



**Charlottesville-Albemarle Metropolitan Planning Organization
of the Thomas Jefferson Planning District Commission**
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CHART Advisory Committee Meeting
March 4, 2009 Minutes

Present

Members

Bobby Burke
Jim Currie
Mac Lafferty, Vice Chair
Jeff Monroe
Linda Seaman, Chair

Representing

MPO, Pedestrian
Albemarle County, Environment
Albemarle County At-Large
Albemarle County At-Large
City At-large

Not Attending:

Stephen Bach	MPO, Bicycling
Marc Evans	MPO
Tom Loach	County Planning Commission
John Pfaltz	City At-Large
Bill Wuensch	MPO

Staff:

Will Cockrell	TJPDC
Chuck Proctor	VDOT
Ann Whitham	TJPDC

Ms. Seaman called the meeting to order.

Matters from the Public

There were no matters from the public.

Approval of the Minutes

Approval of the Minutes was deferred until the April CHART Committee Meeting when a quorum would be present.

MPO Public Participation Plan Review

Ms. Whitham introduced the agenda item. She explained that in order to strengthen the public participation plan (PPP), staff reviewed PPPs from across the state, particularly focusing on the Roanoke Valley Public Participation Plan. Ms. Whitham presented the proposed changes. The suggested improvements included revising the organizational structure of the document, outlining the goals more clearly and incorporating a section that discusses ongoing public participation efforts.

Ongoing public participation efforts include projects like the TJPDC quarterly newsletter, Enews. Ms. Whitham also suggested that the PPP should make clearer the fact that staff is

available to present on TJPDC projects and topics, the library is open to the public, and TJPDC project information is available for non-English speakers. She also suggested that TJPDC hold an annual public input Open House as well. Other PPP improvements include adding a disclaimer that states that a public hearing is not required for minor typographical corrections to public documents. Ms. Whitham then asked CHART members if they would like to comment on the TJPDC's current PPP or the TJPDC's staff proposed changes to the PPP.

Ms. Seaman stated that she found the Glossary of Acronyms helpful.

Committee members liked the suggested changes, particularly the typographical errors disclaimer. Ms. Whitham clarified that the disclaimer would only apply to minor changes where the meaning of a sentence or paragraph was not dramatically changed.

Mr. Lafferty suggested creating a public participation flow chart that outlined the public participation requirements and could be filled out as various requirements were completed. Ms. Whitham stated there is a kind of checklist document in use but it could be improved.

Mr. Proctor suggested removing some information that does not pertain directly to public participation.

Mr. Lafferty stated that the PPP does not mention the TJPDC's website, tjpd.org. Ms. Whitham stated that the website should be included and that certain features of the website, for example that the site will soon be ADA compliant, should be highlighted.

March 12th Open House Preparation

Ms. Whitham presented an outline of the details for the UnJAM 2035 Open House to be held March 12th 2009 at Charlottesville's CitySpace. Ms. Whitham stated that Butch Davies, the keynote speaker, is scheduled to speak at 5:30pm. She then discussed the set up for the event, stating that various stations will be organized by the different topics found in the UnJAM 2035 document.

Ms. Whitham stated that CHART committee members could tend at each station as liaisons for discussing the document with the public. She then went through each station and encouraged CHART members to consider the topics they would like to discuss with the public. Station topics included an UnJAM Draft Document station, a Roadways station, a Rail station, a TDM/RideShare station, a Bike and Pedestrian station, and Transit/RTA station. Ms. Whitham also stated that a PowerPoint slideshow would be on display showing images and details of the UnJAM 2035 Document.

Mr. Lafferty suggested adding a slide with biographical information for Mr. Davies.

Ms. Whitham suggested the Mr. Currie be stationed at the UnJAM 2035 draft document station to discuss the vision. Mr. Currie agreed. Ms. Seaman asked to be stationed at the Transit/RTA station. Mr. Deily volunteered for the Rail station. Mr. Lafferty requested the bike and pedestrian station. Mr. Lafferty also requested an email regarding the major topic points for each topic station.

Ms. Whitham thanked the committee members for participating in the Open House. She also requested that committee members try to spread the word about the event.

Ms. Seaman suggested sending CHART committee members the press release for the Open House so that they could send out the press release instead of just relying on word of mouth.

Ms. Whitham also noted that FHWA advised against an extension for the adoption of UnJAM 2035. TJPDC staff requested an extension until December 2009 in order for both the MPO and Rural sections UnJAM to be approved together. Because the extension was not granted, the current plan of action is to seek approval for the UnJAM 2035 document as planned and then amend the document in December when the Rural Long Range Plan is complete.

Other Business

There were no items of other business.

Matters from the Public

There were no additional matters from the public.

The meeting was adjourned.