

June 15, 2011

Dear Community Group Leader:

As you may know, the Thomas Jefferson Planning District Commission (TJPDC) with the City of Charlottesville, Albemarle County and the University of Virginia has received a grant of \$999,000 from HUD's Sustainable Communities Planning Grant Program. The purpose of this grant is to develop the Charlottesville Area Livability Implementation Plan (the Plan). The Plan will provide data, analysis, and proposed strategies that will lead to increased livability and sustainability for the Charlottesville area. The plan is advisory only and its contents and recommendations are nonbinding. Any recommendations from this plan that are considered for inclusion in local Comprehensive Plans will be required to go through the mandated processes with Planning Commission and governing body consideration and approval. The attached two page abstract provides additional information on the plan and its components.

The TJPDC is the lead organization for this project. The approval body for products from this process is the Charlottesville-Albemarle-University of Virginia Planning and Coordinating Council (PACC), a nine member body with three members appointed by the Charlottesville City Council, three members appointed by the Albemarle County Board of Supervisors and three members appointed by the President of the University of Virginia. PACC will be advised in this role by the PACC Technical Committee (PACC Tech), whose membership is also appointed by the City Council, Board of Supervisors and University President.

To ensure that the broadest possible public review is provided for the plan, we are carrying out three different input activities.

- ❖ Public Workshops - There will be a very active public participation process conducted over the next 2 ½ years. This will involve a series of public open houses to be conducted all over the Charlottesville, Albemarle, University of Virginia area to give anyone who is interested in the opportunity to drop in and provide feedback on the products that are being developed. The next Public Workshop will be held on June 23 from 4:00 to 7:00 pm at the University of Virginia Darden School of Business. Further information can be found at the project website www.1-community.org.
- ❖ Livability Advisory Committee – This group is made up of key partners in the project and is designed to allow them to provide technical input on the products.
- ❖ Livability Partnership – The Livability Partnership is designed to provide a mechanism for input by the rich assortment of community groups and organizations in the Charlottesville-Albemarle area. It is structured so that each community group that desires to participate can appoint one individual to represent that group on the Livability Partnership. Meetings will be held quarterly. At the meetings, staff and others involved in the project will present studies and products that are under development. Members of the Livability Partnership will have the opportunity to ask questions and discuss the products in greater detail than is typically available at the Public Workshops. We will also utilize

structured methods for providing input or to raising questions at the meetings. After the Livability Partnership meetings are over, we will provide an online survey and ask that each community group representative work with the members of that group to figure out and submit that groups answers to the questions in the survey. The survey will be locked so that only members of the Livability Partnership will be able to submit responses. We believe the Livability Partnership will provide a valuable mechanism to allow the maximum participation by community groups.

I would like to invite your group to participate in the Livability Partnership. We are not limiting participation to any particular type of group and would like to get as broad a level of participation as we can. To do that and keep the group to a manageable size, we are limiting participation to only one person per group. If we get multiple volunteers from any particular group, we will work with that group to identify the individual who will represent the group at the Livability Partnership.

It should be noted that the Livability Partnership is not a decision making group. The group will not take votes or make recommendations. It is an input group and is designed to facilitate input from groups of all types. The Livability Partnership is also not a consensus building group. It is our hope that the questions and answers and discussion that takes place within the group will be a valuable mechanism for helping members to understand different perspectives on concerns and issues related to the Charlottesville-Albemarle community. But we will not be attempting to reach consensus related to the project or products.

It should also be noted that we do not expect members of the Livability Partnership to agree with or express their support for the final recommendations in the Livability Implementation Plan. We recognize that each group will take its own position on those recommendations. We hope that the input from the groups represented on the Livability Partnership will help our appointed and elected leaders shape policies that serve the best interests of the community.

Our biggest concern is that the meetings be conducted in an attitude of respect for all the participants. We realize that the issues we will discuss are contentious and that there will be many, passionately held points of view. We ask that everyone who chooses to participate do so realizing that each individual has an equal right to be heard and to express their views.

If your community group would like to participate in the Livability Partnership, please fill out the attached form designating a representative and submit it to TJPDC by Wednesday, July 6 at 5:00 pm. The first meeting of the Livability Partnership will take place on Monday, July 11 at 7:00 pm.

Please feel free to contact either myself (979-7310 x110, swilliams@tjpd.org) or our project manager, Summer Fredrick (979-7310 x102, sfrederick@tjpd.org) if you have questions.

Sincerely,

A handwritten signature in blue ink that reads "Stephen Williams". The signature is written in a cursive style with a long, sweeping underline.

Stephen Williams,
Executive Director

Livability Partnership Participant Group Sign Up

Instructions: If you would like your group to be include as one of the participating organizations in the Livability Partnership, please complete the following and return it to TJPDC by mail or drop off (401 E. Water Street, Charlottesville, Virginia 22902), via fax (434 979-1597) or via email (sfrederick@tjpd.org).

Community Group Information

Name of Community Group: _____

Community Group Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ email: _____

Community Group's Designated Representative on Livability Partnership

Name of Representative: _____

Representative's Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ email: _____