

1 Minutes of the Work Session of the Planning Commission of the County of Henrico, Virginia, held
2 in the County Manager's Conference Room of the County Administration Building, Parham and
3 Hungary Spring Roads at 5:00 p.m. February 10, 2005
4

5 Members Present: Mr. Ernest B. Vanarsdall, C.P.C., Chairperson, Brookland
6 Mr. C. W. Archer, C.P.C., Vice-Chairperson, Fairfield
7 Mr. John Marshall, Three Chopt
8 M. E. Ray Jernigan, C.P.C., Varina
9 Mr. Randall R. Silber, Director of Planning, Secretary
10 Mr. David A. Kaechele, Board of Supervisors, Three Chopt
11

12 Members Absent: Mrs. Lisa D. Ware, C.P.C., Tuckahoe
13

14 Others Present: Mr. Ralph J. Emerson, Assistant, Director of Planning
15 Ms. Jean Moore, Principal Planner
16 Ms. Rosemary Deemer, County Planner
17 Mr. Lee Tyson, County Planner
18 Mr. Seth Humphreys, County Planner
19 Ms. Michael Cooper, County Planner
20 Ms. Debra Ripley, Recording Secretary
21

22 Mr. Vanarsdall - Okay, ready, we'll get it over with and go downstairs so we don't have to
23 keep them waiting. Then after that we'll have another one.
24

25 Mr. Silber - We wanted to have this opportunity to feed you dinner and be able to
26 have a Work Session to tell you where we are with the Comprehensive Plan Update and there
27 has been a fair amount of work done on it and we wanted to give you an update to where we
28 are and let you know where we intend to go. So, we thought this was a good opportunity to
29 bring you together, feed you, and then to close your meeting and you didn't have to listen to us
30 tell you where we are with the Comprehensive Plan amendment. Jean Moore is here with a fairly
31 short presentation.
32

33 Ms. Moore - I was about to say, Mr. Silber if you went on to much you might present
34 everything. We did want to give you an update because, as you know, we've been the throws of
35 updating a pretty extensive work to update the 2026 Comprehensive Plan. It kicked off with our
36 Land Planning Consultant, McBride Dale Clarion pretty much starting in August. For your part,
37 maybe pretty silent on that, but actually much of the work has been laying the technical
38 groundwork, which includes the demographic analysis, growth trend analysis, extensive mapping
39 of existing land uses, topography, drainage basins and verifying our traffic data for future
40 modeling. So there is really a lot of groundwork that has to be laid.
41 From this initial work and several consultations with staff and the technical committee, McBride
42 Dale Clarion has generated several reports containing background information which will be used
43 in future steps in the planning process including the model.
44

45 Two important documents will be generated from this research. They will consist of: A Demand
46 Analysis and another important piece is the Capacity Analysis.
47

48 The demand analysis will outline the anticipated growth in population and employment
49 countywide over the next two decades.
50

51 The second piece of this is the Capacity Analysis, which will show the possible scenarios for
52 development in the County based on the demand trends and the land available for potential
53 growth and also to accommodate for these trends and demands.

54
55 These documents are in their final phase of review, they are still in draft form and you'll have a
56 chance to go over those in detail in our upcoming sessions on March 31st and April 1st.
57
58 Mrs. Silber - Excuse me, do we have those dates right? For some reason...oh, that is correct.
59
60 Ms. Moore - Okay.
61
62 Mr. Silber - We have a visioning session with the County Manager and their staff later this
63 month.
64
65 Ms. Moore - Right.
66
67 Mr. Emerson - The 23rd.
68
69 Mr. Silber - Then we are meeting with the Planning Commission and the Board March 31st
70 and April 1st.
71
72 Ms. Moore - Right. I didn't want to gloss over that knowing we had this document, but we
73 want to have a chance to finalize them then they will go through the technical committee and
74 (unintelligible) to the Planning Commission, that is a very important key to that.
75
76 Mr. Silber - Can you explain to the Planning Commission who the technical committee is?
77
78 Ms. Moore - The technical committee comprises of key agencies that are actually department
79 heads from all the integral departments. It includes includes...
80
81 Mr. Emerson - Finance.
82
83 Ms. Moore - Finance, Public Works, Public Utilities, are the key players with those as far as
84 Recreation and Parks. For the most part we've had two formal technical review committees go
85 over the groundwork as well as reviewing these two documents I just spoke about. Another key
86 as part of this is getting the citizen input. So we have drafted a community survey, quite lengthy
87 actually, and we are finally finalizing that and basically gathering information. It will be sent to a
88 statistical sampling of County countywide residents.
89
90 The survey will cover future growth in the County and the future provision of County services. It
91 will be administered by SERL (Survey & Evaluation Research Lab) which is part of VCU and
92 actually the survey will be administrated mid this month and we expect the results from those
93 surveys in early spring.
94
95 Mr. Kaechele - A survey of whom?
96
97 Ms. Moore - These will be sent out to a random sampling from each district. We hope to get
98 an equal sampling from each magisterial district from county residents.
99
100 Mr. Kaechele - Okay. What is the magnitude that develops (unintelligible) the number of
101 surveys, the number of people contacted?
102
103 Mr. Silber - Do we have any idea?
104
105 Ms. Deemer - It is between 2,500 and 3,000.
106

107 Mr. Vanarsdall - Total, countywide. Okay.
108
109 Mr. Silber - Five or six hundred per district.
110
111 Mr. Kaechele - Okay. That is what they did for the communications survey.
112
113 Mr. Silber - Is that right?
114
115 Ms. Moore - The questions on that run the gamut, so really, its quality of life and all the
116 county services to give us good benchmark's and make sure they have, their input ,is very
117 critical.
118
119 Where we are now doesn't sound like a whole lot, but it actually is.
120
121 Mr. Vanarsdall - That is a good start.
122
123 Ms. Moore - Pretty extensive. So from here, what is next on the plate is that we are going to
124 have a visioning session with the Board of Supervisors and the Planning Commission and this is
125 the schedule that was mentioned earlier on March 31st and April 1st of this year. The consultants
126 will be here to discuss alternative development patterns based on the Demand and Capacity
127 Analysis. Randall Arendt will also be attending this session. He is a national authority on the
128 development of rural areas, and he will provide concepts related to the development of rural
129 areas of the County.
130 The next step would be to develop an Alternative Scenario based on the Visioning session
131 conducted with the Board of Supervisors and the Planning Commission, as well as the results of
132 the Community Survey. This Alternative Scenario would then be analyzed using the traffic
133 model, utility model, and fiscal impact model, which is also being constructed.
134
135 So with that, once we have run these models that will also lay the groundwork for the potential
136 future Land Use Plan for the county. Like I said, all of this is based on the base analysis and its
137 draft stage. It is all going to come together; I would say in the next few months, it is all going to
138 come together pretty quickly.
139
140 So, basically that is just our status update and wanted to let you know what was going on. We
141 are working on it and you are going to hear a lot about it in these next couple of months.
142
143 Mr. Vanarsdall - Thank you, Jean.
144
145 Mr. Jernigan - Jean, do we have Randall Arendt going into town twice? Varina Beautification
146 called me today and Veta had called me about a week ago.
147
148 Ms. Moore - Right.
149
150 Mr. Jernigan - I am supposed to go to dinner with him one night. That is the Board of
151 Supervisors night because Jim couldn't go.
152
153 Ms. Moore - Right.
154
155 Mr. Jernigan - So he is coming in...
156
157 Mr. Vanarsdall - Who is it?
158
159 Mr. Jernigan - Randall Arendt, the specialist on UMUs.

160
161 Mr. Silber - He may be coming in. Is he coming in for the meeting on the 23rd?
162
163 Mr. Vanarsdall - He shouldn't come in on the night of the Board of Supervisors.
164
165 Mr. Emerson - He is coming in on the meeting of the 23rd.
166
167 Mr. Jernigan - Okay.
168
169 Mr. Emerson - Then he will be in for the visioning session with the Board and the Planning
170 Commission, but I wasn't aware of any...
171
172 Mr. Silber - He may be coming in the night before...
173
174 Mr. Jernigan - The 22nd.
175
176 Mr. Silber - ...the 22nd and having dinner.
177
178 Mr. Vanarsdall - Well I wouldn't think that he would want to have it on the same night as the
179 Board and the Board can't participate.
180
181 Mr. Emerson - Did Varina Beautification arrange it?
182
183 Mr. Jernigan - No, Veta had called me last week, but Charley Finley called me today and said...
184
185 Mr. Vanarsdall - Which one was this on?
186
187 Mr. Jernigan - ...lined up and they are just taking him to dinner.
188
189 Mr. Emerson - I want to say this is separate from anything that we are doing.
190
191 Mr. Jernigan - Right. But that is the reason I was questioning Jean because if he is coming in
192 on the, I understood that he was coming in on the 23rd, so I wanted to make sure we didn't
193 have, somebody wasn't making a mistake on the dates.
194
195 Mr. Emerson - That is not us. If you are having dinner with him our consultants are not aware
196 of that, I can tell you that.
197
198 Ms. Moore - Yeah. We are working, Mr. Jernigan, within the frame work of the scope of the
199 work, so if there is any outside interest, we will have those citizen surveys input, but at a later
200 stage. Right now our schedule doesn't call for individual group, if they are interested they will
201 have to do that on their own.
202
203 Mr. Jernigan - That is what they are doing. I mean, they are buying us dinner, but I would
204 rather... I'm just wondering if he is coming in twice, apparently hitting twice in a short amount of
205 time.
206
207 Mr. Emerson - We only have money budgeted for him to come in twice.
208
209 Mr. Jernigan - All right.
210
211 Mr. Marshall - So you are paying for the Tuesday.
212

213 Mr. Jernigan - I hope not. I think somebody else is paying for Tuesday.
214
215 Mr. Kaechele - You mentioned growth projections. Is that jobs and population, anything else?
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217 Ms. Moore - It mainly focuses on employment based on our trends and our land use patterns
218 would indicate that square footage and existing retail and business. So, we will be getting all of
219 that and you will be getting that in a finalized form. I don't have that concrete data in front of
220 me until it gets that final...
221
222 Mr. Kaechele - Okay. Who is doing that? Is the consultant doing that?
223
224 Mr. Silber - The consultant.
225
226 Ms. Moore - Yes, sir.
227
228 Mr. Emerson - You will receive that prior to the visioning session along with any other work
229 done today, and hopefully we'll have that prepared and out to you a couple of weeks before the
230 31st and the 1st, so you will have a chance to look at them.
231
232 Mr. Silber - There is a lot of work going on right now on the Comp Plan update. There is a
233 lot of groundwork that has to go in before we can really begin to share information with you all.
234 So we don't want you to think there is nothing going on, there is a lot going on. The survey that
235 Jean mentioned is very extensive, I want to say that it is in the neighborhood of 12 to 15 pages
236 long. We are going to be providing the Board and the Planning Commission Members copies of
237 that in the next few days. That should be going out in another two weeks, so just be aware that
238 the residents will be receiving this and hopefully we'll get good feedback from them.
239
240 Is there any thing else, any other questions that the Commission might have of the staff about
241 the Comprehensive Plan.
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243 Mr. Vanarsdall - That's it. Thank you, Jean.
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Ernest B. Vanarsdall, C.P.C., Chairman
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Randall R. Silber, Secretary