

Neighborhood Conservation Advisory Committee
February 8, 2018

Meeting Minutes – DRAFT

Meeting location: Navy League Building
2300 Wilson Blvd.
Arlington, VA 22201

1. Welcome of new NCAC Officers for 2018:
 - Alexandra Bocian, Chair (High View Park)
 - Rob Swennes, Vice-Chair (Leeway)
 - Phil Klingelhofer, Deputy Vice Chair (Boulevard Manor)
2. Roll Call and Brief Neighborhood Report
 - a. Neal Martin (Barcroft) informed the group of the recent Final Design Presentation Meeting before the civic association for the NC, 7th St. S Project.
 - b. Ed Hilz (Fairlington) announced that their CA held a successful 2nd annual Home Improvement Seminar on February 3rd.
 - c. Bill Braswell (Tara Leeway Heights) announced that CPHD will hold a walking tour of the Virginia Hospital Center site as part of the site improvement process, which should occur over the next 3 to 4 years.
3. Approval of Minutes from January 11, 2018 NCAC Meeting:
 - a. The Meeting Minutes were approved unanimously.
4. Officers and Staff Report
 - a. Tim McIntosh announced the next NCAC Funding Round will be held in June, and May 15th is the deadline for submitting new projects to be added to the que.
 - b. Alexandra Bocian encouraged NCAC members to continue sending letters of support for the Neighborhood Conservation Program to the County Manager's Office.
5. Discussion / Action Items:
 - a. Presentation/Conversation with Claude Williamson, the new Director of Community Planning Housing and Development (CPHD)
 - Claude Williamson briefed the group on his background and long tenure with CPHD prior to being appointed its new Director. Claude outlined his role and the general focus areas he wants to work on, all relating to communication, both inside and outside of CPHD: breaking down communication divides between departments, technology, customer

service (including the One Stop Arlington Permitting Process), more strategic thinking, and employee development.

Claude also noted some important initiatives currently within CPHD, including 4 Mile Run Valley Initiative, Missing Middle Housing, and Housing Conservation Districts.

Questions/Comments:

- i. Ed Hilz commented that the business community does not seem to be heavily involved in the 4 Mile Run Valley project. Ed asked who implements the new site plan when it is complete?

Claude stated that they are interested in preserving the industrial type businesses that are there, as well as expanding the arts in that area. In answer to Ed's question, he explained that once site plans are completed, Zoning Enforcement ensures compliance with the plan's documents.

- ii. Collier Cook asked if the Ballston Sector Plan is going to be worked on.

Claude said no, but that it probably needs to be updated at some point.

- iii. Darcy Cuffman asked when considering affordable housing, if the county takes into account transportation support within that area. She noted there is a multi-family project in particular she is wondering about in her civic association, Penrose.

Claude responded that proximity to public transportation is an important variable when analyzing some types of projects, including affordable housing.

- iv. Eileen Janas asked if the county is working to reduce construction surprises on Neighborhood Conservation projects.

Tim explained that not all records in the county are accurate, as many are extremely old. Some of the infrastructure below the ground was put in before good record keeping began, and it creates challenges on some of our projects.

- v. Rob Swennes noted that another source of problems on NC project construction budgets comes from them becoming inflated when other county departments want to include their piece and have NC pay for it.
- vi. Stephanie Derrig commented on a need for improvement in enforcement for zoning and inspections, and expressed difficulties in dealing with the building department customer service.

Claude explained that he is working with staff on improving services. He informed the group of a new working group that will include residents to test out the county's new One Stop Arlington Permit Process.

- vii. Sarah McKinley suggested having the county send digital copies of Use Permit Notices to Civic Association Presidents for distribution to their residents. This would improve timely use, distribution, and response by the notice's required deadline.

Rob Swennes noted his support for this idea.

Claude explained that this could be done, but it would have to be checked with county and state law regarding what is legally required for this type of notification.

- viii. Rob asked how can information be distributed to residents in high rises, as it is an ongoing issue within Civic Associations.

Sarah suggested creating a county ordinance that would require Civic Association information be made available to high rise residents by their building or property managers.

Claude expressed his support for their interest in inclusiveness of all residents within their civic association boundaries, including high rise building residents. He believes this issue can and should be looked into.

- ix. Eileen Janas asked whether the county's Energy Plan plays a role in CPHD's work.

Claude responded that it does, as the Energy Plan is part of Arlington County's Comprehensive Plan. When development proposals are reviewed by CPHD, staff are always guided by the plans within the Comprehensive Plan.

- x. Claude thanked the NCAC for inviting him to speak. He noted that the NCAC is a very special program, which is now over 50 years old. He also thanked everyone for their dedication and volunteering with the NCAC.

b. Review and Approval of Name Change in Oakgrove Park in Cherrydale

- i. Harry Spector introduced the request to revert the park's name back to 2 words, "Oak Grove", as it was mistakenly combined into one with the recent park reconstruction. Harry explained that the effect of approval will only change the lettering on two existing signs, and paid for out of remaining funds from the NC Project's budget on the park's reconstruction.
- ii. Sarah McKinley made a motion to accept the name change from "Oakgrove" to "Oak Grove" Park. This was seconded by Frieda Kulish.

Vote on the motion – Unanimous approval.

6. Other/New Business:

(None.)

7. Meeting adjourned.