

## **Memorandum**

TO: CCAC Members

Cc: Lee Catlin; Britton Miller; Rebecca Ragsdale

From: Mike Marshall

Date: June 11, 2008

Re: Planning Meeting on June 14, 2008

### **Proposed Agenda**

Mary Rice and I (Mary deserves the credit really) have talked about an agenda for the retreat and reviewed both the survey and notes taken by Lee during the last CCAC meeting regarding possible agenda items for our planning meeting on Saturday.

The major themes of these documents to discuss at this planning meeting were:

- (1) An interest in having CCAC members have more hands-on involvement with current, specific projects going on in Crozet (i.e., library, streetscape, downtown zoning, Eastern Connector, recycling center, rezonings, Crozet Glen, etc. At least 13 projects/plans such as these are either in process or forthcoming);
- (2) Increased communication between the CCAC, the community and the Board of Supervisors; and
- (3) Beginning work on the Master Plan Revision process.

After a brief 'get acquainted' activity from 9 - 9:30 a.m. (get yourself a cup of coffee), we will discuss possible structures for moving forward with the above items. (9:30 – 11:15 a.m.) To get the ball rolling, we lay out a proposal below. We will end with a general conversation of how to make the CCAC more effective next year. (11:15 – 11:45/noon.)

### **Possible Strategy for the Coming Year**

Items (1) and (2) could be addressed with the following proposal. It does not seem realistic that the entire group work on all of the specific projects/plans/rezonings at play in Crozet today. Our experience has been that the entire group can't get up to speed on each project as well as provide meaningful assistance in one meeting per month. Our thought is to break down the Master Plan implementation and revision into logical parts and have each CCAC member monitor, in effect become expert, in one part. Things are moving quickly in Crozet. We do not want to spend a lot of time talking abstractly about communicating and scheduling. We need to build our knowledge of specific issues to both increase our leverage in County decisions and build our institutional knowledge of issues in preparation for the revision of the Plan.

Each member would provide leadership on his or her issue. They would, in a sense, become the 'ombudsman' for that issue topic. This approach would address both specific projects as well as broader planning areas. It would get CCAC members more

directly involved in Crozet issues and is likely to increase communication between CCAC members and the community as well as with County staff working on the issues.

Pick something you particularly want to work on. The list below is meant to be a springboard. When some projects are in full swing, such as the Streetscape will be in 2009, there could be more than one person working on them. As we report our findings, especially what we learn from affected Crozetians and those who are initiating changes, the expertise of the entire CCAC should grow powerfully and our counsel be more authoritative.

### **Geographic Quadrants:**

- 1) Downtown:** This could include downtown zoning; Streetscape; keeping abreast of the schedule and working with County staff to ensure adequate communication with community and contractor for streetscape and building of library. This person would stay in contact with the Downtown Business Association to insure communication between the two groups.
- 2) Eastern Crozet:** This could include staying abreast of Eastern Connector planning; rezonings proposed for Eastern Crozet; old Con Agra and Acme Visible Records
- 3) Western Crozet:** Could include Crozet Glen; Jarman's Gap Road; Old Trail matters
- 4) Northern Crozet:** This could perhaps be someone involved with the Old School Re-use Committee, as that is the most prominent aspect of Northern Crozet for the foreseeable future
- 5) Southern Crozet:** Development on Route 250 and Yancey Mills

### **Facilities and Services:**

- 5) Library** – This is already happening, but would be a member involved in the building of the new library
- 6) Parks/ Trails** – This person would be the ombudsman for Western Park; reporting on park facilities at all parks and
- 7) Police/Fire/Rescue** – This ombudsman would stay in contact with these various agencies, getting a picture of issues facing the agencies as Crozet grows
- 8) Utilities: Water, Sewer and Solid Waste (including recycling center)** – The ombudsman would be the CCAC member in communication with the County about the proposed recycling center, as well as becoming informed about Crozet's water supply and treatment capacities.
- 9) Schools** – This may not be a full issue area at the moment. However, it might be someone coordinating with the PTO's – linking the CCAC with the schools. This position might be the one working on school population issues and the siting of the new elementary school.

**Master Plan Revision:**

**10) Survey Committee** – working to get the Crozet survey out by early fall 2008

**11) Demographics** – Working with the County to determine the statistics that will be used in the Master Plan revision process;

**12) Problem areas in the current Master Plan** – fringe area densities; interpreting colored areas of the Plan; possible further downtown zoning issues

See you Saturday!