

MEMORANDUM

DATE: April 22, 2008  
TO: The James City County Board of Supervisors  
FROM: Kathryn Sipes, Senior Planner  
SUBJECT: Evaluation of the Capital Improvements Program (CIP) Process

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The Policy Committee of the Planning Commission met four times in the month of February to discuss and rank Capital Improvements Program (CIP) requests. The results of those efforts were presented to the Planning Commission at its March 5, 2008, meeting and have been forwarded to the Board of Supervisors for consideration at the April 22, 2008, meeting.

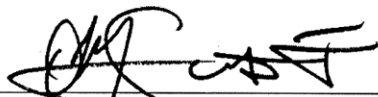
The members of the Policy Committee also forwarded to the Planning Commission their observation that the review and ranking process could be improved and recommended the process be evaluated over the next several months. Members of the Planning Commission endorsed this effort and requested that staff forward the initiative to the Board of Supervisors.

The Chairman of the Planning Commission and the Chairman of the Policy Committee met with staff to discuss possible revisions to the process, with the focus specifically on having the process produce meaningful results for both members of the public and the Board of Supervisors pursuant to Virginia Code Section 15.2-2239. Suggestions included looking at lengthening the process to start in early fall and developing revised evaluation criteria, including a stronger link to the Comprehensive Plan. The intention is to engage the Policy Committee in full discussion of all ideas raised and develop suggested revisions for consideration of the Planning Commission and Board of Supervisors.

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Kathryn Sipes, Senior Planner

CONCUR:



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O. Marvin Sowers, Jr.

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