

Response to Questions on the FY 2010 County's Line of Business & Schools Program Review Processes Fall 2008

Request By: Supervisor Herrity

Question: What additional steps have the BOS and others added that has extended the plan review process in the Department of Planning and Zoning (DPZ)? Are there any “sheets of paper” that could be done without?

Response: Staff has reviewed both Policy Plan Amendments and Zoning Ordinance Amendments (ZOA) that have been adopted by the Board since 2000 and have noted the impacts in the attached chart.

In addition, staff has identified a number of impacts from the recent policies and proposals endorsed by the Board dealing with Residential Infill/Neighborhood Compatibility Issues:

- Implemented new procedures for the submission, review and approval of as-built height certifications and wall checks for single family dwellings.
- Extended review time for zoning review of building permit applications for single family dwellings
- Proposed Zoning Ordinance Amendment implementing a set back ratio in conjunction with revised average grade calculations for single family dwellings will require additional review and certification of set back and average grade calculations depicted on grading and building plans.
- Vehicle Parking in Front Yard ZOA (ZO 02-343) has resulted in additional enforcement work and staff review of paving in front yard calculations shown on grading plans and house location plans.

DPZ recognizes that additional work is generated from each additional requirement placed on the department but it is difficult to identify exactly how many sheets of paper have been added to the plan review processes as a result. Further, the department has not identified any sheets of paper that are not necessary in these processes.

Policy Plan and Zoning Ordinance Amendments

Amendment	Adopted Date	Name/Topic	PD Staffing Impact	ZAD Staff Impact	ZED Staff Impact
S03-CW-1CP ZO-03-359	September 29, 2003	Telecommunications	Minimal – This adds very little over what is done already in this area.	This amendment allowed more applications by right which has increased the number of feature shown and 2232 reviews for zoning compliance. Reviewed 98 applications in FY 2008 and 114 through 2 nd quarter of FY 09	One Planner spends ¼ of their time providing written responses to feature shown determinations
S04-CW-1CP	November 15, 2004	Chesapeake Bay Supplement	Minimal – This is covered by work related to EQC policy implementation.	No Impact	Significant – All zoning applications that propose encroachment into an RPA require concurrent processing and DPWES review of the RPA exception application (both the administrative review process and the exceptions that require BOS approval). As a result the DPWES staff report and proposed conditions, if any, for requests requiring a public hearing are incorporated into the ZED staff report
S07-CW-1CP	March 12, 2007	Transit Oriented Development	Minimal – There have been no RZs in Transit Station Areas since this policy was adopted.	No Impact	Moderate Impact- An analysis of the policies will be incorporated into the ZED staff report when applicable. Thus far, the Spectrum CPA application was evaluated for conformance with the TOD policies; Springfield Mall and the Springfield metro center rezoning applications are currently being reviewed for conformance with the TOD policies
S07-CW-2CP ZO 07-403	September 24, 2007 October 15, 2007	Workforce Housing	Minimal – Policy adoption has clarified expectation which now supports standard proffer approach.	Moderate – increased tracking requirements for workforce housing units. ZAD Planner IV who is Agency housing specialist assists ZED staff in review of applications for conformance with Zoning Ordinance provisions.	Significant –All multi-family applications are reviewed for conformance with the Plan Policy and compliance with the associated Zoning Ordinance provisions. Staff negotiates to achieve policy goals with all multi-family developments. Applicants usually propose alternative proffer language, income targets, or mix of units.
S07-CW-3CP	December 3, 2007	Air Quality/Green Buildings	Significant – We estimate that ½ to ¾ of a SYE is devoted to the implementation of this important policy. Work involves RZ input, staying abreast of the various green building programs and initiatives, and participating in regional green building efforts.		Significant – All zoning applications are reviewed for conformance with Policy. Staff negotiates to achieve policy goals with all zoning applications that propose new construction even in circumstances where policy is encouraged rather than required
S07-CW-4CP	February 25, 2008	Stream Protection	Minimal – Like Ches. Bay this is covered by work related to EQC policy implementation. Review of watershed plans does periodically impact staff.		Minimal – All affected applications will be reviewed for conformance. To date only a few zoning applications have been identified where the policy is a factor in the evaluation of the proposal
S07-CW-6CP	September 22, 2008	Universal Design	Minimal – There have been no residential RZs so far where this is an issue.	Minimal – ZAD Staff has participated in public meetings discussing universal design issues and preparing draft proffer language for use by applicants	Minimal – Staff is in the early stage of negotiating with applicants to achieve this Policy goal

Amendment	Adopted Date	Name/Topic	PD Staffing Impact	ZAD Staff Impact	ZED Staff Impact
ZO-02-345	July 1, 2002	Affordable Dwelling Units		This amendment required additional documentation to prove ongoing ownership; ZAD staff sends NOV to those owners who do not provide the requisite ownership affidavit.	Minimal.
ZO-03-352	May 19, 2003	Affordable Dwelling Units		This amendment established mid-rise requirement and increased the tracking responsibilities and number of inquiries.	Moderate Impact. All applicable applications are reviewed for compliance.
ZO-03-355	June 17, 2003	Outdoor Lighting Requirements		This amendment replaced glare standards with new outdoor lighting standards and added requirement for submission of photometric plans or sports illumination plan. ZAD staff provides ongoing consulting services to DPWES and ZED in review of lighting plans and has increased enforcement responsibilities	Moderate Impact – All applicable applications are reviewed for compliance.
ZO-04-365	June 7, 2004	Cluster Subdivisions		Amendment allows by-right cluster subdivision in certain Zoning Districts. Staff conducts review of by right cluster subdivision plans in conjunction with DPWES to ensure compliance with Zoning Ordinance provisions	Minimal- No zoning applications have been processed to date.
ZO-06-382	July 10, 2006	Reduction of Certain Yard Requirements		Requires staff in Zoning Permit Review to track the gross floor area of additions approved by the BZA under this amendment to ensure that size of addition(s) does not exceed 150% of existing structure	Significant. A total of 141 Special Permit applications have been accepted for evaluation pursuant to this ZOA.
ZO-06-386	October 24, 2006	Fence and/or Wall Height		Allows Zoning Administrator to administratively approve up to 5% increase in fence/wall height for existing structure. Added additional administrative process for staff.	Moderate - A total of 40 Special Permit applications cases have been accepted for processing since 10-24-06
ZO-06-392	December 4, 2006	Shape Factor Limitation for Lots in Certain Residential Districts		Provide review of subdivision plans for compliance with Shape Factor provisions as consultant to DPWES and at request of industry prior to submission.	Minimal – No Special Exceptions for modification have been filed to date pursuant to this amendment.