

DRAFT RESOLUTION NO. \_\_

**WHEREAS**, City Council wishes to establish an Ad Hoc North Potomac Yard Advisory Group;  
and

**WHEREAS**, the Ad Hoc North Potomac Yard Advisory Group will conduct specified tasks outlined in this resolution.

**NOW, THEREFORE, BE IT RESOLVED  
BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA:**

That there is hereby established the Ad Hoc North Potomac Yard Advisory Group (the "Advisory Group") whose mission is to advise City staff on the planning for the North Potomac Yard Small Area Plan Update.

1. That the Advisory Group shall consist of twelve members and the composition of the group shall be as follows:

**Resident Representatives (6)**

Del Ray Citizens Association	1
Lynhaven Civic Association	1
At-Large, Resident of Potomac Yard (East or West)	1
At-Large, other	3

**City Commissions and Committees (5)**

Planning Commission	1
Alexandria Housing Affordability Advisory Committee	1
Park & Recreation Commission	1
Transportation Commission	1
Potomac Yard Design Advisory Committee (PYDAC)	1

**Business (1)**

At-Large, Business	1
--------------------	---

**TOTAL: 12**

2. That the Chair of the above named commissions, committees, and associations will be asked to nominate someone to represent each of their respective groups to serve on the Advisory Group.

3. That the remaining five at-large members will be appointed by the City Manager based on a nominations process publicized through the City's eNews service, notices to civic and community associations, and the City's website. The City Manager will make selections for the at-large member positions based on the applicant's stated areas of expertise.
4. That the Planning Commission member shall serve as the Advisory Group Chair, whose role is to serve as a meeting facilitator, spokesperson and work with City staff to set Advisory Group meeting agendas and transmit final letter(s) to the Director of Planning and Zoning referenced above.
5. That the Advisory Group shall complete the following tasks:
  - a. Review, discuss, and develop advice to City staff with regard to potential amendments to the North Potomac Yard Small Area Plan related to topics such as land uses, open space, transportation and connectivity as part of the Small Area Plan Update process; and
  - b. Forward a letter(s) to the Director of the Department of Planning and Zoning on the Advisory Group's comments on the potential amendments. The Advisory Group comments will be transmitted to the Planning Commission and City Council as part of the staff report for the North Potomac Yard Small Area Plan.
6. That members of the Advisory Group are expected to:
  - a. Support the City's community engagement and outreach efforts by 1) providing updates on the status and progress of the planning activities and tasks to their respective commissions, boards, and organizations, in addition to community residents at-large; 2) Speaking on behalf of those groups and communicating their interests in this process.
  - b. Attend and participate fully in all Advisory Group meetings, in addition to attending work sessions and public hearings of the Planning Commission and City Council. Attend meetings prepared by reading assigned materials and information. If unable to attend, members are encouraged to notify staff in advance and provide comments on meeting materials in a timely manner.
7. That the Advisory Group will be staffed by representatives of the Department of Planning and Zoning, with an interdepartmental team assigned to ensure adequate coverage of all relevant topic areas.
8. Pursuant to City Code Section 2-4-8, the Advisory Group shall meet on an ad hoc basis for a period of 12 months, and up to an additional 12 months if needed for completion of their stated tasks as defined herein.

Adopted:

**ALLISON SILBERBERG MAYOR**

ATTEST:

Jacqueline M. Henderson, MMC City Clerk