



ARLINGTON COUNTY, VIRGINIA

County Board Agenda Item Meeting of June 17, 2017

DATE: May 30, 2017

SUBJECT: Adoption of The Rosslyn Streetscape Elements Plan.

C.M. RECOMMENDATION:

1. Adopt the resolution attached hereto as Attachment A to adopt the Rosslyn Streetscape Elements Plan (Attachment B).

ISSUES: The Rosslyn Streetscape Elements Plan provides detailed policy guidance on streetscape elements (furnishings) and an approach for implementation for the public right-of-way within the Rosslyn Business Improvement Service District (RBID). Staff has worked to address all comments that were received, and these comments, along with staff responses, are summarized in this report and its attachments. No issues have been identified with this Plan.

SUMMARY: The Rosslyn Streetscape Elements Plan (Plan) is a companion document to the Rosslyn Sector Plan and Rosslyn-Ballston (R-B) Corridor Streetscape Standards that provides policy guidance for future installations of streetscape furnishings within the RBID. The Plan includes goals, recommended elements, and a phasing and implementation approach. The Plan also includes guidelines and a design for a park let prototype for the northwest corner of North Oak Street and Wilson Boulevard. The Plan will also be a useful tool for the Rosslyn Business Improvement Corporation (RBIC), County staff, design professionals, and the private development community in helping to realize the vision set forth in the Rosslyn Sector Plan. Initially, the Plan was prepared by RBIC. However, after additional discussions, it was determined that a County plan would be a better approach in guiding these physical improvements since the improvements would become part of the County right-of-way and County authorization would be needed for issuance of right-of-way permits to install the improvements. In addition, in many instances, the improvements would be purchased, installed, and thereafter maintained with RBID tax revenues.

County Manager:

County Attorney:

Staff: Brett H. Wallace, DCPHD, Planning
Kelly Cornell, DES
Karen Vasquez, AED

Therefore, an interdepartmental staff team, working in conjunction with the RBIC, worked to develop this proposed Plan which includes most of the original material that was in the initial RBIC plan. The Rosslyn Streetscape Elements Plan is consistent with the principles and vision outlined in the Rosslyn Sector Plan.

BACKGROUND:

Project Initiation

In connection to the Realize Rosslyn process, RBIC began studying the character of streetscapes within the Rosslyn BID in 2013 with the goal of creating a new vocabulary of streetscape elements to encourage more pedestrian use and vibrancy in the core of Rosslyn. RBIC, along with its consultant, conducted a thorough inventory of all existing elements on the sidewalks (see Appendix 3 of the Plan). The inventory was analyzed to identify elements that adversely affected the visual integrity of the sidewalks, as well as missing elements that would otherwise create a unified and active streetscape. From this analysis and thorough review from staff and RBIC stakeholders, the draft RBIC “Streetscape Elements Master Plan” was created. This RBIC document was used to inform the streetscape guidance in the 2015 Rosslyn Sector Plan. The streetscape section of the Rosslyn Sector Plan (pp.184-185) discusses the intent and general guidelines for the streetscape and includes potential methods for implementation. However, the Sector Plan recognized that additional details were warranted. Thus, the Sector Plan’s Implementation Action Item #46 states that the County should “Coordinate with the Rosslyn Business Improvement District to finalize streetscape elements and establish a process for implementation and installation.” (Timing: short term).

Prototype

Following adoption of the Rosslyn Sector Plan, the County started working with RBIC to further finalize details around the streetscape elements. In March of 2016, RBIC installed a demonstration project consisting of several of the proposed elements (“prototype”) identified in the Sector Plan at the northwest corner of North Oak Street and Wilson Boulevard in Rosslyn. When the prototype was unveiled to the public in 2016, it included trashcans, benches, bike racks, planter pots, a historical tableau, tree fence labels, an information cart, and a news box corral. Prior to installation of the prototype, RBIC presented the elements to and received support from the Historical Affairs and Landmark Review Board (HALRB) and the Pedestrian Advisory Committee (PAC). Staff was directly involved in the design development of the elements and prototype installation as well. The prototype has been in place for one year and the elements have been well received by the public. The second installation of the elements was done in late 2016 at JBG’s Central Place development project just east of the Rosslyn Metro Station. Both installations were reviewed and approved by staff via the administrative change process to the landscape plans for the respective site plans.

Streetscape Guidance in the Rosslyn-Ballston (R-B) Corridor Streetscape Standards

The R-B Corridor Streetscape Standards is an administrative document that was prepared by DCPHD in 2003 (updated in 2007), which largely serves as a compendium of streetscape guidance from previously adopted sector plans in the corridor. The document identifies sidewalk zones, dimensions, standard paving materials, and street tree requirements. It does not provide specific guidance on street furniture. It recommends, for consistency purposes, that furniture be of a dark, neutral color, and encourages variety as detailed in individual sector plans.

Streetscape Guidance in the 2015 Rosslyn Sector Plan

The streetscape elements identified in the Rosslyn Streetscape Elements Plan were introduced in the Rosslyn Sector Plan. The sector plan embraces the overall design aesthetic and supports the future installation within the Rosslyn BID area. Once adopted, the Rosslyn Streetscape Elements Plan will be used as a companion document with the sector plan and the R-B Corridor Streetscape Standards.

Public Input

Early on, RBIC provided various opportunities for public input throughout the development of the streetscape elements, including concepts presented during the Realize Rosslyn public open house meetings. In addition, RBIC continued to gather feedback about the prototype installation over the past year. All of this input helped inform additional revisions and refinements that are reflected in the County's draft Plan. Further information about the public process is included in this report and in the Appendix of the Plan.

DISCUSSION: This section provides an overview of the draft Plan and identifies issues/areas of concern that have been raised through the community review process.

The Plan Overview

The Rosslyn Streetscape Elements Plan for the Rosslyn BID area will establish a cohesive set of streetscape furnishings to strengthen the district's character and enhance the pedestrian experience. As such, it will be a useful tool to guide future investment in the public realm. The Plan sets forth goals, key elements, recommendations, phasing, and design guidelines. These elements culminate in implementation recommendations to achieve the full vision of the Plan. Furthermore, the recommendations of the Plan support several goals set forth in the Rosslyn Sector Plan.

The Streetscape Elements

The streetscape elements in the Plan include benches, trash and recycling cans, planter pots, bike racks, tables, chairs, an information cart, a solar charging station, a news box corral, a newspaper vending machine, tree fence labels, sign poles, tableau informational markers, and a parklet- a publicly accessible deck platform that serves as an extension of the sidewalk, usually located in the parking lane adjacent to the curb. The Plan also includes minor enhancements that can be done relatively easily and at low cost, such as repainting light poles and planter pots to match furnishings nearby to reduce visual clutter and give them a fresh look. The Plan does not recommend any dimensional changes or changes to sidewalk paving materials, curbs, utilities, or other infrastructure that is also part of the streetscape environment.



The Rosslyn Streetscape Elements

Guidelines for the installation, necessary approvals, and special notes are outlined in the Plan. For example, the news box corral is an element that was developed to help organize news boxes and reduce clutter on the sidewalk; however, participation is purely voluntary and continued use of existing news boxes remains available to vendors. Additionally, compliance with the Zoning Ordinance and other relevant policy documents will be required for installation of other elements, such as the tree fence labels, signage and historical content on tableau markers. Lastly, the Plan provides technical details in the appendices that will be useful for contractors and design professionals submitting plans or applications for future installations.

Phasing

A phasing proposal is included in the Plan with priority given to areas with the greatest need and highest levels of pedestrian activity. This phasing guide is intended to be flexible in order to be responsive to the dynamic nature of development in Rosslyn. Phase 1 was initiated with the prototype installation at the corner of North Oak Street and Wilson Boulevard in March 2016.

Implementation Guidance

The section below outlines the different scenarios in which the streetscape elements, excluding the parklet, would most likely be implemented:

- *Scenario 1- Funding request from RBIC through approval of annual work plan and budget*
In this scenario, RBIC could use approved service district tax funds towards implementation. For example, RBIC could use funds to replace existing elements that they currently maintain, or add new elements to the streetscape where the County owns the property or ROW. This might include replacing trashcans or recycling cans at a corner, or adding planters in areas lacking greenery.
- *Scenario 2- Special Exception, 4.1 Site Plan Process, or Use Permit*
In this scenario, staff would refer to the Rosslyn Sector Plan and the adopted Rosslyn Streetscape Elements Plan to ensure that the streetscape design and elements are installed in accordance with the Plan and any other relevant policy documents. Consistent with standard condition language, the site plan conditions would also specifically reference and call for consistency with and adherence to these plans. Following approval by the County Board, the Plan would be used by staff during the final landscape plan submission associated with the approved site plan to check for compliance.
- *Scenario 3- Administrative Changes to Site Plans*
In this scenario, a property owner for an approved site plan may implement the elements by making improvements to the streetscape, either through their own initiative or as part of efforts by RBIC. For example, the street furnishings could be upgraded or new elements added by using the Plan and submitting an application to the Zoning Office for an administrative change to the landscape plan. Staff would refer to the Rosslyn Streetscape Elements Plan during review of the application to check for compliance. The application would include a letter of support and consent, in addition to a maintenance agreement from the property owner.

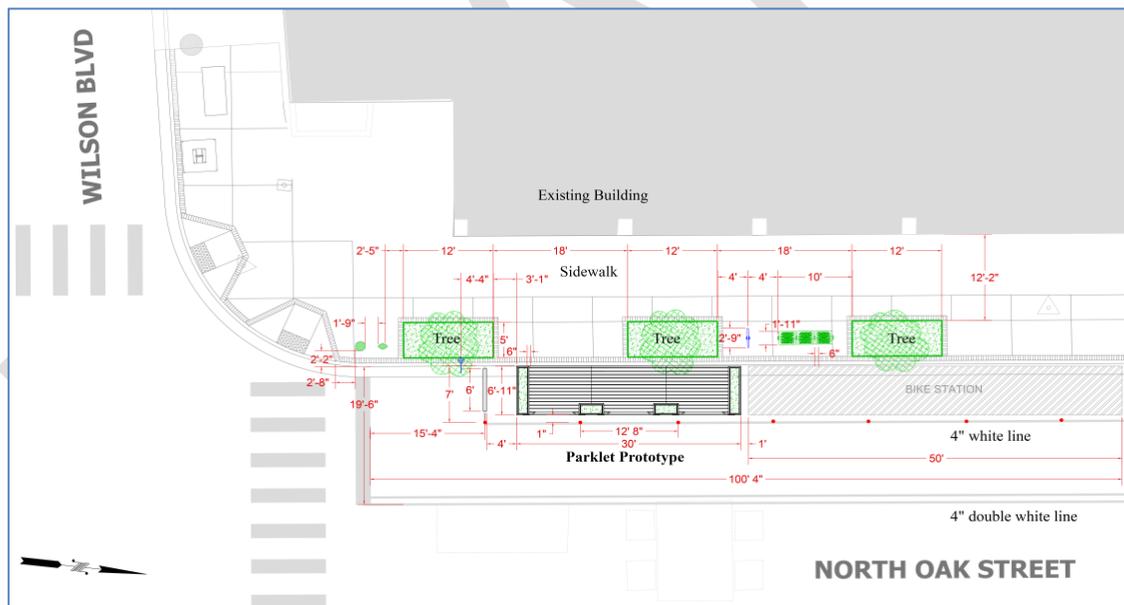
Maintenance of Streetscape Elements

At the time of County Board approval of future site plans, staff will recommend language in the site plan conditions requiring the maintenance of streetscape and sidewalk improvements (inclusive of paving, street trees, furnishings, etc.) for the life of the project. However, several older site plans within the RBID were approved without condition language that explicitly addresses this sidewalk maintenance responsibility. Therefore, property owners for older site plans will need to follow the administrative change process outlined above in Scenario 3.

Parklet Prototype

The parklet prototype, as outlined in the Plan and depicted below, is site specific and proposed to be located in the public right-of-way at the northwest corner of North Oak Street and Wilson Boulevard. The parklet will serve as an extension of the sidewalk and will be open to the public and signed as such. The prototype would remain installed for two years and evaluated by RBIC and County staff to inform any design changes or identify issues for any future parklet installations. Following the two-year period, the parklet will remain in its location provided there are no issues. Along with adoption of the proposed Plan, the County Board is being asked to approve the installation of a specific parklet prototype at the proposed location. The parklet is to be located in the public right-of-way and owned by the County Board. The Board's approval is requested in order to install it. It is anticipated a Memorandum of Agreement (MOA) with RBIC will be presented to the County Board for approval in the coming months that would identify the responsibility for the maintenance and long term care of the parklet, and the process for obtaining approval of other streetscape improvements installed by RBIC in the public right-of-way. Any future parklet installations will require a separate process and action by the County Board.

Staff from DES is also considering locating a Capital Bikeshare station adjacent to the parklet which would provide both a visual and physical barrier for protection. The final design and location of the bikeshare station will be subsequent to adoption of this Plan, and is not part of the Rosslyn Streetscape Elements Plan.



Plan View of Parklet Prototype



Rendering of Parklet Prototype

Future Plan Updates

Future updates to the Plan may be needed and is expected. The family of furnishings may grow or shrink to respond to demand, changes in technology, or industry standards. An example might be to add, remove, or modify an element based on community demand or reported problems related to performance or maintenance. An addition to the family might include adding a rectangular CityPlanter (movable pot) to complement the circular planters in the Plan. Provided all changes comply with the design aesthetics, the spirit of this Plan, the Rosslyn Sector Plan, and other relevant policy documents, staff will be able to review administratively and recommend approval by the County Manager.

Community Input on the Draft Plan

Overall, throughout the Realize Rosslyn planning process and the prototype installation period, the public has been generally pleased with the look and feel of the elements proposed in the Plan. Further information about the public process is included the Appendix of the Plan and in the Comment and Response Matrix that is attached to this report (see Attachment C).

Advisory Commission Review Prior to Advertisement of the Plan

RBIC presented the historical tableau marker to the Historical Affairs and Landmark Review Board (HALRB) in September, 2014. The HALRB appreciated the incorporation of the changes recommended at our previous meeting and was enthusiastic about both the design of the marker, its content, and its placement in the Rosslyn area. RBIC also presented the elements to the Pedestrian Advisory Committee (PAC) in December, 2015, prior to the installation of the prototypes. The Committee supported the installation and many members were in attendance at the unveiling ceremony in March 2016.

Prior to the advertisement of the Plan, staff met with the Long Range Planning Committee of the Planning Commission (LRPC) on May 15, 2017, to receive input on the elements proposed in the draft Plan. The Chair and Vice-Chair of the Park and Recreation Commission were also in attendance. The draft Plan was also reviewed by several advisory commissions, including the Pedestrian Advisory Committee (PAC), and the Transportation Commission. On May 4, 2017, the Transportation Commission voted 7-0 to recommended the County Board to authorize

advertisement of public hearings on the Plan. A complete summary of the major comments that have been received prior to advertisement of the draft Plan in May, as well as staff responses are included in the Comment and Response Matrix (dated June 17, 2017) that is attached to this report (see Attachment C).

On May 10, 2017, the Pedestrian Advisory Committee reviewed the draft Plan; however, no formal action was taken. In their written comments to staff and RBIC, the PAC expressed general support for the proposed streetscape elements. The Committee stressed the need to maintain sidewalk clear zones as specified in the Rosslyn Sector Plan and to ensure that all elements are accessible and appropriate for pedestrians of all abilities. PAC members also expressed support for the general design goal of visual decluttering through standardized colors, standardized sizes, and repetition of elements throughout Rosslyn. Lastly, the Committee recommended programming the parklet prototype to help activate the space, and suggested activities that could be explored, such as street musicians, small performances, or arts and crafts. Staff and RBIC will consider opportunities for programming in the future.

Request to Advertise County Board Meeting: No comments were raised at the May 20, 2017 County Board meeting.

Advisory Commission Review After Advertisement of the Plan: Subsequent to the advertisement of the draft Plan, staff met with the Transportation Commission and the Planning Commission to solicit final input prior to County Board review. In addition, these commissions have forwarded letters to the County Board expressing general support for adoption of the Plan, along with supplemental recommendations for County Board consideration. Below is a general summary of the major comments that were received at the meetings that have occurred since the advertisement of the Plan. Staff responses to these comments, as well as staff responses to recommendations that the boards and commissions forwarded to the County Board, are captured and addressed in more detail in the Comment and Response Matrix (dated June 17, 2017) that is attached to this report (see Attachment C).

Transportation Commission: (To be inserted following June 1st meeting) The Rosslyn Streetscape Elements Plan was presented to the Transportation Commission at their June 1, 2017 meeting. The Commission voted _____ to recommend that the County Board adopt the Rosslyn Streetscape Elements Plan.

Planning Commission: (To be completed following June 5th meeting) The Rosslyn Streetscape Elements Plan was presented to the Planning Commission at their June 5, 2017 meeting. The Commission voted _____ to recommend that the County Board adopt the Rosslyn Streetscape Elements Plan. The following motions were made by the Planning Commission; staff response is included.

A. The Planning Commission....
Staff Response:

B. The Planning Commission recommend the County Manager's draft plan be amended to;

CONCLUSION: The Draft Rosslyn Streetscape Elements Plan includes a dynamic and cohesive family of street furnishings that, once installed, will strengthen the district’s character and enhance the pedestrian experience in Rosslyn. Therefore, it is recommended that the County Board adopt the resolution to adopt the Rosslyn Streetscape Elements Plan.

DRAFT

RESOLUTION TO ADOPT THE ROSSLYN STREETScape ELEMENTS PLAN

WHEREAS, the County Board of Arlington County has been presented with a proposed Rosslyn Streetscape Elements Plan (“the Plan”) to provide detailed policy guidance on streetscape elements (furnishings) and an approach for implementation for the public right-of-way within the Rosslyn Business Improvement Service District (RBID); and

WHEREAS, in July 2015, the Rosslyn Sector Plan was adopted which introduced the streetscape elements; and

WHEREAS, The Rosslyn Streetscape Elements Plan is consistent with the principles and vision outlined in the Rosslyn Sector Plan, and is intended to be a companion document to the Rosslyn Sector Plan the Rosslyn-Ballston Corridor Streetscape Standards; and

WHEREAS, the fulfillment of the proposed Plan will help strengthen the district’s character and enhance the pedestrian experience in Rosslyn; and

WHEREAS, The Plan includes guidelines and a design for a parklet prototype for the northwest corner of North Oak Street and Wilson Boulevard, and

WHEREAS, the County Manager has recommended adoption of the Rosslyn Streetscape Elements Plan, and

WHEREAS, the Transportation Commission has recommended adoption of the Rosslyn Streetscape Elements Plan; and

WHEREAS, the Planning Commission has recommended adoption of the Rosslyn Streetscape Elements Plan; and

WHEREAS, the County Board of Arlington held a duly advertised public hearing on the Rosslyn Streetscape Elements Plan on May 20, 2017.

NOW, THEREFORE, be it resolved that, based on the aforementioned considerations, deliberations, and all public comments, the County Board of Arlington finds that the proposed Rosslyn Streetscape Elements Plan, dated June 17, 2017, set forth in Attachment B should be, and is hereby, adopted.

ATTACHMENT C

Rosslyn Streetscape Elements Plan

DRAFT Comment and Response Matrix

Comment #	Source	Date	Section/ Topic	Page Number	Question/Comment	Project Team Response	Proposed Changes to the Plan
1	TC	5/4/17	Phasing Plan	27	Add 18 th Street Corridor as pedestrian priority street to the map.	Staff will consider adding the new MTP street typology to the phasing plan.	Staff has added the 18 th street corridor to the phasing map to be consistent with Rosslyn Sector Plan guidance.
2	TC	5/4/17	Parklet	n/a	Will future parklets encourage creativity in design?	Yes, applicants for future parklet designs will be encouraged to be creative in design provided all other criteria is met. Future parklets will require a separate planning process and future action by the County Board.	
3	TC	5/4/17	Parklet	n/a	Will other BIDs be allowed to build parklets?	Yes, following County Board approval of a more comprehensive parklet process.	
4	TC	5/4/17	Parklet	n/a	How will the parklet be monitored?	Staff and RBIC will monitor throughout the prototype period of two years by conducting sidewalk and online surveys, observation throughout the seasons, routine inspections, and feedback from users.	
5	TC	5/4/17	Parklet	n/a	How is food service regulated if parklet is located in front of a restaurant?	Parklets are free and open to all members of the public to use, regardless of whether or not they patronize a business. For example, a restaurant employee is not allowed to ask someone to leave a parklet to make space for customers who wish to sit there. Table service is also prohibited at parklets; as are place settings and the placement of condiments or napkins.	
6	PAC	5/10/17	General	n/a	How much does the furniture cost?	It is very hard to make an apples to apples comparison between standard off-the-shelf products and the custom designs of the Rosslyn streetscape elements. The true value of the Rosslyn family of products is the unique branding they provide for the BID and the exceptional streetscape experience they will contribute to creating.	
7	PAC	5/10/17	General	n/a	Our primary general concern is that the sidewalk clear zones specified in the Rosslyn Sector Plan are maintained. One way to prevent both cafe zone creep and landscape zone over-development over time is to differentiate the clear, cafe, and landscape zones through design elements on the pavement, such as different types of pavements, brick patterns, or other markings. This differentiation needs to be completed before either the cafe zone or landscaping zone are populated.	Staff concurs and will ensure the sidewalk zones will comply with the Rosslyn Sector Plan, and are clear and accessible.	

Commenter codes: LRPC = Long Range Planning Committee of the Planning Commission; PC Member = Planning Commission Member; TC = Transportation Commission; PAC = Pedestrian Advisory Committee; RBIC- Rosslyn Business Improvement Corporation; CB = County Board

 = Shading indicates changes to plan.

05/30/2017

ATTACHMENT C

Rosslyn Streetscape Elements Plan

DRAFT Comment and Response Matrix

Comment #	Source	Date	Section/ Topic	Page Number	Question/Comment	Project Team Response	Proposed Changes to the Plan
8	PAC	5/10/17	General	n/a	Another general concern is to ensure that all street elements are accessible (location) and appropriate (ease of use) for pedestrians of all abilities. An example that we mentioned in 2015 was the prototype for the wayfinding sign – a great and much-needed element that is relatively tall. Our caution was to keep branding and headers towards the top, followed by graphics, and any text then at a level that can easily be read by short people and those in wheelchairs. Braille and/or aural components could help blind pedestrians get the information they need. We again encourage consultation with the Disability Commission.	Staff concurs and will ensure that all elements are installed to be accessible and visible for the public. Staff will consider incorporating audio or brail components to future designs to assist those users in accessing the information on the marker.	
9	PAC	5/10/17	Parklet	n/a	Many PAC members, however, are disappointed with the parklet prototype element presented at our meeting. It's more that the prototype doesn't seem to be an inspired use of this valuable and unique space. The tables and chairs in the parklet prototype seem similar in form and function to tables and chairs that could be placed almost anywhere in the Rosslyn streetscape. Also, the tables and chairs are a passive use of the space. We encourage you to develop a parklet prototype that is something unique, unusual, imaginative, artistic, and perhaps rotating over time. The prototype should help activate the area, perhaps as a place for street musicians, tiny pop-ups for food and drink, small stage for small performances, tiny arts and crafts market, a flower mart, or adopt-a-shelter-pet promotions.	The prototype will be a demonstration test and lessons will be learned that ultimately inform how future parklets look and perform. Staff and RBIC will consider opportunities for programming in the future.	
10	LRPC	5/15	Street lights	n/a	One LRPC member asked whether the County has another design option for street light poles other than the standard Carlyle pole- something more contemporary to fit with the proposed streetscape elements.	The streetscape elements plan does not include a street light option at this time. Future lighting options will require more discussion and review by DES lighting staff.	

ATTACHMENT C

Rosslyn Streetscape Elements Plan

DRAFT Comment and Response Matrix

Comment #	Source	Date	Section/ Topic	Page Number	Question/Comment	Project Team Response	Proposed Changes to the Plan
11	LRPC	5/15	Process	n/a	A PRC member asked about the approval process for installing or swapping out streetscape elements, and if this could be done with one blanket approval by staff, rather than administrative changes and separate applications for installations on multiple blocks.	All replacement installations on site plan projects will require administrative changes to the respective landscape plans. The Zoning Office can accept administrative change applications for multiple site plans for replacement or upgrades to the streetscape. For example, three site plan projects on one block chose to install the elements, however, as with the current process, all property owners will need to consent to the installation and maintenance.	
12	LRPC	5/15	Parklet	n/a	A question was raised about how staff and the BID will evaluate the parklet during the prototype period. What happens to the parklet after the two-year prototype period?	Staff and RBIC will monitor throughout the prototype period of two years by conducting sidewalk and online surveys, observation throughout the seasons for traffic and operations, routine inspections, and feedback from users.	
13	LRPC	5/15	Parklet	n/a	A PRC member asked if there are future parklets planned in Rosslyn, or if the prototype was a one-off installation.	Future parklets will require a separate planning process and future action by the County Board.	
14	LRPC	5/15	Aesthetics	n/a	The LRPC was generally in favor of the look and feel of the streetscape elements for Rosslyn.	N/A	
15	LRPC	5/15	Parklet	n/a	One member asked if the parklet was public, and if it will include a sign that identifies it as a public space.	The parklet will be a public space and will be signed as such.	
16	LRPC	5/15	Tree pits	n/a	A PRC member asked if the tree pit fences are a new standard for use Countywide.	Tree fences are optional and not a new standard or requirement.	
17	LRPC	5/15	Wayfinding	n/a	A PRC member suggested that wayfinding should be explored on the tableau markers to help identify destinations and public spaces in Rosslyn.	The tableau markers will identify places and destinations in Rosslyn. All content on signs will need to comply with the Zoning Ordinance and be reviewed by staff and relevant commissions or boards.	
18	LRPC	5/15	Contracts	n/a	A LRPC member asked if the BID had a standing contract with one vendor for the streetscape elements.	Landscape Forms (vendor) has exclusive manufacturing agreement with RBIC for the streetscape elements (with the exception of the CityChair). Ignacio Ciocchini (industrial designer with True Eye Design) holds the design patents for the products.	

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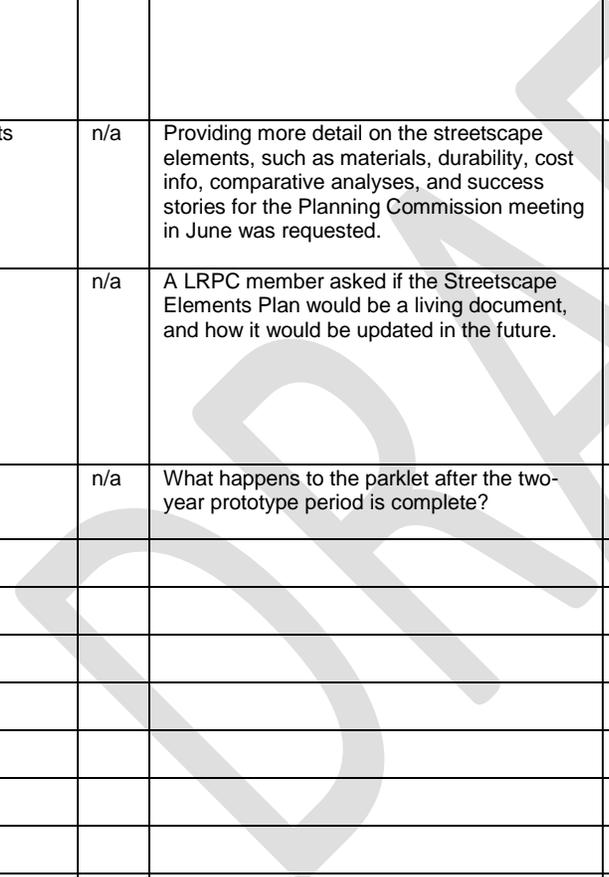
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ATTACHMENT C

Rosslyn Streetscape Elements Plan

DRAFT Comment and Response Matrix

Comment #	Source	Date	Section/ Topic	Page Number	Question/Comment	Project Team Response	Proposed Changes to the Plan
19	LRPC	5/15	Economics & Maintenance	n/a	Some concern about the economics and maintenance for the streetscape elements, which are custom designed and appear to be more expensive than other furnishings.	The design aesthetic of the streetscape elements is consistent with the Rosslyn Sector Plan. The costs vary for each element depending on the quantity ordered. The elements are designed with quality, durable materials to reduce maintenance in the long run. The true value of the Rosslyn family of products is the unique branding they provide for the BID and the exceptional streetscape experience they will contribute to creating.	
20	LRPC	5/15	Elements	n/a	Providing more detail on the streetscape elements, such as materials, durability, cost info, comparative analyses, and success stories for the Planning Commission meeting in June was requested.	Staff and RBIC will be prepared to provide more detail at the PC and CB meetings. Staff will revisit the Appendix of the Plan and determine if more information on materials for each element is necessary.	
21	LRPC	5/15	Plan	n/a	A LRPC member asked if the Streetscape Elements Plan would be a living document, and how it would be updated in the future.	Provided all changes comply with the design aesthetics, the spirit of this Plan, the Rosslyn Sector Plan, and other relevant policy documents, staff will be able to review administratively and recommend approval by the County Manager. Examples of such changes are provided in the Discussion section of the staff report.	
22	LRPC	5/15	Parklet	n/a	What happens to the parklet after the two-year prototype period is complete?	The parklet will remain in place provided there are no issues identified during that period.	
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