



AGENDA

March 10, 2022-- 9 a.m.
James River Board Room- PlanRVA

Register to attend the meeting virtually at:
https://planrva-org.zoom.us/webinar/register/WN_fNcNBQF3Qj6omHwOnFyD5g

Members of the public may also observe the meeting on our YouTube Channel at
www.youtube.com/PlanRVA

View our complete [Public Participation Guide](#) for other ways to participate.

1. Welcome and Introductions (Davis)

- a. Pledge of Allegiance to the Flag of the United States of America**
- b. Roll Call of Attendees and Certification of a Quorum**
- c. Public Comments**

2. Consent Agenda (Winslow)

- a. Approval of Agenda**
- b. [Meeting Minutes](#)** (Paige/page 2)

3. Standing Committee and Other Reports

- a. Executive Committee & Chairman's Report** (Davis)
 - i. Succession Management Plan**
 - ii. CVTA Update**
 - iii. RRTPO Update**
 - iv. Employee Health Insurance**
- b. Audit, Facilities & Finance Committee Report** (Holland)
 - i. New Office Space Update**
- c. Public Outreach and Engagement Committee Report** (Davey)
 - i. Special Presentation by Brand Federation:
PlanRVA Branding Project**
- d. Executive Director's Report** (Heeter)
 - i. Commission Membership and Voting Tool- an Overview**
 - ii. [Intergovernmental and Environmental Reviews](#)** (page 6)
 - iii. FY2022 Key Imperatives Report- Qs 2 & 3** (presentation)

4. Other Business

Adjourn- Targeted Adjournment is 10:30 a.m.



**Commission Meeting
Meeting Minutes
February 10, 2022
9 a.m.**

The PlanRVA Regional Commission meeting was held using electronic communication means as set forth by the Emergency Declaration set forth by the Richmond City Council in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by Zoom. A live stream of the meeting was available through YouTube to assure unrestricted access by members of the public. All recordings are available on our Plan RVA YouTube Channel at www.youtube.com/PlanRVA

Members Present (A = Alternate)

<u>Charles City County</u>		<u>Town of Ashland</u>		<u>Goochland County</u>	
William Coada	X	Kathy Abbott (A)		Don Sharpe	X
		Brent Chambers	X	Neil Spoonhower (A)	
		Dr. Daniel McGraw	X		
<u>Chesterfield County</u>		<u>City of Richmond</u>		<u>Hanover County</u>	
Kevin Carroll	X	Andreas Addison	X	Sean Davis, Vice Chair	X
Tim Davey	X	Jacob Giovia	X	Canova Peterson	X
Gloria Freye	X	Ann-Francis Lambert	X	Faye Prichard (A)	
Leslie Haley		Stephanie Lynch		Charlie Waddell	
James Holland	X	Dr. Cynthia Newbille	X	Randy Whittaker	X
Jim Ingle	X	Rodney Poole			
Chris Winslow, Chair	X	Ellen Robertson (A)	X		
<u>Henrico County</u>		<u>New Kent County</u>		<u>Powhatan County</u>	
Gregory Baka	X	John Lockwood (A)		Michael Byerly, Treasurer	X
Tyrone Nelson	X	Patricia Paige, Secretary	X	Steve McClung	X
Patricia O'Bannon	X	Amy Pearson	X	Bobby Hall	X
Frank Thornton					
Melissa Thornton	X				

Others Present:

Eric Gregory (Hefty, Wiley & Gore, PC)

Staff Present

Janice Firestone, Gilbrith Gogel, Martha Heeter, Sidd Kumar, Chet Parsons

Welcome and Introductions

Chairman Winslow called the meeting to order at approximately 9 am.

Roll Call of Attendees and Certification of a Quorum

Following members standing for the Pledge of Allegiance to the Flag of the United States of America and review of the statement regarding virtual meetings, Ms. Heeter took attendance by roll call and confirmed a quorum was present. Ms. Heeter announced that

she would be stating how many votes each commissioner has throughout the meeting to assure everyone understands the new voting structure following amendment to the Charter in 2021.

Public Comment Period

With no requests from the public to address members of the Commission, Chairman Winslow closed the public comment period.

Approval of Consent Agenda Items

Mr. Ingle made a motion to approve the December meeting minutes included in the Consent Agenda items. Ms. Paige seconded the motion.

Mr. Giovia made a motion to approve the minutes, seconded by Mr. Byerly. It was noted that the meeting minutes need to be corrected to show Mr. Branin’s absence and Rev. Nelson’s presence.

Office Space Leasing - Requested Action: Motion to enter a Closed Session for discussion of PlanRVA’s office lease negotiations. (Sect. 2.2-3711(A)(3) and (A)(29)).

Ms. O’Bannon made a motion to enter a closed session which was seconded by Mr. Peterson.

Ms. Heeter asked for certification of the closed session discussion. Each member affirmed the certification (no motion or second was necessary).

Mr. Peterson made a motion to authorize Chair to finalize lease negotiations with the Current, Mr. Giovia seconded. Commissioners voted to approve the motion.

	Appointed Member	Assigned Votes	Yes	No	Alternate	Present
Town of Ashland						
Elected Official	McGraw, Daniel	1	1		Abbott, Kathy	No
Planning Commissioner	Chambers, Brent	1	1			
Total		2	2	0		
Charles City County						
Elected Official	Coadas, Bill	1	1			
Total		1	1	0		
Chesterfield County						
Elected Official	Winslow, Chris	1	1		Holland, Jim	
Elected Official	Holland, Jim	1	1		Winslow, Chris	
Elected Official	Carroll, Kevin	1	1		Winslow, Chris	
Elected Official	Haley, Leslie	1	1		Winslow, Chris	Yes
Elected Official	Ingle, Jim	1	1		Winslow, Chris	
Planning Commissioner	Freye, Gloria	1	1			
Citizen Member	Davey, Tim	1				
Total		7	6	0		
Goochland County						
Elected Official	Sharpe, Don	1	1		Spoonhower, Neil	No
Total		1	1	0		
Hanover County						
Elected Official	Davis, Sean	2	2		Prichard, Faye	No
Elected Official	Peterson, Canova	1	1			
Planning Commissioner	Whittaker, Randy	1				
Citizen Member	Waddell, Charlie	1				
Total		5	3	0		
Henrico County						
Elected Official	Nelson, Tyrone	2	2		Thornton, Frank	No
Elected Official	O'Bannon, Pat	2		2		
Elected Official	Thornton, Frank	1				
Planning Commissioner	Thornton, Melissa	1	1			
Citizen Member	Baka, Greg	1	1			
Total		7	4	2		
New Kent County						
Elected Official	Paige, Patricia	1		1	Lockwood, John	No
Planning Commissioner	Pearson, Amy	1		1		
Total		2	0	2		
Powhatan County						
Elected Official	Byerly, Mike	1		1		
Elected Official	McClung, Steve	1		1		
Planning Commissioner	Hall, Bobby	1		1		
Total		3	0	3		
City of Richmond						
Elected Official	Newbille, Cynthia	1	1			
Elected Official	Addison, Andreas	1	1			
Elected Official	Lambert, Ann-Franc	1	1			
Elected Official	Lynch, Stephanie	1	1		Robertson, Ellen	Yes
Planning Commissioner	Poole, Rodney	1				
Citizen Member	Giovia, Jacob	1	1			
Total		6	5	0		
Total Votes		34	22	7	To pass, Yes Votes must be majority of those in attendance	
Voting Quorum		17				

Audit, Facilities, & Finance Committee Report: FY2022 Q2 Financial Statements

Mr. Holland gave an overview of the financial statements. Mr. Holland made a motion to approve the financial reports. Ms. O’Bannon seconded the motion which was carried.

Public Outreach & Engagement Committee Report: Branding Update

Ms. Heeter gave a brief update regarding the work of Brand Federations in their discoveries and recommendations for branding. These are to be discussed in depth at the next meeting.

Executive Director’s Report

Ms. Heeter asked to defer the Key Imperatives Quarterly Report until next month.

Special Program

Innovations in Local Planning featuring Nora Amos from the Town of Ashland

Ms. Amos provided an update on the activities in the Town of Ashland.

Adjourn

With no other business, Mr. Davis made a motion to adjourn. It was seconded by Mr. Baka and the meeting adjourned at 10:57 a.m.

Environmental & Intergovernmental Reviews

In cooperation with State Agencies, PlanRVA routinely is requested to provide environmental and intergovernmental reviews. PlanRVA staff circulate the review requests among member locality staff for comments and questions prior to submitting a response to the requesting State Agency.

Environmental reviews can include:

- **Environmental Assessments and Impact Reports** - Virginia code requires state agencies to prepare an environmental impact report (EIR) for each major state project.
- **Coastal Consistency Determinations and Certifications** - Due to receipt of Federal funds or permits, proposed projects must prove consistency with the enforceable policies of Virginia's Coastal Zone Management Program.
- **Groundwater Withdrawal Permits** - PlanRVA staff receives notice of Groundwater Withdrawal Permits in the Eastern Virginia Ground Water Management Area (GWMA). The eastern portion of PlanRVA is located in the Eastern Virginia GWMA. All jurisdictions in the Eastern Virginia GWMA are notified of pending permits as part of this process, therefore PlanRVA receives review requests for projects outside of the Richmond region. For more information about the Eastern Virginia GWMA see <http://www.deq.virginia.gov/Programs/Water/WaterSupplyWaterQuantity/WaterWithdrawalPermittingandCompliance.aspx>.
- **Virginia Water Protection (VWP) Permits** - DEQ issues VWP Permits for activities related to the quality of surface waters in the Commonwealth including the filling, dredging, draining or excavation of wetlands, streams, or other state waters. Surface water withdrawals are also permitted through VWP permits.
- **Virginia Pollutant Discharge Elimination System (VPDES) Permits** – DEQ issues VPDES permits to any person who discharges any pollutant into surface waters of the Commonwealth from a point source.

Intergovernmental reviews can include:

- State Agency grant applications for Federal funding, including:
 - CERCLA grant funds from US EPA (Superfund programming and site remediation)
 - Virginia Coastal Zone Management Program funding from the National Oceanic and Atmospheric Administration
 - Diesel Emission Reduction Act (DERA) State Clean Diesel funds from US EPA
 - Capitalization funds for the Virginia Clean Water Revolving Loan Fund for wastewater treatment facility improvements from US EPA
- FHWA Section 5310 funding for projects involving transit and mobility enhancements for seniors and individuals with disabilities.

For additional information on the reviews, please go to the following:

<https://planrva.org/environment/reviews/>.

Jurisdiction	Response Date	Review Name	Coastal Consistency Determination or Certification	Environmental Assessment, Impact Statement, or Impact Report	Groundwater Withdrawal Permit	VPDES Permit	VWP Permit	PSD Permit (Air Quality)	Federal funding of State Program	Superfund Remediation Application	FTA Section 5310 Funding	State Corporation Commission Application	Other	Virginia Pollution Abatement
Chesterfield	2/4/2022	Land Lease for Non-Aeronautical Use/ Commercial Development at Richmond Executive-Chesterfield County Airport	X											
Located Outside - but potentially impacting - the Richmond Region														
Hampton Roads	2/4/2022	CZM Projects of Special Merit							X					
Newport News	1/25/2022	CNU Groundwater			X									

Environmental and Intergovernmental Reviews

February 2022

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Located within the Richmond Region

Land Lease for Non-Aeronautical Use/ Commercial Development at Richmond Executive-Chesterfield County Airport

Chesterfield

The County proposes to release approximately 20 acres of airport property from federal obligations so that a non-aeronautical use can be developed on the property. A long-term lease would then be established with a third party (likely the local Economic Development Authority, EDA) which would identify an appropriate commercial-use tenant for development. Approximately 17 of the 20± acres would be advertised for development; a separate area of approximately three acres would also be released from federal obligations and leased and/or maintained as green space, as may be needed for environmental mitigation in conjunction with future development. Wetlands field surveys were conducted on the airport property, including on the parcels proposed for release, in 2009, 2012, and 2013 as part of an Environmental Assessment (EA) effort. The 2009 survey delineated an area of wetlands between the two areas to be released. The United States Fish and Wildlife Service (USFWS) National Wetlands Inventory (NWI) also identifies wetlands on the 17± acre area proposed for commercial development. The release of the property from federal obligation, which is an administrative action, would not have impacts on wetlands; however, the future development on the parcel could impact wetland areas. The developer would be responsible for any required wetland delineations, permits, and mitigation measures and the associated local, state, and federal coordination. A portion of the property has been identified as Resource Protection Area (RPA); this portion is in the 3 acres not intended for development. The future developer of the parcel would be responsible for ascertaining the boundaries of RPA areas and coordinating with the County and DEQ if RPA impacts are anticipated. PlanRVA staff did not receive any responses from member locality staff concerning this review. PlanRVA staff responded with no comments.

Located outside - but potentially impacting - the Richmond Region

CZM Projects of Special Merit

Hampton Roads

The proposed project will result in a regional strategy and planning framework for the HRPDC that could be used as a template by other coastal regions in Virginia. The strategy and framework will result in the development of recommendations for local, regional, and state strategies, including recommendations for a new coastal hazard enforceable policy. Specifically, the project will focus on assessing the current state of resilience planning in Hampton Roads localities, identifying opportunities for improving local resilience policies (e.g., zoning ordinances, floodplain management ordinances, public facilities manuals), and developing a process for coordinating multi-jurisdictional collaboration, planning and implementation of both policies and projects. PlanRVA staff received no comments from locality staff. PlanRVA staff responded with support for the grant application and proposed project.

CNU Groundwater

Newport News

Christopher Newport University has applied for a new permit for groundwater withdrawal in Newport News, Virginia. The permit would allow the applicant to withdraw an average of 22,466 gallons per day. The groundwater withdrawal will support athletic field irrigation. The proposed withdrawal will utilize the surficial and/or the Yorktown-Eastover aquifer at a depth between 48 and 92 feet below the land surface at the withdrawal site. DEQ has made a tentative decision to issue the permit. PlanRVA staff received no comments from member locality staff. PlanRVA staff responded with no comments about the proposed permit.