AGENDA

October 16, 2019

1. **Introductions** – Mike Garcia

2. **Small Business Program** – Wade Hugh
   a. 491 small businesses have been engaged through the program in the first year
      i. 379 small businesses have opened through the program
      ii. 45 small businesses are working through the process
      iii. 67 small businesses have met with staff for due diligence
   b. Wade Hugh and Eric Mays provided an overview of the criteria for the Small Business Program
   c. Wade Hugh announced that George Harben and Ginny Person will be working with Development Services.

3. **Agribusiness/Agritourism Update** – Wade Hugh
   a. Wade Hugh attended a meeting on Friday, October 11th with the Regional Collaboration Team. One topic discussed by the team was Agribusiness/Agritourism. Each jurisdiction will provide a spreadsheet listing examples and policies. This will be completed in the next 30 days.

4. **Data Center Task Force** – Wade Hugh
   a. The team has had three meetings.
   b. Eric Mays held a training session in August 2019 for the Data Centers
   c. Sub-Teams will be created to focus on processes and policies

5. **Update on CDC Goals**
   a. ZTAs initiated by the BOCS – Planning Office
      i. Mixed-Use Zoning District – this item has already been taken to DORAC. The item will be taken back to DORAC and then to the Planning Commission in November 2019.
      ii. Signage – Sign regulations will be taken to the Planning Commission on October 16, 2019. The item will be taken before the BOCS in December 2019.
   b. Commercial Project Exit Interview Process – Wade Hugh
      i. George Harben will be working directly on this goal.
   c. Establishing Self-Certification Programs – Wade Hugh
i. Parking – no updates  
ii. Buffers – a team would not be set up until early 2020  
d. Continue to follow-up with the Board to address the items noted in the CDC letter to the Board regarding steps to move the 35% Commercial Tax Base needle – Wade Hugh

6. **Comprehensive Plan Update** – Planning Office  
a. Planning is updating 19 sections of the comprehensive plans.

7. **Small Area Plans** – Planning Office  
a. Independent Hill and Route 29 Small Area Plans have been approved by the Planning Commission  
b. BOCS adopted the Small Area Plan for North Woodbridge on October 8, 2019  
c. The next Small Area Plan will be the Landing at Prince William (formerly Parkway Employment Center)  
d. The Dale City Small Area Plan is on track to be adopted this year  
e. Planning has a webpage for the Comprehensive Plan Update, which also shows progress [Comprehensive Plan Website]

8. **Review Quarterly Performance Data** – Wade Hugh  
a. Handout provided

9. **Other Business**  
a. November 22nd is the joint CDC/DORAC Meeting

10. **Meeting Adjourned**

Next Meeting  
Wednesday, January 22nd  
Development Services Building – Conference Room 107