

Meeting Notes

Date: 8/12/16

Attendees: Dave Stoner, CCAC Chair, Elaine Echols & David Benish, Alb County Comm Dev.

Location: County Office Bldg, Comm Dev Dept

Elaine, David and I met informally to discuss two items: (1) the future update to the Crozet Master Plan ("CMP"), and (2) to chat a bit about where the CCAC has had differing views from staff or the planning commission with a goal toward positive, open, collaborative discussion and possible resolution of those. None of this is an "agreed plan of action" nor anything of the sort – merely an open exchange of thoughts and ideas.

Some notes from that discussion are noted below:

Master Plan Update

- 1) David B reviewed staff's work tracker which currently estimates work on updating the CMP would start Q2 2018 with Q4 2018 target completion; This work tracker is a fluid document which changes based on changing priorities of the BOS, staffing levels, and workload;
- 2) Elaine and David B. were both aware of calls for CMP update to happen sooner, and understand that concern. However, given that there are other MP's more outdated than Crozet's (Pantops, Village of Rivanna) and new BOS priorities (Rio Road Small Area Plan), coupled with the fact that planning staff is down by 1/3 from 2007, they were not hopeful it would happen any sooner.
- 3) We discussed ways in which the community could do work to assist in a CMP update and agreed the following could be productive things community volunteers could do (with some assistance from staff as needed):
 - a) Work on updated population and build-out analyses; staff has a methodology and will be doing this, but is open to assistance and ideas for improvement and or someone to "take this on";
 - b) Perform updated inventories of land use (counting houses to be used in population/build out estimates); sidewalks (to be used to identify needs and priority areas); trails (to be used to identify needs and priority areas);
 - c) Perform community surveys similar to those done previously;
 - d) Suggest key areas of concern or focus for the CMP update;
 - e) Identify other specific changes needed (concepts, text, maps, etc);
 - f) Update and revise the implementation section of the CMP to reflect current status and priorities and important implementation projects;
 - g) Coordinate community meetings & other community input strategies.
- 4) We discussed that the above tasks would be quite helpful in making the CMP update proceed more quickly once started, and/or to help guide some decision-making in the interim. However, David and Elaine weren't sure it would change the start date of the CMP update, based on other priorities – meaning still likely in early 2018.

- 5) We all agreed any work done would need to be open, collaborative, & transparent to ensure meaningful input that could be used. Key to the effort would be to ensure that voices that maybe aren't usually heard participate and are heard.
- 6) Although David and Elaine both were quite open to any of the above, they are unsure about how a "community lead effort to fully complete a CMP update" would work, given the County's key role in leading the process. The CMP is under the remit of the Planning Commission, so any "sharing" of such responsibility for an update would likely need PC approval. Ensuring an inclusive & transparent process would be paramount, as noted above

CCAC-Staff-Planning Commission Issues

We ran out of time to get into these issues in any detail but all acknowledged that the CCAC has at times taken exception to some of Staff's or the Planning Commission's positions, interpretations, or decisions. All agreed it might be good to further discuss these in more detail. Also all agreed that we can "agree to disagree without being disagreeable", and acknowledged that staff is working hard on a myriad of issues.

Elaine and David B. both expressed a willingness to attend future CCAC meetings or meet otherwise to continue the dialogues on any of the above topics.