

Crozet Community Advisory Council

Thursday, August 20, 2009
7:00 pm-9:15 pm
The Meadows Community Center

CCAC Members Present: Nancy Virginia Bain, Paul Clark, Jon Mikalson,, Tim Tolson, Barbara Westbrook, Bill Schrader, Meg Holden, David Mellen, Jo Ann Z. Perkins, Mike Marshall, Jessica Mauzy

CCAC Members Absent: Jim Stork, Terry Tereskerz, Mary Rice, Kelly Strickland

County Staff Present: Rebecca Ragsdale, Britton Miller, Elaine Echols, Lee Catlin, Ann Mallek, Tom Loach, Jack Kelsey, Trevor Henry

Guests: Sandy Wilcox, Patty Saul, Will Yancey, Sam Stafford, Mr. and Mrs. Cole Sandridge, June Andrews

Minutes prepared by: Jo Ann Z. Perkins

Agenda Review (Mike Marshall– CCAC Chair) Mike welcomed all to the meeting and reviewed the agenda in order to accommodate the meeting within the time constraints.

Approval of Minutes: The minutes of the July 16 meeting were approved.

Green Olive Tree Request: (Jo Ann Z. Perkins) The Green Olive Tree would like to have an olive tree painted on the side of the building facing the library with writing above stating “The Green Olive Tree”. The Art Department at WAHS has agreed to help with the design and painting of this tree. Jon Mikalson made the motion that the CCAC give its approval for such a painting and Barbara Westbrook seconded. The motion passed. Rebecca Ragsdale said she would assist in finding out if any sign regulations apply or ARB review is needed.

Streetscape Project Update: (Trevor Henry) Trevor Henry and Jack Kelsey, representing the Office of Facilities Development, at Albemarle County provided an overview of the schedule and status of the project. (See attached handouts of Crozet Streetscape Schedule/Status and map). The Streetscape project is funded, it’s in final design review and the County is currently in the process of obtaining the necessary easements for the project, which are needed for the project to be accomplished. The project is broken down into 3 distinct sub-phases:

Phase 1: Relocation of the utilities. Due to VDOT funding being tied to the Crozet Ave improvements the approval of the utility easements and the completion of the utility relocation is a pre-requisite for VDOT to review and approve the Crozet Ave design. Once the easements are approved the utilities have committed to starting work within 30 days of notification and completing the work within another 30 days.

Phase 2: New Main Street and the 20' alley from Main Street to the Square. The design is in final review at the county and has county funding already appropriated. This phase is not tied to VDOT review and will go to bid in order to work in parallel with Phase one. The work for this phase will take approximately 3 months

Phase 3: Crozet Avenue (Tabor Street to the Square). This phase is also in final review at the county and has county funding already appropriated. The final approval of this phase is contingent up VDOT review and approval which won't occur until the relocation of the utilities and all property easements and acquisitions have occurred. The construction of this phase is anticipated to take approximately 9 months. .

The critical path on this project is first gaining approval of the utility easements and then the remaining property easements and dedications. The County has been working closely with the property owners since March of 2009 to gain approval of the various easements. There are 24 individual property owners that have one or more easements in review, 4 owners have signed, 10 owners are in the process of signing and 10 are working on concerns and issues that have not been resolved.

Trevor and Jack stressed that Streetscape was not just a county project, but rather a Crozet community project and to that end is requesting the CCAC become an active part of the solution by encouraging the business/downtown community to promote the benefits to downtown revitalization

The CCAC discussion of issues and questions are summarized below, including ideas for encouraging hesitant property owners to sign the easements needed to build the project.

Showing support for the project and local business during construction, since some businesses have expressed concern for their survival during this renovation/revitalization of downtown:

- Support your local business project that CCAC could assist with, including ideas such as signage at all entrance corridors to Crozet saying, "Please excuse our mess"? Tim Tolson's slogan is instead of "If they build it, we will come" but use "While they build it, we'll keep coming" or CCAC using WINA for a Crozet Call-In Talk Show.
- Look to other localities such as Charlottesville's recent Downtown Mall re-bricking project for ideas.
- Showing support of the project with the business people and community.

Construction details and other ideas for encouraging property owners to sign easements:

- Make public the construction time frame. Start of project/how long etc.
- Who is going to pay for continued landscaping as needed? Discussed the long term maintenance and how that would be a joint responsibility of the community and County.
- Could business/owners all meet at the same time to discuss their easements in this project?
- Storm water project tied to this project. Is it holding up the project? No, the Storm water project is finishing it's design and will be entering the easement process early fall.
- Use the questionnaire to encourage owners to sign easements.
- Have the County put in writing an expiration clause in the easements that says that if the work isn't done by X date, the easements will be voided
- Could we do actual construction overnight? This would extend the construction time.???? Roads in Crozet will not be totally shut off. One lane will always be open.

County staff thanked the CCAC for their ideas. The next step is for the staff to set up a meeting and invite all of the property owners, which CCAC may sponsor a meeting of the 24 owners and allow them to have a closed session amongst themselves. Sandy Wilcox said he would help get the property owners to the meeting.

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Finalize Master Plan Focus Areas (Rebecca Ragsdale/Elaine Echols, Lee Catlin): Rebecca Ragsdale passed out the Focus Areas list, last revised 8/4/09 for CCAC final review and comment, along with the community comments sheets that were received from the 8/10 Open House on the Focus Areas. .

CCAC reviewed the Focus Areas list and community comments, recommending the following additional changes to the list reflected below.

CROZET MASTER PLAN 2009 UPDATE

Albemarle County's Comprehensive Plan requires that Master Plans such as Crozet's, adopted in 2004, be reviewed and updated every five years. The Crozet Master Plan update now underway is not intended to change the overall goals set by the community in 2004, but to look at specific areas that may need modification. The review process will also consider requests from individuals for specific changes to the land use map and plan.

Focus Area Identification:

Features of the plan that may need modification have been identified by the Crozet Community Advisory Council (CCAC), the public, county staff, the Planning Commission, and the Board of Supervisors. A questionnaire completed by residents of the Crozet Growth Area and their neighbors in western Albemarle during June 2009 established many of the public's central areas of concern regarding the plan. The Plan update will also involve further refinement, additional strategies, or other adjustments to the master plan to address ambiguities and omissions in the plan.

Critical Focus Area issues that have been identified:

LAND USE

- **Addressing Population issue-** The master plan text refers to a build-out population of 12,000, however the land use designations and densities shown on the current plan map allow for a greater potential ultimate population of up to 24,760.
- Density at the fringe of the development area. (not expand development areas)
- **Downtown-**Promotion of the vitality of small businesses in the central Crozet business district (Downtown), addressing public infrastructure needs (such as sidewalks that connect neighborhoods to downtown), boundaries of Downtown, potential historic district, and parking.
- **Business and industry on Route 250, including a proposal at I-64/Rt. 250 in the Yancey Mills area (outside of the Growth Area)-**The current master plan discourages further commercial development along Route 250; however, citizen requests to change the plan have been received and must be considered with this update.
- Crozet's prospects for greater economic self-sufficiency

Other Focus Areas to Review:

PRESERVING CROZET AS A SMALL TOWN

- Maintenance of the community's determination to preserve and enhance its small town character, its neighborhoods, and its distinct identity, and public safety /crime prevention

TRANSPORTATION

- Strategies for needed transportation improvements and assuring adequacy for new development. Providing for sidewalks, bike paths, trails and greenway paths in Crozet along with bus and rail service. Review master plan recommended interconnections (new roads) between Old Trail Drive and Crozet Avenue (Route 240).
- Expectations for width, functionality, and appearance (Entrance Corridor Guidelines) of Crozet Avenue, Three Notch'd Road, and Eastern Avenue.

ENVIRONMENT AND COMMUNITY FACILITIES

- Priority areas and for public investment in infrastructure and services (roads, facilities, public buildings)
- Growing Greener; Preservation of streams and wooded areas/loss of open space; Protecting the water supply; Parks and greenways
- Recycling; School facility needs and redistricting, Relationship of water supply and sewer capacity to new development

After additional public input, the CCAC and staff will finalize the list to be recommended to the Planning Commission and Board of Supervisors. The process/schedule for the update will be discussed at the August 20 meeting of the CCAC.

The Focus Areas will be reviewed by the Planning Commission on September 15 and Board of Supervisors in October. Tom Loach suggested that CCAC members should address the Planning Commission on the critical bullet points. Mike Marshall volunteered to help.

Master Plan Update- Public Participation Plan Review (Lee Catlin) Lee Catlin reported that we have done an assessment of data, questionnaire of the community, issues and concerns, and identified focus areas, as were outlined in the public participation plan for the master plan update. The next step after focus areas are identified, is to develop strategies to respond to the focus areas.

Rebecca Ragsdale, Lee Catlin, and Elaine Echols presented a draft public participation plan and schedule for the master plan revision process, summarized below and hand out attached. Staff will work with the CCAC to draft materials to be used in planning community meetings. The Planning Commission will be the first group to receive recommended revisions to the plan and community input. The commission will then make recommendations to the BOS, following their review/public hearing on a draft updated master plan. She gave a proposal of an aggressive schedule, with the Planning Commission receiving the draft plan in August 2010. .

Date	Who	Comment
Sept. 17	CCAC	Review process & schedule Review for Oct. forum
Sept. 30	Annual Town Meeting	Review all projects Update Master plan revision
Oct. 15	CCAC hosted community conversation/forum	Land Use Map
Nov. 19	CCAC hosted community conversation/forum	Downtown Forum
Dec. 17	CCAC hosted community conversation/forum	Jobs/Housing/LI/Yancey
Jan. 21	CCAC hosted community conversation/forum	Land Use/Density
Feb. 18	CCAC hosted community conversation/forum	Transportation/Greenways/Bike trails/Community Facilities
Feb-March	Staff Work	Puts Info together
March 18	CCAC	Review preliminary recommendations
April 15	PC	Check in with PC for recommendations
End of May	Community Meeting	Preliminary recommendations
May-June	Staff	Final Draft
June-July	CCAC	Review of Final Plan
August	PC	Draft to PC

CCAC recommended that some of the meetings could use community input at the CCA meetings which are held on the second Thursday in Sept., Nov., Jan., Mar., and May.

2009 Crozet Town Meeting (Britton Miller) More information on this will come at a later time.

Summary and Other Updates/ Agenda Items for next meeting: Bill Schrader asked about a realtor advertisement and development rights on our population numbers.

Rebecca Ragsdale mentioned that there were two new projects coming before the county: Crozet Library and Blue Ridge Builders Supply. Animal Wellness Clinic in Crozet and Crozet Music Festival had been approved by the Planning Commission. Rebecca will send a complete Crozet projects update, including Old Trail updates, to CCAC via e-mail.

Lee Catlin mentioned that Old Crozet Arts will have an open house on Sept. 1 at 1 PM.

Jo Ann Perkins mentioned that the Field School has done a beautiful job in renovating the school for their students.

Adjourn: We adjourned at 9:15 PM

Community Comments

August 10, 2009 Open House – 4-7 p.m.

Crozet Master Plan Update:

Proposed Focus Areas for the Master Plan Update

Crozet United Methodist Church Fellowship Hall

Citizen Comment on Transportation focus area #1 (see below*):

In the 2004 Master Plan (page 16) it states “the gridded neighborhood street pattern indicated on the Place-Type Map is intended to emphasize the expectation that interconnections will be a part of future neighborhood block and street design, and should not be considered a plan for specific street locations of interconnections.” Any additional roads entering Rt. 240 West would be very hazardous. Rt. 240 is a winding road with limited sight distance and most cars travel at an unsafe speed (regardless of the posted speed limits). Please reconsider including a road between Old Trail and Rt. 240 in the updated Master Plan. It is my understanding that [this has been] already tried at several locations and failed.

Other General Comments:

1. Bike lanes on Rt. 250 and Rt. 240
2. Funds for the Rt. 76 path to make safer (maybe Federal stimulus funds)
3. Safer Pedestrian paths/sidewalks once you get downtown
4. Preserve the railroad depot after the library moves

** Transportation focus area #1: Strategies for needed transportation improvements and assuring adequacy for new development. Providing for sidewalks, bike paths, trails and greenway paths in Crozet along with bus and rail service. Review master plan recommended interconnections (new roads) between Old Trail Drive and Crozet Avenue (Route 240).*

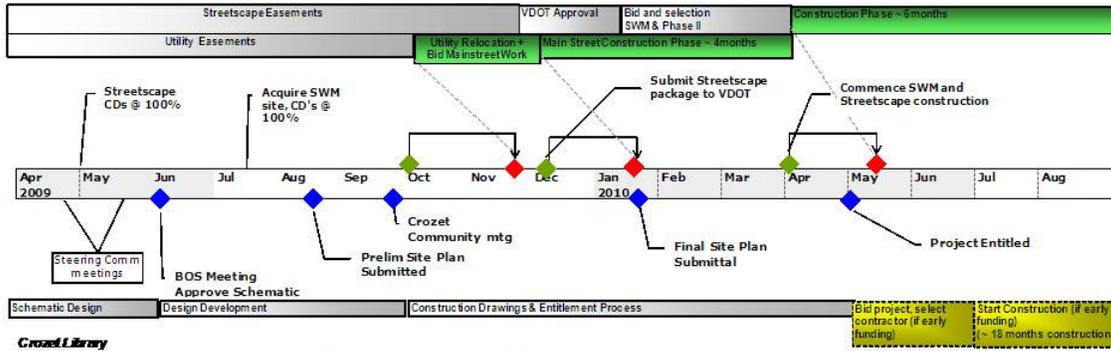


Crozet Streetscape Schedule/Status – CCAC meeting, 20 Aug 2009

FACILITIES
DEVELOPMENT

CROZET PROJECTS – MILESTONE SCHEDULE – 10 AUG 2009

Streetscape Phase II (Utilities, SWM, Mainstreet and Crozet Ave)



Crozet Library

◆ = Streetscape Milestones ◆ = Library Milestones ◆ = Changes in Milestone Dates

- Utility Easement approval is Critical Path on Project.
- Utility relocation will occur once easements approved (30 days of construction)
- Main street/20' alley will be the first phase of construction to allow for access to be maintained during Crozet Ave construction (~ 3 months)
- Crozet Ave – Will follow downtown Charlottesville model. Construction will likely be phased South to North and will occur on a block by block schedule closing one side of Crozet Ave at a time in order to maintain access through Crozet at all times. All improvements minus final landscaping will occur prior to the contractor moving to the next block. Anticipate ~ 9 month over all construction schedule for Crozet Ave.