

**Policy Committee  
Government Center Complex  
Large Conference Room, Building A**

**March 20, 2012 - 4 p.m.**

**A. Roll Call**

**B. Minutes**

**C. New Business**

1. Preparation for upcoming joint Planning Commission

**D. Adjournment**

## MEMORANDUM

DATE: March 14, 2012

TO: The Policy Committee

FROM: Allen J. Murphy, Jr., Director of Planning/Acting Development Manager  
Tamara A. M. Rosario, Principal Planner

SUBJECT: Preparation for the Joint Planning Commission Meeting

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The information contained in this memorandum is designed to provide the Policy Committee with an update on the regional comprehensive planning effort, and specifically, to prepare for the upcoming joint meeting of the York, James City, and Williamsburg Planning Commissions. The overall goals of today's meeting are to:

1. Inform the Policy Committee of the process to-date;
2. Inform the Policy Committee of the topical information prepared, and public input obtained, for both the Historic Triangle overall and on the focus areas, and
3. Conduct Policy Committee discussion of what considerations or issues they feel are especially important in relation to the items in #2, and any expectations of staff regarding the remaining process and end products.

Staff offers the following information in relation to these goals, and looks forward to discussion at the meeting.

### **1. Process To-Date**

In 2008 the governing bodies of James City County, York County, and the City of Williamsburg adopted resolutions supporting coordinated preparation among the jurisdictions for a 2012 Comprehensive Plan update. It is noted that while the preparation is coordinated, the governing body for each jurisdiction as part of the 2012 Comprehensive Plan update will still make the final land use and policy decisions within their jurisdictional boundaries.

Under the guidance of the Regional Issues Committee, planning staffs of the three jurisdictions worked on the schedule for the 2012 Comprehensive Plan update, which was presented to the Board of Supervisors in April of 2011. The proposed schedule presented to the Boards included the following elements, with updates *shown in italics*:

- Preparation of topical studies and information for consideration as part of the process. This included a regional transportation study commissioned by the localities and prepared by the Hampton Roads Transportation Planning Organization (HRTPO), and an inventory of existing land use as of October 1, 2011 using consistent land use category terminology.

*The HRTPO regional transportation study is complete (the link is provided below). For the existing land use information, the staffs have created a GIS layer which has been used so far to create maps of the focus areas to provide to the public at the Community Forums.*

- Three community forums, organized by geographic area rather than by topic, will be scheduled for February 2012.

*At the request of York's Board of Supervisors, a fourth forum was added to address Yorktown/Lower York as part of this process. All four forums have now taken place, and more information is presented below.*

- A discussion forum will be scheduled in March or April 2012 so that planning commissioners from all three jurisdictions can review comments made at the community forums and identify areas of common concern.

*This meeting is up-coming and has been scheduled for April 30, 2012.*

In the memo provided to the Board in 2011, it stated that at the completion of the process, a summary document for all three Comprehensive Plans would be developed, including a consolidated future land use map, to supplement the individual Comprehensive Plans for Board consideration and approval.

## **2. Background Information and Public Input**

### **Historic Triangle Overall**

#### *Background Information*

York County staff has taken the lead in putting together information on various planning topics for the three localities. These topics include Demographics, Economy, Transportation and Housing. Staff invites the Policy Committee members to visit the website that has been set up for the coordinated process, <http://www.htplanning.org/>, and read the materials posted on the respective tabs. As part of the Transportation element of the regional coordination, the Hampton Roads Transportation Planning Organization put together a regional transportation study. Some information in the study is summarized in the Transportation Working Paper posted at the Transportation tab, and the full text of the study is available at [TPO HRTPO Agenda](#) as the first enclosure (item E10). In addition to the information posted on the website, staff has presented background information at each of the four public forums.

#### *Public and Stakeholder Input*

The major source of public input to date has been sought through the four public forums that have occurred. At each forum, staff included several questions in the vision exercise and on the questionnaire that ask about the overall area. This input has been posted in the “Public Comments” tab of the regional website - the questions pertaining to the Historic Triangle as a whole consist of the first two in the “Vision Questions” document, and all of the questions in the “Questionnaire Responses.” Another source of input submitted to the localities for consideration as part of the process are documents initiated and prepared by the Historic Triangle Collaborative, such as an Economic Diversification study— this study is available on their website at <http://historictrianglecollaborative.com/>.

### **Focus Areas**

#### *Background Information*

As already mentioned, four community forums have taken place in February and March. These meetings have included information on the Historic Triangle as a whole, but were also intended to gather input on the specific focus areas. The focus areas are: Marquis/Busch Gardens/Riverside; Lightfoot/Pottery; Northeast Triangle and Surrounding Area; and Yorktown/Lower York. Staff prepared information on the focus areas on existing and planned future land use (in terms of the generalized categories used for consistency of terminology), and new and on-going projects, and focus-area specific transportation considerations. This information was presented during the meeting and is reflected in the “Fact Sheet” and “Slide Presentation” links in the “Public Comments” section.

#### *Public and Stakeholder Input*

At each forum, staff has asked for input on the focus area. This information is shown in the third and fourth question responses in the “Vision Questions” documents.

### **Conclusion**

Staff looks forward to the Policy Committee’s discussion and input on March 20, 2012. As a reminder, the joint meeting of the York, James City and Williamsburg Planning Commissions will be on April 30, 2012 from 7 – 9 p.m. at Legacy Hall.