

## Five Year Work Plan January 2007 Update

### **UPDATE OF THE COMPREHENSIVE PLAN/PLAN POLICIES:**

#### **Recently completed components:**

**Crozet Master Plan** (adopted 2004)

**Rural Area Plan** (adopted, 2005)

**Community Facilities Plan** for Schools, Police, Fire and Rescue, and Libraries (adopted 2005)

**Transportation** (adopted January, 2006)

**Southern Urban Area B Study** (adopted by PACC 2004, currently under review for adoption by City and County for incorporation in the respective Comprehensive Plans)

\*\*Dates indicate expected staff completion dates (product delivery to Planning Commission, unless noted otherwise).

#### **Master Plans** (*\*\*a Strategic Plan priority initiative-- New Priority Projects should not impact schedule/resources for master plan development*)

**(All plans to be developed with consultant assistance, except the Pantops Plan and Crozet 5 Year Review. Continued master plan work will also require new staff to manage work and provide neighborhood planning services for completed plans)**

- FY 05-06 to 06-07, 3<sup>rd</sup> qtr – Places29, Northern Development Areas Master "Framework" Plan (Wiegand)

*12/06 UPDATE: final draft from consultant to Staff 6/07, to PC to begin review 1<sup>st</sup> qtr. FY07/08*

- FY 06-07, 1<sup>st</sup> quarter – Pantops Framework Plan (Ragsdale)

*12/06 UPDATE: Plan outline/recommendations delivered to PC 8/06. Draft Plan now under review by PC. PC public hearing anticipated Jan/Feb 2007.*

- FY 06-07 to FY 07-08, 2<sup>nd</sup> qtr – Rivanna (after completion of Pantops Plan; est. 12 to 15 months to complete) (Ragsdale)

*12/06 UPDATE: Rivanna Plan to begin late 4<sup>th</sup> qtr FY 06/07 (pending substantial completion of Pantops Plan). Draft contract with TJPDC completed. Draft scope of work developed, 250 West Corridor Transportation Study underway (which feeds into this Plan work.)*

- FY 07-08 to FY 08-09 – Southern Urban Neighborhoods (4 & 5) (after completion of Places29; est. 18 months. to complete) **(new neighborhood planner needed for this schedule)**

*12/06 UPDATE: Budget request submitted this year for new Neighborhood Planner. U.Va (Spring semester) class to develop background data/info for N 4/5. Develop scope and bid for consultant 1<sup>st</sup> qtr FY07/08.*

- FY 09-10 to FY 10-11 – Neighborhoods 6 & 7 (est. 15 months. to complete, after completion of the Southern Urban Neighborhoods Plan) (neighborhood planner hired for the Southern Urban Neighborhoods Master Planning)

- FY 09-10 to FY 10-11 – Crozet Plan 5 Year Review (est. 12 to 15 months to complete) (Ragsdale)

*12/06 UPDATE: No change at this time.*

#### **County/City/University "Area B" Studies**

- FY 05-06, Southern Urban Area B study (currently under review by PC) (Benish)

*12/06 UPDATE: to be completed by June 2007. The applicant CPA request for Granger property has extended work on the adoption of the Area B Study.*

- FY 06-07 - Possible review of Blue Ridge Hospital Area B study (to be determined pending development concepts for site, provided by UREF) (Benish) (timing uncertain)

*12/06 UPDATE: Preliminary review of the Hospital property proposal and possible amendments to Area B Study has been suspended at this time by the applicant.*

**Economic Development Policy**

- FY 05-06, 1<sup>st</sup> qtr. – update background data and research possible goals / objectives (Stimart)
- FY 06-07, 2<sup>nd</sup> qtr. - review data and goals/objectives with Board for possible policy changes (Stimart)

*12/06 UPDATE: Tentative date set for Feb 2007 BoS meeting to present/review updated background data and analysis/findings. Project delayed by 3 months to date due to workload/priorities for Business Development Planner (Crozet Library, Downtown initiatives, NGIC related work). Schedule for further work on the Policy updates will be dependent on direction from BoS. Work on this section will be dependent on staff from other departments beyond Comm. Dev. (Co. Exec. office, OMB).*

**Community Facilities Plan**

- FY 06-07, 3<sup>rd</sup> qtr – update of Community Facilities Plan sections for Parks and Recreation, Solid Waste, and County Administrative Space (pending completion of consultant work on new Parks and Recreation service/facility standards) (Benish)

*12/06 UPDATE: Parks & Rec Dept has not received revised draft standards for facilities from consultant and RSWA advises they are starting a strategic plan effort this year and will not have an update until that work is completed. Propose to keep all three section amendments packaged as one project for efficiency of review by PC/BoS. To PC by 4<sup>th</sup> qtr FY 07/08. **\*\*THIS PROJECT IS LIKELY CANDIDATE FOR FURTHER DELAYS TO ADDRESS NEW PRIORITY PROJECTS (CURRENT STANDARDS, THOUGH DATED, ARE STILL USABLE).***

- FY 07-08 – Development of new community facilities plan that relates facilities to development activity (adequate public facilities concept) (Benish) **(consultant assistance needed)**

*12/06 UPDATE: Budget request submitted this year for consultant services needed to implement this Plan.*

**Natural Resources, Cultural Assets**

- FY 07 -08, 4<sup>th</sup> qtr – Five year review and update of the Natural Resources and Cultural Assets section of the Plan covering Natural (including Biodiversity), Scenic, Historic Resources, Open Space Plan, Natural heritage resources and Greenway Plan (Ambler/Clark/Swales)

*12/06 UPDATE: Initial meeting with PC in by June, 2007 to review outline for update of section (areas needed change, type of changes, etc.) and receive direction from PC. Revised draft Section estimated to be delivered to PC by 3<sup>rd</sup> qtr FY 07/08 (but depends on PC direction received in June '07). Major format change anticipated to this section (currently very long and detailed). Schedule for the "Redraft of Comprehensive Plan Format" project (below) plays into this project's schedule.*

*Some of the New "green development-building" policy/initiatives can be incorporated into Comp Plan with the update of this section (the section currently contains the Sustainability goals and strategies). If scope of green building is extensive, this may need to be reevaluated.*

**Redraft of Comprehensive Plan Format**

- FY 06-07, 4<sup>th</sup> qtr - Update format/structure of Comp Plan, incorporate ancillary documents and establish a more user friendly form of document. (Benish)

*12/06 UPDATE: Anticipate forwarding outline of new format to PC by June, 2007 for PC review and direction. **\*\*THIS PROJECT IS LIKELY CANDIDATE FOR FURTHER DELAYS TO ADDRESS NEW PRIORITY PROJECTS.***

**Land Use Plan –**

- FY 06-07 to FY 07-08 – Five year review and update the background data (land inventory/growth trends (report findings to Board), the growth management and facilities planning goals (review update as needed), and land use/development standards/guidelines (rev & update as needed) (Benish/Ragsdale/Wiegand).

*12/06 UPDATE: No change to schedule anticipated and project should be considered a high priority. The schedule for "any new priority projects" should not affect this project, if possible*

**Utilities Section**

- FY 06-07, 2<sup>nd</sup> qtr – Community Water Supply Plan, incorporate in to Comprehensive Plan (the plan is anticipated to be completed by RWSA by June 2006) (Ambler)
- FY 07-08 – Five year review and update of the Utilities section of Comp Plan (Ambler)
- FY 06-07 thru 2010-11 – State mandated Water Supply Plan, to include Integrated Resource Plan (IRP)
  - analysis of state requirements in FY06-07
  - notify state of intent to develop regional plan (with City), FY 07-08
  - Completed plan by FY 2010-11 (Ambler/Harper/Swales) (**consultant assistance may be needed, but to be determined**)

*12/06 UPDATE: Anticipate Comprehensive Plan revision once RWSA permit has been approved by DEQ. No changes anticipated to the schedules at this time but it is noted permit delays may affect schedule. At this time, it appears that consultant assistance for State Mandated Water Supply Plan-Integrated Resource Plan will NOT be needed.*

**Rural Area**

- FY 10-11 – Five year review and update of Plan (McDowell)

*12/06 UPDATE: No change*

**MAJOR COMPREHENSIVE PLAN IMPLEMENTATION PROJECTS****Implementation of Priority RA Recommendations– (A Strategic Plan Objective)**

- FY 05-06, 4<sup>th</sup> qtr. - Mountain Overlay District Committee (Committee recommendations to Board (McDowell)

*12/06 UPDATE: Recommendation provided to BoS; still under review by BoS.*

- FY 05-06, 4<sup>th</sup> qtr - Phasing/clustering Zoning Text Amendment (ZTA) (Planning Commission recommendations to Board re: ordinance outline and public review process. Ordinance language to follow based on Board decision.) (the schedule anticipated with the adoption of the RA Plan was FY05-06 4<sup>th</sup> qtr for Phasing and FY 06-07, 4<sup>th</sup> quarter for Clustering) (McDowell)

*12/06 UPDATE: Draft ordinance text amendment outlined delivered and reviewed by BoS. BoS will not pursue amendments. Project completed*

- Ongoing Conservation Programs (ACE, PRFA) - Establish dedicated funding sources, pursue grants, public education and promotion, easement monitoring, identify important conservation areas. (Goodall, Clark)

*12/06 UPDATE: Ongoing. Budget requests (2) Submitted this year to: 1) increase funding of ACE and, 2) to fund new Rural Support Planner position (for FY 07-08 hire).*

- FY 05-06 to FY 06-07, 4<sup>th</sup> qtr. - Country Store support initiative (ZTA/ other measures) (Arnold)

*12/06 UPDATE: On Schedule to begin PC work by June 2007, or sooner. Background research now underway.*

- FY 07-08 - Rural/Ag/Forestry support initiative (establish new staff support position and develop and implement programs supporting agriculture/forestry and other RA conservation initiatives) (the schedule anticipated with the adoption of the RA Plan was for creation/hiring of this position by FY 06-07) (**new RA Support Planner**)

*Dependent on Hire of additional staff noted above. If hire not made, the implementation of initiatives will be delayed by at least 1 year.*

- FY 07-08 - Crossroads Communities identification and Alternate Uses-Rural Area District uses review/ZTA (after completion of Country Store support initiatives) (the schedule anticipated with the adoption of the RA Plan was FY07-08, 2<sup>nd</sup> qtr.) (Arnold)

*12/06 UPDATE: No change in schedule to date; some basic initial background work undertaken related to work on the Country Stores project noted above (4<sup>th</sup> bullet in this section). Direction on TDR initiative may impact priority/ schedule for this project*

- (No date set) - Review of Fiscal and Tax Tools (establish committee to review Use Value Taxation program and other financial opportunities that support RA goals) (schedule and staffing to be determined).

*12/06 UPDATE: anticipated to begin evaluation after completion of MOD, Phasing and Clustering ZTA work. Direction on TDR initiative may impact future schedule.*

**Implementation of Priority DA Recommendations**

- STA for Over-lot Grading – (Graham)

**12/06 UPDATE: Ordinance amendment deferred to consolidate with possible MOD changes.**

- FY 05-06 - Critical Slopes and Grading (To Board, to be referred to PC) (Graham)

**12/06 UPDATE: Ordinance amendment deferred to consolidate with possible MOD changes. Delayed due to workload and staffing issues for the 2 bullets noted above**

- FY 06 – 07, 4<sup>th</sup> qtr - Neighborhood Model Volume 2 (setbacks, heights, open space, lot characteristics, lot access) (Echols)
- Relegated Parking – (to be undertaken after Neighborhood Model Volume 2 ZTA is completed) (Echols)

**12/06 UPDATE: Delayed due to heavy rezoning workload and staffing issues. Now anticipated by 3<sup>rd</sup> qtr FY 07-08 for the two bullets noted above.**

- FY 06-07, 1<sup>st</sup> qtr. - Crozet Downtown Parking Ordinance (outline of issues & ordinance components to Planning Commission. Ordinance language to follow based on PC direction) (Stimart)

**12/06 UPDATE: Scope of work completed, RFP out Dec 2006, estimated 6-9 months to complete and forward to PC for review****Affordable Housing Policy Implementation**

- Affordable Housing CPA/ZTA (under review by PC at this time) (White)

**12/06 UPDATE: Proposal currently being considered by Planning Commission and Housing Committee.****Natural Resources, Cultural Assets:**

**Update of Entrance Corridor Design Guidelines** FY 06-07 to FY 07-08 – Assess characteristics, establish goals, and update guidelines to focus on specific character of each corridor, reflecting new policies (NM principles, others), and present conditions along specific corridors (Maliszewski) **(consultant assistance needed)**

**12/06 UPDATE: Budget request submitted this year to fund consultant assistance consistent with this timeframe****Historic Preservation Plan Implementation Priorities**

- FY 06-07, 1<sup>st</sup> qtr – Complete update of Dept. of Historic Resources historic sites survey (Mahon)

**Completed**

- FY 06-07 and FY 07-08 - Development of Historic resources database (Mahon) **(consultant assistance needed)**

**12/06 UPDATE: Delayed due to staffing issues. Staff has submitted a budget request this year for consultant contract to develop a computer system-data base consistent with this schedule. A Historic Pres. Committee sub-committee is developing scope of work and interim development plan**

- FY 06-07, 4<sup>th</sup> qtr - Amend the Priority Recommendations for Historic Preservation in the County's Comprehensive Plan (Mahon)

**12/06 UPDATE: To be done as part of Cultural Resources and Natural Assets Section update.**

- FY 06-07 to FY 07-08 – survey of historic school, church and barns structures sites and identification of significant viewsheds by Historic Preservation Committee (committee)

**Natural Heritage Committee**

- FY 05-06, 4<sup>th</sup> qtr. - Establish work program and timeline based on tasks assigned by Board (FY 05-06, June) (Committee)

**12/06 UPDATE: Completed this past summer (1<sup>st</sup> qtr FY 06-07)****OTHER PRIORITY PROJECTS UNDERWAY OR ANTICIPATED:**

- Capital Improvements Program review and Implementation (Benish, Wade, Ragsdale, Wiegand) **annual/ongoing**
- Hillsdale Pedestrian Safety Grant (Wade) **Grant funds secured; Design consultant hired & design work underway. Anticipated construction 2<sup>nd</sup> qtr FY 07-08.**
- TEA21 Enhancement Grant, Crozet (Wade) **Phase III request to be submitted Nov 2007, current management of Phases I & II.**
- Annual Operating Budget (Directors, Chiefs) **annual/ongoing**
- Annual VDOT Primary Road Construction Plan review (Wade) **annual/ongoing**
- Annual VDOT Secondary Road Construction Plan review (Wade) **annual/ongoing**

- Participation in Transit Development Plan (coordinated with City) (Wade) **completed**
- **12/06 UPDATE: Regional Transit System-Authority Development (MPO, Wade, Benish) County staff assistant with MPO project**
- ACE Program/Committee (Goodall) **ongoing**
- Conservation easement management/Public Recreation Facilities Authority (PRFA) (evaluate consistency w/ Comp Plan, easement review, baseline, info, monitoring, database mgt) (Clark) **ongoing**
- Analysis of development potential of old Crozet Land Use Plan map (Benish) **completed, but regular monitoring now an ongoing process**
- Revise the ACSA Jurisdictional Area designations for consistency with the Crozet Land Use Plan (Benish) **Development Area-wide ACSA housecleaning amendment schedule for spring/summer 2007**
- Status Report on natural resource protection initiatives report (annual, thereafter) (Ambler/Clark/Swales)
- Groundwater Monitoring (initiate ongoing program) (Swales) **ongoing**
- Dept of Conservation-Recreation (DCR) Riparian Buffer Program Grant administration (Ambler) **Grant received; program development underway.**
- Red Hill Groundwater Contamination Remediation (Ambler/Swales) **Source for water system supply found; ACSA Jurisdictional Area Amendment scheduled for 12/06**
- Study of ACSA Jurisdictional Areas boundary adjustments in the RA (Benish) **Part of ACSA DA housekeeping amendment noted above**
- Lighting Ordinance amendment (public request now under review by staff) (Maliszewski) **Review delayed due to workload an higher ZTA priorities**
- Mandatory ARB Review of all EC applications-PC/ARB request (Maliszewski)
- Seasonal Farm Worker Housing ZTA (Clark) **"Final" revision back to BoS in Dec. 2006**
- Agricultural/Forestal Districts management (addition, withdrawals, renewals) (Arnold)
- Public request for Comprehensive Plan Amendments (CPA) (Benish) **ongoing (3 under review at this time)**
- Contractor's Office and Equipment Storage Yard (Cilimberg) **Delayed due to other work priorities, anticipated public hearing 3<sup>rd</sup> quarter FY06/07**
- Fee Study (Cilimberg) **Underway**
- Crozet Community Council (Ragsdale) **ongoing**
- Comprehensive Plan Simulation model (Clark) **On hold due to workload and work priorities**
- Development Activity Report and Annual Report (Cilimberg) **Update of CityView database needed to continue to publish—CityView data update underway, but delayed due to workload and staffing issues (vacancies)**
- Development of Proffer policy (Cilimberg) **evaluation underway, mgt improvements ongoing**
- Department efficiencies (Cilimberg) **ongoing**
- Department management (Directors) **ongoing**
- "Housekeeping" ZTA/STA (Sprinkle) **Draft being finalized**
- Illegal signs in public right of way (McCulley) **Pilot study completed, no further action**
- NGIC Expansion (Graham, Cilimberg) **Monitoring and evaluation underway (Stimart)**
- Metro Planning Organization (MPO) (policy board, technical committee) ( Benish, Wade, Co. Engineer) **ongoing**
- Planning and Coordination Council (PACC) (Policy Board, Technical Committee,) (Cilimberg) **ongoing**
- Rt. 250 West Committee (Wade) **ongoing**
- CHART Citizen Advisory Committee (MPO) (Wade) **ongoing**
- PACC Pedestrian/Bike/Trail Committee (Wade) **ongoing**
- Leadership Council (Directors) **ongoing**
- Urbanization Committee (Graham, Cilimberg) **ongoing**
- Development Review Process Committee (Graham) **ongoing**
- 12/06 UPDATE: Anticipate Board discussion in February or March**
- **Evaluation of proposed TDR initiative (Graham, L. Davis, McDowell) preliminary evaluation and comment of Draft TDR initiative—(Nov. 2006- Jan 2007)**