

POLICY COMMITTEE MEETING

November 8, 2010

6:00 p.m.

County Complex, Building A

1. Roll Call

Present

Mr. Jack Fraley, Chair

Mr. Reese Peck

Mr. Al Woods

Mr. Tim O'Connor

Others Present

Mr. Allen Murphy

Ms. Tammy Rosario

Mr. Jason Purse

Ms. Terry Costello

Mr. Jack Fraley called the meeting to order at 6:00 p.m.

2. Minutes

A. July 20, 2010

Mr. Al Woods moved for approval of the minutes.

In a unanimous voice vote, the minutes were approved (4-0).

3. Old Business

There was no old business.

4. New Business

A. Zoning Ordinance amendments update on progress/timeline

Ms. Tammy Rosario discussed the progress and timeline of the Zoning Ordinance update. Atlantic Technologies has been hired to work on the wireless communication portion of the zoning ordinance, and Design, Community and Environment (DCE) has been hired to work on the Transfer of Development Rights (TDR) feasibility study.

Mr. Jack Fraley asked if there were funds set aside for consultants for cumulative impact modeling.

Ms. Rosario answered that staff was in the process of determining what work could be done by staff and other County resources prior to or in lieu of hiring a consultant. She also stated that this kind of work had not been done on a national scale.

Mr. Fraley stated that he would like to see some mechanism to allow the Planning Commissioners' early involvement with a consultant in an area that is particular interest to them. It might prove beneficial to have their input early on in the process.

Mr. Woods asked if staff could provide resources and information so that Committee members

could be more knowledgeable, especially in those areas where the County may be forging in new areas. Mr. Jason Purse explained how staff has been using the Planning Advisory Service (PAS) as a resource, and that applicable documents or links could be forwarded to the Commissioners when the topics came before the Policy Committee.

A discussion took place on grouping public comments online to specific topics. It was suggested that when changes are brought forward to the Committee, that the public comments that are associated with certain topics be attached.

B. Planning Commission Annual Report

A discussion about the purposes of the annual report, expectations, and the various audiences took place among staff and the committee members. This year the report will include the progress on the Comprehensive Plan implementation. Mr. Reese Peck will present the report to the Board of Supervisors.

Mr. Purse displayed the interactive implementation website that was created by staff. This will enable the public to view the Comprehensive Plan's goals, strategies and actions.

There was a discussion as to whether all high priority items should be listed in the annual report regardless if any action was taken on them during the year. Mr. Peck stated that he would like to see them listed by timeframe, with the shorter timeframes first. It was also suggested to have a legend for clarification on some of the acronyms in the document. Mr. Fraley also had some changes on wording which he previously sent to staff.

Mr. Peck initiated a conversation about the Office of Economic Development (OED) initiatives and updates to the Comprehensive Plan. It was suggested to make sure the Economic Development Authority's initiatives were fully represented in this area as well.

Mr. Fraley suggested that when listing high priority items, staff list the reason why there was no action taken during the year. This will enable staff and the public to continue to be updated and engaged in the process. Mr. Peck agreed stating that this will also show transparency during the process. This may also encourage departments to continually follow the plan. Mr. Peck suggested that items with no action could be grouped by section and the reasons given for no action could be provided in several narrative paragraphs. He also suggested providing a section that explained why some items may be further along than others. Mr. Tim O'Connor stated that high priority items change annually and that it was important not to get bogged down with the details. Mr. Murphy stated that he would take the suggestion for narrative explanations of items with no current progress to County Administration.

Mr. Fraley suggested incorporating information concerning those developments that have been approved but not yet built. He asked about the information that the James City County Citizens' Coalition provided. Ms. Rosario stated that staff has not verified their information. Mr. Murphy added that if staff can verify their information, they will incorporate it in the report.

A discussion took place linking strategies in the Annual Report with their corresponding actions.

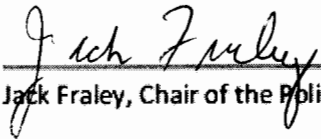
It was also suggested to condense some information concerning all of the cases that were heard by the Planning Commission and Board of Supervisors.

Mr. O'Connor suggested have links to certain information in the report, such as the Business Climate Task Force Report, the Comprehensive Plan, and the Zoning Ordinance.

5. Adjournment

Mr. Woods moved for adjournment.

The meeting was adjourned at 7:30 p.m.



Jack Fraley, Chair of the Policy Committee