

CHARGE ESTABLISHING CRYSTAL CITY PLANNING TASK FORCE Draft (4/25/06)

The Arlington County Board hereby establishes the Crystal City Planning Task Force and charges it with the following mission and tasks:

Mission:

The overall purpose of the Crystal City review is to generate a vision for the next generation of development in Crystal City. This vision should take the form of a concept plan with a policy framework that addresses key planning issues, including height, density, use mix, urban design, environmental sustainability, security, open space, and transportation. County staff, in conjunction with consultants in various specialties, will initiate the development of a concept plan and policy framework for Crystal City. To achieve citizen input, a Task Force will be established. The charge of the Task Force will be three-fold:

- Help identify planning issues for the future development of Crystal City and review the County staff/consultant generated concept plan and policy framework (Phase I);
- Advise the County Board on the final concept plan and policy framework recommended by staff (Phase I); and,
- Review a Phased Development Site Plan proposal for Crystal City to determine whether it meets the adopted policy framework and concept plan (Phase 2).

Scope of Duties:

Phase I: Development of Concept Plan and Policy Framework

A final Concept Plan and Policy Framework shall be developed and presented to the County Board for adoption (approximately six months after the first meeting of the Crystal City Planning Task Force). The scope of duties of the Task Force for this phase will be to:

- Review the BRAC Transition Task Force recommendations.
- Help to identify issues to be addressed for the future of Crystal City including height, density, use mix, urban design, security, open space, and transportation.
- Review and comment on the proposed policy framework and concept plan generated by County staff and consultants.
- Engage their stakeholder groups in a discussion of issues and proposed policy framework and concept plan.
- Forward a recommendation to the County Board on the final concept plan and policy framework for its consideration.

Phase II: Review of Phased Development Site Plan Proposal

In Phase II, the Task Force will review a Phased Development Site Plan (PDSP) proposal and detailed Urban Design Guidelines generated by one or more landowners for all or a portion of the Crystal City planning area and will forward a recommendation to the County Board for its consideration (approximately six months after PDSP filing). The scope of duties of the Task Force for this phase will be to:

- Review the PDSP for Crystal City and determine whether it meets the Policy Framework and Concept Plan adopted by the County Board.
- Review developer-generated Urban Design Guidelines for the PDSP and determine whether they meet the urban design principles in the Policy Framework.
- Forward a recommendation on the PDSP and Urban Design Guidelines to the County Board for its consideration. (The recommendation will be considered by the Planning and Transportation Commissions prior to its consideration by the County Board.)

Task Force Composition:

In order to maximize citizen input for Phase I, the Task Force shall be established with one person representing the following stakeholder groups (13 members):

Planning Commission
BRAC Transition Task Force
Transportation Commission
Parks and Recreation Commission
Economic Development Commission
Commission for the Arts
Vornado (Major Property Owner)
Other Property Owner
Rental and Condo Residents
Office Tenants
Retail Tenants
Aurora Highlands Civic Association
Arlington Ridge Civic Association

In the event that a Task Force member should not be able to attend a Task Force Meeting, the Task Force member shall appoint a substitute representative in their stead. Representatives from WMATA, Metropolitan Washington Airports Authority, National Parks Service and VDOT shall also be invited to attend and participate in meetings.

For Phase II, the Task Force could be expanded to include other advisory groups in order to review specific issues such as public art, ADA compliance, green buildings, urban forestry, etc.

Draft Crystal City Planning Process 4/25/06

The overall purpose of the Crystal City review is to generate a vision for the next generation of development in Crystal City. This vision should take the form of a concept plan with a policy framework that addresses key planning issues, including height, density, use mix, urban design, security, open space, and transportation. As part of Phase 1, County staff, in conjunction with consultants in various specialties, will initiate the development of a concept plan and policy framework for Crystal City to be adopted by the County Board. To achieve citizen input on the concept plan and policy framework, a Task Force will be established. In Phase 2, The Task Force will review a Phased Development Site Plan proposal to determine whether it meets the concept plan and policy framework adopted by the County Board.

Phase 1: Development of Concept Plan and Policy Framework

April

- Develop planning process and charge for the Crystal City Planning Task Force.
- Announce planning process and Task Force charge at County Board meeting.

May - June

- Develop a Request for Proposal (RFP) for various consultant services that may include the areas of urban design, facilitation, economic development, and transportation planning.
- Advertise RFPs for consultant services.
- Identify panel members for consultant interviews.
- Review RFP submissions.
- Schedule consultant interviews and conduct interviews.
- Select consultant and negotiate contract.
- Initial staff review of existing conditions and landowner proposed concept plan

July - August

- Announce official kick-off of the planning process. Award contracts to consultants selected and appoint Task Force membership at the July County Board meeting.
- Schedule initial scoping and planning meetings with consultant.
- Schedule first meeting of the Task Force to help identify issues to be addressed.
- Schedule community walking tour.
- Consultant review of existing conditions and landowner proposed concept plan.
- Develop first draft of concept plan and initial policy framework (initiated by staff and consultants), including recommendations for changes in ordinances, if any.

September - October

- Hold Task Force meetings to review draft concept and policy framework.
- Refine final concept plan and policy framework based on Task Force comments and feedback.

November - December

- Bring final concept plan and policy framework through citizen commissions and public hearings and make further refinements.
- Adopt the final concept plan and policy framework at the December County Board meeting.

Phase 2: Review of Phased Development Site Plan Proposal

January - June 2007

- Review a proposed PDSP from a landowner for all or a portion of the affected area to determine its consistency to concept plan and policy framework adopted by the County Board.
- Review proposed developer-generated urban design guidelines for the PDSP.
- Forward SPRC recommendations to the County Board for consideration.