

Comprehensive Plan Citizen Advisory Committee (CPCAC)  
Meeting Summary  
November 16, 2017  
Denbigh Community Center  
4:00 p.m.

PRESENT: John Dawson; N. Steve Groce; Joe Leming; Diana LoVecchio; Matt Johnson; Michael Poplawski

ABSENT: John Allen, III; Phil Bomersheim; Terry Cox-Joseph; Trip Ferguson; Sharyn Fox; Susan Gaston; Jan Gray; Rodney Hopkins; Jim Kelly; Christine Ledford; Cleon Long; Allie Loving; Michael Minarik; ; Sandra Powell; Dawn Ramirez; Johnathan Skinner; Nathan Sturre; Deirdre Wells; Veronica Weymouth; Beth Willis; Jeffrey Wilson; Zack Wittkamp

STAFF: Sheila McAllister, Director of Planning  
Britta Ayers, Manager of Comprehensive Planning  
Claudia Cotton, Manager of Current Planning  
Flora Chioros, Planning Coordinator  
Garrett Morgan, Senior Planner  
Brian Pierce, Planner II

## **Agenda Topics**

### **1. Call to Order**

Ms. Ayers called the meeting to order at 4:10 p.m.

### **2. Review and Approval of Meeting Summary**

Ms. Ayers recommended tabling the review and approval of the April 13, 2017 meeting summary to the end of the agenda due to the absence of the chair and vice-chair.

### **3. Preliminary Draft Comprehensive Plan**

Ms. Ayers provided a summary of the three (3) community meetings held in July in each voting district. The purpose of the meetings were to give the public the opportunity to provide their input on the draft comprehensive plan. As a result, three (3) main themes arose from all the citizen comments:

- Being more sustainable
  - Expand recycling capacity
  - Add green space and trees
  - Expand access to the River
  - Reduce how much land is devoted to parking
  - Reduce Blight
  
- Being more regionally focused
  - Regional services(Police, Fire, HRT)
  - Fort Eustis Joint Land Use Study

- Improving transit methods (walkability, bus service, bicycle infrastructure)
  - Convert city car fleet to hybrids and add solar panels to the roofs of city owned buildings
  - Increase ability to ride bicycles as a primary means of transit
  - Add bike lanes
  - Increase walkways/bikeways (bicycle master plan including the capital trail expansion)
  - Increase and improve connections

#### **4. Overview of Layout & Design**

Ms. Ayers provided an overview of the layout and design of the document.

#### *Questions, Comments, and Recommendations*

Mr. Leming stated that the plan should address issues about teen violence and gangs. Ms. Ayers responded that kind of information is more appropriate in the Police Department strategic plan as opposed to the city's comprehensive plan. However, she encouraged him to voice his recommendation at the City Planning Commission public hearing.

Dr. Dawson stated this process was very lengthy. Ms. Ayers explained that this was a new process, but staff will be preparing a "lesson learned" report of recommendations to improve it for the next comprehensive plan update.

#### **5. Next Steps**

Ms. Ayers reminded the CPCAC that they should remain involved in the comprehensive planning process even though this was their last official meeting. The CPCAC was encouraged to use the City Planning Commission and City Council public hearings to advocate for the plan or voice their concerns about the plan.

Ms. Ayers outlined the next steps of the comprehensive planning process:

- Release draft to City Planning Commission
- Release draft to State Agencies
- Work session with City Planning Commission
- Revise draft based on comments
- City Planning Commission public hearing
- Work session with City Council
- City Council public hearing
- Adoption

#### **6. Adjournment**

The meeting adjourned at 5:35 pm.