



ARLINGTON COUNTY, VIRGINIA
ARLINGTON COUNTY PLANNING COMMISSION

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October 25, 2016

Mark Schwartz, County Manager
Office of the County Manager
2100 Clarendon Boulevard
Suite 302
Arlington, Virginia 22201

Dear Mr. Schwartz,

The Long Range Planning Committee (LRPC) of the Planning Commission met on October 13th on the Community Facilities Study Staff Response Matrix and the Proposed Joint Facilities Advisory Commission (JFAC) Charter. The Commission does not take recorded votes in committees. This letter is an effort to capture the views of the Commission as expressed by participating Commissioners Brown, Hughes, McSweeney, and Siegel.

The following is a summary of our consensus views on each issue.

Community Facility Study (CFS) Staff Response Matrix

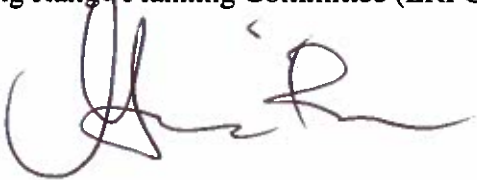
Staff did an exceptional job responding to the Community Facility Report. Members were heartened by the progress made toward implementing the recommendations of the CFS.

- Recommendation #19 - The opportunity for improvement in customer service and internal communication between County departments should also be addressed.
- Recommendation #12 – The Planning Commission (and the County Board) must do a better job of communicating community benefits in a way that is clear to the community.
- Recommendation #6 - In regards to the establishment of a land acquisition fund, the definition and scope of community facilities should be clear and comprehensive. A framework for the fund, including the parameters and direction, should be established to guide its use.

Proposed Joint Facilities Advisory Commission (JFAC) Charter

- The timing of the needs assessment relative to the development and review of the CIP should be clarified.
- The third paragraph should include bulleted definitions including “facilities,” “needs assessment,” “capital improvement plan”, “capital facilities needs assessment,” and “capacity.”
- Given the unrealistic timeline for the task embedded in the Charter, it should be lifted out and included as a separate letter. Embedding the task in the Charter sets up the JFAC for failure.
- The Charter for the (JFAC) should include the task of reviewing new or updated plans to understand how new policy may align with the siting process. A specific example would include reviewing the forthcoming recommendations of the POPS Strategic Directive #1 in the context of the siting process.
- Clarification of the relationship between the staff and the citizens is needed. Is this a staff led effort or a citizen led effort? Several commissioners said that the JFAC should be citizen-led.
- The JFAC should have mandatory public comment sessions in connection with their meetings.
- A senior-level staff liaison is needed to ensure the success of the JFAC .
- It should be clarified whether non-JFAC members are able to serve on established subcommittees.

Respectfully Submitted,
Long Range Planning Committee (LRPC)

A handwritten signature in black ink, appearing to be a stylized name, possibly "J. R. P.", written over the typed name of the Long Range Planning Committee (LRPC).