



Clarke County Planning Commission

AGENDA – Work Session

Tuesday, September 3, 2024 – 3:00PM

Berryville/Clarke County Government Center – Main Meeting Room

For more information on this public meeting, please contact the Clarke County Department of Planning at (540) 955-5132 or visit the Clarke County website at www.clarkecounty.gov.

1	Approval of Agenda	p. 1
2	Review of September 6 Business Meeting Agenda Items	--
A	Conflict of Interest Statements	--
B	Agenda Review	--
C	Status of Deferred Applications	--
4	Old Business – None Scheduled	--
A	<u>Update</u> , Development of New Zoning District for Double Tollgate Plan Area	--
	-- Staff memo	p. 2
5	New Business	--
A	<u>Discussion</u> , Rural Lands Plan Update	pp. 3-19
	-- Staff memo	pp. 3-12
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	-- White Post Village Plan Area map (DRAFT)	p. 14
	-- Comprehensive Outline of Rural Lands Plan (DRAFT)	pp. 15-17
	-- Current Work Plan	pp. 18-19
6	Adjourn	--



Clarke County Department of Planning
Berryville-Clarke County Government Center
101 Chalmers Court, Suite B
Berryville, VA 22611

TO: Planning Commission

FROM: Brandon Stidham, Planning Director

RE: Update, Development of New Zoning District for Double Tollgate Plan Area

DATE: August 27, 2024

Following up from our discussion at the July 9 Work Session, the Ordinances Committee is scheduled to meet on **Thursday, September 19 at 2:00PM in the A/B Conference Room** to begin work on creating a new zoning district for the Double Tollgate Plan Area that would allow for business park development. In addition to the Ordinances Committee members, the following non-voting members will also be participating in this project:

Industrial Development Authority (IDA) – Bill Waite, Marcy Cantatore

Economic Development Advisory Committee (EDAC) – Johnny Milleson, Mark Gribble

Board of Supervisors – Bev McKay, Terri Catlett

The public notices for these meetings will state that members of these public bodies will be participating in discussions as non-voting members.

Staff anticipates that the Committee will meet at least four times in order to complete a final draft of the zoning district. The initial meetings will focus on developing a vision for the district which would include elements such as use types (commercial, industrial, institutional, recreational, etc.), scale of development (building and development area sizes), intensity (e.g., number of users, amount and type of traffic generators and public utility consumers), and development standards (e.g., landscaping, screening, buffering, architecture). Staff will use feedback from the visioning sessions to create a list of uses, use regulations, and lot density and dimensional requirements that will form the new zoning district. This may also include the addition of new uses not currently in the Zoning Ordinance which will require creating definitions and use regulations for each new use. The Committee will also discuss which uses to allow by-right (subject to site development plan approval) and which to allow as special uses (subject to special use permit approval).

Staff will provide updates to the Commission as this project progresses. If you have questions or concerns and would like to discuss them before the Work Session, please feel free to contact me.

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TO: Planning Commission

FROM: Brandon Stidham, Planning Director

RE: Discussion, Rural Lands Plan update

DATE: August 21, 2024

For the September 3 Work Session, Staff will present an update on the Comprehensive Plan Committee’s work to date on developing the Rural Lands Plan. This new component plan will replace the current Agricultural and Mountain Land Plans with a single plan for all of the County’s unincorporated areas including the villages of Millwood and White Post. To date, the Comprehensive Plan Committee has completed the tasks of defining the new Plan’s purpose and identifying a preliminary list of policy issues to be addressed. The next step will be to solicit feedback on the issues identified for Millwood and White Post in outreach workshops to be held this fall. Copies of the Committee’s work plan and a draft outline of the Rural Lands Plan are enclosed for your reference.

Prior to seeking initial public input and moving forward with Plan drafting, the Committee and Staff wanted to present several examples of possible new policy language to the Commission for feedback. These policies address how we view the scope of the agriculture industry in the County including agribusiness and agritourism, managing impacts and land conversion threats generally in the rural areas, and guidance for decision-making in Millwood and White Post. Commission members are encouraged to discuss and provide comments on these policy examples as the Committee continues to refine the language. Comments on the village workshops and other public outreach efforts are also welcome.

Policy language examples are described in the following pages of this memo are from the Committee’s working outline and are shown in italics. Given that there is a significant amount of content for review, Staff has also included time on the September 6 Business Meeting agenda in the event that the discussion needs to be continued. Please let me know if you have questions or concerns in advance of the Work Session.

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Scope of Agriculture

This language was developed in an effort to clarify how the County views and intends to regulate the many different uses and activities that are viewed as “agriculture” including agribusinesses, agritourism, and industrial-scale agriculture. Chapter II of the Rural Lands Plan provides a narrative explanation of the County’s vision for protecting the rural areas from threats and impacts which correlates to the goals and strategies that are found later in Chapter III. The scope of the County’s view of agriculture is included in this narrative:

Agriculture comes in many forms, some with impacts that differ from traditional farming operations:

- *Customer-oriented businesses can generate traffic and impacts to secondary roads and possible noise impacts to surrounding properties from events.*
- *Agriculture in fully-enclosed, climate-controlled buildings consume farmland, have significant water usage, and can possibly generate light pollution.*

Because of these different impacts, “agriculture” should be viewed in five different categories that should be planned for and regulated separately:

1. Traditional farming

- *Traditional farming meets the State code definition of “agricultural operation.”*
- *Zoning Ordinance definition of “agriculture” -- The use of land for tilling of the soil; the growing of crops or plant growth of any kind, including fruit, flowers, and ornamental plants; pasturage; dairying; or the raising of poultry and/or livestock.*
- *Traditional farming is by-right agriculture that is entitled to the protection of the Right-to-Farm Act.*
 - *The primary function of a traditional farm is the growing of crops and/or the raising of poultry or livestock.*
 - *Traditional farms should be minimally regulated under the Zoning Ordinance as “agriculture” and as allowed by the Code of Virginia.*
 - *Examples of traditional farms include crop production, pasturing, cattle/dairy farms, and poultry farms. Equestrian operations including horse breeding, boarding, and training are also considered to be traditional farming. “Horse shows” that are not open to the public are also included provided that they conform to outdoor lighting and noise requirements to minimize impacts on neighboring properties.*
 - *Traditional farms include intensive livestock, dairy, and poultry facilities. These facilities should be regulated as allowed by the Code of Virginia to mitigate adverse impacts on the environment and on surrounding properties.*

- *Onsite sale of “value-added products” is an allowable accessory use to a traditional farm.*

- *Definition of “value-added products” per U.S. Department of Agriculture (USDA):*

Value-added products are defined as follows:

- *A change in the physical state or form of the product (such as milling wheat into flour or making strawberries into jam).*
- *The production of a product in a manner that enhances its value, as demonstrated through a business plan (such as organically produced products).*
- *The physical segregation of an agricultural commodity or product in a manner that results in the enhancement of the value of that commodity or product (such as an identity preserved marketing system).*

- *Traditional farms may:*

- *Process their own crops and agricultural products into value-added products such as fruits to jams, milk to cheese, or grasses and grains to hay and feed.*
- *Process their own livestock into meat and meat products for resale subject to applicable laws and regulations.*
- *Sell agricultural products and value-added products produced by other county farms and from farms located in adjacent counties, provided that the sale of these outside value-added products do not exceed 50% of the total products sold by the farm. **NOTE – Not currently allowed under the Zoning Ordinance***

2. *Low-impact agribusinesses*

- *These are businesses that provide direct support services to traditional farms and operate in a manner that has minimal if any adverse impact on surrounding properties and the environment.*
- *Low-impact agribusinesses are regulated as by-right uses subject to use regulations to ensure compatibility with surrounding rural areas.*
- *Low-impact agribusinesses may have limited or no agricultural production occurring onsite. **The agribusiness may be operated as a home occupation or as a standalone use regulated similarly to a home occupation.***
- *Examples include animal services such as farriers, mobile livestock veterinarians, and equestrian rider education and therapeutic riding operations.*

3. ***Agritourism-oriented businesses***

- *Agritourism-oriented businesses rely on customer access to the property and, in many cases, providing “an experience” to visitors. These businesses include:*
 - *Traditional farms that conduct periodic or temporary agritourism activities as a way of generating additional income. Activities include seasonal events and festivals, farm-to-table events, pick-your-own fruits/vegetables, Christmas tree farms, and similar activities.*
 - *Equestrian-related events that are open to the public for an admission fee are considered to be agritourism-oriented business activities. Such events shall conform to outdoor lighting and noise requirements to minimize impacts on neighboring properties.*
 - *Traditional farms and businesses that produce a value-added product and which rely on customers to purchase the products onsite. These include:*
 - *Orchards*
 - *Tree farms*
 - *Plant nurseries and greenhouses*
 - *Farm wineries, farm breweries, and farm distilleries.*
- *Regulation of agritourism activities is limited by the Code of Virginia (see description at beginning of this subsection).*
- *Agritourism-oriented businesses require a higher level of scrutiny to ensure that there are no substantial impacts to the health, safety, or general welfare of the public. Therefore, they should be regulated to the fullest extent allowed by the Code of Virginia to mitigate any negative impacts to the public and the environment. Activities that do not relate directly to agriculture -- such as weddings, conferences, and music concerts -- shall be regulated as commercial activities.*

4. ***Commercial-scale agribusinesses***

- *Commercial-scale agribusinesses also provide support to traditional farms but typically have greater impacts on surrounding properties and the environment such as noise, odor, traffic, or runoff. These impacts warrant regulation in some cases as a special use subject to site development plan review.*
- *Examples include:*
 - *Farm supplies sales (Site development plan; Special use permit and site development plan required if buildings are 12,000 square feet or greater)*
 - *Farm machinery sales and service (Site development plan; Special use permit and site development plan required if buildings are 12,000 square feet or greater)*

- *Livestock auction markets (**Special use permit and site development plan**)*
- *Large-scale farm markets in which retail sales are the primary use and agriculture is an accessory use or not conducted at all on the lot. Large-scale farm markets may also sell other types of products in addition to value-added products produced by traditional farms. (**Special use permit and site development plan for “retail business”**)*
- *Small-scale processing and shipment of agricultural products (**NOTE – Not currently allowed under the Zoning Ordinance for agricultural products generally. Limited to small-scale processing of fruits and vegetables with special use permit and site development plan**)*
- *Large animal veterinary and specialty hospitals (**Special use permit and site development plan for “veterinary clinic”**)*
- *Abattoirs subject to compliance with applicable State and Federal regulations*
NOTE – Not currently allowed under the Zoning Ordinance

5. Industrial-scale agriculture

- *Industrial-scale agriculture is not considered “by-right agriculture” and permissible in the County’s unincorporated areas.*
- *Define “industrial-scale agriculture” as controlled-environment agriculture within a fully-enclosed, climate-controlled building which relies on year-round water usage as opposed to seasonal irrigation. Examples include vertical farming, hydroponics, and aeroponics.*
- *Construction of industrial-scale agriculture buildings is considered to be conversion of farmland to a non-farm use. Therefore, the AOC and FOC Districts are not appropriate locations for industrial-scale agriculture.*
- *The growing of crops regulated as a controlled substance for sale and/or distribution (e.g., cannabis) is considered to be industrial-scale agriculture and not traditional farming. Unless local authority is preempted under the Code of Virginia in the future, the growing of crops regulated as a controlled substance shall not be allowed in the AOC and FOC Districts as “agriculture.”*

The pertinent goal and strategies in Chapter III are as follows:

GOAL 2 – Ensure that agribusinesses, agritourism activities, and industrial-scale agriculture are regulated to mitigate impacts to surrounding rural lands.

Strategy 1. *Encourage agribusinesses that provide products and services to support the agricultural community and that are compatible with surrounding rural lands. Explore the feasibility of establishing or attracting agricultural support facilities for production and sales of agricultural products.*

- Strategy 2. *Support non-traditional agricultural enterprises to support traditional farming operations including but not limited to pick-your-own operations, farm-to-table events, and agritourism activities. These enterprises shall be compatible with surrounding rural lands.*
- Strategy 3. *Ensure that non-traditional agricultural activities do not significantly expand beyond the scope of traditional agriculture and the intent of the Right to Farm Act. Maintain dividing lines by designating special uses or prohibiting uses that exceed the scope of agriculture.*
- Strategy 4. *Maintain and strengthen regulations and processes to ensure that agritourism businesses which primarily serve the public and grow crops or raise livestock as secondary uses do not adversely impact the health, safety, or general welfare of the public.*
- Strategy 5. *Solicit input from the agricultural community on Zoning Ordinance text amendments that propose commercial or public assembly activities in conjunction with agricultural operations.*
- Strategy 6. *Allow intensive livestock facilities as required by State law, ensuring that site development regulations mitigate potential adverse environmental impacts on surrounding properties and waterways.*
- Strategy 7. *Industrial-scale agriculture – controlled-environment agriculture within a fully-enclosed, climate-controlled building which relies on year-round water usage as opposed to seasonal irrigation – is not considered to be by-right agriculture and shall not be allowed in the AOC and FOC Districts.*

Managing Impacts and Land Conversion Threats in the Rural Areas

This language was developed specifically to address impacts and land conversion threats that are relatively new to the County and may or may not be addressed in the 2022 Comprehensive Plan.

A. *Agriculture and Preservation of Farmland and Open Space*

GOAL 1 – Protect and preserve farmland and open space.

- Strategy 3. *Oppose any efforts or actions to convert important farmland and open space to nonfarm uses which primarily benefit areas outside of Clarke County including construction of new or expansion of existing utility transmission line corridors and related infrastructure.*
- Strategy 4. *Continue to allow the use of behind-the-meter solar by property owners primarily for onsite electricity needs and incidental resale to the grid. Limit utility-scale solar operations to areas adjacent to the County’s existing electrical substations as delineated in the Zoning Ordinance as of January 16, 2024. Consider future*

regulations to allow community-scale solar on a limited basis and in a manner that does not consume important farmland or open space.

B. Protection and Preservation of the County’s Mountain Areas

GOAL 1 – Limit the impacts of development activity in the Mountain Areas.

Strategy 2. *Limit approval of traffic-generating commercial uses and special events on private roads on the mountain, in particular those private roads which do not conform to the private access easement design requirements in the Subdivision Ordinance.*

Strategy 3. *Strictly apply the County’s land use regulations to any new or expanding uses on lands in adjacent jurisdictions that will rely on lands in Clarke County to any degree for ingress/egress, parking, or any other development component.*

GOAL 3 – Prevent adverse impacts from the public’s access to the mountain area’s recreational resources.

Strategy 1. *Mountain areas including the Shenandoah River should be enjoyed in their most natural state. Limit creation of new or expansion of existing public recreational opportunities in the mountain areas to low-impact, passive recreation such as unimproved walking trails and passive-use spaces. Discourage recreational uses that require significant improvements to roads and parking or would require excessive tree clearing and/or land disturbance.*

Strategy 2. *Ensure that impacts are evaluated when considering improvements or the expansion of parking areas and/or access points to recreation facilities. Impacts to be evaluated include but are not limited to the possibility of increased traffic, emergency services limitations, and adverse impacts to nearby property owners.*

Guidance for Decision-making in Millwood and White Post

The Village Plan concept was originally included in the 2014 Comprehensive Plan and is continued in the current (2022) Plan. The following goals and strategies were developed by the Committee and Staff for the villages of Millwood and White Post. Because of its smaller size and limited areas of commercial zoning, the Committee decided not to create specific recommendations for Pine Grove. Since both Millwood and White Post are unincorporated and do not have formal boundaries, maps were developed to create “plan areas” where the village recommendations would apply. Copies of these maps are included for your reference.

C. Millwood Goals and Strategies

GOAL 1 -- Preserve the form and scale of buildings and encourage compatible uses.

Strategy 1

Consider developing zoning regulations specifically for Millwood to ensure compatible current and future uses and structures.

Strategy 2

Prohibit the rezoning of lots zoned Agricultural-Open Space-Conservation (AOC) located within the Plan Area to RR or CN. Ensure that special uses approved on these AOC-zoned properties – particularly those lots located in whole or in part within the village core – mitigate adverse impacts to existing uses on adjoining and nearby properties within or adjacent to the plan area.

Strategy 3

The preferred future use of Carter Hall and other large lots in the Millwood Plan Area shall be for residential uses consistent with sliding-scale zoning and/or agricultural purposes. Proposals for other future uses should only be considered which demonstrate minimal impact on village traffic and the village’s public water system and existing private wells, and that do not result in significant degradation of natural resources. Public sewer shall not be provided to the property.

Strategy 4

Discourage expansion of the village’s limited public water and sewer system specifically to increase capacity for future development in the village.

Strategy 5

Development within Millwood’s commercial historic district should be limited to continuation of existing uses and adaptive reuse of existing structures.

GOAL 2 -- Protect Millwood’s natural and historic resources.

Strategy 1

Minimize stormwater and pollution impacts to Spout Run.

Strategy 2

Ensure that transportation infrastructure projects preserve the village’s historic streetscape including trees, stone walls, fences, and similar features.

Strategy 3

Prohibit unnecessary light pollution and protect the peace and quiet of the village by discouraging noise-generating activities and uses.

Strategy 4

Protect and preserve historic structures within the plan area including the Burwell-Morgan Mill. Encourage renovation of structures located outside the Historic Overlay zoning district (H) in a

manner that is consistent with the form and character of the village. Where infeasible to renovate, promote the benefits of “mothballing” structures to limit demolition by neglect.

Strategy 5

Encourage the establishment of conservation easements on adjacent and nearby AOC-zoned properties.

GOAL 3 -- Ensure the safe movement of vehicles and pedestrians through the village.

Strategy 1

Recognizing that Va. Route 255 is a State primary highway, encourage implementation of appropriate traffic calming measures to ensure compliance with posted speed limits.

Strategy 2

Evaluate pedestrian accommodations which do not adversely impact structures and properties in the village.

Strategy 3

Explore proposed off-street parking options to limit congestion in the village’s commercial historic district.

D. White Post Village Goals and Strategies

GOAL 1 -- Preserve the form and scale of buildings and encourage compatible uses.

Strategy 1

Consider developing zoning regulations specifically for White Post to ensure compatible current and future uses and structures.

Strategy 2

Prohibit the rezoning of lots zoned Agricultural-Open Space-Conservation (AOC) located within the Plan Area to RR or CN. Ensure that special uses approved on these AOC-zoned properties – particularly those lots located in whole or in part within the village core – mitigate adverse impacts to existing uses on adjoining and nearby village properties.

Strategy 3

Discourage expansion of the public water system specifically to increase capacity for future development in the village. Any future extension of public sewer service to the village should be limited only to address widespread failures of onsite sewage disposal systems.

GOAL 2 -- Protect White Post’s character and historic resources.

Strategy 1

Evaluate historic district design guidelines for residential uses in White Post that balance the need for historic preservation with affordability and provision of common-sense options for property owners.

Strategy 2

Ensure that transportation infrastructure projects respect the village’s scale and historic resources including the “White Post” located at the intersection of Berrys Ferry Road and White Post Road.

Strategy 3

Avoid light pollution and protect the peace and quiet of the village by discouraging noise-generating activities and uses.

Strategy 4

Encourage renovation of structures located outside the Historic Overlay zoning district (H) in a manner that is consistent with the form and character of the village. Where infeasible to renovate, promote the benefits of “mothballing” structures to limit demolition by neglect.

GOAL 3 -- Support compatible, neighborhood-scale business uses.

Strategy 1

Evaluate the creation of a new zoning district for White Post that would allow for a mix of Rural Residential and Neighborhood Commercial uses in appropriate locations.

Strategy 2

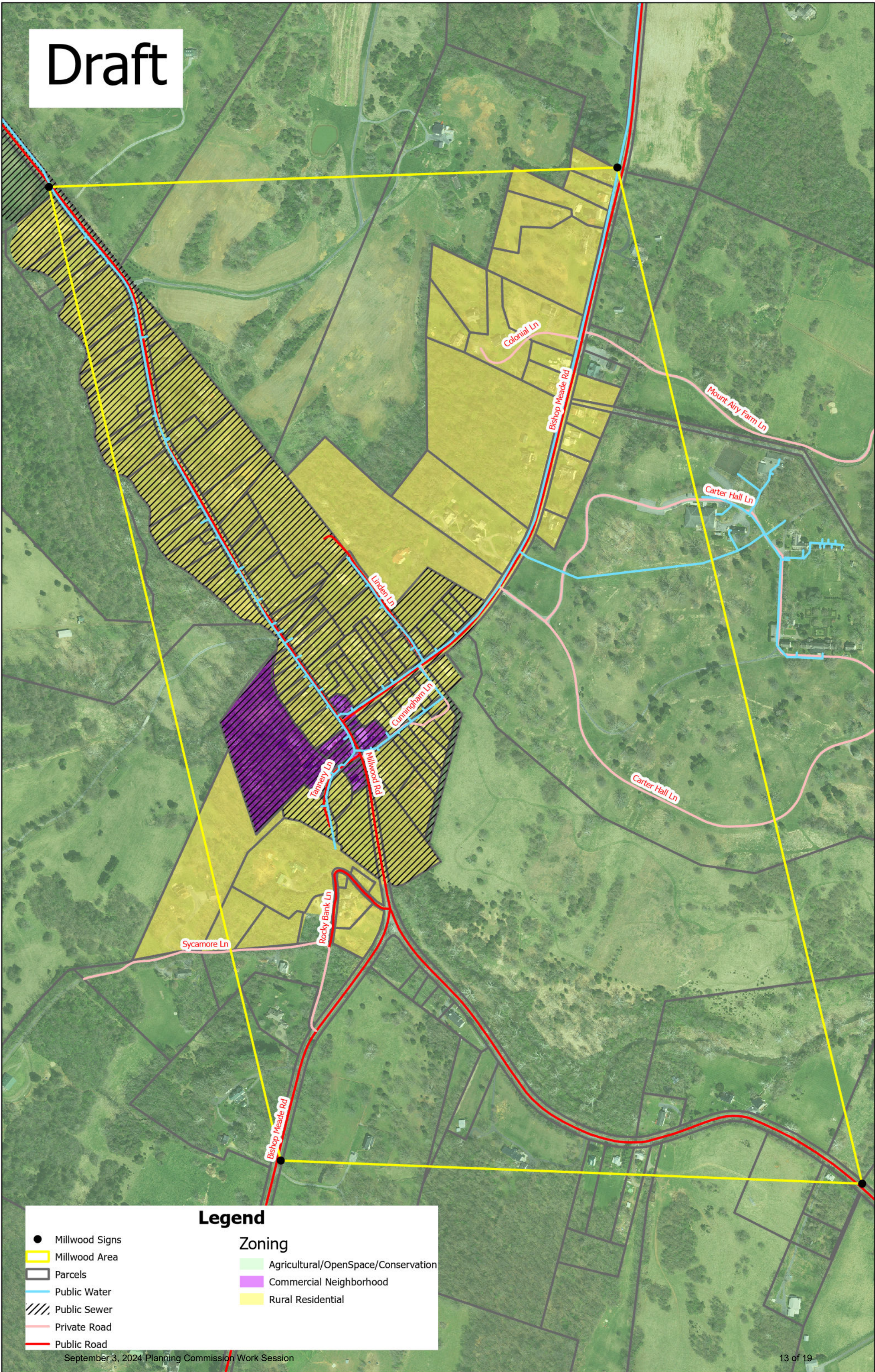
Development of new and expansion of existing businesses shall minimize impacts to adjacent and nearby properties to the greatest extent practicable. Examples of measures should include but not be limited to:

- *Additional screening and buffering*
- *Minimized, dark-sky compliant exterior lighting*
- *Parking and hardscaping designed to prevent stormwater runoff*
- *Daytime hours of operation*
- *No amplified sound discernible from adjacent properties*
- *Low-impact signage compatible with the village character*

Strategy 3

Neighborhood Commercial (CN) zoned properties at the Berrys Ferry Road rail crossing should not be expanded to facilitate future growth and development.

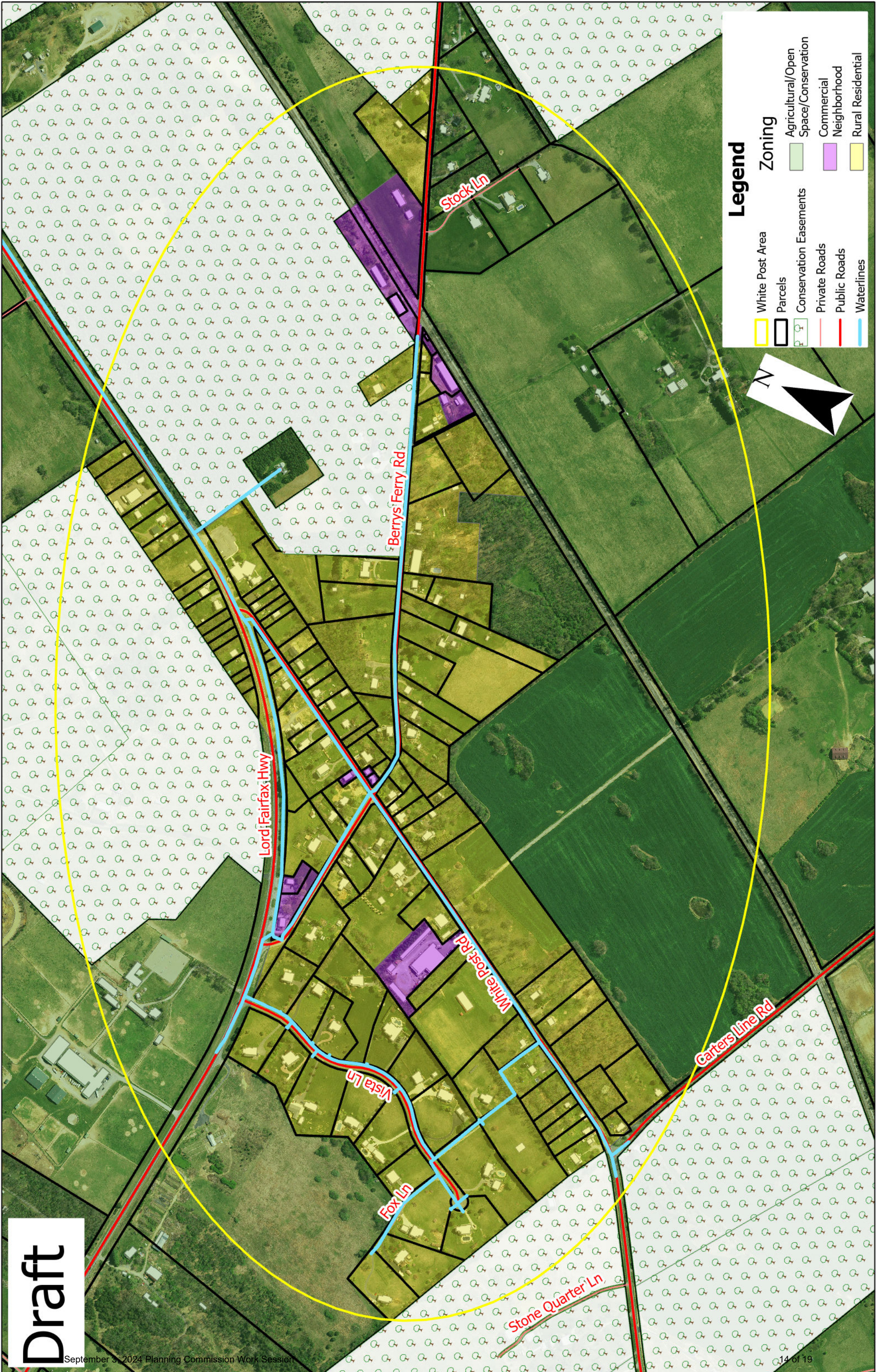
Draft



Legend

● Millwood Signs	Zoning
▭ Millwood Area	▭ Agricultural/OpenSpace/Conservation
▭ Parcels	▭ Commercial Neighborhood
▭ Public Water	▭ Rural Residential
▭ Public Sewer	
▭ Private Road	
▭ Public Road	

Draft



Legend

- White Post Area
- Parcels
- Conservation Easements
- Private Roads
- Public Roads
- Waterlines

Zoning

- Agricultural/Open Space/Conservation
- Commercial Neighborhood
- Rural Residential

COMPREHENSIVE OUTLINE – RURAL LANDS PLAN

CHAPTER I – Introduction

A. Executive Summary

- What constitutes the rural areas?
- History of the Agricultural and Mountain Land Plans, addition of Village Plan
- Process for developing the Rural Lands Plan
- How to use the Rural Lands Plan

CHAPTER II – The County’s Vision for Protecting the Rural Areas

A. What keeps the rural areas rural?

- Growth policies
- Public water and sewer only provided in rural areas out of necessity
- Tools in the toolbox
- Conservation easements
- Land use value taxation and the Agricultural & Forestal District program

B. Scope of agriculture

- Agriculture comes in many forms, some with impacts that differ from traditional farming operations
- Code of Virginia limitations on local regulation of “agricultural operations” per Section 15.2-2288.6
- The County identifies five types of agricultural businesses, each with different levels of impacts that should be planned for and regulated separately:
 - 1. Traditional farming**
 - 2. Low-impact agribusinesses**
 - 3. Agritourism-oriented businesses**
 - 4. Commercial-scale agribusinesses**
 - 5. Industrial-scale agriculture**

C. Land conversion threats to agriculture and forest resources

- Land development and parcelization
- Nutrient credit banks
- Utility-scale solar
- Utility transmission lines

D. Challenges and threats to quality of life in rural areas

- Narrative on what to expect living in rural areas
- Limitations on soils for onsite sewage disposal systems, groundwater well susceptibility
- Excessive clearing of trees on mountain areas – visual impacts to mountain slopes
- Rural roads

E. Challenges to villages and other unincorporated neighborhoods and communities

CHAPTER III – Goals and Strategies

A. Agriculture and Preservation of Farmland and Open Space

GOAL 1 – Protect and preserve farmland and open space.

GOAL 2 – Ensure that agribusinesses, agritourism activities, and industrial-scale agriculture are regulated to mitigate impacts to surrounding rural lands.

GOAL 3 – Provide support to the agricultural community.

B. Protection and Preservation of the County’s Mountain Areas

GOAL 1 – Limit the impacts of development activity in the Mountain Areas.

GOAL 2 – Encourage the preservation of mountain lands.

GOAL 3 – Prevent adverse impacts from the public’s access to the mountain area’s recreational resources.

C. Millwood Goals and Strategies

GOAL 1 -- Preserve the form and scale of buildings and encourage compatible uses.

GOAL 2 -- Protect Millwood's natural and historic resources.

GOAL 3 -- Ensure the safe movement of vehicles and pedestrians through the village.

D. White Post Village Goals and Strategies

GOAL 1 -- Preserve the form and scale of buildings and encourage compatible uses.

GOAL 2 -- Protect White Post's character and historic resources.

GOAL 3 -- Support compatible, neighborhood-scale business uses.

CHAPTER IV – Conclusion

RURAL LANDS PLAN DEVELOPMENT WORK PLAN

Work on the Rural Lands Plan to be conducted by the Comprehensive Plan Committee and Staff. Commissioners not on the Committee will be encouraged to attend and participate in the village workshops

Task 1 – Visioning and Issue Identification

A. Define the purpose of the Rural Lands Plan: COMPLETED

- How do we want this Plan to be used by elected/appointed officials, staff, and County residents?
- How do we avoid overlap and redundancy with the Comprehensive Plan and other component plans?

B. Develop a preliminary list of policy issues to be addressed:

- Policy issues affecting the rural areas in general
- Specific policy issues affecting the AOC/valley areas (“Agricultural Land Plan issues”)
- Specific policy issues affecting the FOC/mountain areas and lands along the Shenandoah River (“Mountain Land Plan issues”)
- Specific policy issues affecting each unincorporated village:
 - Millwood
 - White Post
- Review policy issues with full Commission

C. Solicit preliminary input from citizens via village workshops:

- Explain the goals and purpose of the Rural Lands Plan including what the Plan can and cannot do
- Visioning sessions:
 - Series of prepared statements about the village and whether participants think they are accurate or not
 - How do you envision your village in the next 10-20 years?
- Present the preliminary list of issues identified by the Committee
- Engage attendees both on the Committee’s list of issues and the issues that are most important to them

D. Use workshop feedback to expand, refine, and finalize the issues list

Task 2 – Develop Initial Plan Draft

- Committee to agree on layout for new Plan document
- Staff to develop initial draft of goals, objectives, and policies/action items for Committee review and preliminary approval

7/2/2024 REVISED DRAFT

- Staff to develop Initial Plan Draft for Committee review
- Committee approves Final Plan Draft for Commission review

Task 3 – Final Plan Development, Public Hearings, and Adoption

- Full Commission to review Final Plan Draft, make modifications if necessary
- Reach consensus on Final Draft for Public Hearing
- Determine whether to have additional public input workshops before conducting formal public hearing
- Schedule Public Hearing and forward Final Draft to Board of Supervisors with recommendation for adoption

Timeline for Completion

- July-August 2024 – Finalize policy issues, plan village workshops and any other informal outreach initiatives
- September 2024 – Committee to review policy issues and revised work plan with full Commission
- October-November 2024 – Hold village workshops and other outreach initiatives
- November-December 2024 – Incorporate citizen feedback into draft policy issues; finalize policy issues and final plan layout
- December 2024-February 2025 – Staff development of Initial Plan Draft
- March 2025 – Committee review and comment on Initial Plan Draft
- April 2025 – Staff development and Committee review of Final Plan Draft
- May 2025 – Presentation of Final Plan Draft to full Commission, incorporate commissioner comments into Final Draft for Public Hearing
- June 2025 – Commission to schedule public hearing (or conduct additional informal public input workshops)
- July 2025 – Commission’s public hearing on Final Draft and recommendation to the Board of Supervisors (if no additional informal public input workshops are held)
- August 2025 – Present Commission Draft to the Board of Supervisors