



Harrisonburg Ordinance Advisory Committee Introductory Meeting Agenda

October 12, 2020 / 1:00 pm

- Introductions
 - City staff
 - Kendig Keast Collaborative, Prime Consultant
 - Bret Keast, AICP, Owner | CEO
 - Brian Mabry, AICP, Code Practice Leader
 - Kelli McCormick, AICP, Senior Associate
 - White and Smith, Subconsultants, Signs / Development Review
 - Mark White, Esq., AICP
 - Committee members
- Introductory Presentation
- Roles of the Ordinance Advisory Committee
 - Represent the broader community
 - Review and comment on each deliverable
 - Serve as a sounded board for new ideas and solutions
 - Provide constructive input
- What are Your Thoughts?
- Draft Survey
- Project Schedule



Zoning and Subdivisions Update Project Schedule as of 09.16.20

Deliverables and Meetings	Dates / Times / Locations	Status
2020		
Project Kick Off Teleconference with City Project Director	July 17 / 10 AM	COMPLETE
Deliverable: Project Schedule	Week of July 27	COMPLETE
Teleconference with City's Project Director	August 3 / 2 PM (recurring every other week as needed)	COMPLETE
Joint CC / PC Introductory Video-Conference	August 25 / 7 PM	COMPLETE
Trip (or Virtual Meeting Series) #1	October 5 - 12	
<ul style="list-style-type: none"> Stakeholder Meetings Part 1 and Part 2 	October 5 - 7 (Various times with groups divided among interest, up to 8, 50-minute sessions)	
<ul style="list-style-type: none"> City Staff Guided Tour / Field Reconnaissance 	TBD if meeting in person	
<ul style="list-style-type: none"> Staff Technical Team (STT) Intro Meeting 	October 12 / 9 AM	
<ul style="list-style-type: none"> Ordinance Advisory Ordinance (OAC) Intro Meeting 	October 12 / 1 PM	
Deliverable: Memorandum of Findings, including a recordation of comments and responses	Week of October 19	
Deliverables: Ordinance Diagnostic and Annotated Outline	Week of November 16	10% Complete
STT Video-Conference Presentation of Deliverables	November 18 / 10 AM	
OAC Video-Conference Presentation of Deliverables	November 18 / 1 PM	
Deliverables: District Comparison Analysis and Comparative Map of Land Use and Zoning Districts	Week of December 21	15% Complete
2021		
Deliverable: enCodePlus Project Site	Week of January 4	
Deliverable: Preliminary Draft of Module #1	Week of January 4	
<i>City Staff Deliverable: Written Comments on Preliminary Draft Module #1</i>	Week of January 25	
Deliverable: Revised Draft of Module #1	Week of March 8	
Trip (or Virtual Meeting Series) #2	April 5 - 6	
<ul style="list-style-type: none"> OAC Work Session on Work Thus Far 	April 5 / 1 PM	
<ul style="list-style-type: none"> STT Meeting on Work Thus Far 	April 6 / 1 PM	
<ul style="list-style-type: none"> Open House on Work Thus Far 	April 6 / 6 PM	
Deliverable: Preliminary Draft of Module #2	Week of May 3	
<i>City Staff Deliverable: Written Comments on Preliminary Draft Module #2</i>	Week of May 24	
Deliverable: Revised Draft of Module #2	Week of June 14	



Deliverables and Meetings	Dates / Times / Locations	Status
Trip (or Virtual Meeting Series) #3	June 21-22	
• STT Meeting on Module 2	June 21 / 9 AM	
• Open Door Meeting on Module 2	June 21 / 6 PM	
• OAC Work Session on Module 2	June 22 / 1 PM	
• Planning Commission Briefing on Modules 1 and 2	TBD in June or July	
Deliverable: Preliminary Draft of Module #3	Week of July 12	
<i>City Staff Deliverable: Written Comments on Preliminary Draft Module #3</i>	Week of July 26	
Deliverable: Revised Draft of Module #3	Week of August 9	
Trip (or Virtual Meeting Series) #4	September 8-9	
• OAC Work Session on Module 3	September 8 / 1 PM	
• STT Meeting on Module 3	September 9 / 9 AM	
• Open House Meeting on Module 3	September 9 / 6 PM	
Deliverable: Public Hearing Draft	Week of September 27	
Trip (or Virtual Meeting Series) #5	October 13	
• OAC Final Meeting (virtual)	October 13 / 1 PM	
• STT Final Meeting (virtual)	October 13 / 9 AM	
• Planning Commission Public Hearing	November 10 / 7 PM / Council Chamber	
Trip (or Virtual Meeting Series) #6	December 7	
• Community Development Staff Wrap Up	December 6 / 1 PM	
• City Council Public Hearing	December 7 / 7 PM / Council Chamber	
Deliverable: Final Zoning and Subdivision Update	Week of December 20	
Adoption by City Council (Second Reading)	January 11, 2022	

All times are Eastern time zone

Avoid Tuesday AM meetings

STT = Staff Technical Team OAC = Ordinance Advisory Committee PC = Planning Commission
CC = City Council

City Council – Second and fourth Tuesdays of the month, Council Chamber at 409 South Main Street, 7:00 pm

Planning Commission – Second Wednesday of the month, Council Chamber at 409 South Main Street, 7:00 pm (Note: For virtual meetings, PC meetings start at 6pm)

Board of Zoning Appeals – First Monday of the month, Council Chamber at 409 South Main Street, 4:00 pm