

## **East Falls Church Planning Task Force - Charge**

### **Mission:**

The overall purpose of the East Falls Church Planning Study is to generate a vision for transit-oriented development in the East Falls Church area of Arlington County. This vision should take the form of a concept plan with a policy framework (i.e. potential zoning and land use changes) that focuses on targeted sites, including the East Falls Church Metro parking lot and other sites that are likely to redevelop. The Study will address key planning issues including height, density, use mix, urban design, affordable housing, and environmental sustainability. A major component of the Study will be a comprehensive transportation analysis for the East Falls Church area, including a portion of the City of Falls Church. Since the scope of the transportation analysis includes both jurisdictions, the Study will be coordinated with the City of Falls Church. Staff from the City of Falls Church will provide analysis of the future development potential on sites near the East Falls Metro station located within Falls Church.

To achieve citizen input, a Task Force will be established, consisting of representatives of nearby Arlington civic associations, appointed commissions, and governmental and quasi-governmental agencies who are major landowners. Two citizen representatives from Falls Church, to be appointed to the Task Force by the Falls Church City Council, will provide input and act as liaisons to the Falls Church community. The charge of the Task Force will be:

1. Help to identify issues and sites to be addressed in the Study.
2. Review transportation impacts and alternatives, and review recommendations regarding transportation improvements.
3. Give input on conceptual plans and alternatives developed by staff for redevelopment of the East Falls Church Metro Station area and certain other key properties within close proximity to the Metro station.
4. Assist staff in developing recommendations to the County Board on the Final Concept Plan and Policy Framework.

**Scope of Duties:**

**Development of Concept Plan and Policy Framework**

A final Concept Plan and Policy Framework shall be developed and presented to the County Board and for adoption (approximately one [1] year after the first meeting of the East Falls Church Planning Study Task Force). The Falls Church City staff will forward relevant transportation and urban design recommendations to the City Council for their consideration. The scope of duties of the Task Force will be to:

- Review previous County studies; and recommendations from the Virginia Tech East Falls Church Metro Area Plan (2004), the Washington Metropolitan Area Transit Authority (WMATA) Station Access Study (2002), and the Arlington East Falls Church Civic Association Metro Survey (2005).
- Review the City of Falls Church 2005 Comprehensive Plan.
- Help to identify sites to be studied and issues to be addressed for the future of East Falls Church including height, density, use mix, urban design, affordable housing and transportation.
- Review and comment on the concepts and alternatives generated by staff for the sites that are identified.
- Hold public participation events, such as community forums, informal information sessions; etc.
- Engage their stakeholder groups in a discussion of issues and proposed policy framework and concept plan.
- Assist staff in forwarding a recommendation to the County Board on the final concept plan and policy framework for its consideration.

**Task Force Composition:**

In order to maximize citizen input, the Task Force shall be established with representatives from the following stakeholder groups (16 members):

Arlington East Falls Church Civic Association (4 members, including Committee Chairman)  
Madison Manor Civic Association (1 member)  
Williamsburg Civic Association (1 member)  
Planning Commission (1 member)  
Transportation Commission (1 member)  
Washington Metropolitan Area Transit Authority [WMATA] (1 member)  
Virginia Department of Transportation [VDOT] (1 member)  
At-large Arlington Community Representatives (up to 4)  
City of Falls Church (2 members)

In addition, one County Board member will be selected as a liaison to the planning process.

**Timeline<sup>1</sup>:**

June 2007

- Hold kick-off meeting.
  - Discuss study scope
  - Discuss Task Force and public participation schedule.
  - Help identify issues and sites to be addressed.

September – November 2007

- Review recommendations from previous studies and documents, such as the Virginia Tech East Falls Church Metro Area Plan (2004), the WMATA East Falls Church Station Access Study (2002), and the Arlington East Falls Church Civic Association Metro Survey (2005).
- Review draft concepts and alternatives.
- Discuss scope of transportation analysis with staff.
- Refine concepts based on Task Force comments and feedback.
- Discuss urban design, streetscape, pedestrian and bicycle improvements.

December 2007

- Assist with providing updates to and soliciting feedback from affected civic associations, Advisory Boards, and interested citizens.

January – May 2008

- Review results of transportation analysis and recommend revisions to preliminary redevelopment concepts and alternatives.
- Provide input on final urban design recommendations for the general area.
- Work with staff to develop an implementation strategy for achieving the vision.

June - July 2008

- Seek comments from affected civic associations.
- Staff works with Task Force to prepare presentations for Planning and Transportation Commissions.

September 2008

- Staff works with Task Force with staff to develop final recommendations for County Board review and approval.

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<sup>1</sup> *Additional community meetings and/or updates for advisory commissions will be scheduled on an as-needed basis.*