



LAND USE AND ENVIRONMENTAL PLANNING COMMITTEE

02.12.20

AGENDA

- **Introduction/Background from City Manager, County Executive, UVA Sr. VP of Operations** (30 minutes)
- **Icebreaker – Who are we?** (15 minutes)
- **Function – Why are we here?** (30 minutes)
- **Form** (30 minutes)
 - Organization / Charter
 - Ground Rules
 - Meeting schedule
- **Wrap Up** (15 minutes)



PROPOSED REDEFINITION OF THE PLANNING AND COORDINATING COUNCIL

BACKGROUND

- Planning & Coordination Council (PACC) established in 1986
- Part of “Three-Party Agreement” promoting cooperation in planning and community development among the City of Charlottesville, Albemarle County, and the University of Virginia
- An advisory body that fosters cooperative planning
- Provides guidance and recommendations for decisions made by the City, County, and/or UVA
- PACC Tech (staff from the City, County and UVA) supports its work

PROPOSED REDEFINITION

- Venue to share land use and development plans and projects may be better served by professionals who are developing those plans and can work together to ensure cooperation and collaboration
- Establish working group of professionals to include not only land use and planning, but also environmental issues and infrastructure issues
- Meet regularly, perhaps bi-monthly, to ensure adequate time to discuss timely issues from each entity and share that information with the public and each entity's senior leadership
- Membership from City, County, University of Virginia, University of Virginia Foundation, and the Rivanna Water and Sewer Authority
- Three Party Agreement and its applicability to land use planning among the three entities remains in effect

PROPOSED MEMBERSHIP

City

- Neighborhood Development Services Director
- Director of Public Works
- Director of Public Utilities
- Representative from the City Planning Commission

County

- Community Development Director
- Facility and Environmental Services Director
- Representative from the County Planning Commission

University of Virginia

- Architect for the University
- Director of Facilities Management Operations
- Director of Real Estate and Leasing Services

UVA Foundation

- Director of Design and Development
- Director of Real Estate Asset Management

Rivanna Water & Sewer Authority

- Executive Director

COMMUNICATION AND TRANSPARENCY

- Post agendas and minutes to PACC website
- Submit regular six-month written report summarizing the group's work
- Present these reports at biannual public meeting with leaders from the City, County, and UVA
- Include member of City Planning Commission and County Planning Commission on administrative working group
- Continue UVA representation on City and County Planning Commissions
- Continue City and County representation on UVA's Master Planning Committee

ADVANTAGES

- Broadens participation to include all elected members of the City Council and Board of Supervisors together with University leadership at biannual public meetings
- Expands membership to include University of Virginia Foundation and the Rivanna Water and Sewer Authority
- Broadens collaboration beyond land use to include environmental topics and sustainability
- Allows professional staff to collaborate and develop solutions on a continuous basis with regularly scheduled reports to leadership of all three entities
- Retains visibility into the substance of the work via publicly posted agendas, minutes, and materials

PROPOSAL

- Establish Land Use and Environmental Planning Committee (LUEPC)
- Dissolve PACC and PACC Tech
- Evaluate structure after one year to determine if:
 - We have achieved the stated objectives, and
 - Provided adequate public communication about the group's work

QUESTIONS?

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ICEBREAKER

Who are we?

- What's your name?
- What's your role?
- How long have you been with your organization?
- Have you previously been involved with PACC or PACC-Tech?

Pick One Favorite:

- Sunday Funnies Character
- Novelist
- Super Bowl Halftime Show Artist
- Personal Mentor

FUNCTION: AN EXERCISE

What can/should we work on?

Join 1 of 5 groups

- Group 1: Land Use Planning
- Group 2: Environmental Planning
- Group 3: Infrastructure Coordination
- Group 4: Housing
- Group 5: Other (if you have a bone to pick)

**FUNCTION:
GENERAL
DELIVERABLES/
GOALS**

Whiteboard:

- What did we learn?
- How do we organize to accomplish our objectives?

FUNCTION:
STANDING SUB-
COMMITTEES
AND/OR AD-HOC
COMMITTEES

Decision Time:

- Personal commitments
- Staff commitments

FUNCTION: CHARTER

Whiteboard:

Brief discussion of need for and means to achieve a committee charter (subcommittee? Timeline?)

FUNCTION: MEETING SCHEDULE

Whiteboard:

- Frequency and scheduling of committee meetings
- Frequency and scheduling of any standing / ad-hoc subcommittees

FUNCTION: GROUND RULES

**Discussion of ground rules to
ensure:**

- Open conversation
- Transparency

WRAP UP

Recap intentions /
commitments