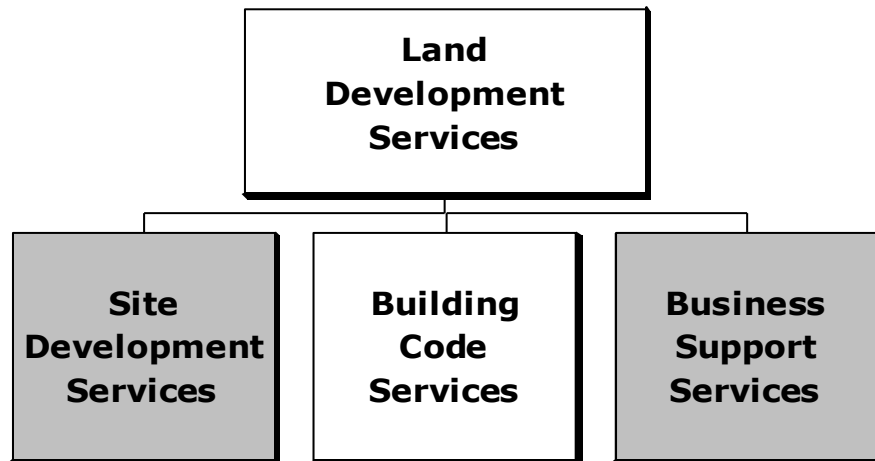



Land Development Services



 Community Development Program Area of Land Development Services

Mission

Land Development Services' (LDS) mission facilitates the safe and sustainable building of our communities. LDS serves to protect the environment, and the health, safety and welfare of all who live in, work in and visit Fairfax County. Through partnerships with all stakeholders, LDS achieves excellence in service by balancing the needs, rights and interests of the community in the building and land development process.

Focus

Land Development Services (LDS) provides regulatory services to protect the health, safety, welfare, and environment for those who live in, work in, and visit Fairfax County. This is accomplished through effectively regulating land development and building construction. LDS enforces environmental protection standards set forth in applicable codes for land development and building construction such as the Virginia Uniform Statewide Building Code, the International Code Council's family of construction codes, state laws and regulations, Fairfax County ordinances, and the Public Facilities Manual. LDS is composed of four divisions: Building Code Services (BCS), included in the County's Public Safety Program Area, as well as Site Development Services (SDS), Code Development and Compliance Division, and Business Support Services (BSS), included in the County's Community Development Program Area. BSS manages the administrative responsibilities of Human Resources, Information Technology, Safety, and Financial Management for LDS.

Land Development Services

LDS reviews all site and subdivision plans, inspects site development, and is responsible for the plan review, permitting, and inspection of new and existing structures. LDS takes action against non-compliant construction and land-disturbing activities. It provides technical training and conducts customer outreach programs to help homeowners, builders, engineers and contractors comply with land development and building code regulations. LDS evaluates recent economic activity to predict future workload and resource needs. While the number of site and subdivision submissions has remained steady, there continues to be a shift in development towards more in-fill and redevelopment/revitalization of older communities; more complex sites (such as problem soils); and more multi-use and multi-family types of buildings. The workload associated with enforcing regulations for these types of developments has inherent complexities that require the redirection of resources to address code enforcement, environmental regulatory actions and infill issues. For example, infill development and revitalization projects are more complex in nature due to stormwater management challenges, erosion and sedimentation issues, deficient infrastructure, and the need to minimize impacts on adjoining property owners.

In FY 2018, LDS began an internal process to review and update performance metrics to better reflect agency operations and to inform LDS customers of site and building plan and permitting processing times. The first phase of this performance metrics project has focused on the overall time to market for plan reviews, specifically on the length of time and number of submissions required to review and approve site and building plans. This work has pushed agency and industry partners from a submission cycle perspective to a total process perspective. LDS regularly publishes these metrics on the agency's website, which illustrates county review time and customer engineer revision time.

In this manner, LDS achieves transparency in performance and aids customers understand typical time horizons for permit approval.

In the coming months, LDS will advance the performance metric project with a focus on the quality of plan submissions and the quality of submission reviews, as well as a focus on site and building inspection processes. This analysis will provide critical insights on agency operations and the manner in which the agency collaborates with customers, enabling the agency to best manage workload and the deployment of resources. Increasing development activity in the Reston Corridor, Tysons Urban Center and Springfield Town Center continue to increase the quantity and complexity of plan and inspection work in LDS.

Land Development Services supports the following County Vision Elements:



Maintaining Safe and Caring Communities



Building Livable Spaces



Connecting People and Places



Maintaining Healthy Economies



Practicing Environmental Stewardship



Creating a Culture of Engagement



Exercising Corporate Stewardship

Land Development Services

In FY 2020, LDS will continue to be part of the Economic Development Core Team as presented to the Board of Supervisors at the March 18, 2013 Budget Committee meeting as part of the presentation on “Building and Sustaining Community by Leveraging our Economic Development Opportunities.” The team is necessary to support the County’s economic development and revitalization goals, improve development process timelines, and address rising workload requirements to ensure that the capacity exists to meet customer expectations and respond to development opportunities.

LDS has launched an electronic plan submission and review system. This system greatly increases customer service by facilitating developer submissions and provides more robust tools to review submissions, including concurrent agency reviews. Consequently, the system will allow LDS to better meet customer expectations for expediency and timeliness in submission review and approval.

Budget and Staff Resources

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
FUNDING				
Expenditures:				
Personnel Services	\$21,957,957	\$23,373,333	\$23,373,333	\$24,055,200
Operating Expenses	5,719,495	5,406,945	6,222,321	5,412,035
Capital Equipment	99,973	0	0	0
Subtotal	\$27,777,425	\$28,780,278	\$29,595,654	\$29,467,235
Less:				
Recovered Costs	(\$456,612)	(\$353,732)	(\$353,732)	(\$353,732)
Total Expenditures	\$27,320,813	\$28,426,546	\$29,241,922	\$29,113,503
Income:				
Permits/Plan Fees	\$12,228,131	\$12,648,915	\$12,648,915	\$12,648,915
Permits/Inspection Fees, Miscellaneous	27,609,873	27,715,846	27,715,846	27,822,423
Total Income	\$39,838,004	\$40,364,761	\$40,364,761	\$40,471,338
NET COST TO THE COUNTY¹	(\$12,517,191)	(\$11,938,215)	(\$11,122,839)	(\$11,357,835)
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	286 / 286	286 / 286	286 / 286	287 / 287

¹ Does not reflect Fringe Benefit costs, which are shown in Agency 89, Employee Benefits, as well as indirect costs and other operational costs such as space and utilities.

Land Development Services

Community Development Program Area Summary

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
FUNDING				
Expenditures:				
Personnel Services	\$12,406,664	\$13,451,799	\$13,451,799	\$13,874,045
Operating Expenses	3,507,642	3,062,901	3,467,086	3,067,991
Capital Equipment	43,754	0	0	0
Subtotal	\$15,958,060	\$16,514,700	\$16,918,885	\$16,942,036
Less:				
Recovered Costs	(\$456,612)	(\$353,732)	(\$353,732)	(\$353,732)
Total Expenditures	\$15,501,448	\$16,160,968	\$16,565,153	\$16,588,304
Total Income	\$12,228,131	\$12,648,915	\$12,648,915	\$12,648,915
NET COST TO THE COUNTY	\$3,273,317	\$3,512,053	\$3,916,238	\$3,939,389
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	185 / 185	185 / 185	186 / 186	187 / 187
Land Development Services				
Administration				
1 Director, LDS				
2 Division Directors, LDS				
1 Engineer IV				
1 Project Coordinator				
3 Planners IV				
1 Programs and Procedures Coord.				
2 Code Specialists III				
1 Constr./Mnt. Project Manager II				
1 Management Analyst III				
3 Management Analysts II				
3 Management Analysts I				
1 Information Officer III				
1 Training Specialist III				
1 Human Resources Generalist III				
1 Human Resources Generalist II				
1 Human Resources Generalist I				
1 Safety Analyst				
3 Administrative Assistants IV				
Financial Management Branch				
1 Management Analyst IV				
2 Financial Specialists III				
1 Financial Specialist II				
1 Financial Specialist I				
1 Administrative Assistant V				
2 Administrative Assistants IV				
4 Administrative Assistants III				
Customer and Technical Support Center				
1 Engineer IV				
1 Code Specialist III				
2 Code Specialists II				
3 Management Analysts II				
1 Eng. Inspect. Technical Support				
11 Engineering Technicians III				
15 Engineering Technicians II				
6 Administrative Assistants III				
3 Administrative Assistants II				
Site Development and Inspections				
1 Division Director, LDS				
3 Engineers V				
4 Engineers IV				
10 Senior Engineers III				
16 Engineers III				
1 Code Specialist III				
1 Code Specialist II				
3 Supervising Eng. Inspectors				
4 Asst. Sup. Engineering Inspectors				
22 Senior Eng. Inspectors				
Code Academy				
1 Program and Procedures Coord.				
2 Training Specialists III				
Information Technology Branch				
1 IT Program Manager II				
1 IT Systems Architect				
1 Business Analyst IV				
2 Business Analysts III				
1 Programmer Analyst IV				
1 Programmer Analyst III				
1 Programmer Analyst II				
1 Network/Telecom. Analyst III				
1 Network/Telecom. Analyst I				
1 Internet/Intranet Architect III				
2 Internet/Intranet Architects II				
1 Geog. Info. Spatial Analyst III				
1 Data Analyst II				
1 IT Technician III				
Code Development and Compliance				
1 Division Director, LDS				
1 Project Coordinator				
1 Engineer V				
3 Engineers IV				
1 Code Specialist IV				
3 Code Specialists III				
3 Code Specialists II				
1 Senior Engineering Inspector				
4 Engineering Technicians III (1)				
1 Combination Inspector				
1 Administrative Assistant III				
TOTAL POSITIONS				
187 Positions (1) / 187.0 FTE (1.0)				
() Denotes New Position				

Land Development Services

Public Safety Program Area Summary

Category	FY 2018 Actual	FY 2019 Adopted	FY 2019 Revised	FY 2020 Advertised
FUNDING				
Expenditures:				
Personnel Services	\$9,551,293	\$9,921,534	\$9,921,534	\$10,181,155
Operating Expenses	2,211,853	2,344,044	2,755,235	2,344,044
Capital Equipment	56,219	0	0	0
Total Expenditures	\$11,819,365	\$12,265,578	\$12,676,769	\$12,525,199
Income:				
Permits/Inspection Fees, Miscellaneous	\$27,609,873	\$27,715,846	\$27,715,846	\$27,822,423
Total Income	\$27,609,873	\$27,715,846	\$27,715,846	\$27,822,423
NET COST TO THE COUNTY	(\$15,790,508)	(\$15,450,268)	(\$15,039,077)	(\$15,297,224)
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)				
Regular	101 / 101	101 / 101	100 / 100	100 / 100
1 Division Director, LDS	4	Engineering Technicians III	38	Master Combination Inspectors
1 Chief Building Inspector	4	Engineering Technicians II	2	Combination Inspectors
2 Engineers V	1	Engineering Technician I	1	Senior Electrical Inspector
6 Engineers IV	9	Code Specialists II	1	Administrative Assistant III
23 Engineers III	7	Supervising Combination Inspectors		
TOTAL POSITIONS				
100 Positions / 100.0 FTE				

FY 2020 Funding Adjustments

The following funding adjustments from the FY 2019 Adopted Budget Plan are necessary to support the FY 2020 program.

- ◆ **Employee Compensation** **\$611,061**
 An increase of \$611,061 in Personnel Services includes \$233,734 for a 1.0 percent market rate adjustment (MRA) for all employees and \$377,327 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2019.
- ◆ **Permit Education and Outreach** **\$75,896**
 An increase of \$75,896 and 1/1.0 FTE, including \$70,806 in Personnel Services and \$5,090 in Operating Expenses, is included to provide proactive education and outreach to businesses and residents engaging in activities requiring permits and inspections. It should be noted that an increase of \$30,681 is included in Agency 89, Fringe Benefits, for a total cost of \$106,577. These costs are fully offset by a revenue increase of \$106,577 associated with increased permit activity, resulting in no net impact on the General Fund.

Land Development Services

Changes to FY 2019 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2019 Revised Budget Plan since passage of the FY 2019 Adopted Budget Plan. Included are all adjustments made as part of the FY 2018 Carryover Review, and all other approved changes through December 31, 2018.

- ◆ **Carryover Adjustments** \$815,376
As part of the FY 2018 Carryover Review, the Board of Supervisors approved encumbered funding of \$815,376 in Operating Expenses.

Key Performance Measures

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate/Actual	FY 2019	FY 2020
Site Development Services					
Percent of projects in irresolvable default which must be completed by the County	0%	0%	3% / 0%	3%	3%
Construction projects required to cease as a result of deficiencies identifiable on the plan	0	0	0 / 0	0	0
Building Code Services					
Percent of buildings experiencing catastrophic system failures as a result of building design	0%	0%	0% / 1%	0%	0%
Percent of permits issued on day of application	65%	74%	75% / 74%	76%	76%

A complete list of performance measures can be viewed at
<https://www.fairfaxcounty.gov/budget/fy-2020-advertised-performance-measures-pm>

Performance Measurement Results

In FY 2018, LDS met most of the goals for key performance measures. The percent of projects in irresolvable default that must be completed by the County remained at 0 percent, thereby meeting the target. The number of construction projects required to cease as a result of deficiencies identifiable on the plan also remained at 0.

During FY 2018 LDS noted a catastrophic system failure related to building foundation settlement at the Innovation Center Metro Station Garage. The County contractor has successfully taken action to remediate this issue, which ensures that the garage will be usable and safe in the long-term. The reasons for this failure, whether a design flaw or construction error, remain under investigation. The settlement issues have been successfully remediated and the garage will be usable and safe in the long-term. The reasons for this failure are still under investigation. In FY 2018, 74 percent of permits were issued on the day of application, which maintains the trend of improvement seen in FY 2017, but just missed the target of 75 percent. As a result, the agency has set a target of 76 percent for FY 2019 and FY 2020.