

CITY OF CHARLOTTESVILLE  
"A World Class City"

**Department of Neighborhood Development Services**

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January 15, 2015

**TO: Charlottesville Planning Commission, Neighborhood Associations &  
News Media**

# Please Take Notice

A Work Session of the Charlottesville Planning Commission will be held on **Tuesday January 26, 2016 at 5:00 p.m. in the NDS Conference Room in City Hall (610 East Market Street).**

## AGENDA

1. Small Area Planning
2. Council Priorities
3. Public Comment

cc: City Council  
Maurice Jones  
Mike Murphy  
Alexander Ikefuna  
Planners  
Kathy McHugh, Tierra Howard  
Craig Brown, Lisa Robertson

**City of Charlottesville**  
Department of Neighborhood Development Services  
Memorandum

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**To:** City of Charlottesville Planning Commission

**From:** Brian Haluska, AICP

**Date of Memo:** January 19, 2016

**RE: Small Area Plans**

**Summary:** The Planning Commission and City Council have been working on the procedures and prioritization of the small area plans identified in Land Use Goal 1.1 of the 2013 Comprehensive Plan following the approval of the plan. Several planning efforts are underway in some of the areas identified in the plan. The West Main Street area has a draft zoning amendment coming to the Planning Commission for further review in February, as well as a streetscape plan. Additionally, there has been some mention of devoting resources to the implementation of the Strategic Investment Area plan in the coming year. Further progress on other small area plans has been slowed by other planning efforts that have been prioritized ahead of the small area plans.

In September, the Commission discussed the elements of small area plans in an effort to make progress by focusing on Land Use Goal 1.2 of the Comprehensive Plan: “Develop common elements of a Small Area Plan as well as a planning process that is both consistent and can be molded to the unique character of each area.” The packet for the September work session agenda is located here: <http://www.charlottesville.org/home/showdocument?id=34119>

Staff looked to the previous planning efforts that led to the drafting of the Strategic Investment Area plan and the West Main Streetscape plan as guides for how future small area plan should proceed.

Staff now suggests returning to the question of how to prioritize the small area plans listed in the Comprehensive Plan that have yet to be started. As a starting point for discussion, staff has created a decision matrix similar to ones used in CIP and other budget discussions.

Small Area	Immediacy	Scope of Work	Linkages to Other Planning Efforts	Total
Cherry/Roosevelt Brown	5	1	5	11
Emmet	5	1	5	11
Woolen Mills	3	2	5	10
Preston Avenue	5	1	3	9
Rose Hill	3	3	2	8
River Road	1	3	4	8
Fifth Street Extended	3	2	3	8
Fontaine	1	5	1	7
High Street	3	3	1	7
McIntire/Harris/Allied	1	2	3	6

The categories are as follows:

**Immediacy** – Staff’s impression of the amount of pending or underway construction in each small area plan zone. A score of 5 means that staff is seeing construction activity or significant plan submissions in the area. A score of 3 means that staff believes the area could see new development activity in the near future. A score of 1 means that staff does not anticipate substantial development activity at this time.

**Scope of Work** – This category is staff’s impression on the amount of work necessary to complete a small area plan. The higher the score, the lesser amount of staff resources that would be needed to complete a small area plan.

**Linkages to Other Planning Efforts** – This category is staff’s opinion regarding other ongoing planning efforts that a small area plan would influence or draw from. The higher the score, the more planning efforts that are ongoing in or around the small area.

**Questions for Discussion:**

1. Is the decision matrix a clear way of prioritizing the small area plans?
2. What changes, if any, should be made to the categories in the matrix?
3. What changes, if any, should be made to the ratings in the matrix?