

# **Proposal to Redefine the Planning and Coordination Council**

## **BACKGROUND**

The Planning & Coordination Council (PACC) established in 1986 as part of the “Three-Party Agreement” promotes cooperation in planning and community development among the City of Charlottesville, Albemarle County, and the University of Virginia. PACC is an advisory body – not a decision making body – that fosters cooperative planning and provides guidance and recommendations for decisions made by the City, County, and/or UVA. PACC Tech, a group comprised of professional staff from the City, County and UVA, supports its work.

## **PROPOSED REDEFINITION**

It is important to have a venue in which the City, County, and University can share land use and development plans and projects. However, this is a function better served by technical professionals who are developing those plans and can work together to ensure cooperation and collaboration. We recommend that a working group of professionals be established; that the scope of work be expanded to include not only land use and planning, but also environmental issues like stormwater, solid waste, and sustainability, as well as infrastructure issues. The group will meet regularly with a schedule to be determined by the group. It is suggested that meetings occur bi-monthly to ensure adequate time to discuss timely issues from each entity and share that information with the public and each entity’s senior leadership. The group will be comprised of the following members supported by additional staff as needed:

### City:

- Neighborhood Development Services Director
- Director of Public Works
- Director of Public Utilities
- Representative from the City Planning Commission

### County:

- Community Development Director
- Facility and Environmental Services Director
- Representative from the County Planning Commission

## **Proposal to Redefine the Planning and Coordination Council**

### University of Virginia:

Architect for the University  
Director of Facilities Management Operations  
Director of Real Estate and Leasing Services

### University of Virginia Foundation:

Director of Design and Development  
Director of Real Estate Asset Management

### Rivanna Water and Sewer Authority:

Executive Director

The redefinition of PACC does not in any way impact the Three Party Agreement and its applicability to land use planning among the three entities.

### **COMMUNICATION AND TRANSPARENCY**

While the group is an administrative body, it will focus on transparency and will develop a clear communication plan for its work. Communication strategies will include:

- Post agendas and minutes after each meeting to the website hosted by the Thomas Jefferson Planning District Commission that currently includes archived PACC minutes and history.
- Present a summary of the group's work publicly at a biannual meeting with leaders from the City of Charlottesville, County of Albemarle, and the University of Virginia.
- Submit to the leadership of each entity by January 15 and July 15 of each year, a written report summarizing the group's work over the past six months.
- Include a member of the City Planning Commission and the County Planning Commission on the administrative working group each of whom will keep their respective bodies informed of planning and other issues that are pertinent to the work of the Commissions.

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- Continue representation by UVa on the City Planning Commission and on the County Planning Commission.
- Continue representation by City and the County representatives on the University's Master Planning Committee.

### **RECOMMENDED NAME FOR THE NEW WORKING GROUP**

Land Use and Environmental Planning Committee (LUEPC)

### **RECOMMENDED ACTION**

It is recommended that PACC take an action to formally dissolve itself and PACC Tech. It is further recommended that the new process be evaluated after one year to determine whether it is achieving its stated objectives and whether there is adequate communication with the public about the substance of the group's work.

Respectfully submitted,

Mike Murphy, Deputy City Manager

Jeff Richardson, County Executive

Chip Boyles, Executive Director of the Thomas Jefferson Planning District  
Commission

Colette Sheehy, Senior Vice President for Operations at UVa

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