AGENDA
Advisory Committee Meeting #1
Town of Mocksville Comprehensive Plan
September 27, 2018 – 5:30-6:30pm
Mocksville Town Hall

5:30pm   <u>Welcome and Introductions</u>
- Will Marklin, Mayor
- Matt Settlemyer, Town Manager

5:35pm   <u>Project Overview / Contact Information / Process & Timeline</u>
- Paul Kron, Foothills Planning + Design

5:45pm   <u>Review & Discuss *Draft Demographic Report*</u>
- Trends, projections & comparisons for population, race, age, employment, income, poverty & education

6:00pm   <u>Brainstorming Workshop to ID Key Issues</u>:
- Future Land Uses and Land Development
- Strategic Growth Areas / Urban Service Areas
- Infrastructure Improvements (Sewer, Water & Transportation)
- Municipal Services (Fire, Police, Waste Management)
- Housing Supply & Demand
- Economic Development (Coordination with Davie County EDC / CEDS)
- Downtown Development

6:25pm   <u>Questions, Comments and Meeting Wrap-Up</u>

6:30pm   <u>Adjourn</u>

Mocksville Comprehensive Plan

Project Overview
- Duration: 12 months
- Start & End Dates: June 2018 – May 2019
- 6x Committee Meetings: 4th Thursdays at 5:30PM
- 2x Community Meetings: December 2018 and April 2019
- Planning Board Meeting: June 2019
- Town Council Meeting: June or July 2019

Contact Information

Advisory Committee Members			
Name	**Title / Entity Represented**	**E-Mail**	**Phone**
Brad Chapman	Davie Construction Company	bchapman@davieconstruction.com	336-940-6600
Neal Cheek	Mocksville Planning Board MTDA Board	nealc55@yadtel.net nealcheeck@gmail.com	336-978-6263
Diane Foster	Mocksville Planning Board	dfoster@designproperties.com	336-909-2677
Regina Graham	Graham Funeral Home	reginagraham@roadrunner.com	336-751-1100
Alice Hanes	Town Citizen	bently@yadtel.net	336-751-2237
Clint Junker	Mocksville Planning Board	cjunker@trailerseast.com	336-909-2929
Brandy Koontz	Koontz Law, PLLC	brandy.e.koontz@gmail.com	336-407-8689
Alan Lackey	Mocksville Planning Board	alan@lackeysbackhoe.com	336-909-1589
Carl Lambert	Eaton Funeral Home	clambert@eatonfuneralservice.com	336-462-5584
Jenny Stevenson	Town Citizen	stevensonj2071@gmail.com	336-909-0571
Steven Walker	Town Citizen	jswalker118@yadtel.net	336-607-4481
Brent S. Ward	Mocksville Mayor Pro Tem	Brent.ward8395@gmail.com	336-940-8395
Heber Wentz	Town Citizen	Not available	336-406-8532
Brian Williams	Mocksville Commissioner	bfw@mvhlaw.com	336-751-2171

Town and County Staff Participants & Resources			
Name	**Title / Department**	**E-Mail**	**Phone**
Leonard Barefoot	Interim Town Manager	lbarefoot@mocksvillenc.gov	336-753-6701
Brian Moore	Mocksville Public Works	publicworks@mocksvillenc.gov	336-909-1241
Tami Langdon	Mocksville Community Development	tlangdon@mocksvillenc.gov	336-753-6705
Todd Penley	Mocksville Police	tpenley@mocksvillenc.gov	336-753-6711
Frank Carter	Mocksville Fire	mfd2210@yahoo.com	336-751-5782
Rustin Harpe	Mocksville Parks and Grounds	rharpe@gmail.com	336-399-6656
John Eller	Davie County Manager	jeller@daviecountync.gov	336-753-6001
Andrew Meadwell	Davie County Planning	ameadwell@daviecountync.gov	336-753-6050
Terry Bralley	Davie County EDC	Terry.bralley@daviecounty.com	336-751-2714
Johnny Lambert	Davie County Public Utilities	jlambert@daviecountync.gov	336-753-6091

Project Consultants			
Name	**Entity**	**E-Mail**	**Phone**
Paul Kron	Foothills Planning + Design	paul@foothillsdesign.us	336-287-7365
Jesse Day	Piedmont Triad Regional Council	jday@ptrc.org	336-904-0300
Malinda Ford	Piedmont Triad Regional Council	mford@ptrc.org	336-904-0300
Chuck Willis	Willis Engineers	chuck@willisengineers.com	704-533-1460

Mocksville Comprehensive Plan

Process Outline

1. **Tooling Up**

2. **Existing Conditions – Mapping and Analysis**
   A. Demographics Report
   B. Key Growth Factors Maps: Cultural & Historic Resources; Environmental Growth Factors; Existing Land Uses; Housing; Existing Zoning; Transportation; Parks and Recreation System; Water and Sewer Systems; and Market Analysis
   C. Key Growth Factors Report

3. **Public Involvement and Consensus Building**
   A. Advisory Committee Meetings (6)
   B. Community Survey
   C. Davie County Municipal Meeting
   D. Davie County Focus Group &/or Stakeholder Interviews
   E. Community Meetings (2)

4. **Comprehensive Plan – Report and Maps**
   A. Comprehensive Plan
      1. Executive Summary
      2. Existing Conditions: Demographics, Environmental & Urban Services
      3. Public Input & Community Values and Goals (Outcomes)
      4. Recommendations & Implementation Strategies:
         a. Strategic Growth Areas / Urban Service Areas
         b. Land Use & Development
         c. Infrastructure Improvements (Sewer, Water & Transportation)
         d. Municipal Services (Fire, Police, Waste Management)
         e. Housing (Supply & Demand)
         f. Economic Development (Davie County EDC / CEDS)
         g. Downtown Development
   B. Display Maps
      1. Future Growth, Urban Service and/or Strategic Investment Areas
      2. Future Land Use
      3. Economic Development (Commercial & Industrial Development)
      4. Future Transportation Improvements
      5. Future Water and Sewer Improvements
      6. Future Parks, Trails and Greenways
   C. Comprehensive Plan Report (25 copies)

5. **Plan Review, Refinement and Adoption**
   A. Plan Review & Refinement
   B. Report, Executive Summary and Presentations to Town Council

Mocksville Comprehensive Plan – Project Scope of Work & Timeline

Tasks / Meetings / Products	Timeframe
1. – <u>Foothills Coordinates Project Preparation and Tooling Up</u> • Coordinate data collection; mapping & analysis with PTRC • Assist Town staff with Advisory Committee set-up, roles & responsibilities • Coordinate with Town & PTRC staff to refine project scope and schedule • Draft survey, agendas, exercises & focus questions for planning & public involvement process	MAY-JUN 2018
2A & 2B – <u>PTRC works on Demographics Report and Key Growth Factors Maps</u>	JUL-AUG 2018
2A – <u>PTRC Completes *Draft Demographic Report* (trends, projections & comparisons) – population, race, age, employment, income, poverty, education).	SEP 2018
3A – <u>Foothills facilitates **Advisory Committee Meeting #1**</u> • Review project summary & timeline, roles & responsibilities, *Draft Demographic Report*	SEP 27, 2018 (4th TH)
3C & 3D – <u>Foothills attends Davie County Municipal Meeting & Focus Group</u>	SEP-OCT 2018
2B – <u>PTRC Completes *Draft Key Growth Factors Maps*</u>: • Cultural & Historic Resources; Environmental Growth Factors; Existing Land Uses; Housing (e.g. supply & demand, year built, condition, SF/MF); Existing Zoning; Transportation; Parks and Recreation; Water and Sewer; and Local Economy (e.g. retail leakage, commuting)	SEP-OCT 2018
2C – <u>Foothills works on Key Growth Factors Report</u>	SEP-NOV 2018
2C – <u>Foothills Completes Key Growth Factors Report</u>	NOV 2018
3B – <u>Foothills Completes & Launches Community Survey</u>	NOV 2018
3A – <u>Foothills Facilitates **Advisory Committee Meeting #2**</u> • Review & discuss *Community Survey* and *Key Growth Factors Maps & Report* • Conduct Workshop: *Strengths/Weaknesses/Opportunities/Threats (SWOT) Analysis*	NOV 15, 2018 (3rd TH)
3E – <u>Foothills Facilitates **Community Meeting #1**</u> • Overview of Existing Conditions (*Demographics & Key Growth Factors Reports*) • Gather community values (likes & dislikes; desired outcomes, recommended actions)	DEC 13, 2018 (2nd TH)
3B – <u>Foothills Completes *Survey Results Report*</u>	DEC 2018
3E – <u>Foothills Completes *Community Meeting Results Report*</u>	JAN 2019
3A – <u>Foothills Facilitates **Advisory Committee Meeting #3**</u> • Review & discuss *SWOT Analysis* and *Community Meeting and Survey Reports* • Conduct Workshop: Vision / Desired Outcomes / Recommended Actions	JAN 24, 2019 (4th TH)
4A – <u>Foothills works on *Draft Comprehensive Plan Report / Recommendations / Maps*</u> • Strategic Growth Areas & Urban Service Areas; Future Land Uses; Municipal Infrastructure (Sewer, Water, Transportation, Parks & Trails); Municipal Services (Fire – voluntary vs. municipal, Police, Waste Management); Residential Development (Supply & Demand); Economic Development; and Downtown Development. 4B – <u>PTRC works on Display Maps & GIS Files</u> • Strategic Growth/Urban Service Areas; Future Land Use (with Conservation District); Future Transportation Improvements; Future Sewer & Water Improvements; Future Parks & Trails.	FEB-MAR 2019
3A – <u>Foothills facilitates **Advisory Committee Meeting #4**</u> • Review & Discuss *Draft* Report, Recommendations & Maps	MAR 28, 2019 (4th TH)
4A – <u>Foothills Refines *Draft Comprehensive Plan Report / Recommendations / Maps*</u> 4B – <u>PTRC Refines Display Maps & GIS Files</u>	APR 2019
3A – <u>Foothills facilitates **Advisory Committee Meeting #5**</u> • Review & Discuss Refined Report, Recommendations & Maps • Prepare for Community Meeting #2	APR 18, 2019 (3rd TH)
3E – <u>Foothills Facilitates **Community Meeting #2**</u> • Overview of Planning Process and Draft Report, Recommendations & Maps • Gather community feedback	APR 25, 2019 (4th TH)
3A – <u>Foothills facilitates **Advisory Committee Meeting #6**</u> • Review, Discuss & Refine Report, Recommendations & Maps • Prepare for Planning Board and Town Board of Commissioners Presentations	MAY 23, 2019 (4th TH)
5A – Presentation to **Mocksville Planning Board &/or Commissioners** (review/discussion/revisions)	JUN 2019
5B – Presentation to **Mocksville Board of Commissioners** (for consideration to adopt)	JUN-JUL 2019

Project Timeline – Mocksville Comprehensive Plan

Work Elements & Deliverables	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1. Tooling Up	■	■												
2. Existing Conditions														
2-A Demographic Report (PTRC)			■	■	◇									
2-B Key Growth Factors Maps (PTRC)					■	■	◇							
2-C Key Growth Factors Report (Foothills)					■	■	◇							
3. Public Involvement & Consensus Building														
3-A Advisory Committee Meetings (Foothills)					★		★		★		★	★	★	
3-B Community Survey & Results (Foothills)							■	■	◇					
3-C Davie County Municipal Meeting (Foothills)							■							
3-D Davie County Focus Group (Foothills)					■	■								
3-E Community Meetings & Reports (Foothills)								⬠				⬠		
4. Comprehensive Plan – Report and Maps														
4-A Comprehensive Plan Report Files (Foothills)					■	■	◇	■	◇	■	◇	◇	◇	◇
4-B Display Maps & GIS Files (PTRC)					■	■	◇	■	◇	■	◇	◇	◇	◇
4-C Comprehensive Plan Report Copies (PTRC)												◇		◇
5. Comprehensive Plan – Report and Maps														
5-A Plan Review & Refinement (Foothills)														●
5-B Summary & Final Presentations (Foothills)														●

★ Advisory Committee Meeting
⬠ Community Meeting
◇ Deliverable Due
● Planning Board / Town Council Meeting

KEY ISSUES IDENTIFICATION WORKSHOP			
TOPICS	LIKES	DISLIKES	DREAMS
Land Use / Development			
Growth Areas / Service Areas			
Infrastructure (Sewer, Water & Transportation)			
Municipal Services (Fire, Police, Waste Management)			
Housing (Supply & Demand)			
Economic Development (Jobs and Tax Base)			
Downtown Development			
Other:			