“To analyze, prioritize and plan for the balanced and sustainable use of the city’s land and other resources to enhance the quality of life for current and future generations.”
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COMMISSIONERS

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Sharyn Fox
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Elizabeth W. Willis
Zachary E. Wittkamp

TERMS
Commissioners serve two staggered 4-year terms

MEETING TIME
The board meets on the first and third Wednesday of each month at 2 pm in the City Council Chambers at 2400 Washington Avenue.
On behalf of the Newport News City Planning Commission, I am pleased to present the Commission’s annual report of activities for 2017 to the City Council and citizens of Newport News. The Planning Commission makes land use recommendations on proposed development within the city which can be both complex and difficult to resolve. The Commission fulfills its responsibility of determining the best use of land by striking a fair and equitable balance between the desires of the property owners and the community’s needs. The Commission ensures a balance through its committees. The committees enable the Commission to focus on specific issues before they are presented and acted upon. The committees of the Commission include the Regulations Committee and the Comprehensive Plan Citizen Advisory Committee. The Commission is also represented on the Regional Business District Review Committee, the Subdivision Review Board, the Community Development Block Grant (CDBG) Application Committee and the Lee Hall Corridor Overlay District Committee.

In closing, the members of the City Planning Commission have enjoyed serving the City Council and the citizens of Newport News. We remain dedicated to improving our community by promoting orderly and wholesome growth. To this end, we encourage all citizens to become involved in our deliberations by attending or watching, on cable channel 48 or Verizon FiOS channel 19, future Planning Commission meetings.

Mark W. Mulvaney
Chair
Comprehensive Plan Amendment
The Framework for the Future 2030 comprehensive plan is the policy plan for the development of Newport News. It sets forth policies and strategies for achieving the goals and vision of the city. Zoning of land within the city must be consistent with the Framework for the Future 2030 comprehensive plan. If not, a plan amendment is required before a zoning change can be approved.

Conditional Use Permit
A conditional use permit is required when a property owner proposes to use land for purposes other than those permitted by right within the designated zoning district, but may be permitted under certain conditions. Uses that can be requested through the conditional use permit process are identified in the Zoning Ordinance’s summary of use matrix.

Change of Zoning
A change of zoning is required when a property owner proposes to use land for purposes other than those permitted within its designated zoning district.
Planned Residential Development

To encourage efficient and well planned land use by clustering residential development to conserve open space, the Zoning Ordinance allows Planned Residential Development (PRD) in all residential districts. The Planning Commission reviews the PRD and master plan for its compliance with regulations and standards contained in the Zoning Ordinance, with the comprehensive plan and with sound principles of residential community planning.

Special Exception

The Planning Commission reviews special exception applications for the Board of Zoning Appeals. The Commission forwards their recommendation to the Board of Zoning Appeals. A special exception can be approved if all the criteria for the exception, as identified in the Zoning Ordinance, are met.

Zoning Ordinance Text Amendment

The Zoning Ordinance designates the types of land uses permitted in zoning districts in the city. It also provides for area, dimensional and other regulations necessary for those uses and zones to protect the public health, safety and welfare of citizens. These provisions require periodic review and change due to evolving development issues and opportunities.
Annual Apartment and Assisted Housing Survey
The Planning staff conducts annual surveys of the number and availability of apartments and assisted housing within the city. Staff is reworking the survey to ensure the data is clearly presented and easily understood by all users. The 2017 survey will be presented to the Planning Commission in 2018.

Choice Neighborhoods Initiative
The Planning Team – comprised of Planning, Development, Newport News Redevelopment and Housing Authority, and Choice Neighborhood residents – worked throughout 2017 to develop the Marshall-Ridley Choice Neighborhood Transformation Plan. The plan presents the community’s vision for a revitalized neighborhood and the strategies to implement to realize the desired housing, people and neighborhood outcomes. The Draft Transformation Plan was submitted to the U.S. Department of Housing and Urban Development in December 2017. The Planning Team also collaborated with numerous partners to complete and submit an application for a Choice Neighborhoods Initiative Implementation Grant in November 2017. Implementation Grantees will be announced in the summer of 2018.
Comprehensive Plan Update
With support from the Comprehensive Plan Citizen Advisory Committee (CPCAC), Planning staff completed the draft One City, One Future Comprehensive Plan and presented it for public review in July 2017. The plan will be presented to the Planning Commission in early 2018.

Development Monitoring Report
The Planning staff compiles data on development activity in Newport News. In the past, the information has been presented in the Development Monitoring Report, which tracked the number of residential and non-residential subdivisions and site plans reviewed, building permits issued for non-residential projects, and land use. Past reports are posted on the Planning website. Planning staff is reworking the presentation of the data and will post the 2017 report in 2018.

Joint Land Use Study
The Department of Defense, Office of Economic Adjustment awarded a grant to the cities of Newport News and Hampton to conduct a Joint Land Use Study (JLUS) for Joint Base Langley-Eustis. The JLUS program supports long-term sustainability and operability of the military installation complex. The Draft Fort Eustis JLUS was submitted to Planning staff for review in December 2017. The draft study will be available for public review in early 2018.

Public Outreach and Engagement
Planning staff continued to support various community and business groups including the Downtown Newport News Merchants and Neighbors Association, North District Town Hall, South District Town Hall, and Denbigh Warwick Business Association. Staff routinely provides updates on citywide planning and development activities.
Public Transit
Planning staff continued to work with HRT to implement the city’s Bus Shelter Program, which replaces, upgrades or installs new bus shelters throughout the city. In order to establish clear guidelines for the planning, design, placement, and maintenance of bus stops throughout Newport News, Planning staff prepared the Bus Stop Policy. The draft policy was presented to City Council at a Work Session in June 2017. A revised Policy will be scheduled for public hearings in early 2018.

Regional Planning
Planning staff continued to participate in regional planning forums through Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization, and Hampton Roads Transit (HRT). Staff regularly attends board and commission meetings and participates on subcommittees focused on addressing issues of a regional importance including transportation and land use planning. The Peninsula Corridor Study, initiated by HRT in early 2016 in partnership with the cities of Newport News and Hampton, was completed in September 2017. The study defined and assessed potential alignments and preferred transit technology for high capacity transit on the Peninsula. Three Bus Rapid Transit (BRT) alignments were selected as the recommended alternatives for further study. All three alignments extend through Newport News. The next phase of project development will involve refinement of the alternatives’ designs and evaluation of benefits and impacts through the federal environmental review process under the National Environmental Policy Act (NEPA).

Statistical Profile
The Planning staff publishes an annual Statistical Profile, which provides a general overview of the population, economy and quality of life in Newport News. Data is compiled from the U.S. Census, Weldon Cooper Center for Public Service, and the Hampton Roads Planning District Commission. Previous efforts to make the data more accessible and user-friendly have been expanded and will be presented to the Planning Commission in early 2018.
The City Planning Commission reviewed and made recommendations on 22 requests in 2017.

The department saw one staff change in 2017. Brian C. Pierce, Planner II, started with the comprehensive planning team in October 2017. Mr. Pierce has a dual master’s degree in urban planning and public administration from the University of Louisville and a bachelor of arts in architecture from the University of Kentucky. He was recently employed as a planning and programs associate for the Center for Neighborhoods in Louisville, Kentucky. We welcome him to Newport News and we look forward to him being with us for a while.

The Comprehensive Plan Citizen Advisory Committee (CPCAC) started off the year reviewing the preliminary draft comprehensive plan. Focus was on Chapters 5 and 6, which present the future land use plan and the implementation plan. The preliminary draft plan was presented to the public for review in July and August. Citizen feedback was incorporated into a revised draft plan, which was presented to the CPCAC in November 2017. The Planning Commission will hold a public hearing on the draft plan in early 2018.

The Choice Neighborhoods Initiative (CNI) Planning Team worked throughout 2017 to develop the Marshall-Ridley Choice Neighborhood Transformation Plan. The plan presents the community’s vision for a revitalized neighborhood and the strategies to implement to realize the desired housing, people and neighborhood outcomes. The draft transformation plan was submitted to the U.S. Department of Housing and Urban Development in December 2017. The Planning Team also collaborated with numerous partners to complete and submit an application for a CNI Implementation Grant in November 2017.

CONT.
Planning staff is actively engaged with regional groups such as Hampton Roads Transit, Hampton Roads Planning District Commission and the Hampton Roads Transportation Planning Organization.

Staff will continue supporting the activities of other city departments and the City Manager’s office, including the ongoing support of the City Planning Commission, the Hilton Village and North End/Huntington Heights Architectural Review Boards, the Lee Hall Corridor Overlay District Committee, the Regional Business District Review Committee and the Commemoration Advisory Commission. Staff support for the Architectural Review Boards includes board training, updating guidelines and issuance of Certificates of Appropriateness. Staff support for the City Planning Commission involves the review of rezoning applications, conditional use permits, zoning ordinance text amendments, special exception applications and comprehensive plan amendments. Staff support continues after City Council approval of applications through site plan approval, to final occupancy to ensure all conditions of approval are met. Additionally, Planning staff reviews site development plans and subdivision plats for conformance with zoning and site regulations. In 2017, 115 site plans and 75 subdivision plats were reviewed.

I look forward to working with you on the challenges that await us in 2018.

Sheila W. McAllister
Executive Secretary
“Cities have the capability of providing something for everybody, only because, and only when, they are created by everybody.”

- Jane Jacobs