

**STAFFORD COUNTY PLANNING COMMISSION
COMPREHENSIVE PLAN SUB-COMMITTEE**

AGENDA

**GEORGE L. GORDON, JR., GOVERNMENT CENTER
BOARD OF SUPERVISORS CHAMBERS
1300 COURTHOUSE ROAD**

**OCTOBER 28, 2015
6:30 P.M. (AFTER
REGULAR MEETING)**

CALL TO ORDER

ROLL CALL OF MEMBERS AND DETERMINATION OF QUORUM

1. Discuss Public Input Meetings
 - Meeting dates, locations, times
 - Review Draft Base Maps
 - Meeting Notification Efforts
 - Discussion of meeting logistics (Revised Meeting Outline)
2. Other Issues
 - Individual Map Amendment Requests
 - Website

NEXT STEPS

3. Future Staff Deliverables / Meeting Topics
 - Stakeholder Group Interviews
 - Comparison and Other Localities – UDA Summaries
 - Revised Parameters – Priority Focus Areas
 - Continue research on best practices
4. Next Meeting Date / Timeline
 - Review Updated Schedule

PUBLIC COMMENT

ADJOURNMENT

COMPREHENSIVE PLAN SUBCOMMITTEE

PUBLIC INPUT MEETING FORMAT

Locations and Dates:

Nov 12 (Th) - Dixon-Smith Middle School (7-9 p.m.)

Nov 19 (Th) – Rodney Thompson Middle School (7-9 p.m.)

PART 1: INTRO AND BACKGROUND (20 MINUTES)

WELCOME AND INTRODUCTION:

- Thank you for attending
- Chairman introduces Committee other Planning Commissioners and dignitaries
- Identify staff members
- Describe how the meeting will work
- Make sure everyone has Meeting Outline and Comment Sheet
- Will stop for questions before we break out into groups and at the end

PURPOSE OF THE MEETING:

- Current Comp Plan adopted in December 2010
- The Comp Plan is the 20 year guide for growth and development
- State code requires review every 5 years
- Context of how we got here (brief timeline of UDAs)

BACKGROUND ON THE TASK:

- Help inform the PC where future growth should occur
- Discuss USA
- Discuss UDA vs TGA
- Must plan for 31,746 new dwelling units – state law
- Must plan for future commercial and industrial development

DISCUSS INTENSITY OF DEVELOPMENT:

- Ag/rural
- Suburban
- Urban medium density
- Urban high density

PART 2: GROWTH LOCATION EXERCISE (1 HOUR 20 MINUTES)

BACKGROUND / INSTRUCTIONS ON THE GROWTH LOCATION EXERCISE (15 Mins):

Basic Steps of the Exercise:

- Meeting attendees divide into groups of 6 – 8 around maps at tables
- Staff provides instructions
- Groups place dots on maps where they recommend growth to occur
 - Groups must keep track of dot totals to meet accommodation constraints
- Groups free to add written comments to the maps
- Each Group presents their general recommendations

After attendees get into groups, staff describes the maps and exercise:

- Base map layers -
 - County Boundary minus Quantico
 - Major roads
 - Approved and funded road projects
 - Waterways
 - Urban Services Area (USA)
 - Existing Structures
 - Existing Schools
 - Existing Parks
 - Approved developments
 - Other place names for location reference
- Side maps – water and sewer lines; Transportation Plan; Airport and Quantico Noise Overlay (Possibly with Smartboard)
- Each Group gets packet with Dots; Note pad to account for dots; pens and markers
- Explain constraints of exercise
 - Limits of USA
 - Airport Compatibility
 - Quantico Compatibility
 - Must accommodate 31,746 – 9,508 (approved and not built) = 22,238 ~22,000 residential units
 - Must accommodate 10 million sf commercial
 - Must accommodate 6 million industrial
- Explain what dots signify
 - Residential density – rural, suburban, urban
 - Rural (Yellow Dot with R) = 200 dwelling units
 - Suburban (Yellow) = 500 dwelling units
 - Urban (Orange) = 1,000 dwelling Units

- Urban mixed use (Brown) = 50,000 square feet of ground floor commercial space and 500 dwelling units
- Commercial uses (Red) = 500,000 square feet of building area
- Industrial uses (Blue) = 500,000 square feet of building area
- Groups should designate: Secretary & speaker.
- Sample Map (prepared by staff) briefly displayed to show how the map may look
- Brief Questions before exercise begins

CONDUCT GROUP EXERCISE (50 minutes):

Groups develop their recommended growth maps.

- Staff and Commissioners will be roaming between tables or designated to specific tables to help answer any basic questions.

PRESENT GROWTH MAP (15 Minutes):

Each Group presents the basic concepts of their maps.

OPTIONAL DENSITY PREFERENCE POLLING

- Receive comments from participants via anonymous electronic polling

PART 3: MEETING CONCLUSION (20 MINUTES)

Staff describe next steps in the process and what will be done with the information received.

- Staff Summarize / identify general themes of the maps.
- Subcommittee consider all the input received.
- Evaluate impacts on public infrastructure and facilities
- Stakeholder Group Interviews
- Draft amendments to the current Plan

Meeting attendees will have more chances to respond to recommended Plan amendments or provide input into the process

- If email provided, we can send out updates when draft documents are available for review and comment
- Potential for online polling or comments.
- Future Subcommittee meetings and regular Planning Commission meetings.

Final questions or comments.

Thank everyone for participation.

Parameters / Scope of the Planning Commission's Effort to Amend the Comprehensive Plan

- I. The primary tenet to guide the efforts, and judge success, is the Planning Commission's primary goal, to "Most effectively plan for/accommodate the projected future growth, valuing the approaches that cause the least impact to existing/planned infrastructure."
- Did we make conscious decisions on where the growth is planned...
 - Can we articulate/rationalize how that mitigates/minimizes the impact on infrastructure...
- II. Structure / Task List (to rationally prioritize efforts)
- We benefit ourselves, and the process, by keeping our focus on those items that will have the greatest effect/impact.
 - There are any number of major items the subcommittee can identify to accomplish, and all would add value. However, we need to plan for the time deadline that was extended for us (end of January), the resource limitations (particularly staff time -- our precious and most valuable resource -- recognizing the many other tasks staff must satisfy), and the fact that the more we propose changing...the more complicated it will be presenting to the Board; sometimes, less is more.
 - List the specific actions that we are specifically tasked to do by/for the Board, and any other key initiatives we believe beneficial, then prioritize those that can be accomplished by 31 January (possibly grouping any items that complement and leverage one another).
 1. Consider any adjustments to the USA.
 2. Consider the number of TGAs and where will they be placed.
 - BOS suggested review areas – Blaisdell, NE Corner of 17/95
 3. Airport Overlay / Compatible Land Use Concept
 4. CIP and ability to pay for growth
 5. Business District around airport
 6. Reality Check – are the developing recommendations realistic given constraints
 - Tackle the top priority first, fully focusing energy on it until we are confident it will get completed, then start on the next if/as time allows, etc.
- III. As options are discussed, also consider up-front how it can simply and effectively be presented or understood
- Provide a straight-forward picture of the recommendation, and/or clear criteria that drove the recommendation, and/or clear results of the recommendation.

Planning Commission Comprehensive Plan Subcommittee

SCHEDULE (revised October 27, 2015)

Sept 23 (W) - PC meeting

Report from Comp Plan Committee – draft letter to BOS outlining anticipated parameters of the effort and seek concurrence.

Sept 24 - Oct 2

Staff review background documents.

Research best practices.

Staff thoughts on:

Growth parameter ideas.

Proposed meeting format.

October 14 (W) - Subcommittee Meeting

Discuss:

Scope of work/ Growth Parameters.

Staff proposal and Committee approval of Public Meeting Format.

Public notification strategy.

Identify Stakeholder Groups.

Oct 15 (Th) - Nov 3 (Tu) – Public Meeting Prep.

Public Notification Efforts.

Staff preparation for meeting - maps, talking points, etc.

Reserve meeting locations.

Oct 20 (Tu) - BOS meeting

Receive feedback on growth parameters / scope of work question.

Oct 28 (W) - Subcommittee Meeting

Discuss any last minute issues prior to public input meeting.

Nov 12 (Th) - Public Input Meeting #1 - South Stafford

Dixon-Smith Middle School (7-9 p.m.)

Nov 19 (Th) – Public Input Meeting #2 – North Stafford

Rodney Thompson Middle School (7-9 p.m.)

Nov 21 (Sa) or Dec 5 (Sa)– Subcommittee Meeting

Discuss public input received and determine adjustments to future land use plan direction.

Review Draft Plan Amendments

Plan for Public Input Meeting #2

Dec 7-10* or 14-17 - Public Input Meeting #2

Review Draft Plan amendments

*PC Meeting on 12/9

Jan 9 (Sa) – Subcommittee Meeting

Final Modifications to Plan Amendments.

Jan 13 (W) – PC Meeting

Initial briefing on Plan Amendments.

Jan 27 (W) – PC Meeting

Finalize recommended Plan Amendments – send to BOS for recommendation.