

WEST PIEDMONT PLANNING DISTRICT COMMISSION MINUTES

of the
March 24, 2011, Meeting

held at the
Commission Office
1100 Madison Street, Martinsville, VA
at 7:30 p.m.

PRESENT

HENRY COUNTY

Wes George

PATRICK COUNTY

Karl Weiss

Lock Boyce

Jerry Adams

PITTSYLVANIA COUNTY

James Astin, Treasurer

James Snead

MARTINSVILLE

Kathy Lawson, Chair

ROCKY MOUNT

Gregory Walker

Ralph Casey

Jerry Greer

DANVILLE

Gary P. Miller

Verna Graham

FRANKLIN COUNTY

Bobby Thompson

Bill Brush

Leland Mitchell

ABSENT

Kimble Reynolds, Vice-Chairman, Martinsville

Tommy Slaughter, Henry County

William Pritchett, Pittsylvania County

Jim Adams, Henry County

Kim Adkins, Martinsville

Buddy Rawley, Danville

STAFF

Robert W. Dowd, AICP, Executive Director

Joan Hullett, Assistant Director

Jacob Bullins, Administrative Assistant/Bookkeeper

GUEST

Michael Burnette, Franklin County

1. **Call to Order**

The Chairman established the presence of a quorum and called the meeting to order at 7:30 p.m. She welcomed the guest present and introduced Jacob Bullins, who had assumed Tammy Moss' position as Administrative Assistant/Bookkeeper.

2. **Confirmation of Minutes of the February 25, 2010, Meeting—WPPDC/M(10)1**

Mr. Brush made a motion, seconded by Mr. Astin, to approve the minutes of the February 24, 2011, meeting. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the minutes of the February 24, 2011, meeting.

3. **Regional Forum Opportunity – Comments from Commissioners and/or Public**

The Chairman asked if there were Commissioners and/or Public present who wished to comment. There were no comments.

4. **Points Arising from Previous Meeting**

The Executive Director reported that followup action had taken place since the last Board meeting concerning the Community Development Block Grant Priorities, the Regional Rural Long-Range Transportation Planning Grant, and the Smith Mountain Lake Shoreline Management Plan resolution.

THE BOARD:

Noted this report.

5. **Treasurer's Report: January 31, 2011—WPPDC/P(11)13**

Following the report by Treasurer Astin, Mr. Snead made a motion, seconded by Mr. Greer, to approve the Treasurer's Reports as presented. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the January 31, 2011, Treasurer's Report as presented.

6. **Environmental Review:**

Applicant: Danville Science Center

Project: Environmental Impact Statement Review for Danville Science Center (Requested by VA Department of Environmental Quality)--WPPDC/P(11)19

Description: The Virginia Department of Environmental Quality had requested the Commission's review and comment on an Environmental Impact Report for the Danville Science Center Addition, sponsored by the Science Museum of Virginia. The Danville Science Center, located at the historic Crossing at the Dan, incorporates hands-on exhibits and special programs that make science education fun for everyone. The proposed project was to construct an addition to the existing building and will be situated between two parking areas that have been constructed by the City of Danville. Public sewer, water, electric, telephone, and gas utilities were already available at the site. The proposed site improvements included a building addition and associated walkways, retaining walls, driveways, and storm drainage. An access drive and sidewalks would be constructed to provide delivery vehicle and pedestrian access to the proposed addition. Walkways would provide accessibility for the disabled. The proposed design would complement the current architecture of the building and the surrounding historic areas. The project appeared to have no permanent impact on air quality or water quality. Few additions of impervious surfaces were being proposed at the site and would not significantly affect stormwater runoff from the previous land use. There were no losses of significant resources, such as historic or archaeological sites. There appeared to be no irreversible environmental changes as a result of this project. All previous impervious materials would be removed and the new Center for Science landscaping and manicured areas would be installed per local city ordinances. Because of the nature of the project, location of the project site away from the river tributaries and site topography, the water quality and aquatic life should not be degraded by the construction work. No watershed protection zones were noted in the area of the subject property.

Action: Motion by Mr. Astin, seconded by Mr. Snead, to make a favorable recommendation on the project. Upon vote, the motion carried unanimously.

7. **Intergovernmental Review:**

Applicant: Danville Metropolitan Planning Organization Notification of Intent to Apply for Federal Transit Administration Section 5303 Planning and Technical Assistance Funds--FY 2012—WPPDC/P(11)20

Project: The Executive Director, who serves as the Danville Metropolitan Planning Organization's Administrator, advised that he would be filing a Notification of Intent to apply for Section 5303 Planning and Technical Assistance funds from the Federal Transit Administration (FTA). The FTA funds to be sought with approval of the Danville MPO and the City of Danville would be in the amount of \$66,579 with matching funds of \$8,323 from the Commonwealth of Virginia's

Department of Rail and Public Transportation and \$8,323 from the City of Danville on its approval. The following efforts will be undertaken by the parties to the work program:

- a. Danville MPO Administration/Planning: Provide transit planning administrative assistance to the DTS to meet FTA Section 5307 requirements for preparing and submitting grant applications; maintaining and implementing a Public and a Private Sector Participation Process; and to conduct long-range and short-range transit planning activities when needed; develop UWP transit planning elements and insure project selection and public participation procedures are maintained and implemented. The short-range work will be employed to produce a demographic assessment for the TDP using new Census data; it will include but not be limited to a geographic comparison of the fixed route network and population change, employment change, household densities, and employment densities.
- b. City of Danville/Danville Transit System Planning (Pass-Through Grant Supported): Danville Transit System (DTS) would conduct transit planning and administration efforts necessary to comply with FTA requirements in order to receive Section 5307 program capital and operating grants. These requirements include maintaining Civil Rights (Title VI), DBE and EEO requirements, performance monitoring, ADA planning and preparing all necessary reports. DTS will coordinate with the MPO on transit planning activities, including updating the Transit Development Plan and maintaining the Public Participation Plan. Funds are expected to be used to support, in part, a Transit Manager and staff assistance in the preceding efforts.

The Executive Director noted that the City of Danville (Pittsylvania County) MPO was utilizing Section 5303 funds in the current fiscal year. He also noted that the City of Danville and the Danville MPO anticipated the funding request and it was being included in the upcoming Unified Work Program for FY 2012. In addition to Commission review and consideration of the application notice of intent, the MPO Administrator was also requesting Board consideration of approval of a resolution authorizing the MPO Administrator/WPPDC Executive Director to apply for funds and to contract with the City of Danville for the pass-through funds from the FTA Section 5303 planning grant, anticipating the City's desire for these funds and the MPO's own approval of the pass-through action.

Action: Motion by Mr. Greer, seconded by Mr. Adams, to make a favorable recommendation on the project. Upon vote, the motion carried unanimously.

8. Intergovernmental Review:

Applicant: County of Franklin
 Project: Application for VA Community Development Block Grant Funds for Water and Sewer Extensions at the Franklin County Commerce Center--WPPDC/P(11)17
 Description: Franklin County was applying for \$220,841 in CDBG funds, with a local match of \$42,462 plus private investment of 41.1 million, and Tobacco Commission funds in the amount of \$79,791 to further develop utilities at the Franklin County Commerce Center that lies off the west side of US Route 220, south of Rocky Mount to be able to provide needed water and sewer services to a site to be occupied by a new industry. The County will construct approximately 1,400 linear feet of twelve-inch water line and approximately 1,000 linear feet of two-inch sewer force main and gravity line to service the building site. There will be benefits to low- and moderate-income periods; the project will result in twenty-nine new jobs being created in the County, of which at least 51% will be targeted for hiring LMI individuals. Michael Burnette of Franklin County was present to respond to questions concerning the project.
 Action: Motion by Mr. Thompson, seconded by Mr. Greer, to make a favorable recommendation on the project. Upon vote, the motion carried unanimously.

9. Approval of Resolution of Authorization for MPO Administrator/WPPDC Executive Director to Apply for Funds and to Contract with the City of Danville, Danville Transit System to Receive Pass-through Funds from a Federal Transit Administration Section 5303 Planning Grant – FY 2012

At its earlier session, the Executive Committee had voted unanimously to recommend that the Board adopt a resolution (copy attached) authorizing the Executive Director (a) to contract with the City of Danville for receipt of and eligible use of a pass-through portion of the Federal Transit Administration Section 5303 grant funds that may be received by the Danville Urbanized Area Metropolitan Planning Organization, noting that the City of Danville by separate action shall commit to funding the local match for the grant and (b) to submit the Section 5303 Federal Transit Administration grant application and to contract with the VA Department of Rail and Public Transportation for receipt of said Federal Transit Administration funds as necessary and including the compliance with applicable laws, regulations, guidelines, and assurances of the United States and Commonwealth of Virginia, and for state portions of the matching funds as necessary.

Mr. Astin made a motion, seconded by Mr. George, to accept the Executive Committee's recommendation. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to adopt a resolution (copy attached) authorizing the Executive Director (a) to contract with the City of Danville for receipt of and eligible use of a pass-through portion of the Federal Transit Administration Section 5303 grant funds that may be received by the Danville Urbanized Area Metropolitan Planning Organization, noting that the City of Danville by separate action shall commit to funding the local match for the grant and (b) to submit the Section 5303 Federal Transit Administration grant application and to contract with the VA Department of Rail and Public

Transportation for receipt of said Federal Transit Administration funds as necessary and including the compliance with applicable laws, regulations, guidelines, and assurances of the United States and Commonwealth of Virginia, and for state portions of the matching funds as necessary.

10. Update on Rural Transportation Planning Program in Conjunction with the VA Department of Transportation

The Executive Director informed the Board that at the draft Regional Rural Transportation Plan would be presented at a public meeting on April 20, 2011, from 5:30 – 7:30 p.m. at the Henry County Administration Building's Board of Supervisors' Meeting Room.

THE BOARD:

Noted this report.

11. Danville Metropolitan Planning Organization Assistance Program in conjunction with the VA Department of Transportation, Federal Highway Administration

The Executive Director informed the Board that the contract between the MPO Administrator/WPPDC and URS Corporation had been executed and that a kickoff meeting would be arranged. He also noted that a public hearing and MPO meeting were to be held on March 30, 2011, on updates to the Long-Range Transportation Plan and Transportation Improvement Program.

THE BOARD:

Noted this report.

12. Update on the Development of Regional Water Supply Plan in Cooperation with the VA Department of Environmental Quality

The Executive Director reported that draft regional water supply plan had been submitted by Draper Aden to the Roanoke/Lynchburg Regional Office of the VA Department of Environmental Quality. Due to staff cutbacks, DEQ advised that it was running a month behind in review of the plan; however, it was anticipated that the final review would be completed in sufficient time to complete the plan adoption process by the November 2011 deadline for completion.

THE BOARD:

Noted this report.

13. Updates/Report on Regional Projects/Activities Related to US Department of Commerce, Economic Development Administration

The Deputy Director advised that work was nearing completion on the development of the annual update to the Comprehensive Economic Development Strategy document and that a copy would be distributed to members at the April meeting to save on postage and to allow sufficient time for review prior to consideration of approval at the May Board meeting. The Deputy Director also explained that EDA's CEDS development process requires that the document include performance measures as a means of benchmarking. She referred the Board members to the attachments to Board paper that had been included in the Board package entitled "Program Evaluation for July 1, 2010 – June 30, 2011" and "Implementation Plan for July 1, 2011 – June 30, 2012."

Mr. Astin made a motion, seconded by Mr. Greer, to approve the "Program Evaluation for July 1, 2010 – June 30, 2011" and "Implementation Plan for July 1, 2011 – June 30, 2012" as presented for submission to EDA with the CEDS document currently under development for consideration at the May Board meeting. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the "Program Evaluation for July 1, 2010 – June 30, 2011" and "Implementation Plan for July 1, 2011 – June 30, 2012" as presented for submission to EDA with the CEDS document currently under development for consideration at the May Board meeting.

14. Update on Regional Hazard Mitigation Planning Activities

The Deputy Director noted that work was underway on the update to the Regional Hazard Mitigation Plan. The Commission's consultant, Dewberry, had completed a draft Hazard Identification and Risk Assessment in conjunction with the PDC's localities. A Natural Hazards Listening Session had been held at the Henry County Administration Building on March 18, 2011. The Plan was approximately 40 percent complete. The consultant staff was to meet with local government representatives serving on the Project Management Team the week of April 11, 2011, to begin work on the plan's capability assessment and mitigation strategy development. The deadline for plan completion is December 31, 2011.

THE BOARD:

Noted this report.

15. Highlights of Commission and Staff Activities; Other Business and Reports

The Executive Director noted that the resolution from the February meeting concerning the Smith Mountain Lake Shoreline Management Plan had been sent to the Roanoke Valley-Allegheny Regional Commission and Region 2000.

He asked the Board members if they had comments to provide concerning VDOT's Rural Consultation Process. Since there were none, he noted that he would prepare a response on the Commission's behalf.

He also referred Board members to the letter in the Board package from Mr. Hank Davis expressing appreciation for his certificate and resolution.

THE BOARD:

Noted these reports.

16. Chairman's Report

The Chairman reported that the Search Committee had made an offer to Aaron Burdick for the Executive Director's position earlier in the evening and that he had verbally accepted the offer.

THE BOARD:

Noted this report.

17. Adjournment

There being no further business, the meeting was adjourned at 8:10 p.m.

attachment

Robert W. Dowd, AICP
Executive Director