

Meeting Notes
Land Use Information Accessibility Advisory
Group

11 October 2006

Chairman Walter Alcorn welcomed the members and brought the Advisory Group meeting to order.

Meeting schedule for the Advisory Group:

Next meeting:

- **November 8th - Room 9&10 of the Government Center**

Future Meetings:

- **None Scheduled**

All meetings will now start at 7:15.

Jeanne Wright was first on the agenda to discuss the LDSNet focus group meetings that have been held. The first focus group meeting was held to obtain feedback on the LDSNet Search by Address functionality. The Second focus group meeting was held to obtain general feedback on LDSNet to help determine usability. The third focus group was held to obtain feedback on the new LDSNet search by magisterial district functionality, which will be moving to production later in October. The fourth meeting (October 24) will be held to summarize/review the findings for all of the focus group meetings. The findings will be presented to the committee at

the November meeting. This feedback may be helpful in preparing the committee’s final recommendations.

Walter next began a discussion of the draft recommendations that he put together based on the meeting notes and his own personal notes and discussions with the committee members and staff.

1. In the opening paragraph:

It was suggested that there be a focus on the work that has been done by staff so far during the time that the committee has been in existence. Staff has been very responsive to the committee in taking suggestions made during discussion and creating changes to make the current Web pages and applications more usable. It was also suggested that 5 to 10 years may be a long timeframe for projects, there should be an acknowledgement of continual improvement as well as longer term changes. It was also suggested that a form of this committee meet periodically to gauge progress.

Another suggestion for the opening paragraph was to define the stakeholders.

2. In the area of “Guiding Principles”, the following comments were made and changes were suggested:

In the first item first bullet, “it” should be changed to “land use information”.

In the second item first bullet, there was a discussion of whether a person should be able to get information for their community or home owner association area – this discussion led to the fact that it would be very hard for the County to define this type of area accurately. Although some Board

member offices have periodically collected subsets of this type of information (i.e. community or home owner association related) the County generally does request or compile it. In the second bullet, it was suggested that a calendar of hearings and public meetings prior to public hearing might be helpful for the public and the words “public hearings” were removed after the word rezoning.

In item number four it was requested that data, which is displayed consistently across the County’s systems also be exportable by an end user to their own media.

In item six, the word “the” before systems was replaced with the word “information”.

In item seven, the request was made to tailor information to “user types”. In bullet one, neighborhoods was replaced with “user defined area” and in bullets two and three the phrases “permit approvals” and “rezoning approvals” were discussed – better wording might be requests and approvals – staff is going to look at this as attention needs to be paid to accuracy of data that could be displayed based on the point in time of the processes.

In item nine, a request was made to add a sentence that notes access methods need to be tailored to capabilities of end users. There was a general feeling that there are different types of end users and this should be addressed in the land systems where information access is concerned.

There was a general discussion of the need for a glossary or dictionary of terms used in the land development process. Staff noted that many terms used are taken from state code and industry standards. Staff will look into this further. The next to the last sentence of the last paragraph in item 10 was amended

to change “land use information glossary” to “glossary of land use terms”.

There was a general discussion that all sources of data should be utilized by the County, some sources noted included:

- Planning Commission**
- Board of Zoning Appeals**
- Department of Planning and Zoning**
- Department of Public Works and Environmental Services**

There was a discussion concerning review of the committee’s recommendations by outside groups. Ann Kanter noted that the recommendations coming from this committee should be shared with ITPAC and DIT so that they can be considered during the IT project planning process. Walter is going to ask for time at ITPAC’s next meeting, November 2nd at 8:00 am and also request time to review the recommendations with the Planning Commission. Walter and Dave Kockendarfer did meet with Supervisor Frey to discuss the committee’s work. Supervisor Frey is the chair of the Board of Supervisors’ Development Process Committee.

3. In the area of “Recommended Process and Page Specific Improvements for Fairfax County Land Use Information During the Next 5 to 10 Years” The following suggestion were made or changes were requested:

In item one “Continue Enhancements to LDSNet...” a statement that notes encouragement of continued innovation from staff and recognizes changes already made was suggested.

For item two “Integration of GIS into LDSNet”, Gordon Jarratt passed out suggestions from staff. A new title was suggested for this section – “Expanded Application of Land Use Information Tools”. The word “integrated” was inserted into the second paragraph/first sentence after the word “unified”. Staff was asked to look at how outside information sources could be integrated with County Web information, how more control of Web page information display could be given to end users and how users could tailor the information that is displayed for them on the Web pages. This would include new capabilities for mapping including turning layers on and off and mapping adhoc queries.

In item three “Land Use Public Hearing Information” specify the groups that are included for hearing information. Also in this item “all information” needs to be defined.

In item four “Electronic File Submission and Review”, there was a long discussion of disclaimers that would be needed for easements and similarly changeable or sometimes unreliable land use data made public on the County’s Web Site. This needs to be looked at further.

In item five “Land Use Orientation Page and Activity Calendar”, make sure that the calendar is inclusive.

In item six “Verbatims and/or...” there was a discussion about being able to download any on demand video that could be potentially archived for a Planning Commission meeting. Google video was a tool mentioned to achieve this. Gordon Jarratt will follow-up on this idea with Cable Communications.

In item seven “Notification Process Above...” new technologies such as RSS (Really Simple Syndication) were discussed as

methods to use for notification of individuals who register to get land use information updates.

In item eight “Collection of Approved Plans and Visualization...” eventual 3D imaging for GIS was discussed.

In item ten “Coordination with other Jurisdictions”, staff is going to suggest a reorganization of the paragraph, which deals with coordination of information with other jurisdictions.

In item twelve “Outreach to Citizens and Businesspeople in the County”, the idea of a non-County portal for land information was discussed, as well as, the use of non-County staff for additional land information that may be of use to the County.

Other discussion included:

- 1. Adding information about County projects on County land, including FCPS and Park Authority projects.**
- 2. Creation of new GIS overlays for zoning, comprehensive plan and as built information.**
- 3. Support for additional funding for the County’s new proffer tracking system by the committee, which would help move the project forward faster.**

Advisory Group Members in Attendance:

Walter Alcorn - Chairman

Judith Anderson – League of Women Voters

Anne Kanter – ITPAC

David Kochendarfer – Sully District

Linus Upson – Providence District

David Dale – Mount Vernon District

John Lindgren - NVBIA

Not Present

Allison Anderson - EQAC

James Katcham – Federation of Citizens Associations

Not Nominated

Fairfax County Chamber of Commerce Member