

**Crozet Community Advisory Council – Special Meeting – Minutes – Draft
Wednesday, July 2, 2014 from 7:00 p.m. to 9:00 p.m.**

CCAC members present: Meg Holden (Chair), Jennie More (Vice Chair), David Stoner, Mary Gallo, Brenda Plantz, John Savage, Kim Connolly, Leslie Burns, Beth Bassett, George Barlow, Tom Loach (Planning Commission), Ann Mallek (Board of Supervisors)

CCAC members absent: Janice Applebach, Phil Best, Kim Guenther, Matthew Sposato

Public attendees: Tim Tolson, Brian Wheeler, Bill Schrader, Paul Grady, Aaron Cole, Paul Grady, Mike Marshall, Lacy Wilbur, Terri Miyamoto, David Miyamoto, Meg West, Michelle Simpson, Tom Harrison, Jan Harrison, Jim Crosby, Pat Crosby, Alice Lucan, Katrien Vance, David Vance

CCAC Chair Meg Holden called the meeting, held at the Field School, to order at 7:00 p.m., welcomed our visitors, and noted that the Barnes Lumber property matter was the only item on the agenda for this special meeting.

Meg told the CCAC that Frank Stoner and Milestone Partners have been working on a revised plan for the property based on feedback given so far. Mr. Stoner offered to have one of his partners here tonight, but although they are working diligently on the revisions, they would not have anything new to show the CCAC tonight and so it was not necessary for them to join us. Notwithstanding, Meg thought that we should hold this meeting because the CCAC needs to address issues and provide feedback on the draft list of comments presented by Dave Stoner at the June 26 meeting. One of the more significant issues is the role of commercial use in the development. Do we want to see a large employer like Barnes Lumber? Attendees were encouraged to email the CCAC with their thoughts because this issue is important to the community as a whole and the CCAC needs to be understanding of the community's views.

We will not address issues related to traffic because we do not believe we have much influence over how the Virginia Department of Transportation will handle these matters, but we may discuss them later. We will not discuss parking at this point either, and so both issues are not on the agenda for this meeting.

Meg suggested that we focus on three questions: residential and commercial uses, followed by phasing, and then the green space for the development. Meg said that Mr. Stoner was aware of, and understood, the CCAC's desire for high quality community space and our unwillingness to endorse a plan that relied on the purchase of adjacent property for green space. However, if the transaction with Connelly for the adjacent property does occur, the view from that tract will be ideal for a public space.

Dave Stoner asked what we should do with the two pages of issues that we discussed at the June 26 meeting, attached hereto. A month or two ago, the CCAC passed a resolution asking that the Planning Commission not approve Milestone's plan because of concerns raised in the staff report, and so the application to the Planning Commission was deferred. The CCAC said that we liked what we had seen at Mr. Stoner's presentation to the CCAC in June, but wanted more time

to see how the project evolves. The CCAC likes this kind of (mixed use) development, and encouraged him to make the application consistent with the Master Plan. Dave said that we now need to give more specific comments on what has been proposed and that we will have time before the following Planning Commission meeting to comment further and indicate to the County those aspects of the plan that we believe need to be changed. John Savage said that he has reflected on the CCAC's purpose and noted that we are a non-legislative and advisory body, and our primary function is to measure proposed development projects against the Crozet Master Plan, which reflects the wishes of the community. We need to listen to the community, and provide input to Tom (for the Planning Commission) and Ann (for the Board of Supervisors). He said that our role is not to design the downtown, but that the developer must do that work in a way that is acceptable to the community and to the people who will fund the development. Accordingly, we should focus on what Milestone has proposed and ask whether it is consistent with the Master Plan, provides a livable plan in its current form, and has room for compromise on the inconsistencies. Jennie agreed with John, noting that at the last meeting we were too bogged down in details. We must look at the bigger picture and balance the desire to give specific advice on the site against the developer's role in designing and constructing it. Meg said that in the end, the only way we can evaluate the plan is by asking what we want. Do we want a factory on the site? She noted that residential and light industrial uses are secondary to commercial uses. Kim reminded us that Mr. Stoner had asked for specifics, and, for instance, we responded that there was too much residential use in the plan. However, there likely are specifics on which we, as a group, may not be able to agree.

Meg said that the framework is in the Master Plan, but our concern is over the residential aspects of Milestone's plan. There are also issues with how to finance the project, as the Department of Housing and Urban Development will not finance certain types of projects that might be possible under the Master Plan. However, this is not an issue for the CCAC as it considers a plan. Along the same lines, Jennie noted that any developer would have access and traffic issues (particularly to Crozet Avenue), and so we are not considering those issues with the Milestone plan. Meg says that the use of first floor residential is the primary issue. Dave Stoner says that he has Phil Best's comments and would present those.

Dave then explained how he has put together the list of comments. Kim pointed out that the residential uses do include the rental apartments that we said that we wanted, but perhaps it is not necessary to have 200 of them. Detached single family use is an issue for many CCAC members, and some have said that they want no detached single family use. Tom asked if we should allow townhouses or detached single family in the first row along the boundaries, and that perhaps either could work. Townhomes and detached single family are essentially the same height and do not have different sight lines. It was noted that Parkside does have attached houses on one side. Further, the community has previously agreed that some residential use should buffer the adjoining neighborhoods. The Barnes mill had been buffered simply by distance. Tom feels that these uses are satisfactory in the first row.

Paul Grady said that there should be no single family detached, and observed that a four unit townhome will fit on the same footprint as a detached residence. He thought there should also be a hiking trail along the boundary. Some CCAC members prefer no single family detached use. Jennie thought that both single family detached and townhomes could be used there. Dave asked

whether residential use should be on both sides of any street that abuts the boundary. What are the expectations of existing homeowners in Parkside? The Master Plan provides for a buffer, and Mary said that she thought it is 36 units per acre along south line, then less dense along the east boundary. Jennie commented that she thought that the intent of the recent zoning text amendment (“ZTA”) was to allow first floor residential to facilitate the buffer, but noted that the ZTA also relates to having an apartment building with first floor apartments.

A resident of Hilltop Street said that she has had hundreds of feet of green space behind her and would like to continue to have the green space, or if not that, then single family homes. It was noted that there have been problems with runoff from the Barnes property flooding yards, and that more impervious surface will exacerbate the problem. She said that she does not want any commercial use adjacent to the property line. Accordingly she does not agree with the first bullet on the issues list drafted by Dave Stoner (regarding a preference against single family detached homes), and wants all single family detached along the property line. She hoped that children could continue to play in the green space, and did not want to see parking lots or townhomes along the property line. She was also concerned about safety issues presented by trails near the homes.

John Savage recommended removing the first sentence (regarding a preference for no single family detached on the site) because the entire CCAC does not oppose single family detached use. The CCAC discussed the wording of this bullet point and Kim moved to strike first bullet entirely, Leslie seconds. The CCAC voted unanimously to strike the first bullet.

The CCAC then discussed the number of units as set out in the third bullet, and it was noted that the height of the buildings will dictate the number of units. Dave said that he likes having this point to guide the process if the Planning Commission or staff disagrees with first bullet. Jennie moved to strike the third bullet, seconded by John second, and the CCAC voted unanimously to strike the second bullet.

At this point, the only remaining bullet point in the first group was the second one, to address the amount and location of first floor residential use, which Dave said that he drafted to try to capture the sense of the CCAC at its last meeting. Kim suggested that Block 7 be taken out as completely residential (yellow on the map) and instead this area could have a residential (yellow) strip along the boundary and change the rest to mixed use. Tom said that if the buffer only is residential (yellow), then we could deal with the interior of the blocks, which would make the whole area from the residential buffer to the Square become mixed use for the developer to define. It was noted that there is flex zoning there, which would accommodate something like light industrial. This would maximize job creation to replace the employer that was there (i.e., Barnes Lumber). The County has five targeted industry sectors, and so Tom said that he is looking for flexibility for apartment buildings and commercial use. For instance, there could be an apartment building in Block 5, and have business operations on the other side. Tom said that it was not clear what Mr. Stoner said about first floor residential, particularly as to residential under commercial. Tom would like to maximize flex zoning in the rest of the property and not allow first floor residential throughout. The developer can then go to the staff and see if this is conforming or nonconforming, and seek a special use permit if it wants.

Jennie noted that this topic is where the CCAC got tangled up before. If the developer built an apartment building, it could include first floor residential, and potentially be converted to commercial use. But the County has said that this is unlikely to happen and it frequently goes the other way. We have allowed first floor residential on the boundary, and now what about the rest of the property? Kim said that we could say that we support rental units over commercial, and some apartment building use (i.e. first floor residential) but this is not the focus of the property, and the bulk should be commercial use on the first floor. Some one- and two-family uses are acceptable, but this cannot be the predominant form.

Mike Marshall reminded the CCAC of PHA's project on Blue Ridge Avenue, which is to be 400 units and noted that there are other residential-zoned areas around or near the Barnes property. At 36 units per acre, a 20 acre property can have 720 units by right. Tom reminded the CCAC that the purpose of the ZTA was to allow for townhouses, but the rest of the development has to follow the form in the Master Plan.

A question was raised about a hotel, and it was thought that this would be an all-commercial use. Tom said that the central part of the property should be mostly or all commercial and that the Master Plan takes care of the rest of the development. He wants to recommend maximizing job growth in Blocks 4, 5 and 7, including the use of flex zoning for job creation.

Dave said that this might not give the staff much guidance because Milestone would not be able to build apartment buildings (unless they get a special use permit). Flex zoning allows flexibility and the form does not have to follow the Master Plan with commercial on the bottom. They could build a building similar to US Joiner, which would be job-producing for targeted industries.

Meg said that this still does not solve the problem of needing to give Milestone guidance about whether apartment buildings are acceptable. Tom said that outside of the plaza area, we want to maximize employment opportunities and Meg agreed that we want this area preserved for business uses. The group was opposed to flexible use around the Square. Jennie said that the County staff wants to hear our input by Monday. John said that we should send our comments to both the County staff and Milestone.

So the conversation returned to the use of first floor residential in the purple blocks (which is not intended in the light purple areas). Leslie said that the uses are intended to flow out naturally. Meg said that her opinion was to give Milestone an opportunity, in a conservative way, to present a plan with many different uses or opportunities. Milestone's plan should allow some tapering to residential use along the boundaries, but the Master Plan does not allow for that. The idea of the Downtown Crozet District is not to give away the commercial center but are we being realistic? Jennie said that Milestone could submit a plan that shows what it needs, and at that point the CCAC could give its views. However, the County staff's time will be limited to get its opinion to the Planning Commission. We believe that the County staff will put Milestone's plan against the Master Plan. Paul Grady commented that we could allow construction of apartment buildings across from the buffer area. Mike Marshall said that the subject of first floor residential was talked about a lot during the DCD development process. The consultants felt

strongly that no first floor residential be allowed because this use can have unexpected outcomes. Mike recommended waiting to see what Milestone submits.

Meg said that we could invite Nelson Byrd Woltz (Milestone's landscape architects) to the meeting to offer their insight about this, noting that they were involved with development of the Master Plan. Meg feels that where first floor residential is requested, the CCAC will want to assess the need before it makes a recommendation.

The CCAC next discussed the phasing plan and revised the first bullet point on Dave's issue list on this topic. The concern is to prevent Milestone from building residential units and then leaving. The suggested language would address this concern and allow the development to grow organically over the years. Kim moved to adopt the phasing language as revised, seconded by Lelsie, and the CCAC voted unanimously to adopt the bullet point as revised.

Jennie and Meg met with County staff and discussed the green space issue, and let the staff know that we did not support a plan that relied on locating the green space (and particularly the proposed community commons or green) on property Milestone does not own. The area proposed for the community commons needs to be in similar form as the rest of the development and this cannot be done with a gentleman's agreement to buy the adjacent property. Staff put Mr. Stoner on notice regarding this issue. Mike noted that it might not be in Carroll Conley's interest to sell the land, and Milestone needs a rezoning in order to approach Mr. Conley. County staff have told Mr. Stoner that he cannot show this property on the plan as part of the project, and must show a similar area on what he will actually own. The proposed commons can be in the same form as what he proposed on the Conley tract. Meg said that where we were shown the commons was not acceptable and so we want to see it elsewhere and depicted.

It may be possible to proffer an alternative plan for the plaza and commons at the intersection of Library and High Streets since the Conley property is not part of or incorporated into the proposed development. Dave would like to see a proffered viewshed protection plan as well. Beth moved to adopt the plaza and green space language as edited. Dave said that he wants to push the staff to require this by proffer.

Beth said that her motion was for the "plaza" bullet as written. Leslie commented that she though pocket parks are a good idea, but hard to define. She did not support the use of the stormwater basin as a large percentage of the green space.

Beth withdrew her original motion and moved for the plaza and viewshed bullets to be adopted, seconded by Jennie. As drawn, the motion is as to those two bullets and they would be the only bullet points on this topic. The CCAC voted and the motion passed by a vote of 6-4. It was suggested that the developer proffer an alternative plan for the plaza and commons because the Conley property has not been acquired and incorporated into the development at this time, and that the viewshed bullet be included in the recommendations. A discussion of pocket parks followed and Kim moved for a statement that we would like to see pocket parks included in the plan and John seconded. The CCAC voted and the motion passed by vote of 9-1.

The CCAC then discussed proffers. Beth agreed with the proposed language on proffers, but wanted to raise a few points about area schools, which are crucial in maintaining property values and drive much of the growth here. She noted that most schools are near capacity, although the capital improvement plan does include new schools or expansion of existing ones in 3-5 years, including additions to Henley and WAHS that need to be paid for. John noted that many new developments are coming on line. The School Board and Board of Supervisors likely need to accelerate their schedules on these because more people are coming here. Tom noted that we have reduced the single family use, so that helps. Tom also referred to the success that Old Trail has seen in renting the apartments there, except for three bedroom ones. Many of the tenants are people without children. We had discussed excluding apartments and over-55 housing from the cash proffer requirement. This would focus the proffers to incentivize the uses here in the development, and seek to minimize the residential impact on schools. The CCAC agreed with Beth's points and we have to be diligent on the proffer issue. Dave said that directing proffers to benefit downtown would help to create the commercial area downtown, generate jobs and maximize commercial uses.

John moved to approve the bullet point on proffers and Kim seconded the motion, and the CCAC voted to adopt the bullet point by a vote of 9-1. Jennie said that Mr. Stoner was questioned closely by a planning commissioner on the effect the development would have on schools.

Bill Schrader commented that the CCAC should consider the property a commercial area, and focus on fostering businesses that can use the railroad, and perhaps less on green space. Kim noted that green space is important for businesses too. There was little interest in talking about transportation issues, and the plan likely has to be amended as those concerns arise as the development progresses.

A question was raised about the use of proffers for emergency services. Do they need more funding for staffing needs? Tom said that proffers typically go into the County's general fund, but we are asking here that proffers go into projects in Crozet. Fire and rescue are critical services that government has to fund, and so these needs can be covered using proffer funds.

As to transportation issues, Dave said that people have been vocal that one street in the development is not enough. There are also signaling issues, and this will be an issue with the plaza. Should the CCAC press for more roads? Meg said that because we do not know specifics of the plan, we should come up with a more general recommendation, which Jennie said could be a suggestion to the developer. In all of these issues, VDOT could be an obstacle. Jennie said that our recommendations need to relate to the property itself and not how it ties into the road network. Jennie moved to adopt the bullet on traffic, seconded by John, and the CCAC voted to adopt the bullet point by a vote of 9-1.

The process was summarized by a comment that we now have input for the developer and the County and although perhaps this is not enough direction, the CCAC is comfortable with these positions. Now we are waiting for information from Milestone and they must have their response to staff by July 7. If we receive a copy soon, we might have an opportunity to comment further. John said that the key date is the Planning Commission's meeting on August 19, although Milestone is trying to get on the agenda for the August 5 meeting. If we want to

respond to the County's comments, we would need those the Friday before. Meg said that we can wait until our regular meeting on July 17. The CCAC then discussed whether to include Milestone, and potentially Nelson Byrd Woltz, on the agenda for the July 17 meeting, and it was generally agreed that we should do so. It was suggested that this be a question and answer session rather than a presentation. Meg asked that members send her questions after we see the plan. Tom said he was not sure whether this matter would make the August 5 Planning Commission agenda.

Dave made a motion that we submit our list of comments to County staff and to Milestone, seconded by John, and the motion carried on a unanimous vote of the CCAC. The comments are attached hereto.

The meeting concluded at approximately 9:30 p.m.

George W. Barlow, III
Secretary

Crozet Citizens Advisory Council
Draft List of Issues and Comments
Barnes Lumber Rezoning and SUP Application

Issue: Concern Over Amount of Residential vs. Commercial/Retail

- Prefer no single family detached development at all on the site – only townhomes and multifamily (condos and apartments) units. Some CCAC members are adamant about this; other CCAC members are willing to allow some single family detached development if it is limited.
- If any single family detached is developed, limit this to a single row only around the border of the property in block 6 (but only if no significant stream buffer there), and block 8. First floor single family detached should only be used as buffer area in accordance with the intent of the Master Plan.
- *Possibly also reduce and limit the number of single family detached and townhouse developments to a certain maximum numbers – well below the general 200 unit limit that has been proffered.*

Issue: Amount & Location of First Floor Residential

- *Lower the amount of first floor residential allowed in blocks 4 & 5 by either eliminating any first floor residential in block 4, or changing the proffered minimum 51% 1st floor non-residential requirement in blocks 4 & 5 to a higher minimum - for example minimum [75]% non-residential. This allows some flexibility for street level multifamily units but keeps a primarily commercial district feel along the main Library Ave.*
- *Decrease the size of blocks 6, 7, 8 to the outer boundary of property only – perhaps 1 or 2 rows of buildings maximum, thereby ensuring first floor residential in these areas is primarily used to buffer the existing residential neighborhoods, and maximizing the size of the first floor non-residential or commercial/retail district on the rest of the site.*

Issue: Phasing and Prioritization of Commercial/Retail vs Residential

- Require via proffers that some minimum amount of commercial/retail space be built initially, or at a minimum prior to allowing a certain number of residential units. For example, require [25,000] sf of commercial/retail be built prior to building the [26th] residential unit.

Issue: Plaza, Green Space, and Viewshed Concerns

- General - Want to see more public green space and hardscape (Plaza area) specifically identified and proffered.
- Plaza - Proffer some minimum specifications/concepts for the Plaza, while still allowing design flexibility. Proffer may include:

- *Size (square footage)*
- *Materials (keep general – i.e., not typical concrete and macadam)*
- *Minimum number of appurtenances (benches, planters, fountain, lighting, kiosks, etc) or budget for such*
- **Plaza** – Proffer an alternative plan if the Connelly property is not acquired and incorporated into this development.
- **Greenpace** - Clarify via proffer the potential size, location, and design of the green space on southeast portion of parcel, including separately defining the likely stream buffer requirement vs the likely storm water pond acreage, and show remaining useable acreage.
- **Greenpace** - *Provide via proffer minimum specifications/concepts (number and/or size) for additional “pocket parks” while still allowing design flexibility*
- **Viewshed** - *Require additional consideration of preserving the Blue Ridge Mountain viewshed in public areas, especially throughout the Plaza area and potentially also along Library Avenue and/or the greenpace. While it is acknowledged that implementing this concept would occur during design phase (which may result in, among other things, further limiting building heights in some areas), some emphasis on this should be added even at this stage.*

Issue: Proffers

- Require financial proffers for each single family or townhouse or multi-family residential unit in accordance with current County policies; Consider reducing or waiving those for (1) buildings in which 1st floor commercial/retail exists; and (2) age-restricted (i.e. >55) housing units.
- Request that the County use proffers for identifiable community projects that would benefit the downtown area, such as a new CSX underpass, parking deck, or infrastructure improvements to the square.

Issue: Traffic and Road Layouts

- *Include alternative/additional road layouts which include additional roads for traffic circulation (i.e., incorporate more of the prior downtown “grid” road system, complete and utilize Oak Street in the plan, identify other “secondary” roads on the plan that could improve traffic circulation).*

Crozet Citizens Advisory Council
List of Issues and Comments
Barnes Lumber Rezoning and SUP Application

Issue: Concern Over Amount of Residential vs. Commercial/Retail

- If any single family detached or townhomes are developed, limit this to a single row only around the border of the property in block 6 (but only if no significant stream buffer exists there), and block 8. First floor single family detached or townhomes should only be used as buffer area in accordance with the intent of the Master Plan.
- Maximize job creation potential within the “center” of the development by maximizing the flex zoning available to the developer consistent with the Crozet Master Plan. Specifically seek to attract targeted industries identified in the County Comprehensive Plan.

Issue: Phasing and Prioritization of Commercial/Retail vs. Residential

- Require via proffers that some minimum amount of commercial/retail space be built initially, or prior to allowing a certain number of residential units.

Issue: Plaza, Green Space, and Viewshed Concerns

- Plaza – Proffer an alternative plan for the plaza and greenspace since the Conley property is not acquired and incorporated into this development at this time.
- Greenspace – We would like to see pocket parks included in plan.
- Viewshed - Require additional consideration of preserving the Blue Ridge Mountain viewshed in public areas, especially throughout the Plaza area and potentially also along Library Avenue and/or the greenspace. While it is acknowledged that implementing this concept would occur during design phase (which may result in, among other things, further limiting building heights in some areas), some emphasis on this should be added even at this stage.

Issue: Proffers

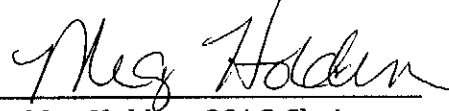
- Require financial proffers for each single family or townhouse or multi-family residential unit in accordance with current County policies; Consider reducing or waiving those for (1) buildings in which 1st floor commercial/retail exists; and (2) age-restricted (i.e. >55) housing units.
- Request that the County use proffers for identifiable community projects that would benefit the downtown area, such as a new CSX underpass, parking deck, or infrastructure improvements to the square.

Issue: Traffic and Road Layouts

- Include alternative/additional road layouts which include additional roads for traffic circulation (i.e., incorporate more of the prior downtown "grid" road system, complete and utilize Oak Street in the plan, identify other "secondary" roads on the plan that could improve traffic circulation).

I, Meg Holden, do hereby certify that each of the foregoing was adopted by a majority of the Crozet Community Advisory Council at its special meeting held July 2, 2014. CCAC members present: Meg Holden, Mary Gallo, Jennie More, Beth Bassett, Kim Connolly, John Savage, Leslie Burns, Brenda Plantz, George Barlow, Dave Stoner.

Signed: _____



Meg Holden, CCAC Chair