

Regular Meeting
Tuesday, October 8, 2024
8:00 to 9:30 AM

Agenda

1. Welcome
2. Approval of September Minutes
3. Chair's Report – Bill Dunn
4. AED Director's Report – Ryan Touhill
5. Information and Discussion:
 - CMRI: Adaptive Reuse Policy and Zoning Text Amendments Presentation
 - Introduction: Matthew Weinstein, EDC Commissioner
 - Staff Presentation: Marc McCauley, AED Real Estate Development Group (REDG)
6. Working Group Updates
 - Commercial Vacancy Working Group
7. Old Business
8. New Business
 - Electronic Meetings Policy
9. Adjournment

Upcoming Meetings:

Regular Commission Meeting: 8AM Tuesday, November 12, 2024

Upcoming Events of Note

DC Startup & Tech Week

October 21–25, 2024

Various Locations

<https://www.dcstw.com/>

Accelerate 2024

October 23–24, 2024, 8:00 a.m. – 6:00 p.m.

Marymount University – Ballston Center, 1000 N Glebe Rd, Arlington

<https://acceleratedeals.org/>

Brunch and Business: Building Our Future Together in Hispanic Heritage Month

October 24, 2024, 11:00 a.m. – 1:00 p.m.

Hyatt Regency Crystal City - 2799 Richmond Hwy, Arlington

<https://www.arlingtoneconomicdevelopment.com/News-Resources/Events/Brunch-and-Business-Building-Our-Future-Together>

Marine Corps Marathon

October 27, 2024

Finish Festival along N. Lynn St. in Rosslyn

<https://www.rosslynva.org/do/marine-corps-marathon-2024>

Mid-Atlantic MarCom Summit

October 30, 2024, 8:00 a.m. – 5:00 p.m.

Convene Conference Center – 1201 Wilson Boulevard, Arlington

<https://marcomsummit.co/>

Día de los Muertos Celebration

November 1, 2024, 5:00 p.m. - 8:00 p.m.

Museum of Contemporary Arts Arlington - 3550 Wilson Blvd, Arlington

<https://www.arlingtonva.us/Government/Programs/Arts/Events/D%C3%ADa-de-los-Muertos-2024>

LAC Studios Show and Sale

December 7, 2024, 10:00 a.m. - 4:00 p.m.

LAC Studios - 5722 Langston Blvd., Arlington

<https://www.arlingtonva.us/Government/Programs/Arts/Events/LAC-Winter-Show-2024>

POLICY GOVERNING ~~ELECTRONIC VIRTUAL~~ MEETINGS AND ELECTRONIC PARTICIPATION IN MEETINGS

Electronic Meetings

Occasions may arise when the Arlington Economic Development Commission (EDC) and its Committees are unable to form a physical quorum to conduct a public meeting. Under certain circumstances, Virginia law permits certain public bodies¹ to hold all-virtual public meetings using electronic means such as telephone or video conferencing, in which no physical quorum is otherwise required. The law limits the instances in which this may occur, prescribes procedures that must be followed when a public body holds an all-virtual public meeting, and requires that a written policy governing such meetings be adopted. This Policy, as hereafter set forth, sets forth the procedures under which the EDC and its Committees may hold an all-virtual public meeting.

The EDC and its Committees may hold an all-virtual public meeting in which no physical quorum is assembled under the following circumstances:

1. An indication of whether the meeting will be an in-person or all-virtual public meeting is included in the required meeting notice along with a statement notifying the public that the method by which the EDC and its Committees chooses to meet shall not be changed unless the EDC and its Committees provides a new meeting notice in accordance with the provisions of Va. Code § 2.2-3707; and
2. Public access to the all-virtual public meeting is provided via electronic communication means; and
3. The electronic communication means used allows the public to hear members of the EDC and its Committees participating in the all-virtual public meeting and, when audio-visual technology is available, to see members of the EDC and its Committees as well; and
4. A phone number or other live contact information is provided to alert the public body if the audio or video transmission of the meeting provided by the EDC and its Committees fails, the EDC and its Committees monitors such designated means of communication during the meeting, and the EDC and its Committees takes a recess until public access is restored if the transmission fails for the public; and
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the EDC and its Committees for a meeting is made available to the public in electronic format at the same time that such materials are provided to members of the EDC and its Committees; and

¹ This policy is not applicable to the County Board, School Board, planning commissions, architectural review boards, board of zoning appeals, and any other board with the authority to deny, revoke or suspend a professional or occupational license.

6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received; and
7. No more than two members of the EDC and its Committees are together in any one remote location unless that remote location is open to the public to physically access it; and
8. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public resumes before the EDC and its Committees votes to certify the closed meeting as required by section D of Va. Code § 2.2-3712.
9. The EDC and its Committees does not convene an all-virtual public meeting (i) more than two times per calendar year or ~~50~~²⁵ percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and
10. Minutes of all-virtual public meetings held by electronic communication means are taken as required by Va. Code §2.2-3707 and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held; and
11. This policy shall not be applicable to electronic meetings held during declared states of emergency, which shall be governed by the applicable provisions of the Code of Virginia.

~~Electronic Remote~~ Participation in Meetings

Occasions may arise when a member of the EDC and its Committees is unable to be physically present at the meeting. Under certain circumstances, Virginia law permits members to participate in meetings through electronic means such as telephone and video conferencing. The law limits the instances in which this may occur, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. This Policy, as hereafter set forth, sets forth the instances when a member may participate in a meeting electronically and the procedures that apply.

Circumstances When ~~Electronic Remote~~ Participation Is Permitted

An EDC and Committee member may participate in a meeting through electronic means from a remote location not open to the public under the following circumstances:

1. a. A member shall notify the chair on or before the day of the meeting that such member is unable to attend the meeting due to a personal matter, and shall identify with specificity the nature of the personal matter. The EDC and its Committees shall record in its minutes the specific nature of the personal matter and a general description of the remote location from which the member participated.

b. Such participation by the member shall be limited each calendar year to two meetings or 25 percent of the meetings of the EDC and its Committees held per calendar year rounded up to the next whole number, whichever is greater.

2. A member may notify the chair that such member is unable to attend a meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance, or a family member's medical condition that requires the member to provide care for such family member, or the member is a caregiver as defined by VA. CODE § 2.2-3701 who must provide care for a person with a disability at the time the public meeting is being held, thereby preventing the member's physical attendance. The EDC and its Committees shall record this fact and a general description of the remote location from which the member participated in its minutes.

3. A member may notify the chair that such member is unable to attend a meeting due to the member's principal residence being more than 60 miles from the meeting location identified in the required notice for the meeting. The EDC and its Committees shall record this fact and a general description of the remote location from which the member participated in its minutes.

4. If a member's participation from a remote location pursuant to any of the reasons stated above is disapproved because such participation would violate the provisions of this Policy, such disapproval shall be recorded in the minutes with specificity.

Procedural Requirements

Participation by a member of the EDC and its Committees as authorized above shall be only under the following conditions:

1. A quorum of the EDC and its Committees is physically assembled at the primary or central meeting location.

For purposes of determining whether a quorum is physically assembled, an individual member of a public body who is a person with a disability as defined in VA. CODE § 51.5-40.1, or who is a caregiver as defined in VA. CODE § 2.2-3701 for a person with a disability, and uses remote participation, counts towards the quorum as if the individual was physically present.

2. The EDC and its Committees makes arrangements for the voice of the member who is participating remotely to be heard by all persons at the primary or central meeting location.

3. This Policy shall be applied strictly and uniformly, without exception, to all members and without regard to the identity of the member requesting to participate remotely or the matters that will be considered or voted on at the meeting.

Arlington Economic Development Commission July 2023

Introduction: The Arlington Economic Development Commission (EDC) is created as an advisory body by the County Board of Arlington County, Virginia to provide counsel to the County Board on matters pertaining to Arlington County's general economic health.

Mission: The Economic Development Commission's primary responsibility is to advise and assist the Arlington County Board and Arlington Economic Development in carrying out Arlington's economic development strategy, as articulated in the Strategic Plan entitled "Arlington's Framework for Prosperity," and on such other issues and goals as may be deemed important and relevant by the County Board. This Mission is based on the following vision and objectives:

Vision:

Economic Development will not only sustain, but accelerate, the Arlington economy to add wealth, employment, and quality to the community.

Objectives:

1. Position Arlington as a regional, national and international world-class business and visitor location, and execute meaningful marketing activities.
2. Create leading-edge urban districts with abundant private investment opportunities.
3. Coordinate and provide support and resources to new and existing businesses, small and large.
4. Develop private sector partnerships at all levels to maximize economic development value.

Governing Documents: "Arlington's Framework for Prosperity" Economic Development Strategic Plan.

Functions and Scope: The EDC shall keep county and business community leadership apprised of issues and actions regarding the implementation of Arlington's economic development strategy.

Appointed Membership: The EDC shall be comprised of twenty-five (25) members. These members shall be business people drawn from a broad range of industry sectors and geographic areas of the County. The County Board will appoint and maintain a roster of members including:

Name

Business Affiliation and Title

Contact information

Members will be appointed for three--year terms, and with reappointment, shall be permitted to serve no more than six (6) consecutive years. All members serve at the pleasure of the Board.

EDC members are expected to serve a liaison function to interested parties in Arlington including any group who has formally submitted their name for membership. To ensure vibrancy and quorum at EDC meetings, members shall make best efforts to attend Commission meetings in person. In the event a member is unable to attend a meeting in person, or must attend virtually, he/she will provide 48 hours' notice to the Chair and staff liaison ("excused absence"). Members who exceed either (i) one unexcused absence or (ii) two excused absences in a calendar year may be asked to step down. The Commission Chair, after notifying the County Board liaison, shall notify the member if such an action is warranted.

Ex-Officio Membership: The President of the Arlington Chamber of Commerce will serve as an ex-officio member of the EDC.

Chair, Vice Chair and Committees: The County Board shall appoint a Chair to lead the efforts of the Advisory Group. Also, one member of the group may be appointed by the EDC to serve as Vice-Chair when the Chair is unavailable.

Committee Membership: The EDC Chair may create committees, as necessary, to accomplish specific EDC missions and the Chair shall appoint committee leadership. Committee membership may include persons who are not members of the EDC.

Staff Liaison: The County Manager shall appoint a member of staff from Arlington Economic Development to serve as liaison to the EDC.

Meetings: The EDC will meet as needed to adequately fulfill its role and responsibilities outlined in this charter. Meeting dates for the entire calendar year will be determined at Last meeting of the previous year. All meetings will comply with Virginia Open Meeting requirements and the Freedom of Information Act. Agendas and meeting minutes will be made available to the public in a timely manner. The Advisory Group Handbook provides additional information on the conduct of meetings as well as communication protocols that should guide all members in their advisory group work.

Reporting to the Board: The EDC will provide recommendations to the County Board about economic development. The EDC will at a minimum submit an annual report to the County Board after consultation with the Board Liaison. The EDC may, from time to time, be asked to provide comment at a regular Board meeting or Board work session. In addition, testimony from advisory groups on budget and capital spending priorities is always welcome. The Chair should consult with the staff liaison and review the published public hearing schedules.

Update of this Charter: From time to time, the EDC shall review this charter to assure that it meets current needs. Any requests for changes must be processed through the Board Liaison.

**COMMERCIAL MARKET
RESILIENCY INITIATIVE (CMRI)**



Transforming Arlington's Office Buildings: A New Regulatory Approach

**Presentation to
Economic
Development
Commission
October 8, 2024**



ELEMENTS OF A PROCESS CHANGE

Transforming Arlington's Obsolete Office Building Inventory

County Board Policy

- Justification of Impact
- Adaptive Reuse – First Step
- Other Policy Tools

Zoning Ordinance Amendment (ZOA)

- New Process
- Criteria and Limitations
- Removal of ADU Requirement
- Earning Density

Admin Regulations

- Submittal Checklist
- Process Elements
- Timing
- Standards & Conditions

ADAPTIVE REUSE

Proposed Changes and Anticipated Benefits

Process & Policy Changes

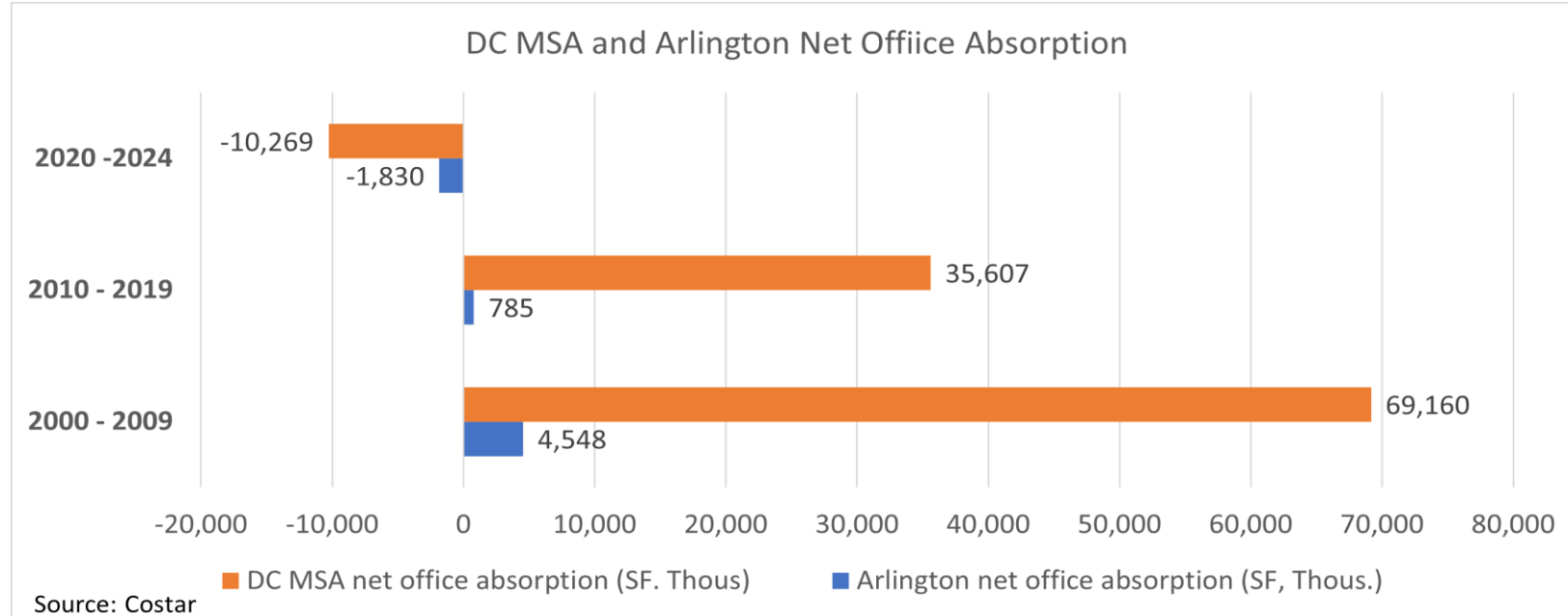
- Prioritizes **office reuse** as a **public priority** in the zoning ordinance
- Applies when there are **minimal changes to existing building form**
- **Streamlines the project review** process
- **Exempts projects from affordable housing** requirements
- **Incorporates green building standards** within context of office building reuse
- **Retains existing community benefits**

Benefits

- ✓ Converts obsolete buildings into productive use in **less time and with less upfront costs**
- ✓ Accelerates pace of **increased returns to county's commercial tax base**
- ✓ Creates greater certainty in process thereby **reducing financial risk** and **attracting scarce capital**
- ✓ **Addresses market needs and demands** - e.g., housing and hotels
- ✓ **Replace vacancy with vibrancy** which has positive spillover effects on neighboring businesses

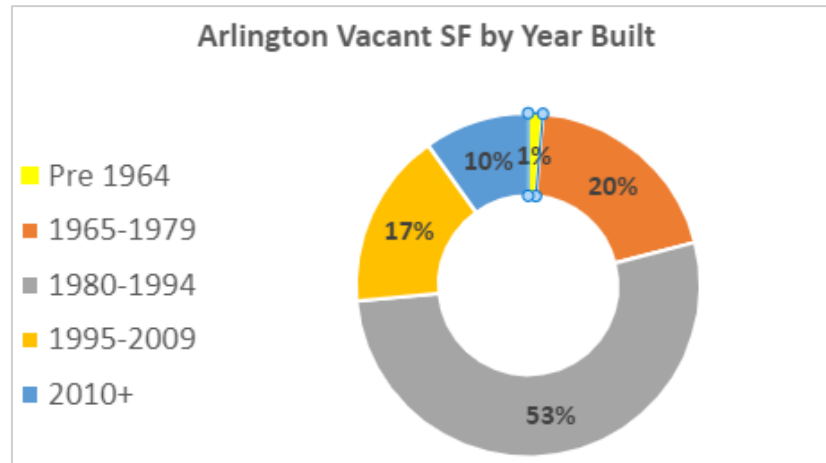
THE WHY

How and where people work has changed



78 Of The 326 Office Buildings in Arlington were determined to be “at-risk” for market distress and significant value decline

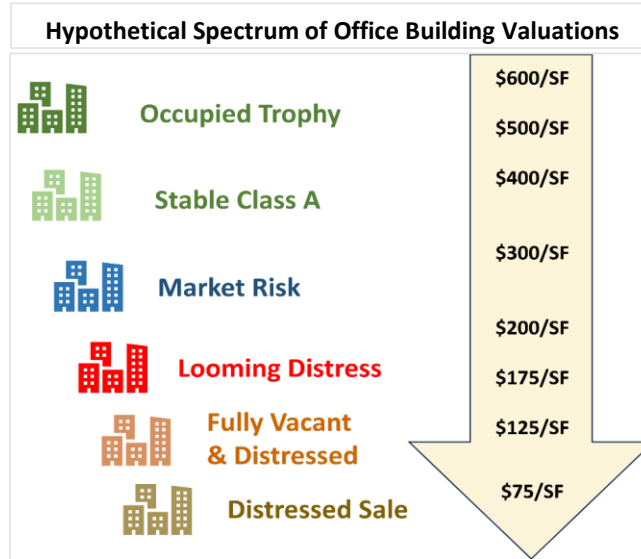
22.3m SF of RBA in “At-risk” buildings, or **50.9% Of Total RBA**



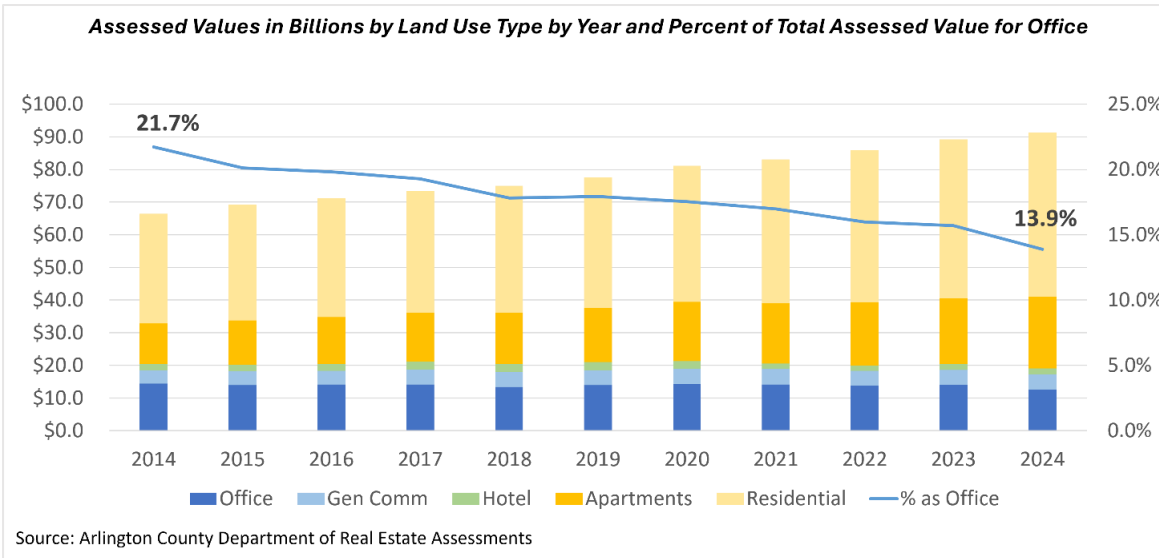
- **Structural supply and demand challenges**
- **Obsolete office supply**
- Declining office values & assessments
- Impact on tax revenues
- Impact on place
- Worst may be yet to come

THE WHY

Inaction reduces county's attractiveness for investment and strains fiscal balance



- Structural supply and demand challenges
- Obsolete office supply
- **Declining office values & assessments**
- **Impact on tax revenues**
- **Impact on place**
- **Worst may be yet to come**



POLICY ON TRANSFORMING OBSOLETE OFFICE SUPPLY

A **bold public policy and regulatory intervention** is required to urgently address the adverse economic and fiscal impacts on Arlington of a declining commercial office sector AND to **establish as a public priority** new or amended policies, programs and regulatory processes that support and incentivize private-market efforts to **transform the supply of existing, obsolete office buildings to more productive uses.**

ADAPTIVE REUSE DEFINITION

Targeted, strategic application

- Change in primary use from office to other use
- Interior fit out/conversion
- Relatively little change to building or exterior site
- Exceptions:
 - Ground-floor repositioning
 - Rooftops
 - Terraces/mezzanines
 - Facade refresh
 - Landscaping refresh, outdoor amenities
 - Unrequired parking to GFA
- No altering of previous community benefits



CURRENT PROCESS BARRIERS TO ADAPTIVE REUSE

- ✓ Change in primary use requires a **major site plan amendment**
- ✓ **Sector plan specificity limits adaptability** to structural changes in market
- ✓ **Existing site plan conditions limit flexibility** to change use without **potentially triggering updated or additional site plan condition requirements**

The time, cost and uncertainty associated with the current entitlements process limits the ability of owners to secure financing on already risky adaptive reuse projects.

STREAMLINED PROCESS GUIDANCE

Relationship to current process – NEW PROCESS

- Not amending Minor or Major definitions in ACZO
- Coordination with administrative CMRI workstream on Major-Minor-Admin processes for all site plans
- Timing: **Aiming for 120-150 days or less to get to approval**

Method of review and approval – COUNTY BOARD ACTION

- Administrative path considered and studied – but not viable or sufficient
- Will still end with **County Board Consideration**
- Role of SPRC/PC

Criteria and limitations – FLEXIBLE BUT FOCUSED

- Approved and constructed site plan projects – no FBC or by right as of yet
- Thresholds – % of office use in a building, % of existing office space adaptively reused
- Vacancy, signs of distress, etc. considered but not initially proposed
- Changes to major community benefits not considered in this new process

STREAMLINED PROJECT REVIEW

New approach will seek to retain thoroughness of review but add more certainty in timing from application to final CB consideration

Application Type	Site Plan Review Committee (SPRC) Review	Planning Commission (PC) Hearing	County Board Approval	Typical Timing
Administrative Change	No	No	No	Case-by-case
Minor Site Plan (Typically minor changes to approved building plans and site plan conditions)	No	No	Yes	3 - 5 months
Major Site Plan I (Primarily use change and minimal building changes)	Yes – sometimes just a single meeting	Yes	Yes	6 + months
Major Site Plan II (More significant use and building changes, including types of redevelopment)	Yes – typically 3 SPRC meetings	Yes	Yes	9+ months

DENSITY ALLOWANCES AND SITE PLAN STANDARDS

Existing building and standards as starting point but amended to reflect the unique nature of Adaptive Reuse proposals.

Density calculation changes under zoning

Ground-floor bump outs

Inclusion of previously excluded SF

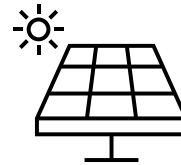
Mezzanines

Terraces

Rooftops

Façade replacement

Conversion of unused parking



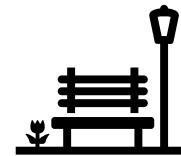
Green Building



Multi-modal
Transportation



Parking & Loading



Streetscape
Standards



Landscaping and
Tree Canopy
Standards

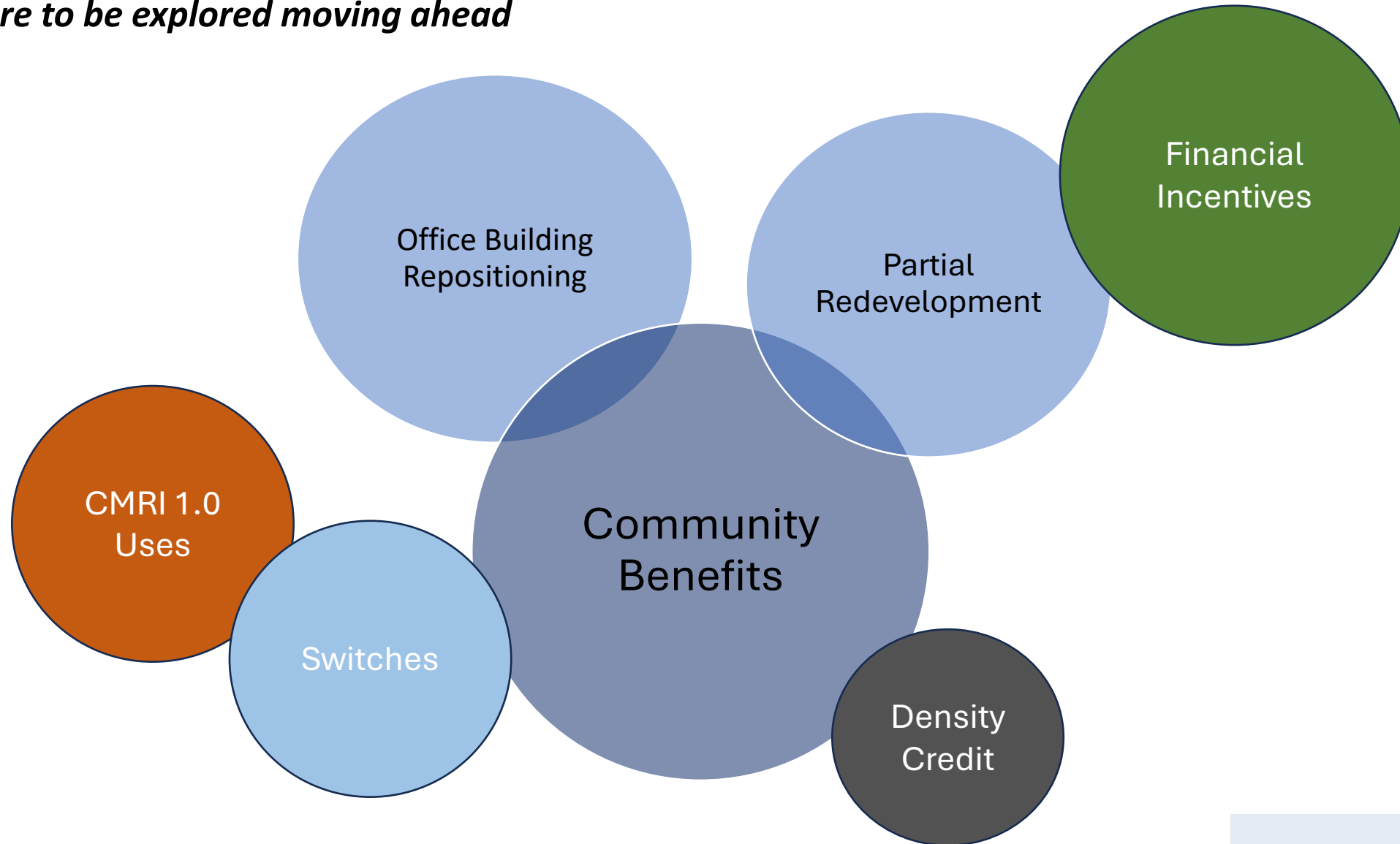


Other Legacy Site
Plan Conditions

Note: Not an exhaustive list

ADDITIONAL POLICY RESPONSES

More to be explored moving ahead



ADAPTIVE REUSE POLICY ISSUES

Key Tradeoffs and Discussion Points

- Reflecting urgency, embracing bold public policy, and accepting risk of change
 - Role of impact (fiscal) studies
 - Removing obsolete office supply = public priority
- Review process: community engagement and commissions
- Relationship to other county goals/policies/plans
 - Sector plans
 - Transportation – modality & parking, loading, on and off-site improvements
 - Affordable housing
 - Green building



ARLINGTON
VIRGINIA

Thank You!

EDC Questions & Discussion

