund balance.

Section 5: That of the total sum of \$1,498,520 appropriated in the Capital Fund, \$1,325,520 shall be appropriated from Capital Fund Revenues and \$173,000 shall be transferred in from the City's General Fund.

Section 6: That of the total sum of \$843,338 appropriated in the Solid Waste Fund from Solid Waste Fund revenues.

Section 7: That of the total sum of \$2,130,430 appropriated in the Utilities Fund from Utilities Fund revenues.

Section 8: That of the total sum of \$2,541,960 appropriated in the Special Revenue Fund, from Special Revenue Fund revenues.

Section 9: That of the total sum of \$725,758 appropriated in the Fleet Fund, from Fleet Fund revenues.

Section 10: That this ordinance shall be in effect on and after July 1, 2016.

ADOPTED: _____

TESTE: _____
City Clerk



CITY OF POQUOSON

Office of the City Manager
J. Randall Wheeler

500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

April 25, 2016

To: The Honorable City Council

From: City Manager

Subject: **Resolution Directing That Public Notice Be Given Of Council's Intention To Receive Bids For An Easement On City Property**

Virginia Natural Gas has requested an underground utility easement on City property to provide natural gas to the property located at 48 South Lawson Road. A 3 year temporary easement was granted in February 2014 due to the critical medical needs of the resident when electrical service is interrupted. The proposed easement traverses City property identified as Tax Map Parcel No. 21-10-00-0006 and will allow continued provision of natural gas services to the property.

You are requested to approve the attached resolution which authorizes advertisement of the easement at this time. An ordinance granting the easement will be brought to City Council for consideration following the required public notice.

JFW/ei

RESOLUTION NO. _____

**A RESOLUTION OF THE COUNCIL OF THE CITY OF POQUOSON,
VIRGINIA DIRECTING THAT PUBLIC NOTICE BE GIVEN OF THE
COUNCIL'S INTENTION TO RECEIVE BIDS FOR AN EASEMENT ON CITY
PROPERTY**

WHEREAS, Virginia Natural Gas has requested an underground utility easement on City property identified as Tax Map Parcel No. 21-10-00-0006 for the purpose of providing natural gas service to the property located at 48 South Lawson Road.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That public notice of Council's consideration of the request by Virginia Natural Gas shall be given and written bids for an easement such as has been requested by Virginia Natural Gas shall be invited by publishing a notice once a week for two successive weeks in a newspaper having general circulation in the City of Poquoson.

Section 2: That after written bids have been received and read aloud, the proposed ordinance attached hereto as "Exhibit A" shall be considered for adoption by the Council at a regular scheduled Council meeting.

Section 3: The successful bidder for the proposed easement shall reimburse the City of Poquoson for all expenses incurred in giving public notice of the proposed granting of the subject easement. This reimbursement shall be in addition to the amount of the bid submitted by the successful bidder.

Section 4: The full text of the proposed ordinance and the proposed easement shall be made available for public inspection in the office of the City Manager.

Section 5: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____
City Clerk

“EXHIBIT A”

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF POQUOSON, VIRGINIA
CONVEYING A CERTAIN UTILITY EASEMENT
TO VIRGINIA NATURAL GAS**

WHEREAS, public notice has been given and bids requested for a proposed underground utility easement on City property identified as Tax Map Parcel 21-10-00-0006 for the purpose of providing natural gas service to the property at 48 South Lawson Road as required by Article VII of the Constitution of Virginia and Section 15.2-2101 of the Code of Virginia (1950), as amended; and

WHEREAS, written bids for the subject easement were received and publicly read aloud, no further bids being offered thereafter.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Poquoson, Virginia:

Section 1: That the bid of _____ in the amount of \$ _____ is hereby accepted.

Section 2: That _____ shall be granted an underground easement on City-owned property known as Tax Map Parcel 21-10-00-0006 on the terms and conditions expressed in the right-of-way agreement attached hereto.

Section 3: That _____ shall reimburse the City of Poquoson the full amount of all expenses incurred in giving public notice of the proposed grant of the subject easement.

Section 4: That upon the reimbursement of all advertising costs, the execution and posting of the required bond and the payment of the bid submitted, the City Manager is authorized and directed to execute the attached right-of-way agreement on behalf of the City of Poquoson.

Section 3: That in the opinion of City Council an emergency exists which necessitates the immediate enactment of this ordinance and therefore the provisions contained herein shall become effective immediately upon its adoption.

ADOPTED: _____

TESTE: _____

City Clerk



CITY OF POQUOSON

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996
(757) 868-3000 FAX (757) 868-3101

Office of the City Manager

J. Randall Wheeler

February 18, 2014

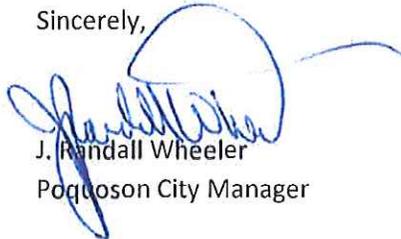
Lorraine Miller
Account Executive
Virginia Natural Gas
746 Diligence Drive
Newport News, VA 23605

Dear Ms. Miller:

This is to notify you that the City of Poquoson is granting Virginia Natural Gas (VNG) a 3-year temporary utility easement in order to provide natural gas to the property located at 48 South Lawson Road. This temporary easement is based upon the resident's need for a backup generator to provide critical medical support when electricity service is interrupted. As you can see from the attached map and aerial drawing, the easement traverses City park property identified as Poquoson Tax Map Parcel No. 21-10-6. Prior to expiration of the temporary easement, i.e. February 18, 2017, a formal permanent easement will be required which includes public notification and Poquoson City Council approval.

Thank you for your assistance in this matter and should you have any questions, please contact the City Engineer, Ellen Roberts at (757)868-3025 or Ellen.roberts@poquoson-va.gov.

Sincerely,



J. Randall Wheeler
Poquoson City Manager

JRW:vhd

cc: Mr. David T. Hogge
City Engineer

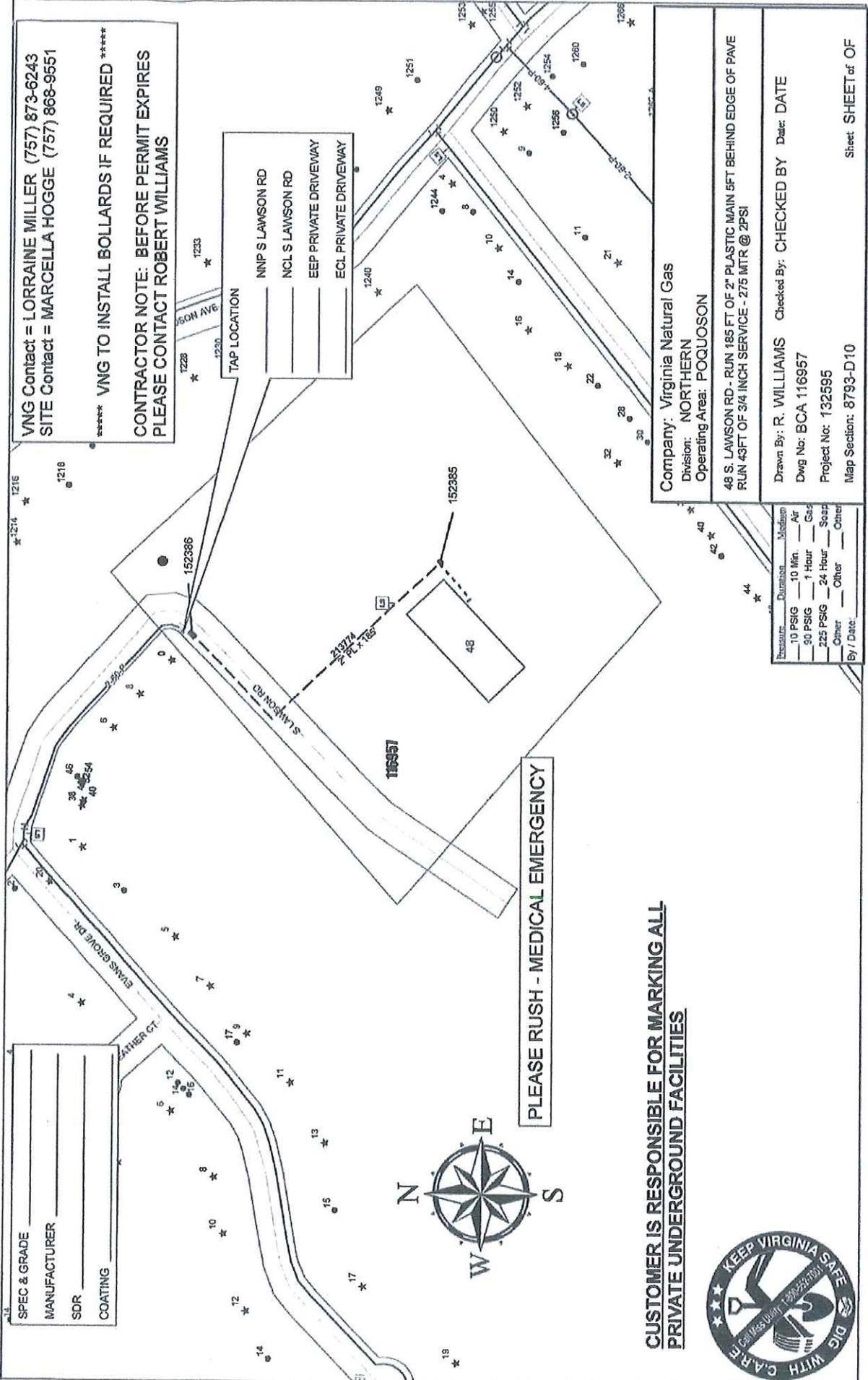
Call 3/29, 4/4 left memo

SPEC & GRADE _____
 MANUFACTURER _____
 SDR _____
 COATING _____

VNG Contact = LORRAINE MILLER (757) 873-6243
 SITE Contact = MARCELLA HOGGE (757) 868-9551
 ***** VNG TO INSTALL BOLLARDS IF REQUIRED *****
 CONTRACTOR NOTE: BEFORE PERMIT EXPIRES
 PLEASE CONTACT ROBERT WILLIAMS

TAP LOCATION
 NNP S LAWSON RD
 NCL S LAWSON RD
 EEP PRIVATE DRIVEWAY
 ECL PRIVATE DRIVEWAY

PLEASE RUSH - MEDICAL EMERGENCY



CUSTOMER IS RESPONSIBLE FOR MARKING ALL PRIVATE UNDERGROUND FACILITIES

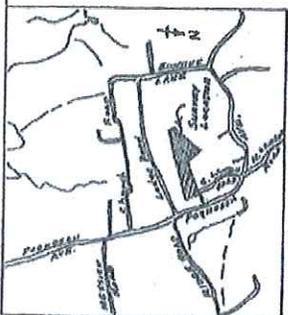


Company: Virginia Natural Gas
 Division: NORTHERN
 Operating Area: POGOSON
 48 S. LAWSON RD - RUN 185 FT OF 2" PLASTIC MAIN 5FT BEHIND EDGE OF PAVE
 RUN 43FT OF 3/4 INCH SERVICE - 275 MTR @ 2PSI

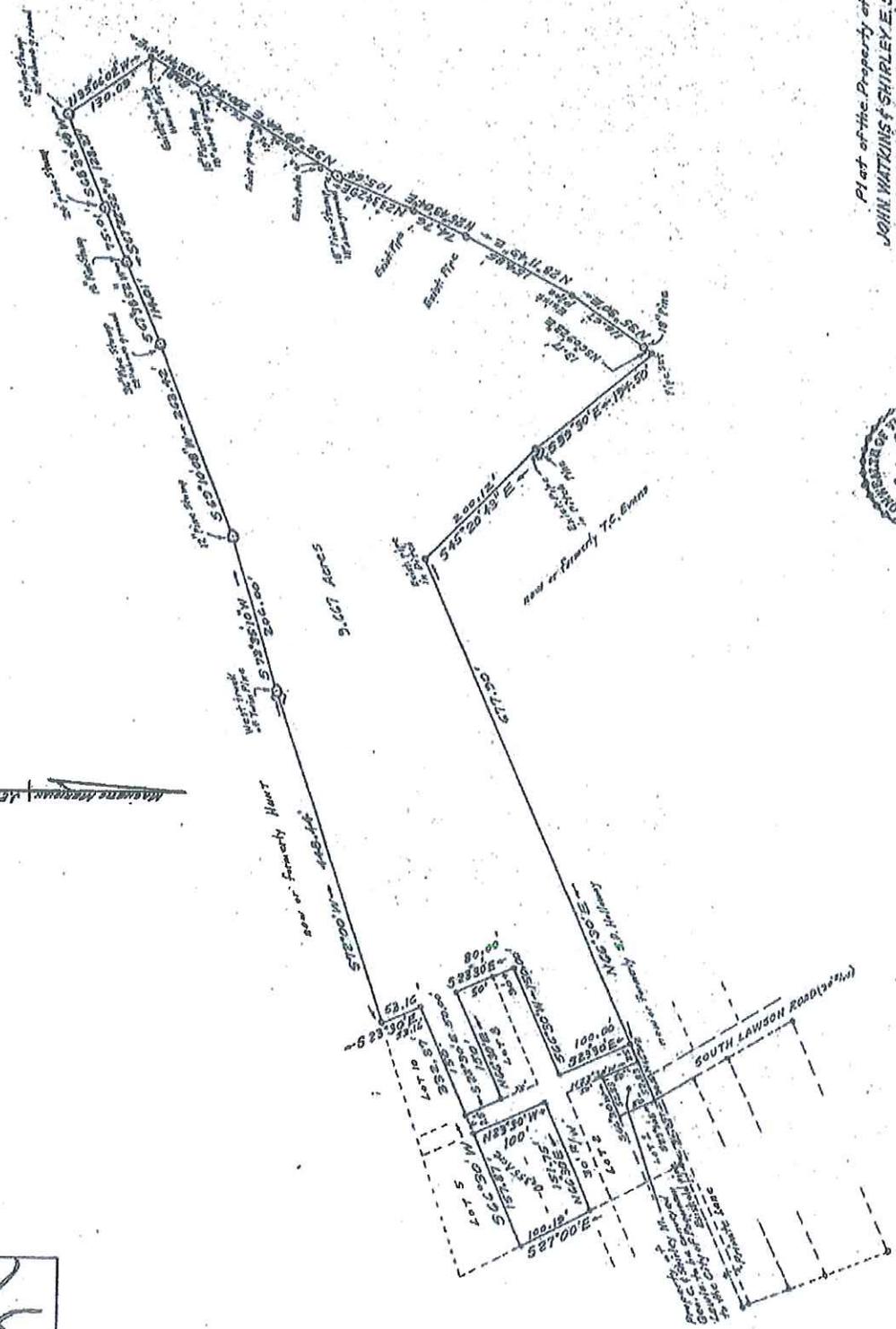
Pressure	Duration	Medium
10 PSIG	10 Min	Air
50 PSIG	1 Hour	Gas
225 PSIG	24 Hour	Soap
Other	Other	Other

By / Date: _____

Drawn By: R. WILLIAMS
 Checked By: _____
 Date: _____
 Dwg No: BCA 116957
 Project No: 132595
 Map Section: 8793-D10



Maguire Ferguson & Co. Surveyors



Plat of the Property of
JOHN WATKINS & SHIRLEY E. SMITH
 TO BE CONVEYED TO THE CITY OF FOGGESSON,
 PART OF THE JEFFERSON EST. SUBDIVISION
 CITY OF FOGGESSON, VIRGINIA
 John W. Lawson, Certified Land Surveyor
 State: 1-2-100
 Feb. 20, 1974

Filed in the Clerk's Office, Circuit Court, York Co., Va.
 the 20th day of February, 1974.
 Teste:
 Edith M. Ely, Clerk
[Signature]
 D.C.



CITY OF POQUOSON

Office of the City Manager
J. Randall Wheeler

500 City Hall Avenue, Poquoson, Virginia 23662-1996
(757)868-3000 Fax (757)868-3101

April 25, 2016

To: City Council

From: City Manager

Subject: **Resolution Making An Appointment To The Peninsula Alcohol Safety Action Program Policy Board**

Presented for your consideration is a resolution making an appointment to the Peninsula Alcohol Safety Action Program Policy Board. This position was previously filled by former Police Detective Sergeant Chuck Buffington who recently passed away.

JFW/ei

RESOLUTION NO. _____

**RESOLUTION MAKING AN APPOINTMENT TO THE
PENINSULA ALCOHOL SAFETY ACTION PROGRAM POLICY BOARD**

BE IT RESOLVED by the Council of the City of Poquoson, Virginia:

Section 1: That the following person be and the same hereby is appointed to the Peninsula Alcohol Safety Action Program Policy Board to complete the unexpired term of Charles Buffington who recently passed away:

Name

Terms Expire

June 30, 2017

Section 2: That this resolution shall be in effect on and after its adoption.

ADOPTED: _____

TESTE: _____

City Clerk