

MOTION:

October 20, 2020

SECOND:

Regular Meeting

Res. No. 20-

RE:

**TRANSFER \$470,000 FROM CONTINGENCY TO THE PLANNING OFFICE FOR
CONSULTANT SERVICES TO COMPLETE THE COMPREHENSIVE PLAN UPDATE**

ACTION:

WHEREAS, the Planning Office is responsible for assisting the community in developing the County to its best potential by evaluating and implementing policies to support the goals of the community as it prospers, and matures; and

WHEREAS, on August 3, 2016, the Board of County Supervisors in Resolution Number 16-647 accepted the Proposed Scope of Work for the Comprehensive Plan Update including Incorporate Existing Studies – Potomac Communities Design Guidelines, Economic Development, Yorkshire Small Area Plan, Fairgrounds Small Area Plan, Long-Range Land Use Plan (to include Housing), and Mobility Plan; and

WHEREAS, the Comprehensive Plan provides a foundation for guidance, growth, and development for the County; and

WHEREAS, the Comprehensive Plan Update will provide the opportunity to address Prince William County's Strategic Plan goals, identify necessary improvements to the multi-modal transportation network, provide transportation demand modelling, provide direction for meeting economic development and revitalization goals, address housing needs and establish a framework for prioritizing infrastructure investment; and

WHEREAS, staff has recommended the completion of the Comprehensive Plan Update as a priority but, does not currently have sufficient existing staff resources to accomplish the task within the recommended timeframe of six months; and

WHEREAS, County staff recommends approval of this resolution;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Board of County Supervisors hereby authorizes the transfer of \$470,000 from Contingency to the Planning Office to procure consultant services to complete the Comprehensive Plan Update;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes that any unencumbered funds at the end of Fiscal Year 2021, from this transfer of \$470,000 from Contingency to the Planning Office, shall be carried forward to Fiscal Year 2022 to continue to be used for consultant services to complete the Comprehensive Plan Update.

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Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information

Planning Director

Budget Director

ATTEST: _____

Clerk to the Board



STAFF REPORT

The Board of County Supervisors

Ann B. Wheeler, Chair
Victor S. Angry, Vice Chair
Andrea O. Bailey
Kenny A. Boddye
Pete Candland
Margaret Angela Franklin
Jeanine M. Lawson
Yesli Vega

Board Meeting Date:	October 20, 2020
Agenda Title:	Transfer \$470,000 from Contingency to Planning Office for Consultant Services to Complete the Comprehensive Plan Update
Requested Action:	Transfer \$470,000 from Contingency to Planning Office for Consultant Services to Complete the Comprehensive Plan Update
Department:	Planning Office
Staff Lead:	Stephen L. Donohoe, AICP, Acting Planning Director

EXECUTIVE SUMMARY

Board of County Supervisors' authorization is requested to transfer \$470,000 from Contingency to the Office of Planning for consultant services to complete the Comprehensive Plan Update. Completion of the update to the final components of the Comprehensive Plan will set a clear path for the growth and development of the County over the next 10 years. Completion of this update provides an opportunity to address critical issues facing the County including:

- Affordable Housing
- Social Equity and Environmental Justice
- Sustainability
- Senior Services
- Ensure Land Uses Reflect Commercial and Industrial Market
- Realities of the Office Market
- Land Use Incompatibilities
- Power Infrastructure Planning
- Multimodal Transportation and Land Use Planning
- Impacts of New Transportation Technologies (autonomous vehicles, etc.)

The proposed consultant services will ensure a robust citizen engagement and provide a plan that will significantly enhance the economic vitality and livability of Prince William County, so that Prince William County is truly a Community of Choice. This will cover the following components of the Comprehensive Plan Update:

- Economic Development
- Yorkshire Small Area Plan
- Fairgrounds/New Dominion Small Area Plan
- Bethlehem Road Small Area Plan
- Long-Range Land Use Plan
- Mobility Plan (including Travel Demand Modeling)

BACKGROUND

- A. Comprehensive Plan Update – On August 3, 2016, the Board of County Supervisors accepted the Proposed Scope of Work (Attachment A) for the County's Comprehensive Plan Update. The following table summarizes the status of each of the components of this scope of work:

Work Item	Status
Technical Update	Approved 10/17/2017
Cockpit Point Battlefield Study	Approved 2/12/2019
MCBQ Joint Land Use Study	Approved 5/14/2019
Safe and Secure Community Plan	Approved 6/18/2019
North Woodbridge	Approved 10/8/2019
Potomac Communities Design Guidelines	Incorporated into North Woodbridge Small Area Plan 10/8/2019
The Landing at Prince William	Approved 11/19/2019
Technology and Connectivity	Approved 11/26/2019
Dale City	Approved 12/10/2019
Dale City Design Guidelines (SDAT)	Approved 12/10/2019 (with SAP)
Parks, Recreation and Tourism	Approved 3/10/2020
Community Education (Schools and Libraries)	Approved 3/10/2020
Bristoe Station and Kettle Run Battlefields Preservation Study	Scheduled for BOCS 12/15/2020
Innovation Park	Scheduled for BOCS 12/15/2020
Rural Preservation Study	Pending @ Planning Commission
Independent Hill	Pending @ Planning Commission
Route 29	Pending @ Planning Commission
Triangle	In progress
Land Use	In progress
Mobility	In progress
Yorkshire	Not started
Fairgrounds/New Dominion Area	Not started

- B. Schedule – The remaining portion of the Comprehensive Plan Update requires significant investment of staff time and effort. Staff has completed a significant amount of the Comprehensive Plan Update, however the overall scale of the Update compared to the staff size has caused the project to take years to complete; therefore, staff requests consulting assistance to complete the update. Staff will still lead the project but will get benefit from added capacity of the consultant. The Planning Office does not have the additional capacity to complete the Comprehensive Plan Update within the next six to eight months. Without the use of consultant services, completion of the Comprehensive Plan Update will take an estimated 18 to 24 months with current staff resources.

The Planning Office recognizes the importance that the Comprehensive Plan as well as the increased development demand and urgency to have the Plan completed. The Comprehensive Plan Update will provide a foundation to guide growth and development for the County. Therefore, it is critical that the remaining components of the Comprehensive Plan Update be completed expeditiously. Utilization of FY2021 Contingency funds would supplement existing staff resources to ensure that this important work will be completed in a timely manner.

- C. Board Action Requested – The Board of County Supervisors is requested to transfer \$470,000 from Contingency to the Planning Office for consultant services to complete the Comprehensive Plan Update.

STAFF RECOMMENDATION

Staff recommends that the Board of County Supervisors authorize the request to transfer from Contingency to the Planning Office \$470,000 for consultant services to complete the Comprehensive Plan Update.

Service Level/Policy Impact

The Comprehensive Plan guides the Board of County Supervisors in making land use decisions. The Land Use chapter and the Transportation chapter were last updated in 2010 and thus do not reflect the economic, housing and transportation needs required to address the projected growth to 2040. Additionally, completion of this update provides an opportunity to address critical issues facing the County including:

- Affordable Housing
- Social Equity and Environmental Justice
- Sustainability
- Senior Services
- Ensure Land Uses Reflect Commercial and Industrial Market
- Realities of the Office Market
- Land Use Incompatibilities
- Power Infrastructure Planning
- Multimodal Transportation and Land Use Planning
- Impacts of New Transportation Technologies (autonomous vehicles, etc.)

The proposed consultant services will ensure a robust citizen engagement, which requires implementation of new ideas and technology in citizen engagement due to COVID-19.

Fiscal Impact

The current contingency balance is \$2,729,206. The proposed budget and appropriation of this amount will reduce the balance by \$470,000, resulting in a remaining balance of \$2,259,206.

Legal Issues

The Board has the legal authority to authorize this transfer of funds.

Timing

The analysis, community engagement, visioning, and focus on economic development, housing policy, and transportation planning to complete the Comprehensive Plan Update can be achieved within an ideal timeframe of six to eight months. Without this funding completion of the update may take 18 to 24 months. Action on this request would permit transfer of funds so that consulting services can be utilized as soon as possible. The use of consulting services will significantly aid in the timely completion of the Comprehensive Plan Update.

STAFF CONTACT INFORMATION

Stephen L. Donohoe, AICP | (703) 792-5282
sdonohoe@pwcgov.org

Attachment A

MOTION: NOHE **August 3, 2016**
SECOND: PRINCIPI **Regular Meeting**
RE: **ACCEPT THE PROPOSED SCOPE OF WORK FOR THE**
COMPREHENSIVE PLAN UPDATE
ACTION: **APPROVED**

WHEREAS, under Section 15.2-2229 of the Virginia Code, the Board of County Supervisors may consider amendments to the Comprehensive Plan; and

WHEREAS, due to the availability of updated demographic projections extending to 2040, policies adopted and amended by the Prince William Board of County Supervisors, Board directives, changes in State law and completion of numerous public infrastructure projects, there is a need to update the Comprehensive Plan; and

WHEREAS, the Prince William Board of County Supervisors has initiated a number of Comprehensive Plan amendments including:

- Thoroughfare Plan Update
- Technical Review to Update Population and Employment Forecasts
- Economic Development Plan Update
- Urban Development Areas
- Levels of Service Standards; and

WHEREAS, the Prince William Board of County Supervisors has authorized various planning studies to provide analysis and recommendations regarding planning and land use issues including:

- COG Regional Activity Centers Study
- Potomac Communities Design Guidelines
- MCB Quantico Joint Land Use Study
- Rural Preservation Study
- Cockpit Point Battlefield Study
- Dale City Design Guidelines
- VRE Studies
- Bristoe Station and the Kettle Run Battlefields Preservation Study; and

WHEREAS, the Planning Office has recommended that the following areas be re-planned or have their existing plans revisited:

- North Woodbridge
- Parkway Employment Center
- Innovation
- Fairgrounds/New Dominion Area
- Independent Hill
- Triangle
- Yorkshire; and

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WHEREAS, the proposed scope of work to update the Comprehensive Plan includes the above referenced comprehensive plan amendments, planning studies and areas recommended for additional planning;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors does hereby accept the proposed scope of work for the Comprehensive Plan update.

Votes:

Ayes: Anderson, Caddigan, Candland, Jenkins, Lawson, Nohe, Principi, Stewart

Nays: None

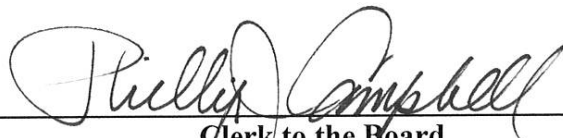
Absent from Vote: None

Absent from Meeting: None

For Information:

Planning Director

ATTEST: _____


Clerk to the Board



PRINCE WILLIAM
COUNTY

Comprehensive Plan Update Funding for Professional Services

Countywide

Steve Donohoe, AICP, Acting Planning Director
Planning Office

Background

- Section 15.2-2230 of the Virginia Code requires a review of the Comprehensive Plan every five years.
- Land Use and Transportation Last Updated in 2010
- Changes in Demographic Projections
- Changes in Proffer Legislation Required Changes to Level of Service Chapters
- Existing Planning Studies Needed to be Incorporated into Policy

Comprehensive Plan Update



- Technical Update
- Level of Service
- Small Area Plans
- Incorporate Existing Studies
- Land Use and Mobility

Technical Update



- ☑ Technical Update
 - ☑ Introduction
 - ☑ Community Design
 - ☑ Cultural Resources
 - ☑ Environment
 - ☑ Open Space
 - ☑ Sector Plans
 - ☑ Potable Water
 - ☑ Sanitary Sewer

Level of Service



- | | |
|--|---|
| <input checked="" type="checkbox"/> Community Education | <input checked="" type="checkbox"/> Parks, Recreation, and Tourism |
| <input checked="" type="checkbox"/> Schools | <input checked="" type="checkbox"/> Technology and Connectivity (includes Telecommunications) |
| <input checked="" type="checkbox"/> Libraries | |
| <input checked="" type="checkbox"/> Safe and Secure Communities | |
| <input checked="" type="checkbox"/> Criminal Justice | |
| <input checked="" type="checkbox"/> Fire & Rescue | |
| <input checked="" type="checkbox"/> Police | |
| <input checked="" type="checkbox"/> Public Safety Communications | |

Small Area Plans



- | | |
|---|--|
| <input checked="" type="checkbox"/> North Woodbridge | <input type="checkbox"/> Triangle |
| <input checked="" type="checkbox"/> The Landing at Prince William | <input type="checkbox"/> Fairgrounds/New Dominion Area |
| <input checked="" type="checkbox"/> Dale City | <input type="checkbox"/> Yorkshire |
| <input type="checkbox"/> Innovation | |
| <input type="checkbox"/> Independent Hill | |
| <input type="checkbox"/> Route 29 (added later) | |

Incorporate Studies



- | | |
|---|--|
| <input checked="" type="checkbox"/> MCB Quantico Joint
Land Use Study | <input type="checkbox"/> Bristoe Station and
Kettle Run
Battlefields
Preservation Study |
| <input checked="" type="checkbox"/> Cockpit Point
Battlefield Study | <input type="checkbox"/> Rural Preservation
Study |
| <input checked="" type="checkbox"/> Dale City Design
Guidelines (w/SAP) | |
| <input checked="" type="checkbox"/> Potomac
Communities Design
Guidelines | |

Land Use and Mobility



- | | |
|--|---|
| <input type="checkbox"/> Land Use | <input type="checkbox"/> Mobility |
| <input type="checkbox"/> Economic
Development | <input type="checkbox"/> Thoroughfare |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Transit |
| <input type="checkbox"/> Activity Centers | <input type="checkbox"/> Non-Motorized |
| <input type="checkbox"/> Urban | <input type="checkbox"/> Trails |
| <input type="checkbox"/> Development Areas | <input type="checkbox"/> Level of Service |

Opportunities



- Affordable Housing
- Social Equity and Environmental Justice
- Sustainability
- Senior Services
- Ensure Land Uses Reflect Commercial and Industrial Market
- Realities of the Office Market
- Land Use Incompatibilities
- Power Infrastructure Planning
- Multimodal Transportation and Land Use Planning
- Impacts of New Transportation Technologies (autonomous vehicles, etc.)

Request



Funding for Consultant Services to complete the Comprehensive Plan Update to include:

- Economic Development
- Yorkshire Small Area Plan
- Fairgrounds/New Dominion Small Area Plan
- Bethlehem Road Small Area Plan
- Long-Range Land Use Plan
- Mobility Plan (including Travel Demand Modeling)

Recommendation



Transfer \$470,000 from Contingency to the Planning Office for consultant services to complete the Comprehensive Plan Update