

STAFFORD COUNTY JOINT PLANNING COMMISSION/ECONOMIC DEVELOPMENT AUTHORITY MEETING SUMMARY

DATE: August 14, 2019

CALL TO ORDER: 5:30 p.m.

MEMBERS/STAFF PRESENT:

Crystal Vanuch, Steven Apicella, Darrell English, Al Bain, Roy Boswell, Fillmore McPherson,
Bart Randall (PC members); Lauren Lucian, Jeff Harvey, Stacie Stinnette, Mike Zuraf (staff)
Joel Griffin, Howard Owen, Jack Rowley (EDA members); John Holden, Rick Cobert, (staff);
Charlie Payne (EDA Counsel)

TALKING POINTS:

See Attached Sheet

OUTCOMES:

Commissioner McPherson was appointed Planning Commission Liaison to the EDA
PC and EDA agreed that the EDA would participate in the 2021 Comp Plan update

ADJOURNMENT: 6:50 p.m.

Joint Planning Commission and Economic Development

Meeting Discussion Topics

August 14, 2019

The intent of the meeting is to have an informal across-the-table discussion about roles and responsibilities and any identified development processes or development projects where lessons learned can lead to improvements for future economic development efforts. Below are some talking points for consideration.

1. Role of Planning Commission – by Chairman Vanuch
 - State Code requires:
 - Preparation of the Comprehensive Plan
 - Provide recommendations to the BOS for any changes to the zoning ordinance and zoning map (code amendments, rezonings, CUPs) (100 days)
 - Provide recommendations to the BOS for any changes to the subdivision ordinance (60 days)
 - Provide recommendations to the BOS for any BOS initiated or developer initiated Comprehensive Plan changes. (60 days)
 - Determine conformity with the Comprehensive Plan for public infrastructure projects (60 days)
 - Local Code requires:
 - Approval of preliminary plans for residential subdivisions
 - Approval of waivers to requirements of the subdivision ordinance
 - Membership on the technical review committee for review of by-right development applications (provide advisory recommendations)
 - Other Roles:
 - Assist with the development of subdivision and zoning code amendments
 - Work with developers to address community feedback for rezoning and CUP applications to ensure that the County gets the best project possible if the BOS decides to approve it
2. Planning & Zoning Department role, support to PC
 - Determine when applications are complete and are eligible for review by the Planning Commission
 - Provide general administrative support for public meetings (required notifications, room set-up, web page, preparation of minutes, and provide advice on legal matters and planning principles)
 - Prepare staff reports describing the features of applications, pros and cons and make recommendations based on the Comprehensive Plan and ordinance requirements
 - Conduct research such as obtaining and analyzing data, review of state code and comparative jurisdiction plans, policies and codes
 - Present information and answer questions during public meetings
 - Report the recommendations of the Planning Commission to the Board of Supervisors

3. Role of Economic Development Authority – by Chairman Griffin
 - By statute, broad authority to serve and promote economic development. Originally and still as agency to bond for public “authority facilities”—broadly defined.
 - Own and lease property
 - Jurisdictions may gift, donate, and make appropriations to EDAs for purpose of promoting economic development
 - May act more “business like” in procurement when developing “authority facilities”
 - Provide return of future tax revenue to private developer (via private payment of taxes to jurisdiction, then to EDA)
 - Stafford EDA History
 - Hospital bond
 - Other grants to business
 - Revised Grant and New Loan Program

4. Economic Development & Tourism Department role, support to EDA
 - Staff to the EDA along with County Finance, to manage the affairs of the EDA
 - Develop and present policy and economic development initiatives, in concert with the BOS
 - Initial review, business guidance, and recommendations on grants or loans
 - A common “glue” between BOS and EDA—whereas the EDA is designed to act more “business like” and get projects done
 - Financing and incentives of business expansion
 - Loans for business
 - Property development

5. Topics of Mutual Concern