

**Meeting Notes**  
**Infill Task Force**  
Tuesday, August 28, 2007  
City Hall Room 2000  
7:00 p.m.

***Members Present***

Stew Dunn (Chair)  
Lisa May  
Maria Wasowski  
Ken Billingsley  
Mary Konsoulis  
Gaver Nichols  
Dave Brown  
Stephen Koenig

***City Staff Present***

Faroll Hamer  
Rich Josephson  
Steve Milone  
Valerie Peterson  
Hal Phipps (Consultant)  
Al Himes (Alexandria Transit)

***Introduction***

Stew Dunn, Planning Commission member and Chair of the Infill Task Force, began the meeting and introduced Faroll Hamer, Director of Planning and Zoning, Ms. Hamer discussed how infill is a difficult topic as it is a local, “neighbor to neighbor” issue. She cautioned that the process will take a lot of care and caution, and that the task force needs to have a lot of information on terms and numbers on the extent of the issue, such as the number of cases and their rate of development. Many think home sizes will actually begin decreasing. She cautioned to think through requiring any new category of SUPs, and to think of how many there would be, and the time needed to process each one, as additional staff would be required. The SUP is a political process and not a planning process, and prescriptive or performance standards may be more appropriate. As the issue is very local, neighborhood conservation districts that establish appropriate heights and setbacks based on the individual neighborhood characteristics should be considered.

***Review and discussion of Task Force mission***

Stew Dunn reviewed the mission of the task force, as identified in the April 10, 2007 Resolution, which is:

- Study the impact of large new housing construction and major residential additions, in existing single-family neighborhoods;
- Analyze existing City regulations that pertain to limiting infill impacts and make recommendations to the Planning Commission and City Council for any regulatory changes; and
- Keep the public informed about the study, briefing the community at large on the progress of the infill study, and briefing the Planning Commission and City Council on their analysis and recommendations.

### ***Briefing***

Valerie Peterson, Urban Planner, provided an overview of the issue of infill in Alexandria, and discussed the existing regulatory tools and processes applicable to infill development in the City. Hal Phipps, consultant, provided an overview of the various tools that communities have adopted to manage the issue of infill. Some of these tools include neighborhood conservation districts, lot coverage requirements, and incentives.

### ***Tentative Schedule***

The Task Force reviewed the proposed schedule, and agreed on the following dates for meetings, to be held at 7:00 p.m. at City Hall:

- September 8—*Field Trip*
- October 16
- October 25
- December 6

### ***Member Questions and Answers***

Members discussed that education can only go so far, and there is a need to look at several types of changes. There was a question about why so many developed lots are zoned to allow more development. Staff responded that zoning was intended to separate incompatible uses, and was not intended to regulate character, although this has changed over the years. Also, when zoning was designated for residential areas of the City, zoning requirements were put in place to reflect existing conditions. Members discussed the importance of understanding the existing regulations, and to quantify the number and rate of development of infill lots in Alexandria. Members then provided suggestions for sites to visit on the tour, which included the 100 block of Summers Drive where Spanish style homes are being converted to other styles.

### ***Public Comments***

- Concern about Sunset Drive and the loss of contributing structures.
- Tandem parking should be encouraged, and driveways should have permeable surfaces.
- The history of down-zoning in the city should be discussed.
- Meeting notes should be posted quickly on the website.

- There needs to be outreach to area architects and builders.
- Neighborhoods feel under siege by infill development.
- There is a concern about character.
- Need regulations that are quantifiable, including lot coverage, maximum volume and setbacks.
- Neighborhood character needs to be preserved.
- The property tax structure should not encourage McMansions.
- Form-based code should be considered.
- Flexibility should be built in to any recommendation.

*Next Steps*

The next Infill Task Force meeting will be held October 16, 2007 in City Hall.