

PANTOPS COMMUNITY ADVISORY COMMITTEE

MINUTES

Monday, November 27, 2017 – 6:15 PM

**Martha Jefferson Hospital – Cancer Center Conference Room
500 Martha Jefferson Drive, Charlottesville, VA 22911**

1. Call to Order / Confirmation of Quorum (6:15 PM) – This regular meeting of the PCAC was called to order at 6:15 PM by Chair, Calvin Morris. Members present were Diane Berlin, Larry Brown, Dave Emmitt, Richard Hiss, Jason Infuentes, LJ Lopez, Stephanie Lowenhaupt, Rob Neil, Laurel Olson, Sara Robinson, Nicole Sullivan, and Lauri Wilson. Elaine Echols and Cameron Langille were present representing the County's planning department; Daphne Spain was present representing the Planning Commission and Norman Dill was present representing the Board of Supervisors. Guests in attendance were Thomas LaBelle with ACFR, a representative from the Daily Progress, and undergrad from UVa.

2. Approval of Minutes from Preceding Meeting – Motion was made by Mr. Infuentes to approve the minutes of the 10/23/17 meeting and seconded by Mr. Hiss. The motion carried and the minutes were approved to be placed among the records of the Committee.

3. Update on the new Pantops Fire Station – Diane Berlin and Thomas LaBelle shared that the fire station is on schedule for a March 18, 2018 grand opening. Ms. Berlin expressed the need for volunteers and the many different opportunities available; attendees were encouraged to distribute informational brochures and contact her with any questions.

4. Daphne Spain – Report from Planning Commission Liaison – Ms. Spain shared "A Citizen's Guide" to the Capital Improvement Plan (CIP) she prepared to better inform the Pantops constituency. She also shared that the Wilton Farm bus shelter has been submitted to VDOT and two Pantops citizens are serving on the oversight committee: Norman Dill and Cal Morris.

4. Norman Dill – Report from Board of Supervisors – Mr. Dill joined Ms. Berlin and Mr. LaBelle in their enthusiasm over the timely construction of the Pantops Fire Station. He shared that a fire truck for Station 16 is included in the CIP as well as improvements to the intersection at Highway 20 and Stoney Point.

5. New Business –

The PCAC meeting attendees were all in favor of the focus area topics to refine the 2008 Pantops Master Plan that were presented by County staff and agreed that the NIFI process will provide timely information for refinement of the Master plan.

Mr. Morris requested that each PCAC member email him as soon as possible the two top focus area topics that they would be most interested in pursuing in a small workgroup setting to develop a work plan for moving forward. Staff will help drive key goals and takeaways for each of these meetings. As a reminder the focus areas are: Traffic and Transportation; Land Use and

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Development Area Boundary North of I-64; Parks, Recreation, and Greenway Trails; Economic Development, Redevelopment, and Shadwell Interchange; and Implementation.

Potential meeting sites were discussed to hold the public meetings. County staff will check on the availability of the County building (Auditorium or hallway area) as a possible location for the January 22 kickoff and August 6 open house meetings. Other possible meeting sites discussed: State Farm cafeteria, Kessler conference room in the Sentara Martha Jefferson Out Patient Care Center, Elks Lodge, Broadus Memorial Baptist Church and empty office space in the Peter Jefferson Parkway office development. It was noted that the May meeting should be scheduled for May 21 instead of Memorial Day to encourage more attendance.

6. Adjournment – There being no further business of the Committee, the meeting was duly adjourned at 7:45 PM.

Placed before the Committee for approval on 11/27/17 by Lauri Wilson.