

**A G E N D A**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**January 4, 2017**  
**5:30 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MINUTES**

1. Minutes Adoption - October 26, 2016 Regular Meeting

**D. OLD BUSINESS**

**E. NEW BUSINESS**

1. SP-0091-2016. 4501 Noland Boulevard, AutoZone
2. Parks and Recreation Master Plan Update

**F. ADJOURNMENT**

**ITEM SUMMARY**

DATE: 1/4/2017  
TO: The Development Review Committee  
FROM: Paul D. Holt, III, Secretary  
SUBJECT: Minutes Adoption - October 26, 2016 Regular Meeting

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**ATTACHMENTS:**

	Description	Type
▣	Minutes - October 26, 2016 Regular Meeting	Minutes

**REVIEWERS:**

Department	Reviewer	Action	Date
Development Review Committee	Holt, Paul	Approved	12/28/2016 - 2:10 PM
Development Review Committee	Holt, Paul	Approved	12/28/2016 - 2:10 PM
Publication Management	Burcham, Nan	Approved	12/28/2016 - 2:11 PM
Development Review Committee	Secretary, DRC	Approved	12/28/2016 - 2:14 PM

**MINUTES**  
**JAMES CITY COUNTY DEVELOPMENT REVIEW COMMITTEE**  
**REGULAR MEETING**  
**Building A Large Conference Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**October 26, 2016**  
**4:00 PM**

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**A. CALL TO ORDER**

Mr. Heath Richardson called the meeting to order at approximately 4:00 p.m.

**B. ROLL CALL**

Present:

Mr. Heath Richardson, Chair  
Mr. Rich Krapf  
Mr. Chris Basic  
Ms. Robin Bledsoe

Absent:

Mr. Tim O'Connor

Staff:

Ms. Ellen Cook, Principal Planner  
Ms. Savannah Pietrowski, Planner  
Ms. Lauren White, Planner  
Ms. Tori Haynes, Community Development Assistant  
Mr. Steve Miller, Capital Projects Coordinator, Stormwater

**C. MINUTES**

1. Minutes Adoption - September 28, 2016 Regular Meeting

Mr. Chris Basic made a motion to approve the September 28, 2016 meeting minutes. On a voice vote the minutes were approved 4 – 0.

**D. OLD BUSINESS**

1. C-0031-2016 4501 Noland Blvd., AutoZone

Ms. Ellen Cook presented the staff report, stating that at its September 28, 2016 meeting, the DRC deferred action on this case. Since that time, the applicant has provided several items. First, a signed statement that commits to abandon the square footage associated with the approved but unbuilt “specialty retail” building. As a result, the total square footage requested for Area 1B is 7,381 for the AutoZone, rather than 14,581 square feet. This new total is less than the 8,000 square foot cap for Area 1B, however, the proposed “retail” use still differs from the “restaurant, office” use listed on the approved master plan. The second item is an updated building elevation and landscape plan to show the proposed screening for the building.

Mr. Heath Richardson asked for the reasoning behind staff’s recommendation.

Ms. Cook indicated that the proposed retail use was determined by staff to be a significant alteration in the character of the land uses shown on the Master Plan.

Mr. Rich Krapf asked if the applicant had considered locating the AutoZone at the rear of Area 1B, where the “specialty retail” building had previously been approved.

Ms. Cook responded that AutoZone had been made aware that a retail use had previously been approved for the rear of the site, but had not pursued that location in their application.

Ms. Robin Bledsoe asked for more information about the proposed landscaping plan.

Mr. Carmen DiDiano provided the DRC with a description of the proposed landscaping plan and how the proposed plan was designed to fit with elements of the proposed building elevation.

Ms. Bledsoe stated that screening of the building is one of her concerns, and expressed that she was satisfied with what has been proposed.

Mr. Chris Basic stated that he still had some concerns with the proposal. He noted that the color scheme for the building was very bright.

Mr. DiDiano replied that AutoZone may be willing to alter some of the colors, but noted that the orange stripe is the AutoZone standard.

Mr. Basic asked if the stripe could not be placed on the side facing Noland Boulevard.

Mr. DiDiano discussed the configuration of the site, noting that other configurations of the building were not really feasible. Mr. DiDiano noted that AutoZone was open to changes to the landscaping.

Ms. Bledsoe asked if the color scheme on the rear wall and on the wall facing Noland Boulevard could be changed to just be the muted color scheme without the stripes.

Mr. DiDiano indicated he thought this was possible.

Mr. Krapf stated that he was concerned that this use is different than what is on the adopted Master Plan. He is also concerned that the use is at the entrance to a residential development. Mr. Krapf stated that he had found examples on-line of other AutoZone stores that were more in character with the locality they were located in.

Mr. Richardson stated that he had found an example in Mill Creek, Washington that seemed to have features such as brick work that were more in character with the Richmond Road corridor in this area. He stated that examples in this area included the buildings at Lightfoot Marketplace, the Law Enforcement Center, and Thomas Nelson Community College.

Mr. Basic concurred with these comments, and noted that the changes to the elevations since the last meeting did not seem significant compared with the examples on-line.

Mr. DiDiano noted the difficulty of making building elevation changes where there were not specific design guidelines.

Mr. Basic noted that the DRC had given examples of nearby buildings that could serve as architectural models at the last meeting.

Mr. DiDiano asked if the DRC could find the proposal consistent with the Master Plan, with conditions imposed on it. He noted that this would allow them to move forward with the development plan process while details of the elevation were resolved.

The DRC, Mr. DiDiano and staff discussed the possible options for DRC action on this case.

Ms. Bledsoe made a motion to find the conceptual plan consistent with the Master Plan, subject to the following conditions: that the applicant follow-through on their commitment regarding the site plan amendment; use the proposed landscaping plan; and resubmit an architectural elevation which is more consistent with the surrounding area for DRC review and approval. On a voice vote, the motion carried 3-1, with Mr. Krapf opposed.

## **E. NEW BUSINESS**

### **1. C-0051-2016, Forest Glen Section 5**

Ms. Savannah Pietrowski presented the staff report, stating that the proposal is for an expansion of the existing Forest Glen neighborhood, which would consist of a 44-lot cluster development and would require a Special Use Permit (SUP). Staff noted that the applicant is still considering the options for recreational amenities in the development, and that the applicant has also been in discussion with the County's Stormwater Division regarding a possible shared stormwater management facility in the area. Ms. Pietrowski stated that the applicant is looking for feedback prior to submission of a formal SUP application.

Mr. Richardson noted that he had difficulty viewing the plan, and inquired if it was available within the Novus system.

Ms. Pietrowski confirmed that it was.

Ms. Bledsoe stated that she had difficulty viewing the plan as well, and requested that a map of the overall Forest Glen development be displayed.

Mr. Howard Price of AES Consulting Engineers stated that he has been working with the County to prepare stormwater improvement plans for the existing neighborhood and is now also considering a shared stormwater management facility that could serve both the existing neighborhood and the proposed expansion. Mr. Price stated that they have not resolved the recreational amenities that will be provided. Mr. Price stated that the County has recently improved a nearby recreation lot, and stated that he would like to be able to use that facility for their recreation requirements, with the understanding that they may have to provide additional improvements.

Mr. Richardson inquired if this was a public park, or a park associated with the existing neighborhood.

Ms. Cook replied that the parcel is owned and maintained by the County.

Mr. Richardson asked to clarify that the proposal from Mr. Price is to provide additional improvements to this recreation parcel that would benefit both the existing neighborhood and the proposed development.

Mr. Price replied that they would like to utilize this facility instead of constructing another facility nearby. Mr. Price stated that he would like feedback regarding the type of proposal the DRC would like to see prior to submitting a formal application.

Ms. Bledsoe inquired if the County would retain ownership of the property.

Mr. Price confirmed, and stated that they would be willing to add to the existing facility in order to meet their recreation requirements.

Mr. Krapf inquired if there would be any liability concerns for the County.

Ms. Cook stated that the Parks and Recreation Department should weigh in on that question.

Mr. Richardson inquired regarding the shared stormwater management facility.

Mr. Price stated that it would involve ditch and pipe improvements for the existing neighborhood, and the BMP would be located within the new development.

Mr. Elliot York of American Eastern, Inc., stated that improvements could be made within the existing neighborhood to get the water off-site, but it could not be treated without the BMP.

Mr. Price confirmed.

Ms. Bledsoe inquired how much upheaval that would cause for existing residents.

Mr. Price replied that they are already working with the County on a stormwater improvement project for the existing neighborhood.

Mr. Steve Miller of the County Stormwater Division stated that improvements for the existing neighborhood were already being considered prior to the proposed expansion. Mr. Miller stated that the County has not yet agreed to the shared BMP. Mr. Miller clarified that the original improvements plan will move forward regardless of the shared BMP.

Mr. York stated that the proposal will also provide affordable workforce housing, which he believes will fit within the existing neighborhood and sell very quickly.

Mr. Richardson asked for clarity regarding the status of the Housing Opportunity Policy.

Ms. Pietrowski replied that the policy has currently been withdrawn as it applies to residential rezoning applications.

Mr. Richardson stated that the applicant is still identifying a need for affordable housing.

Mr. York confirmed.

Mr. Krapf stated that the applicant will be receiving a density bonus in exchange for those affordable housing units.

Mr. York stated that he feels that affordable housing is the best fit for this area.

Ms. Bledsoe inquired regarding the average lot size in the existing neighborhood.

Ms. Pietrowski identified several parcels on the map to illustrate the existing lot sizes.

Mr. Krapf inquired if all of the units will be single-family housing.

Mr. Price confirmed.

Mr. Basic asked if the existing recreation lot would be sufficient to meet the County's requirements if the entire neighborhood were to be developed from scratch today.

Ms. Pietrowski replied that she does not believe it would.

Mr. Price agreed that it would not likely meet the requirements.

Mr. Basic inquired how short of meeting the requirements the neighborhood would be.

Mr. Price stated that he had not done that calculation, as those regulations did not apply when the neighborhood was originally constructed. Mr. Price stated that the park would meet the requirements if it were constructed for the new section. Mr. Price reiterated that they are willing to supplement the existing park and would like feedback on what types of improvements the DRC would be willing to consider.

Mr. Basic stated that he agrees it would not make a lot of sense to have two parks so close together.

Mr. York stated that maintenance fees for both a new park and the BMP could result in the units becoming less affordable. Mr. York noted that the existing neighborhood does not have a homeowners association.

Ms. Bledsoe asked to clarify that the County-owned parcel is currently being used as a park.

Mr. Richardson stated that it looks more like a field in the aerial image.

Ms. Pietrowski stated that there is playground equipment on the site.

Ms. Bledsoe stated that she wants to ensure that the improvements would not be a shock to the adjacent property owners.

Mr. Krapf inquired if the County currently maintains the park.

Ms. Pietrowski confirmed.

Mr. Basic asked if the comment from VDOT regarding road geometry would significantly impact the proposal.

Mr. Price replied that it would not, and stated that widening the roads should not be an issue either.

Mr. Basic stated that the County has had recent discussions regarding the potential impacts of DEQ reducing the County's groundwater withdrawal permit amount. Mr. Basic noted that this discussion also considered the impacts of approving more residential development in the County. Mr. Basic stated that he would like that consideration to be presented now, instead of potentially surfacing at the Board of Supervisors meeting.

Mr. Price stated that he understands the concern; however, this area has already been zoned for residential development.

Ms. Bledsoe stated that, in theory, development in this area should have already been calculated.

Mr. Richardson noted that the County Administrator recently released additional information regarding the status of the permit.

Mr. Basic stated that having that area already accounted for gives him additional comfort.

Mr. Price stated that approximately 15 lots should have been accounted for, but the cluster would provide 29 additional lots. Mr. Price stated that the affordable housing units would provide an additional benefit.

Mr. York reiterated that it also provides stormwater quality improvements.

Mr. Richardson stated that the project seems to have many favorable attributes.

Mr. Krapf stated that he thinks that the applicants are on the right track.

Mr. Richardson inquired regarding the timeline.

Mr. Price stated that they will have to submit a formal SUP application. Mr. Price inquired if the DRC is in agreement that improvements to the existing park is preferable over creating a new site.

Mr. Richardson stated that he agrees that improvements would be preferable; however, care should be taken to ensure that they would not negatively impact the adjacent property owners.

Mr. Price stated that they will have to use the County's parks and recreation policy as a guide, or else staff will find the proposal unacceptable. Mr. Price stated that a good balance will have to be found.

Mr. Basic inquired who would be financially responsible for a new park, if the applicant were told they could not use the existing facility.

Mr. Price replied that the HOA for the new section would be responsible, as there is no HOA within the existing neighborhood.

Mr. Basic stated that is a very large burden for 44 lots.

Ms. Bledsoe stated that the opposite impact could be considered when additional residents are using the park within the existing neighborhood.

Mr. Price stated that it is a County-owned park, so the only impact to existing residents would be having additional children on the playground.

Mr. Basic stated that it would not seem reasonable for such a small number of lots to be responsible for the expense of an entire playground.

Mr. Price agreed.

Mr. Richardson stated that this was a thorough vetting of ideas.

## **F. ADJOURNMENT**

Mr. Krapf made a motion to adjourn, and the meeting was adjourned at approximately 5:10 p.m.

**ITEM SUMMARY**

DATE: 1/4/2017  
TO: The Development Review Committee  
FROM: Roberta Sulouff, Planner  
SUBJECT: SP-0091-2016. 4501 Noland Boulevard, AutoZone

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**ATTACHMENTS:**

	Description	Type
▣	Staff Report	Staff Report
▣	Building Elevation--January 4 Version	Backup Material
▣	Building Elevation--October 26 Version	Backup Material
▣	Minutes from the October 26, 2016, DRC Meeting	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Development Review Committee	Holt, Paul	Approved	12/27/2016 - 8:26 AM
Development Review Committee	Holt, Paul	Approved	12/27/2016 - 8:27 AM
Publication Management	Burcham, Nan	Approved	12/27/2016 - 8:30 AM
Development Review Committee	Secretary, DRC	Approved	12/28/2016 - 9:04 AM

**SITE PLAN-0091-2016. 4501 Noland Blvd., AutoZone**

**Staff Report for the January 4, 2017, Development Review Committee**

**SUMMARY FACTS**

Applicant: Mr. Kevin Murphy on behalf of AutoZone

Land Owner: Wessen Properties, LLC

Proposal: Demolition of existing structure (Handel's Ice Cream) and construction of a 7,381-square-foot store for retail sales of auto parts and accessories. This use will not include auto service bays as no vehicle service or repair is proposed.

Development Review Committee (DRC) Review:

The applicant has requested a deviation from the Master Plan for the Lightfoot Mixed Use Area dated September 3, 2004. Section 24-516 of the Zoning Ordinance stipulates that development plans that differ from the approved Master Plan may be approved if the Planning Director concludes that the plan does not significantly alter the character of the land uses or other features or conflict with any conditions. Should the Planning Director disapprove the plan, the applicant may appeal the decision of the Planning Director to the DRC which shall forward a recommendation to the Commission.

Location: 4501 Noland Boulevard

Tax Map/Parcel No.: 2430900001B

Project Acreage: +/- 1.03

Zoning: MU, Mixed Use

Comprehensive Plan: Mixed Use

Primary Service Area: Inside

Staff Contact: Ellen Cook, Principal Planner

**PROPOSAL SUMMARY**

At its October 26, 2016 meeting, the DRC voted to find this conceptual plan consistent with the Master Plan, subject to three conditions, as further described below.

Since that time, the applicant has submitted a site plan application (SP-0091-2016). As part of the site plan submission, the applicant is working towards fulfillment of the three conditions by including the abandonment of previously approved, unbuilt onsite retail building square footage as part of the current application, working with staff on an approved landscape plan, and collaborating with staff regarding revised architectural elevations for the building. Per the conditions of the DRC's finding of Master Plan consistency, the applicant must submit architectural elevations for the DRC's review prior to final site plan approval; these elevations should be more consistent in character with surrounding development. The applicant has indicated that the following changes have been made to the elevations since the last version provided to the DRC:

- *Siding:* In contrast to the earlier elevations which showed brightly colored concrete masonry unit siding, revised elevations depict hardy-plank lapboard siding, broken into segments by the use of brick-veneered pilasters.

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*This staff report is prepared by the James City County Planning Division to provide information to the Planning Commission and Board of Supervisors to assist them in making a recommendation on this application. It may be useful to members of the general public interested in this application.*

**SITE PLAN-0091-2016. 4501 Noland Blvd., AutoZone**

**Staff Report for the January 4, 2017, Development Review Committee**

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- *Color Details:* Revised elevations eliminate the bright orange and red striping and red doors shown on earlier elevations.
- *Windows:* Window facades have been added to the Noland Boulevard building face, and all windows earlier shown as black spandrel glass are now clear glass facades.
- *Roof:* Revised elevations show an asphalt-shingled, mansard style roof with varying lines to create architectural interest

Staff recommends that the DRC find that the revised elevations satisfy the third condition of the master plan consistency determination as approved on October 26, 2016, and that the DRC finds these elevations binding to any further development at this site.

EC/kb  
SP-91-16-AutoZone

Attachments:

1. Building Elevation - January 4 version
2. Building Elevation - October 26 version
3. Minutes from the October 26, 2016, DRC Meeting

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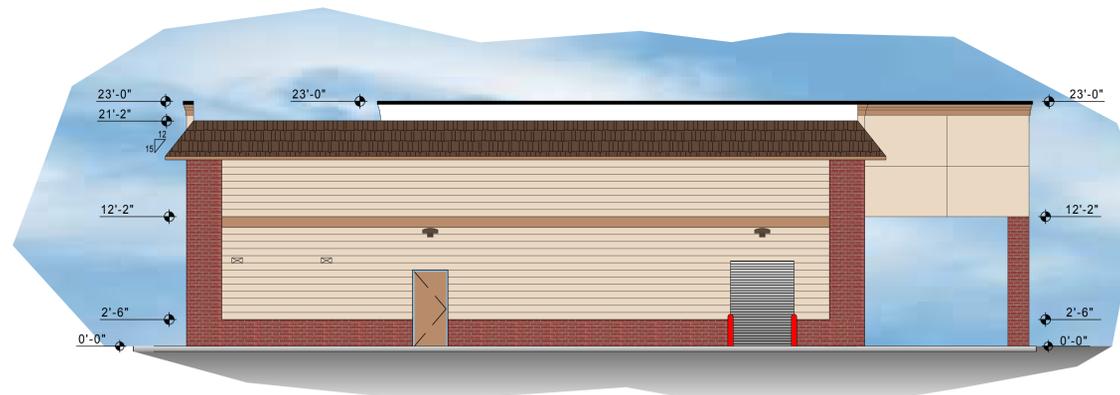
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FRONT ELEVATION  
(RICHMOND ROAD)



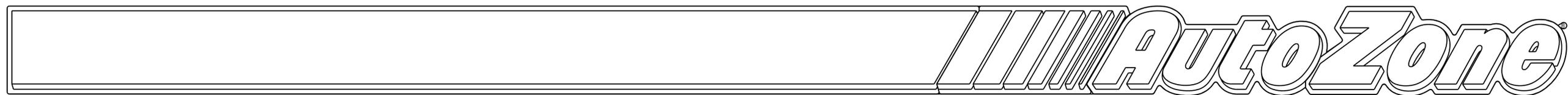
RIGHT ELEVATION  
(NOLAND BLVD)

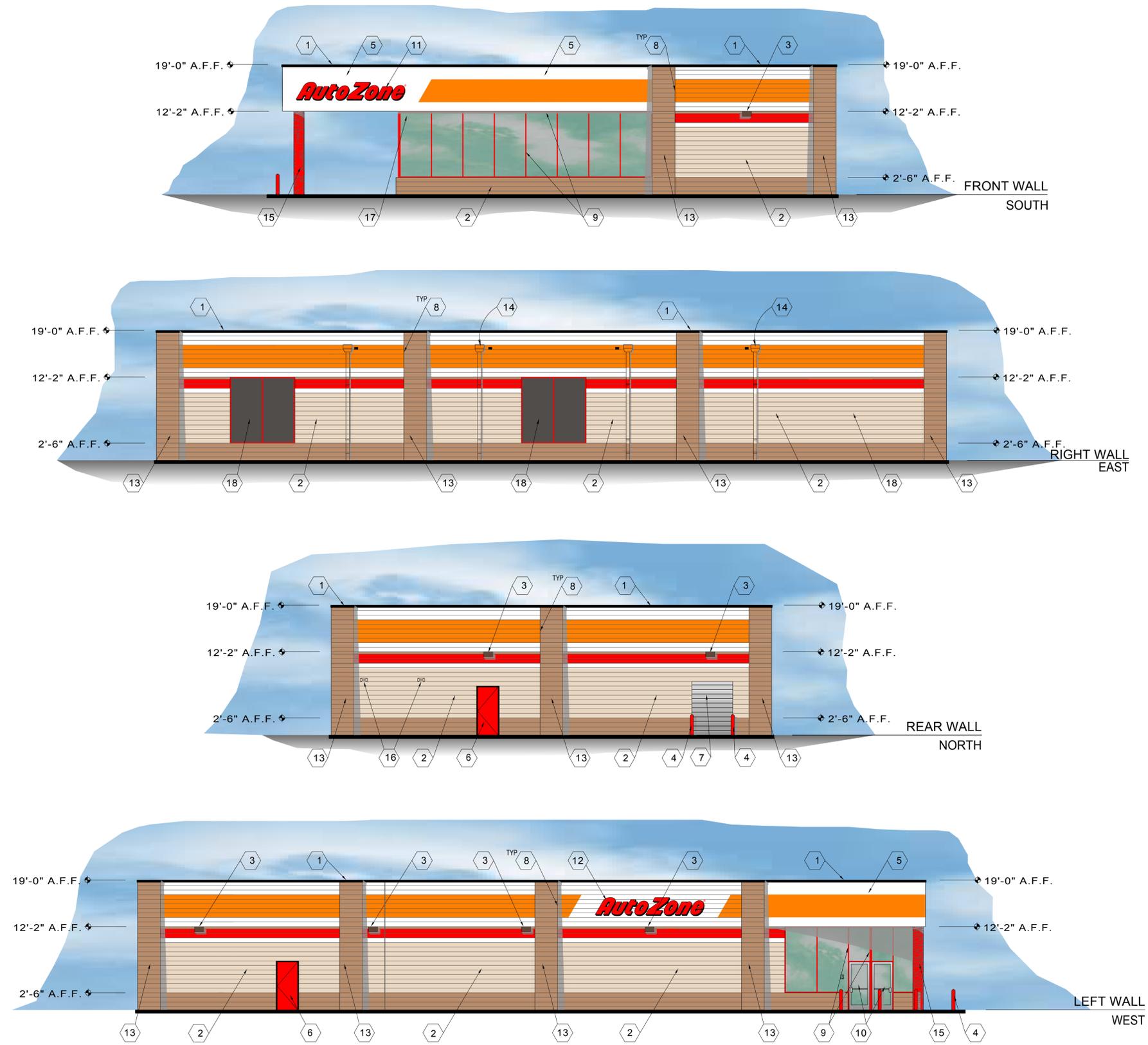


REAR ELEVATION  
(REAR DRIVE)



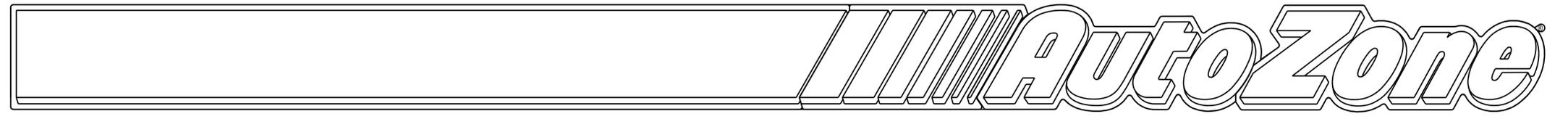
SOUTH ELEVATION  
(PARKING SIDE)





- 1 TWO PIECE COMPRESSION TRIM
- 2 SPLIT FACE CONCRETE MASONRY UNITS
- 3 WALL MOUNTED LIGHT FIXTURE
- 4 PIPE GUARD WITH RED SLEEVE
- 5 MFG. WHITE EXTERIOR INSULATED FINISH - PAINT WHITE
- 6 PAINT MAN DOOR RED & METAL FRAMES BLACK
- 7 DO NOT PAINT OVERHEAD DOOR PAINT ANGLES BLACK
- 8 ORANGE STRIPE TO STOP AT INSIDE FACE OF PILASTER
- 9 ALUMINUM STOREFRONT - RED KYNAR FINISH
- 10 GLASS AND ALUMINUM DOORS - CLEAR ANODIZED FINISH
- 11 FRONT WALL SIGN - 36" CHANNEL NStrip
- 12 LEFT WALL SIGN - 36" CHANNEL NStrip
- 13 3'-4" WD X 4" DEEP SPLIT FACE CMU PILASTER.
- 14 SCUPPERS AND DOWNSPOUTS. PAINTED TO MATCH BACKGROUND WALL COLOR.
- 15 CORRUGATED COLUMN PAINT RED
- 16 TOILET WALL VENTS PAINT TO MATCH WALL
- 17 STORE ADDRESS - 6" WHITE REFLECTIVE NUMBERS
- 18 FAUX WINDOW - OPAQUE BLACK GLASS

Color Elevation  
 AutoZone Store #6194  
 WILLIAMSBURG, VIRGINIA



**MINUTES**  
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**Building A Large Conference Room**  
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Absent:

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Ms. Savannah Pietrowski, Planner  
Ms. Lauren White, Planner  
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Mr. Steve Miller, Capital Projects Coordinator, Stormwater

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Mr. Basic asked if the comment from VDOT regarding road geometry would significantly impact the proposal.

Mr. Price replied that it would not, and stated that widening the roads should not be an issue either.

Mr. Basic stated that the County has had recent discussions regarding the potential impacts of DEQ reducing the County's groundwater withdrawal permit amount. Mr. Basic noted that this discussion also considered the impacts of approving more residential development in the County. Mr. Basic stated that he would like that consideration to be presented now, instead of potentially surfacing at the Board of Supervisors meeting.

Mr. Price stated that he understands the concern; however, this area has already been zoned for residential development.

Ms. Bledsoe stated that, in theory, development in this area should have already been calculated.

Mr. Richardson noted that the County Administrator recently released additional information regarding the status of the permit.

Mr. Basic stated that having that area already accounted for gives him additional comfort.

Mr. Price stated that approximately 15 lots should have been accounted for, but the cluster would provide 29 additional lots. Mr. Price stated that the affordable housing units would provide an additional benefit.

Mr. York reiterated that it also provides stormwater quality improvements.

Mr. Richardson stated that the project seems to have many favorable attributes.

Mr. Krapf stated that he thinks that the applicants are on the right track.

Mr. Richardson inquired regarding the timeline.

Mr. Price stated that they will have to submit a formal SUP application. Mr. Price inquired if the DRC is in agreements that improvements to the existing park is preferable over creating a new site.

Mr. Richardson stated that he agrees that improvements would be preferable;

however, care should be taken to ensure that they would not negatively impact the adjacent property owners.

Mr. Price stated that they will have to use the County's parks and recreation policy as a guide, or else staff will find the proposal unacceptable. Mr. Price stated that a good balance will have to be found.

Mr. Basic inquired who would be financially responsible for a new park, if the applicant were told they could not use the existing facility.

Mr. Price replied that the HOA for the new section would be responsible, as there is no HOA within the existing neighborhood.

Mr. Basic stated that that is a very large burden for 44 lots.

Ms. Bledsoe stated that the opposite impact could be considered when additional residents are using the park within the existing neighborhood.

Mr. Price stated that it is a County-owned park, so the only impact to existing residents would be having additional children on the playground.

Mr. Basic stated that it would not seem reasonable for such a small number of lots to be responsible for the expense of an entire playground.

Mr. Price agreed.

Mr. Richardson stated that this was a thorough vetting of ideas.

## **F. ADJOURNMENT**

Mr. Krapf made a motion to adjourn, and the meeting was adjourned at approximately 5:10 p.m.

**ITEM SUMMARY**

DATE: 1/4/2017  
TO: The Development Review Committee  
FROM: Savannah Pietrowski, Senior Planner  
SUBJECT: Parks and Recreation Master Plan Update

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**ATTACHMENTS:**

	Description	Type
▣	Memorandum	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Development Review Committee	Holt, Paul	Approved	12/28/2016 - 4:31 PM
Development Review Committee	Holt, Paul	Approved	12/28/2016 - 4:31 PM
Publication Management	Burcham, Nan	Approved	12/28/2016 - 4:33 PM
Development Review Committee	Holt, Paul	Approved	12/28/2016 - 4:36 PM

## MEMORANDUM

DATE: January 4, 2017

TO: The Development Review Committee

FROM: Savannah Pietrowski, Senior Planner

SUBJECT: Parks and Recreation Master Plan Update

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One of the guiding documents for the James City County Parks and Recreation Department is the [Parks and Recreation Master Plan](#), which is updated periodically and serves as a plan of action for meeting the growing needs for parks, facilities, open space, and recreational opportunities for James City County's citizens. The Parks and Recreation Department staff is currently in the process of updating the Master Plan, through a process that has included data updates, surveys and public meetings.

At this meeting, the Parks and Recreation Department staff is seeking to share a general overview of the Master Plan and the ongoing update process, and to answer any questions the Committee may have regarding the Master Plan. Following this discussion and continued work by the Parks and Recreation Department staff, it is also tentatively scheduled to have a final draft of the revised Master Plan presented to the Development Review Committee at its January 25, 2017 meeting.

Other upcoming steps in the update process will include formal consideration by the Parks and Recreation Advisory Committee, the Planning Commission and the Board of Supervisors. Please note that the Parks and Recreation Master Plan document is a general guidance document, and does not alter the specific master plans that have been adopted over the years for the County's individual parks.

SP/nb  
PRMstrPlnUpdte-mem