

A G E N D A
ISLE OF WIGHT COUNTY PLANNING COMMISSION
April 9, 2024

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

2. ROLL CALL/DETERMINATION OF A QUORUM

BOBBY BOWSER, CHAIRMAN

THOMAS J. DISTEFANO, VICE-CHAIRMAN

BRIAN CARROLL

CYNTHIA TAYLOR

JAMES FORD

JENNIFER S. BOYKIN

GEORGE RAWLS

RICK SIENKIEWICZ

RAYNARD GIBBS

MATTHEW SMITH

3. APPROVAL OF AGENDA

A. WORKSESSION ITEMS

1. Comprehensive Plan Five Year Review Discussion
Comprehensive Plan Five Year Review Discussion

4. ADJOURNMENT

PLANNING REPORT

APPLICATION:

Comprehensive Plan Five Year Review Discussion

ELECTION DISTRICT:

All

LOCATION:

County-wide

BACKGROUND:

Section 15.2-2230 of the *Code of Virginia* stipulates that at least once every five years, the comprehensive plan shall be reviewed by the local planning commission to determine whether it is advisable to amend the plan. The five year deadline is 2025 for review of Isle of Wight County's comprehensive plan, *Envisioning the Isle*, adopted in 2020.

DESCRIPTION:

The Planning Commission will continue an informal discussion of the upcoming five year review of the County's current Comprehensive Plan, *Envisioning the Isle*, and the formation of a stakeholder workgroup to assist with this effort. A tentative project schedule and draft scope of work is attached to this staff report.

STAFF RECOMMENDATION:

This item is for discussion only. No action is recommended.

ATTACHMENTS:

Description	Type	Upload Date
Workgroup Draft Scope	Backup Material	3/19/2024
Tentative Review Schedule	Backup Material	3/19/2024

Envisioning the Isle Comprehensive Plan Five Year Review Stakeholder Workgroup
Draft Scope of Work
Rev 3/19/24

Section 15.2-2230 of the *Code of Virginia* stipulates that at least once every five years, the comprehensive plan shall be reviewed by the local planning commission to determine whether it is advisable to amend the plan. The five year deadline is 2025 for review of Isle of Wight County's comprehensive plan, *Envisioning the Isle*, adopted in 2020.

In order to facilitate this review, the Planning Commission will lead the formation of the Comprehensive Plan Review Stakeholder Workgroup consisting of its members and other stakeholder representatives, such as private citizens, appointed officials, and elected officials. This group will assist in the review of the current Comprehensive Plan and suggest revisions as needed to reflect current conditions and updated information. County staff will provide technical support to the workgroup.

Suggested members of the workgroup include representatives from the Energy task force, Commission on Aging, Town of Windsor Planning Commission, Town of Smithfield Planning Commission, Chamber of Commerce, Carrollton Citizens Association, the South and Central Isle of Wight Association, and staff from various departments for technical support as appropriate.

Following the review of background material and the Comprehensive Plan, the draft revisions will be presented to the community at large as well as the Planning Commission and the Board of Supervisors for their review and feedback. The final draft revised Plan will be subject to a public hearing for final comment at both the Planning Commission and Board of Supervisors prior to adoption.

The following is a proposed scope of work for the workgroup:

1. Provide feedback during the development of the proposed Growth Rate Impact Scenario Study to be prepared by an outside consultant and incorporate the study's findings into proposed revisions to the Comprehensive Plan as necessary.
2. Provide feedback during the development of the proposed Housing Study to be prepared by an outside consultant and incorporate the study's findings into proposed revisions to the Comprehensive Plan as necessary.
3. Form subcommittees from the larger stakeholder workgroup to review each of the Plan's chapters. Each subcommittee will be responsible for presenting proposed revisions to their chapters at the end of the review process to the larger workgroup for incorporation into the draft revised Plan document.
4. Workgroup members will also provide feedback on the community input survey, public meeting format, and draft plan documents.

The initial meeting of the workgroup is tentatively scheduled for July 9, 2024. It is suggested that the stakeholder subcommittee groups meet the second Tuesday of the month during the review process, because this is the day normally held for Planning Commission worksessions.

Staff recommends that the Planning Commission provide recommended stakeholder members to staff by their regular April 23, 2024, meeting date.

Envision the Isle Comprehensive Plan 2025 Review Tentative Schedule (Subject to Change Based on Meeting Availability and Consultant Deliverable Timeframes)

March 26, 2024	Review of Tentative Review Schedule and Stakeholder Group Work Scope with Planning Commission
April – May 2024	Budget Proposal for Capital Impact Model Update, Operational Impact Model, Growth Rate Impact Scenario Study and Housing Study Consultant Services to County Administrator and Board of Supervisors
July 9, 2024	Initial Meeting of the Comprehensive Plan Review Stakeholder Workgroup – subcommittee chapter review assignments
July 2024	Consultants under contract and begin scenario development and draft community feedback survey
August – September, 2024	Initial growth rate scenario findings and draft community survey presented to stakeholder workgroup for feedback
September 2024	Initial Community Feedback Survey and initial subcommittee workgroup meetings
October 2024	Subcommittee workgroup meetings and Feedback Survey result analysis
November 2024	Feedback Analysis, Summary Report, and subcommittee meetings
December 2024 – January 2025	Subcommittee draft revisions submitted, draft consultant deliverables presented to Stakeholder Workgroup. Development of draft plan begins.
January 2025	Presentation of draft comprehensive plan revisions and initial consultant reports to Planning Commission
February 2025 – March 2025	Draft Comprehensive Plan revisions presented for community feedback
April 2025	Presentation of Comprehensive Plan revisions to Planning Commission for public hearing and consideration
May 2025	Presentation of Comprehensive Plan revisions to Board of Supervisors for public hearing and consideration