

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	November 4, 2019
Action Required:	Resolution Adoption
Staff Contacts:	John Blair, City Attorney
Presenter:	John Blair, City Attorney Heather Hill, City Councilor
Title:	Planning and Coordination Council Redefinition Plan

Background:

In 1986, Charlottesville, Albemarle County, and the University of Virginia entered into a “Three Party Agreement” which addresses development issues between the three entities. The “Three Party Agreement” established a Planning and Coordination Council (PACC) as an advisory body to foster cooperative planning and to provide guidance and recommendations for development decisions made by the three entities. The PACC is supported by PACC Tech, a group of professional staff which supports the PACC’s work.

Discussion:

Recently, some of PACC’s membership, in consultation with leadership from the three entities as well as the Thomas Jefferson Planning District Commission (TJPDC), discussed the possibility of dissolving the PACC and establishing a Land Use and Environmental Planning Committee (LUEPC). The PACC is presenting this proposal to the governing bodies of each entity for their consideration.

The LUEPC would consist of thirteen technical professionals, including a Planning Commissioner from the City as well as one from Albemarle County. LUEPC’s membership would include staff from the three entities as well as the University of Virginia Foundation and the Rivanna Water and Sewer Authority. The LUEPC would discuss land use and development plans and projects, but its scope would expand to include infrastructure and environmental issues such as stormwater and solid waste.

As an administrative body, the LUEPC would not be subject to the Freedom of Information Act’s open meeting requirements. However, the PACC redefinition would require that LUEPC agendas and minutes would be posted to the TJPDC’s website. Additionally, LUEPC will provide written reports as well as biannual forums for the three entities. The biannual forums will be open to the public, and they will include the Charlottesville City Council, the Albemarle County Board of Supervisors, and the University of Virginia.

The Three Party Agreement would remain in effect, even if the PACC is dissolved and LUEPC is established. The University of Virginia would continue to have a representative on the Charlottesville Planning Commission and the Albemarle County Planning Commission. The City and Albemarle County would continue to have representatives on the University of Virginia's Master Planning Committee.

The Albemarle County Board of Supervisors will consider the PACC's proposal to dissolve and the establishment of LUEPC at the Board's November 6, 2019 meeting.

Budgetary Impact:

There will be no budgetary impact associated with this resolution.

Attachments:

Proposal to Redefine the Planning and Coordination Council
Presentation to the October 3, 2019 Planning and Coordination Council meeting
Resolution

Proposal to Redefine the Planning and Coordination Council

BACKGROUND

The Planning & Coordination Council (PACC) established in 1986 as part of the “Three-Party Agreement” promotes cooperation in planning and community development among the City of Charlottesville, Albemarle County, and the University of Virginia. PACC is an advisory body – not a decision making body – that fosters cooperative planning and provides guidance and recommendations for decisions made by the City, County, and/or UVA. PACC Tech, a group comprised of professional staff from the City, County and UVA, supports its work.

PROPOSED REDEFINITION

It is important to have a venue in which the City, County, and University can share land use and development plans and projects. However, this is a function better served by technical professionals who are developing those plans and can work together to ensure cooperation and collaboration. We recommend that a working group of professionals be established; that the scope of work be expanded to include not only land use and planning, but also environmental issues like stormwater, solid waste, and sustainability, as well as infrastructure issues. The group will meet regularly with a schedule to be determined by the group. It is suggested that meetings occur 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. The group will be comprised of the following members supported by additional staff as needed:

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

Proposal to Redefine the Planning and Coordination Council

University of Virginia:

Architect for the University

Director of Facilities Management Operations

Director of Real Estate and Leasing Services

University of Virginia Foundation:

Director of Design and Development

Director of Real Estate Asset Management

Rivanna Water and Sewer Authority:

Executive Director

The redefinition of PACC does not in any way impact the Three Party Agreement and its applicability to land use planning among the three entities.

COMMUNICATION AND TRANSPARENCY

While the group is an administrative body, it will focus on transparency and will develop a clear communication plan for its work. Communication strategies will include:

- Post agendas and minutes after each meeting to the website hosted by the Thomas Jefferson Planning District Commission that currently includes archived PACC minutes and history.
- Present a summary of the group's work publicly at a biannual meeting with leaders from the City of Charlottesville, County of Albemarle, and the University of Virginia.
- Submit to the leadership of each entity by January 15 and July 15 of each year, a written report summarizing the group's work over the past six months.
- Include a member of the City Planning Commission and the County Planning Commission on the administrative working group each of whom will keep their respective bodies informed of planning and other issues that are pertinent to the work of the Commissions.

Proposal to Redefine the Planning and Coordination Council

- Continue representation by UVa on the City Planning Commission and on the County Planning Commission.
- Continue representation by City and the County representatives on the University's Master Planning Committee.

RECOMMENDED NAME FOR THE NEW WORKING GROUP

Land Use and Environmental Planning Committee (LUEPC)

RECOMMENDED ACTION

It is recommended that PACC take an action to formally dissolve itself and PACC Tech. It is further recommended that the new process be evaluated after one year to determine whether it is achieving its stated objectives and whether there is adequate communication with the public about the substance of the group's work.

Respectfully submitted,

Mike Murphy, Deputy City Manager

Jeff Richardson, County Executive

Chip Boyles, Executive Director of the Thomas Jefferson Planning District Commission

Colette Sheehy, Senior Vice President for Operations at UVa

Revised August 28, 2019



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
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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
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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

**RESOLUTION SUPPORTING THE PLANNING
AND COORDINATION COUNCIL'S DISSOLUTION**

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the Council hereby supports the dissolution of the Planning and Coordination Council and the establishment of the Land Use and Environmental Planning Committees to coordinate development, land use, environmental, and infrastructure issues between the University of Virginia, the City of Charlottesville, and Albemarle County.