

CROZET COMMUNITY ADVISORY COUNCIL

CROZET COMMUNITY ADVISORY COUNCIL – Minutes – Draft
Thursday, May 17, 2012 7:00 to 9:00 p.m.

CCAC members present: Meg Holden, Nancy Virginia Bain, John Savage, Ann Mallek, Tom Loach, Bill Schrader, Meg West, Kelly Strickland, Lucy Goeke, Phil Best, Leslie Burns, Kim Guenther, and George Barlow.

CCAC members absent: Brenda Plantz, and Mary Gallo

Public present: Mike Marshall

Agenda Review: Meg Holden, chair, called the meeting at 7:07 PM and asked if there were any changes or items to add to the agenda. Ann Mallek asked to add under new business about Steve Brighton doing a presentation.

Approval of Minutes: The April 19, 2012 meeting minutes were unanimously approved as presented on a motion made by Bill Schrader and seconded by John Savage.

Public Comment: No public comments

Project Updates/Information:

Communication plan for County projects: Crozet library construction and Downtown Streetscape projects. Lee Catlin talked about the library ground breaking tentative dates are Tues. June 26 or Weds. 27, will let us know this week. It will be at lunch time, no food but water will be there. Guest being asked to come are of course CCAC, CCA downtown businesses, trustees of the library, rescue squad, fire department. Photos will be taken of the cutting of the ribbon. Hope to have Ann Mallek speak, Tim Tolson and Wendy Saz, Bill Schrader about fund raising for the library. The county will have the floor plan board to show the public. Tim Tolson has an invitation list that he will send out. Meg Holden says we should send out to folks in Ivy and the local school system, Lee says Tim has that covered.

Public Information Plan – (see attachment) Lee talked about the major milestones – BOS approved budget, contract with MB for the construction for the new library, up coming ground breaking ceremony in late June, stormpipe installation finishing up late June/ early July. (See attached Public Communication Plan).

Discussion on how to inform local businesses about road street-scape changes, Ann talked about the VDOT sign being set-up or something like the fire department's sign where it can be changed when needed. Meg H. said maybe a single sheet with information about Crozet Ave. with dates, delays and progress. Lee said telephone poles will be moved first, no dates yet but this summer. The grant money with VDOT means it must be finished before the bid can be put out for the construction. Hoping for a 12 month turn around time frame, will go block by block. Lee said the website will be up-dated by the 30th of June and that all sites should be linked like the CCA, CCAC and the library sites. Mike Marshall said he will do a promotional page in the Crozet Gazette. Leslie suggested doing a visual map of the areas closing. Lee said also that the storm water project should be done soon.

Information about the RIGHT TURN LANE at Crozet and Library Avenues – Lee Catlin gave a handout – Jack Kelsey explains the challenge of changing this, basically this can not be changed. Left turn Lane on to Library Avenue is really the important lane. It is too hard to change the lay-out of the Library at this time to add a right turn lane. Pedestrians, aesthetics, 25 mph and future traffic where all discussed. Ann said that VDOT thinks it will work OK without the right turn lane. (see attached Right Lane Turn).

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Update on Crozet Library fundraising – (Bill Schrader) – Bill gave the following names for the library fundraising committee which included John Halliday, Kathleen Jump, Jane Kulow, Jackie Loach, Nola Miller, Brenda Plantz, Wendy Saz, Bill Schrader, Tim Tolson and David Wayland. Bill said he is ready to give presentations and go to any group and speak about the library and ask for money. But the contract is not signed yet and should be soon. They will be asking locally and nationally, and people will be able to donate on line. Everyone on the committee has a job and they are working hard. There was a survey that said that new libraries have 40% more people coming through the doors. Ground breaking should be June 26 or 27, county will decide soon. They want to speak to the home owners assoc. and individuals through out the community and will go to churches. The challenge is to get 100% participation in the community, that is their goal. Leslie Burns then asked about the logo, Build Crozet Library – Be Part of the Story – Lee asked to have that logo.

Crozet's Independence Day Parade and Celebration – how will CCAC members participation on June 30th. It was discussed who could come and help out, several members will be away. It was realized that there wouldn't be enough people to be significant to walk in the parade but that we can and should both collect money at the entrance and have a joint CCA and CCAC table. This way we can meet the public, introduce ourselves and talk about what CCAC means. Ann Mallek will bring a pop-up tent. Mike Marshall said we would be in the first pavilion. Leslie and Meg W. will make stickers or pins, Lucy Goeke volunteered to get T-shirts printed, it was agreed on to have CCAC on the front of shirt and Crozet Community Advisory Committee written on the back, gray T-shirts with blue writing. We need to reimburse Lucy for them. A list was sent around for your name and size. T-shirts will be ready for the next CCAC meeting. A sign-up sheet went around the room for times to help at the gate, four people are needed with two hour shifts. The last shift is from 7:00 to 9:30 because lots of folks coming pouring into the park at 9:00 to see the fireworks. Here is who signed up:

3:00 to 5:00 PM	Phil Best, Lucy and Tom
5:00 to 7:00 PM	Kelly Strickland, John Savage (Lucy and Tom Goeke, if needed)
7:00 to 9:30 PM	Meg and David West, Cricket Barlow, Leslie Burns

Tim created a "sign-up genius" website for signing up for these activities. IF the council members are not signed up yet to help with this, they should go to: <http://www.signupgenius.com/go/30E054CAEAA23A13-ccac> The password is "June30"

Discussion of Ombudsman list: Talked about where we need new advisory council members to be ombudsman. We went over ombudsman list. (see attached)

Developments at the I-64/Route 250 Crozet interchange – Tom Loach talked about that there is no change and that targeted industrial can go into commercial zones. LI zoning is buy-right. LI is too expensive and that companies want urban not rural. The question of how much demand there is and what is already available. Also a discussion of the Targeted Study Industries and that it fits current zoning.. No control of zoning once it is changed – no going back.

Any updates on other local development submittals to the county?

SUB201200038 Westlake Hills (View at: <http://countyviewweb.albemarle.org>)

It was discussed to invite Alan Taylor, CEO Riverside Management, to come to the next CCAC meeting about the Foothill Crossing public road submittal as well as what their plans are for the re-submittal of Westlake Hills.

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Old Business

PTO leaders involvement/school involvement – tabled because Mary is not present.

Any word from VDOT on roadways in downtown and on the Blue Ridge shopping driving/ turning lanes and speed signs. No, traffic study is done and dead. 45 MPH perhaps we could have VDOT do a speed trap? A suggestion for a blinking light, how does that get put in, do we request a study from VDOT?

New Business – Ann Mallek talked about Dr. Stephen Brighton heading up the research dig this summer at Pollok Vineyards. He and his team of archeologists will be working for all of June and pack up on July 9th. Ann hopes he can meet with members of the community in several locations.

Items not listed on the Agenda – ACME – Bill Schrader received a letter from Ryan Kelly, Correction Action Project Manager at VDEQ. In June 2012 the project will begin the next step in the RCRA and projected time frame is to be finished in 2014 to 2016. A class 1 permit modification was recently executed to update the legal owner and operator of the site to Beam, Inc. Wilson Jones Company is still the active Hazardous Waste Management permit holder.

Announcements – Kelly Crozet pool opens Memorial day May 25th, all most finished the renovations, YMCA is doing the membership, check the site at <http://www.crozetpark.org/>

Future Agenda Items – Crozet's Independence Day Parade and Celebration

The meeting was adjourned at 9:15 PM on a motion by John Savage.

PUBLIC INFORMATION PLAN

PROJECT/ACTIVITY:

Crozet - Destination Downtown

PURPOSE AND NEED:

Crozet has several projects that are either currently in-progress or about to begin in the near future. The purpose of this plan is to establish a strategy to help us navigate the communications aspect of these projects in an organized way.

The two main projects are:

- Crozet Library
- Destination Downtown - Streetscape & Stormwater

COMMUNICATIONS METHODS:

- **Albemarle website:** Updates to site to reflect upcoming project activities and latest project information and photo updates. www.albemarle.org/crozet
- **News releases:** To Charlottesville area news media
- **Social media:** Albemarle County Facebook
- **TV and radio availability:** Staff available for location and/or studio interviews about project updates
- **Newspaper advertising:** If needed
- **A-Mail:** Use Albemarle County's A-mail list. Continue the loop by soliciting more subscribers with each distribution.
- **Town Hall meeting:** County Staff on-hand to present the most up-to-date information and to answer any questions
- **CCAC Outreach**
- **Albemarle County School Division**

CROZET LIBRARY:

MAJOR MILESTONES

- Bids opened March 28, 2012, MB contractors low bid at \$5.81M
- BOS approved budget, including capital program 4/11/12
- Moving through contract process with MB, expect contract approval Mid-May, notice to proceed June. Anticipate 12 months construction
- Impacts to Crozet
 - Stormpipe installation in Crozet Ave - latter June/early July

- Occasional work on frontage area that encroaches into Crozet Ave – into Fall
- Occasional noise, but generally reasonable level
- Groundbreaking ceremony – Late June, 2012
- Estimated duration of project: 12 months

STAKEHOLDERS/PARTNERSHIPS:

- County staff
- Contractors
- Crozet residents
- CCAC
- CCA
- Area businesses
- Schools
- Library Board/Friends of the Library
- Donors

KEY MESSAGES:

- The Crozet Library will become the focal point for the downtown community and will expand opportunities for economic vitality for existing and new downtown businesses
- The library will be designed and constructed to support the programming needs and specifications of the Jefferson Madison Regional Library Board

DESTINATION DOWNTOWN – STREETScape & STORMWATER

MAJOR MILESTONES:

Streetscape

- Library Avenue and alley improvements – complete
- Utility relocation – expected to commence by May 24th – estimated 30-day project
- Obtain remaining right-of-way/easement dedications
- Right-of-way consultant is completing deed of trust issues on a couple dedications; plans to be wrapped up by end of May
- Groundbreaking ceremony – TBD
- Estimated duration of project: TBD

Stormwater

- Earthwork to be completed early April
- Channel and Forebay grading complete
- Currently excavating Wetland area
- 3 wooden bridges to be installed across channel in April

- Soil stabilization and planting to be installed April – May
- Storm drain off Crozet Avenue to be installed in May
- Estimated project completion: June 1, 2012

STAKEHOLDERS/PARTNERSHIPS:

- County staff
- Contractors
- Crozet residents
- CCAC
- CCA
- Area businesses
- Commuters
- Schools

KEY MESSAGES:

- Managing community expectations as to the duration and disruption of this project – under-promise, over-deliver
- The project will provide critical pieces of infrastructure for strengthening downtown as the community focal point
- The project represents significant capital and manpower investment by the county
- Project consultants and the county will make every effort to keep the public informed about progress of the project and to minimize disruption to traffic and businesses during construction
- Funded in part with grant funds
- Accurately communicate project goals:
 - Aesthetically enhance the entry way and main thoroughfare of Downtown (Crozet Avenue)
 - Provide economic benefits and increased vitality to downtown business owners
 - Effectively phase construction to help maintain both pedestrian and vehicular access to Downtown Crozet during construction
 - Provide environmentally sensitive solutions to stormwater management

PROPOSED PUBLIC INVOLVEMENT ACTIVITIES/TIMELINE:

Activity	Person(s) Responsible	Date	Notes
OFD to attend April CCAC meeting	OFD	April	

County Staff to attend May CCAC meeting	County Staff	May 17	Review public information plan
OFD to attend CCA meeting	OFD		
Website updates, fact sheet, FAQ, photo gallery completed	County staff	June 30	
Information booth at Independence Day Celebration	CCAC	June 30	County will provide appropriate materials
Library groundbreaking	County staff, Library staff	Late June	
Town Hall meeting	Lee/OFD	September	
Streetscape Groundbreaking	County Staff	TBD	
Weekly status updates on library and streetscape progress	County staff	Ongoing	

Updated: 5/15/12



COUNTY OF ALBEMARLE
Office of Facilities Development
401 McIntire Road
Charlottesville, Virginia 22902-4596
(434) 872-4501

May 14, 2012

Crozet Community Advisory Council

Re: Crozet Avenue Right-turn Lane

Dear Council Members:

The Office of Facilities Development (OFD) has previously provided two responses to the Piedmont Development Group (PDG) on the impact of shifting the Library building to accommodate the construction of a right-turn lane. The Crozet master plan defines an interconnectivity of road networks, including Library Ave extending to the east, for the ultimate build out of Crozet and the downtown area to alleviate traffic once the build out is reached. Further details of the prior right turn lane discussions provided on 17 February 2012 and the second on 6 March 2012 are summarized below.

February 17th Response

PDG's right-turn lane request was evaluated by this Office and our Library consultant. We then responded that a right-turn lane (12' wide) was not feasible because a 12 foot building shift (eastward) would be necessary to construct the lane and remain in compliance with the sidewalk/street tree requirements of the Downtown Crozet District and the Library site plan approval requirements.

The reason, we explained, was that the Library site was constrained horizontally and vertically, such that the location and elevation of the Crozet Avenue "Streetscape" improvements had to be set early in the "Streetscape" plan development so that the Library could be designed. The building location, floor elevations, interior design, and 1st and 2nd floor access points were all designed (based on this information) to fit within the constraints of the parcel. The parking lot (already constructed) was also designed using the maximum grades allowed by County requirements, as well as the grades allowed across ADA parking spaces and to the building entrance. There simply would not be enough horizontal distance to make up the vertical difference such a shift would create. Other concerns identified were that such a shift would also reduce the space available for the appropriate amount of parking, and there would be considerably more building excavation costs involved.

Lastly, we concluded that any attempt to accommodate a right-turn lane would now require significant redesign of the Library building and parking site plan involving considerable time delay and expense.

March 6th Response

In response to the above, PDG provided a sketch and noted that they believed a building shift of only a couple of feet would be needed to provide a right-turn lane. In our response we reiterated that the addition of a 12 ft. wide right-turn would necessitate an equal shift in the Library building and that the vertical and horizontal tolerances of this site could not accommodate such a shift.

To help PDG understand this, we explained that the plans for the Crozet Streetscape and the Library project provided the minimum frontage improvements required by the Crozet Downtown District zoning regulations and that the Library building was set at the minimum distance from these improvements. To clarify this point we provided exhibits to accurately illustrate the "Streetscape" improvements being made to Crozet Avenue adjacent to the Library and at the Library Avenue intersection. These exhibits have

been enclosed for reference by the Council.

We also explained that to be consistent with the goals and objectives of the Crozet Streetscape project, the Crozet Avenue cross-section at this location provides for a southbound lane, a left-turn lane into the shared access to the Crozet United Methodist Church and Blue Goose properties (note: this is opposite a left-turn lane for Library Ave), a combined northbound/right-turn lane (for Library Ave.), and bike lanes on both sides (refer to Exhibit 1, pg. 1).

Further we noted that Crozet Avenue is an “Entrance Corridor” and the inclusion of street trees in the Streetscape project was encouraged by the Architectural Review Board; but more importantly, the Crozet Downtown District regulations require street trees along Crozet Avenue that are in grates or in planting strips. The “Streetscape” project provides tree planting strips on both sides of Crozet Avenue for their aesthetic value, but these strips (including in front of the Library) are also used for street-side bio-filters to reduce the storm water quality impacts of the project. Exhibit 2 shows examples of these bio-filters.

Lastly, we explained that sidewalks (7 ft. wide) will be constructed with the “Streetscape” project; however along Crozet Avenue the Crozet Downtown District regulations require a 10 ft. wide sidewalk adjacent to the tree planting strip. Therefore, the Library site plan adds 3 ft. to the sidewalk width so that the Library’s front entrance canopy is set at the required 10 ft. distance (Exhibit 1, pgs. 1 & 2).

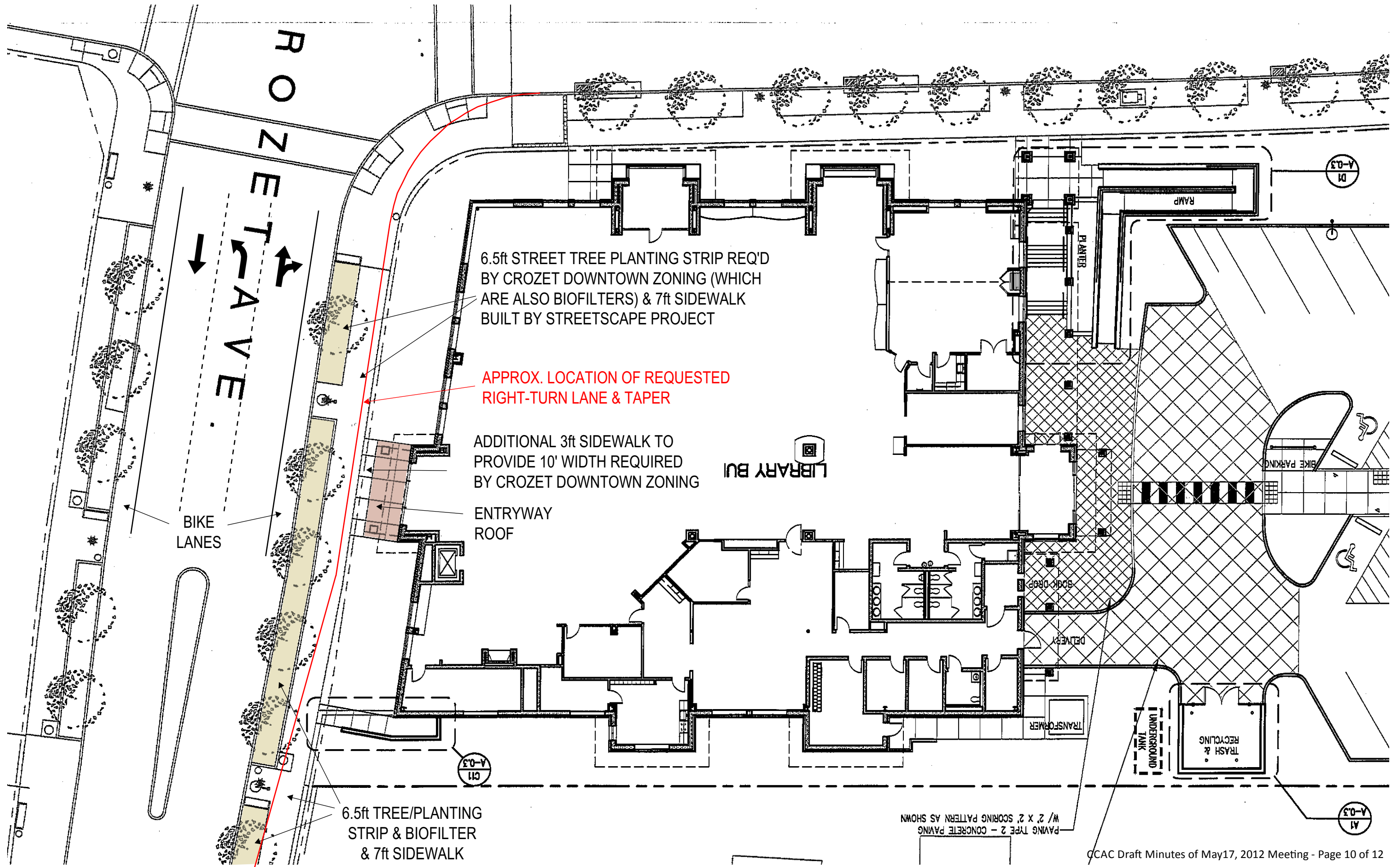
In summary - although the concept sketch PDG provided the Council gives the appearance that this right-turn lane could be simply accommodated, the sketch does not accurately illustrate the “Streetscape” project improvements nor the minimum frontage improvements required along Crozet Avenue by the Crozet Downtown District regulations. We’ve illustrated the addition of a designated right-turn lane (for Library Avenue) with a “red” line on Exhibit 1, page 1. To comply with the District regulations the street tree planting strip/bio-filters, 10 ft. sidewalk, and the Library building would all need to be shifted eastward (i.e. to the right) to match-up with the “red” line.

Should you have any questions or need additional information, please contact me at (434) 872-4501 ext. 3376 or at jkelsey@albemarle.org.

Very truly yours,

Jack M. Kelsey, PE
Transportation Engineer

Enclosures: Exhibit 1: Library&Streetscape_RgtTurnLane_Analysis.pdf
Exhibit 2: Tree_Planter_Biofilter.pdf



6.5ft STREET TREE PLANTING STRIP REQ'D BY CROZET DOWNTOWN ZONING (WHICH ARE ALSO BIOFILTERS) & 7ft SIDEWALK BUILT BY STREETScape PROJECT

APPROX. LOCATION OF REQUESTED RIGHT-TURN LANE & TAPER

ADDITIONAL 3ft SIDEWALK TO PROVIDE 10' WIDTH REQUIRED BY CROZET DOWNTOWN ZONING

ENTRYWAY ROOF

BIKE LANES

6.5ft TREE/PLANTING STRIP & BIOFILTER & 7ft SIDEWALK

PAVING TYPE 2 - CONCRETE PAVING W/ 2' X 2' SCORING PATTERN AS SHOWN

6.5ft STREET TREE PLANTING STRIP
(WHICH IS ALSO A BIOFILTER) AND
10ft SIDEWALK AS REQ'D BY CROZET
DOWNTOWN ZONING DISTRICT

