

**FAIRFAX COUNTY PLANNING COMMISSION
SCHOOLS COMMITTEE
WEDNESDAY, JUNE 27, 2018**

PRESENT: Timothy J. Sargeant, Commissioner At-Large, Chairman
Julie M. Strandlie, Mason District, Vice Chairman
James R. Hart, Commissioner At-Large
Ellen J. Hurley, Braddock District
John C. Ulfelder, Dranesville District
Peter F. Murphy, Springfield District
Donté Tanner, Sully District
Phillip A. Niedzielski-Eichner, Providence District

ABSENT: None

OTHERS: John A. Carter, Hunter Mill District
James T. Migliaccio, Lee District
Mary D. Cortina, At-Large
Jill G. Cooper, Director, Planning Commission
Inna Kangarloo, Senior Deputy Clerk, Planning Commission
Marianne Gardner, Planning Division (PD), Department of Planning and
Zoning (DPZ)
Michelle Stahlhut, PD, DPZ
David Stinson, PD, DPZ
Daniel Aminoff, Facilities Planning Advisory Council, Fairfax County Public
Schools (FCPS)
Karen Hogan, Facilities Planning Advisory Council, Fairfax County Public
Schools (FCPS)
Sandy Evans, Fairfax County School Board, FCPS
Dalia Palchik, Fairfax County School Board, FCPS
Jessica Gillis, Department of Facilities and Transportation Services (DFTS),
FCPS
Kevin Sneed, DFTS, FCPS

ATTACHMENTS:

- A. Example of County Property Conveyed to Park Authority
- B. Example of County Property Sold
- C. Existing Comprehensive Plan Policies – Schools and Economic Development
- D. Facilities Management Department Memorandum
- E. One Fairfax Policy – November 21, 2017

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Chairman Timothy J. Sargeant called the meeting to order at 7:32 p.m. in the Board of Supervisors Conference Room of the Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia 22035.

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Marianne Gardner, Planning Division (PD), Department of Planning and Zoning (DPZ); David Stinson, PD, DPZ; Sandy Evans, Fairfax County School Board, FCPS; Dalia Palchik, Fairfax County School Board, FCPS; Jessica Gillis, Department of Facilities and Transportation Services (DFTS), FCPS, and Kevin Sneed, DFTS, FCPS, discussed with the Committee members the examples of the reallocation and disposition process of County-owned vacant or underutilized property.

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Chairman Sargeant discussed the next scheduled meeting date of July 18, 2018.

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The meeting was adjourned at 8:35 p.m.
Timothy J. Sargeant, Chairman

An audio recording of this meeting is available in the Planning Commission Office, 12000 Government Center Parkway, Suite 330, Fairfax, Virginia 22035.

Minutes by: Inna Kangarloo
Approved: February 28, 2019



Teresa Marie Wang

Jacob Caporaletti

Jacob Caporaletti, Clerk
Fairfax County Planning Commission

Board Agenda Item
February 28, 2017

4:30 p.m.

Public Hearing to Convey Board-Owned Property at 1311 Spring Hill Road to the Fairfax County Park Authority (Dranesville)

ISSUE:

Public hearing regarding the conveyance of Board-owned property located at 1311 Spring Hill Road in McLean to the Fairfax County Park Authority (Park Authority).

RECOMMENDATION:

The County Executive recommends that the Board authorize staff to convey Board-owned property at 1311 Spring Hill Road in McLean to the Park Authority.

TIMING:

On January 24, 2017, the Board authorized the advertisement of a public hearing to convey Board-owned property to the Park Authority.

BACKGROUND:

The Board of Supervisors is the owner of a five-acre parcel located at 1311 Spring Hill Road, McLean, Virginia (Tax Map Number 0291 20 C) and situated next to Spring Hill Elementary School. The property (informally referred to as Holladay Field) contains a full-sized rectangular athletic field and practice area. Field usage is scheduled through Neighborhood and Community Services.

The Park Authority has requested the conveyance of the property to permit greater coordination with the recreational groups utilizing the field. The Park Authority will include the property in their inventory and maintain them in accordance with the adopted Park Authority Maintenance Standards. Since the property was originally dedicated to the Board for recreational purposes, the parcel is not subject to the existing Land Bank Agreement between the Board and the Park Authority.

Staff recommends that the conveyance of the property to the Park Authority be subject to the condition that the parcel must be used for public park and stormwater purposes. Staff further recommends that the conveyance be made subject to the County's reservation of the right to assign to public entities, public utilities, or telecommunications or cable television providers the right to construct improvements on the property for the purpose of providing utilities and other public services. Staff also recommends that any public utilities located on the property that are owned and maintained by County agencies, such as sanitary sewers and stormwater management facilities and structures, continue to be owned and maintained by the County.

Board Agenda Item
February 28, 2017

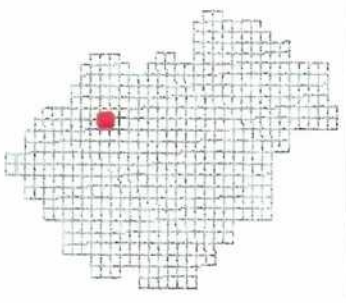
Staff recommends that the Board authorize staff to execute all necessary documents to convey the Holladay Field to the Park Authority.

FISCAL IMPACT:
None

ENCLOSED DOCUMENTS:
Attachment 1 – Location Map
Attachment 2 – Resolution

STAFF:
David J. Molchany, Deputy County Executive
Robert A. Stalzer, Deputy County Executive
Kirk Kincannon, Director, Fairfax County Park Authority
José A. Comayagua, Director, Facilities Management Department

Board-Owned Property at
1311 Spring Hill Road,
McLean
County Tax Map No.
29-1 ((20)) Parcel C



Board Agenda Item
March 5, 2013

4:00 p.m.

Public Hearing to Convey Board-Owned Property to a Member of the Public (Braddock District)

ISSUE:

Public hearing to convey Board-owned property to a Member of the Public (Buyer).

RECOMMENDATION:

The County Executive recommends that the Board authorize staff to convey Board-owned property to Buyer.

TIMING:

On January 29, 2013, the Board authorized the advertisement of a public hearing to convey Board-owned property to Buyer.

BACKGROUND:

The Board of Supervisors is the owner of a parcel of land totaling 0.48 acres located at 11538 Braddock Road and identified as Tax Map No. 56-4 ((5)) parcel 3. This parcel is completely surrounded by privately-owned property. Without access to sanitary sewer or a septic field, the parcel is currently considered undevelopable, and is classified by the Department of Tax Assessment as "nonbuildable".

The property was acquired by the Board during the expansion of Braddock Road in the early 1990's when construction activities caused the existing septic field on the property to fail. The house utilizing the failed septic field was demolished after acquisition. The property is currently maintained as open space.

Mr. David Green (Buyer) is the owner of the lots on either side of the property identified by Tax Map Nos. 56-4 parcels 1, 2 and 4. He would like to buy the Board-owned parcel to create a contiguous property along Braddock Road. The owner is aware of the developmental constraints on the site. The Fairfax County Department of Transportation has indicated that they do not have a use for the parcel, and it has agreed that the parcel should be treated as surplus property.

Since the parcel is no longer needed for road improvement purposes, and since the small size of the parcel and lack of access to public sewer facilities make it unsuitable for any other public use, the County will serve the greater public benefit by conveying the parcel to Buyer for fair market value. If the conveyance is approved, staff will obtain an appraisal to determine the fair market value of the property. The Buyer will pay for the cost of this appraisal.

Board Agenda Item
March 5, 2013

FISCAL IMPACT:

The proceeds from the sale will be deposited in the general fund.

ENCLOSED DOCUMENTS:

Attachment 1 - Location Map 56-4

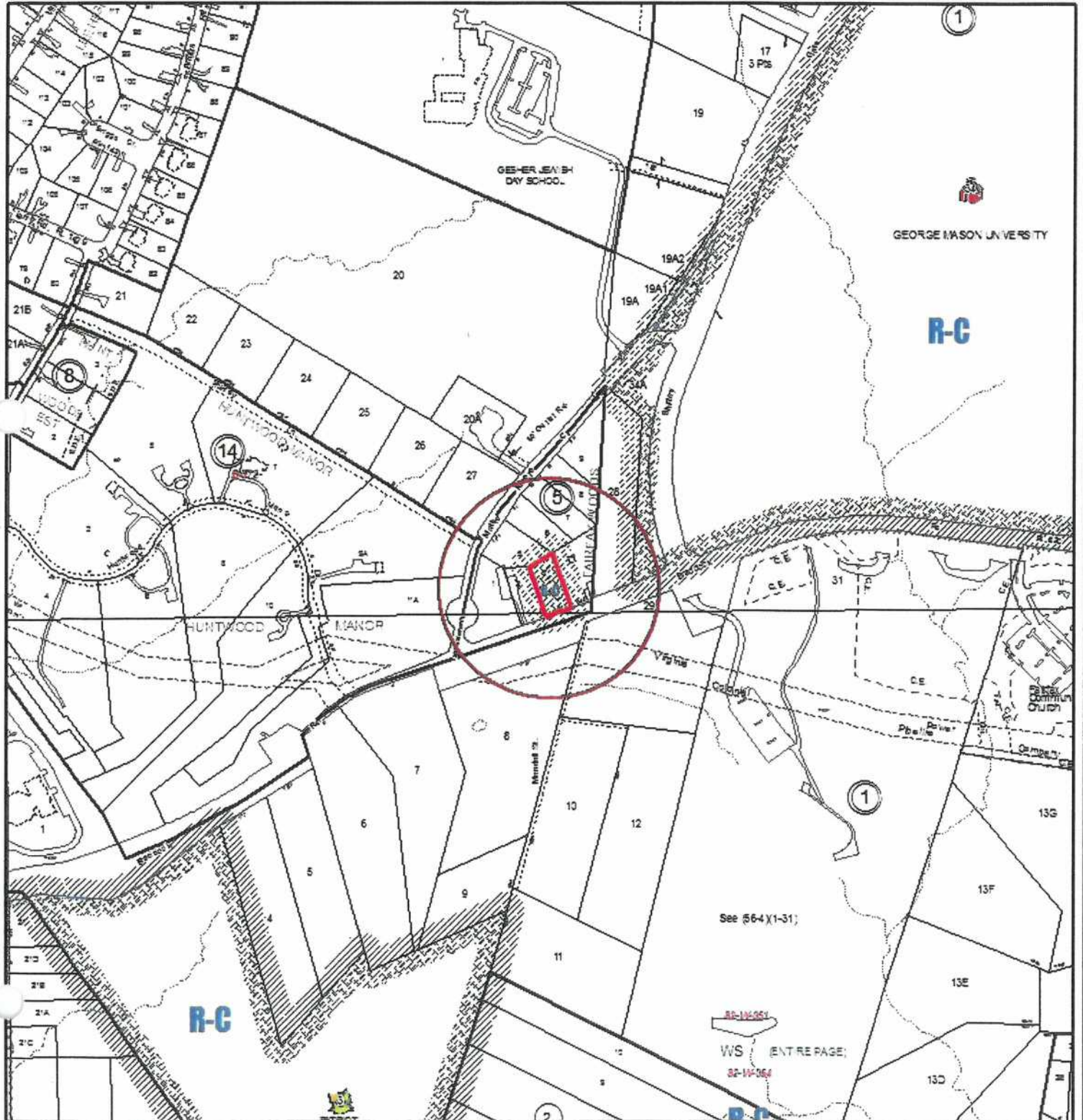
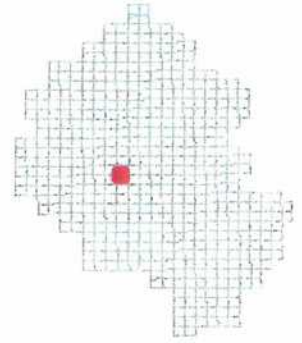
STAFF:

David J. Molchany, Deputy County Executive

Jose A. Comayagua, Jr., Director, Facilities Management Department

Subject Property: Tax Map No. 0564 05 0003


0 125 250 500 Feet



**Existing Comprehensive Plan Policies
Schools and Economic Development**

Objective 2: Provide an environment for the highest quality system of education from pre-school through 12th grade and promote undergraduate and graduate level educational opportunities to include continuing learning programs for adults.

- Policy a. Maintain an environment that fosters the highest quality of education available in order to prepare citizens for the continued changes necessary for their economic well being.
- Policy b. Enhance education partnerships with business to ensure that the education system is strategically focused to meet educational needs of the future job market.
- Policy c. Ensure the availability and encourage the use of high quality continuing adult education and retraining programs.

Fairfax County, Virginia	
Procedural Memorandum No. 08-06 AMENDMENT 1	
To: Administrative Staff	Amended: Amended: October 6, 2011 (previously 108).
	Reference: Implemented: April 13, 1983
Initiated by: Facilities Management Department	Approved by County Executive: 
Subject: PROCEDURES FOR THE REALLOCATION OR DISPOSITION OF REAL PROPERTY OWNED BY THE BOARD OF SUPERVISORS OR SEMIAUTONOMOUS COUNTY AGENCIES	

I. Purpose:

To provide processes and criteria for the reallocation, reuse by a different County agency or disposition of County-owned real estate that has been determined to be surplus to the needs of a particular County agency or semi-autonomous County related agency.

II. Scope:

- A. This Procedural Memorandum is applicable to all County-owned properties and does not include those used or controlled by the School Board, the Park Authority, the Water Authority, and the Department of Housing and Community Development, unless otherwise specified by the Board of Supervisors or the affected Board or Authority.
- B. The Director of the Facilities Management Department ("FMD") or his/her authorized agent has the sole authority to implement the responsibilities of this Procedural Memorandum.

III. Policy:

This Procedural Memorandum is designed to ensure that all interested County agencies are provided the opportunity to request the use of surplus real property or facilities prior to disposal and is generally actuated by one of the following events:

- a. Request by a citizen to purchase County-owned real property,
- b. Request by a County agency or semi-autonomous County agency to utilize a particular County-owned property,

- c. A declaration by a County agency or a semi-autonomous County agency that certain real property is surplus to the needs of such agency,
- d. A declaration by a County agency or semi-autonomous County agency that certain real property purchased or required for a County-funded project must now be conveyed to complete the project, or
- e. A determination by FMD that certain County-owned property may be surplus to public needs.

IV. Procedures to Reallocate or Dispose of Real Property

County agencies who wish to reallocate or dispose of Board-owned property shall submit a written request to the Director of FMD. The written request shall identify the parcel and/or facility, the reason reallocation or disposal of the parcel is required, the current tenant or user group, and the financial implications of the transaction. After receipt of the declaration or request, FMD shall:

- A. Notify the District Supervisor and the Chairman of the Board of Supervisors of the declaration or request.
- B. Initiate written correspondence with the agency that currently utilizes the subject property and/or facility and summarize the County's interest in examining the potential reuse or disposal of property. Request detailed information from the agency regarding their current use and the business implications to the agency should a reallocation or disposal be approved.
- C. Request a summary of the Comprehensive Plan recommendations, any pending Comprehensive Plan Amendments, current zoning and any pending zoning applications for the subject property from the Department of Planning & Zoning ("DPZ").
- D. Review the Capital Improvement Program to determine if planned expenditures were budgeted for the subject property and/or facility.
- E. In cases where a facility is impacted by the request, FMD shall prepare a brief summary of the existing condition of and the estimated basic renovation costs (if any) for the facility. The renovation costs shall only address the basic building structure and systems.

Upon receipt of the above information, FMD shall prepare a memorandum summarizing the request and all pertinent property information that will be distributed to all County agencies, semi-autonomous agencies, the District Supervisor and the Chairman of the Board of Supervisors. The memorandum will also request that any interested agency should submit a request for the utilization

of the property. Any agencies or groups requesting use of the property must include a specific justification and a projection of the fiscal impact of such use within a specified time. County agencies not responding to the circular within the specified time will be assumed to have no interest in the subject property.

V. Potential Use Analysis

- A. If recommendations are received from County agencies, upon receipt of the recommendations, FMD will prepare an analysis of the potential County reuses of the property and forward a recommendation to DPZ.
- B. DPZ will review the recommendation with regard to the existing Comprehensive Plan guidance, including an examination of, transportation, environmental and other applicable impacts. DPZ will also determine if the recommendation requires review pursuant to VA Code Annotated Section 15.2-2232, and/or review and approval of any zoning actions
- C. Should reuse of the surplus property involve a financial remuneration to the agency/owners, FMD will coordinate with the Department of Management and Budget ("DMB") in the preparation of a financial analysis of the proposal. The analysis should address, at a minimum, the source of funds for payments, the proposed payment schedule, and the relationship of the payments to each agency's budget and the general fund.
- D. The analysis from DPZ and DMB, with recommendations, will then be forwarded to the County Executive for review and approval. After review, the County Executive will inform the Board of Supervisors of the determination with regard to the reuse of the subject property.

VI. County Reuse of the Property

- A. If the recommended reuse of the property is approved by the Board of Supervisors, FMD will notify the agency requesting the reuse of the property. If necessary, such agency, in conjunction with FMD, shall apply to DPZ for review and approval by the Planning Commission in accordance with VA. Code Annotated Section 15.2-2232. Such agency, in conjunction with FMD, shall also apply to DPZ for review and approval by the Planning Commission and Board of Supervisors for any required zoning actions, if necessary.
- B. Following the approval of the purposed reuse under the provisions of Section 15.2-2232 and upon approval of any financial consideration, the requesting agency may proceed with utilization of the property.

VII. Disposal of the Property

- A. In those cases where property owned by a semi-autonomous agency has not been sought for reuse by any other County agency or where the County Executive determines that reuse of the subject property for public purposes is not feasible and/or is inappropriate, the County Executive will recommend to the Board of Supervisors that the County not seek public use of the property. Upon Board approval and declaration that the property is surplus, FMD will notify the semi-autonomous agency that no other public use of the property is proposed. The owner-agency may dispose of the property only after seeking the advice and consent of the Board of Supervisors with regard to the method of sale and proposed reuses of the property.
- B. In those cases where the surplus property is owned by the County (Board of Supervisors) and no agency requests the utilization of the property or the County Executive determines that reuse of the property for public purposes is not feasible and/or is inappropriate, the County Executive will direct FMD to study the desirability of selling the surplus property (to the extent possible, within 30 working days). This study should include (1) the origin of County ownership of the property, (2) an appraisal of the property by an independent appraiser, (3) a brief analysis of the marketability of the parcel, and (4) a review by DPZ to identify potential Comprehensive Plan and/or Rezoning opportunities and constraints. Normally, only one independent appraisal will be contracted; however, FMD may, on a case by case basis, determine that two independent appraisals are required due to the specialized nature of the subject property or unusually high market value of the property. When appropriate, the independent appraisal of the property may be funded from the budget of FMD. Upon completion of the study, FMD will forward a recommendation to the County Executive for consideration by the Board of Supervisors. This item will recommend a time frame for the disposal, state whether the property should be sold by public bid or private sale, and recommend a minimum bid value for the purchase of the property. The minimum bid value will be based upon the market value of the property as estimated by the independent appraiser and County staff.
- C. According to VA Code Annotated Section 15.2-1800 (Supp.2005) a public hearing must be held prior to the disposal of any County-owned real property. All such public hearings shall be advertised in accordance with Section 15.2-1813. The Clerk to the Board, in conjunction with the County Attorney and FMD, shall effect this advertisement. In addition to this public advertisement, FMD staff shall notify by registered mail all adjoining property owners of the pending public hearings. If these notices do not total twenty-five different property owners, then additional notices will be

sent to property owners in the immediate vicinity so that twenty-five property owners are notified.

VIII. Procedures for Sale of the Property

Should the Board of Supervisors declare the property surplus to the County and determine that it be sold, FMD in concert with the County Attorney shall initiate the necessary actions leading to the sale of the property by public bid or private sale. These actions, which will be funded initially from the FMD budget, are as follows:

- A. Request an independent appraisal of the property.
- B. Determine the most appropriate disposal process. Sale of real property is excluded from the Virginia Public Procurement Act and the Fairfax County Purchasing Resolution.
 - 1. Option 1: Private Sale – coordinated by FMD staff or a third party, such as a consultant
 - 2. Option 2: Sale through a competitive solicitation through the Department of Purchasing and Supply Management.

ONE FAIRFAX POLICY – November 21, 2017

I. PURPOSE

Fairfax County embraces its growing diverse population and recognizes it as a tremendous asset but also knows that racial and social inequities still exist. This policy defines expectations for consideration of racial and social equity, and in particular, meaningful community involvement when planning, developing, and implementing policies, practices, and initiatives. It provides a framework to advance equity in alignment with our stated visions and priorities. This policy informs all other policies and applies to all publicly delivered services in Fairfax County Government and Fairfax County Public Schools.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

This is a new policy.

III. DEFINITIONS

Equity: The commitment to promote fairness and justice in the formation of public policy that results in all residents – regardless of age, race, color, sex, sexual orientation, gender identity, religion, national origin, marital status, disability, socio-economic status or neighborhood of residence or other characteristics – having opportunity to fully participate in the region’s economic vitality, contribute to its readiness for the future, and connect to its assets and resources.

Equity Tools: Information and processes used to identify who is affected by a decision, policy, or practice; how they are affected; and to guide recommendations to encourage positive impacts and/or mitigate negative impacts.

Publicly delivered: The services provided by government or public schools either directly (through the public sector) or through financing the provision of services.

Race: A socially constructed category of identification based on physical characteristics, ancestry, historical affiliation, or shared culture.

Racial Equity: The absence of institutional and structural barriers experienced by people, based on race or color that impede opportunities and results.

Social Equity: The absence of institutional and structural barriers experienced by people, based on other societal factors such as age, sex, sexual orientation, gender identity, religion, national origin, marital status, disability, socio-economic status, neighborhood of residence, that impede opportunities and results.

IV. AREAS OF FOCUS TO PROMOTE EQUITY

Helping people reach their highest level of personal achievement is vital to our county's successful ability to compete in the global economy. Linking our residents and families to opportunities including education, workforce development, employment, and affordable housing helps ensure lifelong learning, better health, resilience, and economic success. The systems, structures, and settings in which our residents and families live, work, play, and learn, create an equitable community and are, in part, a product of policy and resourcing decisions.

Fairfax County Government and Fairfax County Public Schools, working in conjunction with higher education, business, nonprofit, faith, philanthropy, civic and other sectors, will give particular consideration to these initial areas recognizing that additional areas of focus may emerge based on changing factors and that assessment and prioritization are necessary to guide and inform collective actions to support a thriving community and promote equity with a goal of achieving the following:

1. Community and economic development policies and programs that promote wealth creation and ensure fair access for all people.
2. Housing policies that encourage all who want to live in Fairfax to be able to do so, and the provision of a full spectrum of housing opportunities across the county, most notably those in mixed-use areas that are accessible to multiple modes of transport.
3. Workforce development pathways that provide all residents with opportunity to develop knowledge and skills to participate in a diverse economy and earn sufficient income to support themselves and their families.
4. An early childhood education system that ensures all children enter kindergarten at their optimal developmental level with equitable opportunity for success.
5. Education that promotes a responsive, caring, and inclusive culture where all feel valued, supported, and hopeful, and that every child is reached, challenged, and prepared for success in school and life.
6. Community and public safety that includes services such as fire, emergency medical services, police, health, emergency management and code enforcement that are responsive to all residents so that everyone feels safe to live, work, learn, and play in any neighborhood of Fairfax County.
7. A criminal justice system that provides equitable access and fair treatment for all people.
8. Neighborhoods that support all communities and individuals through strong social networks, trust among neighbors, and the ability to work together to achieve common goals that improve the quality of life for everyone in the neighborhood.
9. A vibrant food system where healthy, accessible, and affordable food is valued as a basic human necessity.
10. A health and human services system where opportunities exist for all individuals and families to be safe, be healthy and realize their potential through the provision of accessible, high quality, affordable and culturally appropriate services.
11. A quality built and natural environment that accommodates anticipated growth and change in an economically, socially, and environmentally sustainable and equitable manner that includes mixes of land use that protects existing stable neighborhoods and green spaces, supports sustainability, supports a high quality of life, and promotes employment opportunities, housing, amenities and services for all people.

12. A healthy and quality environment to live and work in that acknowledges the need to breathe clean air, to drink clean water now and for future generations.
13. A parks and recreation system that is equitable and inclusive by providing quality facilities, programs, and services to all communities; balancing the distribution of parks, programs and facilities; and providing accessible and affordable facilities and programs.
14. A multi-modal transportation system that supports the economic growth, health, congestion mitigation, and prosperity goals of Fairfax County and provides accessible mobility solutions that are based on the principles associated with sustainability, diversity, and community health.
15. Digital access and literacy for all residents.
16. Intentional, focused recruitment efforts that bolster a diverse applicant pool; hiring and evaluation practices, and processes for employee feedback, to achieve and preserve a culture of equity and fairness for all employees.
17. Policies that prohibit all forms of discrimination under Federal and State law in county and school system activities, and ensure that all practices provide fair treatment for all employees, contractors, clients, community partners, residents, and other sectors who interact with Fairfax County including higher education, business, nonprofit, faith, philanthropy, and civic.

V. PROCESS

To achieve equity and advance opportunity for all, Fairfax County Government and Fairfax County Public Schools will work in partnership with others and utilize the influence of each respective institution to leverage and expand opportunity. Organizational capacity in the following areas will enable the development, implementation, and evaluation of policies, programs, and practices that advance equity:

a. Community Engagement

To foster civil discourse and dialogue, community engagement shall ensure that the breadth of interests, ideas, and values of all people are heard and considered. Outreach and public participation processes will be inclusive of diverse races, cultures, ages, and other social statuses. Effective listening, transparency, flexibility, and adaptability will be utilized to overcome barriers (geography, language, time, design, etc.) that prevent or limit participation in public processes. Fairfax County Government and Fairfax County Public Schools will engage with sectors such as higher education, business, nonprofit, faith, philanthropy, civic and others to collectively address barriers to opportunity.

b. Training and Capacity Building

Training will be designed for individual and collective learning with an emphasis on building competencies and skills to implement strategies that promote racial and social equity in employees' daily work. Foundational training will include, but will not be limited to: an understanding of implicit bias; institutional and structural racism; and the use of equity tools. Additional training for role and business area specific training will also be provided.

c. Applying Equity Tools

Consideration will be given to whole community benefits and burdens, identifying strategies to mitigate negative impacts, and promoting success for all people in planning and decision making.

Equity tools such as structured questions, equity impact analyses, disparity studies, etc. will be used to ensure that equity is considered intentionally in decision-making and the One Fairfax policy is operationalized.

d. Racial and Social Equity Action Planning

All organizations and departments within Fairfax County Government and Fairfax County Public Schools will conduct analysis, devise plans, set goals, and take actions through specific practices, policies, and initiatives within their purview.

e. Accountability Framework

Fairfax County Government and Fairfax County Public Schools will incorporate data and publish performance measures that can be analyzed, quantified, and disaggregated to evaluate the extent to which our systems are achieving goals identified through the racial and social equity action planning.

VI. ROLES

Fairfax County Government and Fairfax County Public Schools will designate and support staff members to lead the implementation of the One Fairfax policy. These staff members will work in conjunction with:

- The Board of Supervisors, School Board, and One Fairfax Executive Leadership Team to provide strategic, collective leadership in support of the equity-informed planning and decision-making processes prescribed by this policy and the development and pursuit of identified equity goals; and
- A multi-department, cross-systems equity staff team to facilitate coordination of racial and social equity action planning, collective action, and shared accountability across and within county and schools organizations.
- Boards, Commissions, Authorities and Advisory Committees to promote stakeholder engagement and input in support of equity informed planning and decision making.

Related policies and regulations:

Fairfax County Public Schools Policy 1450 – Nondiscrimination

Fairfax County Government Procedural Memorandum 39-06 – Harassment

Fairfax County Government Procedural Memorandum 39-04 – Reasonable Accommodation in Employment

Fairfax County Government Procedural Memorandum 39-05 – Reasonable Accommodation of Services and Devices

Fairfax County Government Procedural Memorandum 02-08 – Language Access Policy

The Code of Fairfax County, Virginia – Chapter 11 – Human Rights Ordinance