

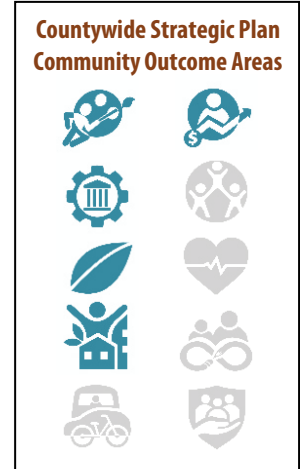
Department of Planning and Development

Mission

To promote livable communities which enhance the quality of life for the present and the future residents and to support commercial resiliency and economic development by providing services, advice and assistance on land use planning, zoning, revitalization, design and development review to residents, businesses, and decision-makers in Fairfax County and facilitating strategic redevelopment and reinvestment opportunities that align with the Countywide Strategic Plan.

Connection to the Countywide Strategic Plan

The Fairfax County Board of Supervisors adopted the first-ever Countywide Strategic Plan on October 5, 2021. The Countywide Strategic Plan serves as a road map to help guide future work, focusing on the 10 Community Outcome Areas that represent the issues of greatest importance to the community, and uses our One Fairfax equity policy to invest in people and places that have limited access to opportunity. On February 20, 2024, the second Annual Report on the work of the strategic plan was released to the public. The report contains point-in-time progress highlights for each of the community outcome areas, plus three data dashboards and data stories that are being replicated across all of the outcome areas, and a number of additional initiatives to embed the elements of the plan within department-level work. The report also includes a Year Three Implementation Model, which will engage hundreds of County subject-matter experts to identify and champion the specific strategies that will move forward to implementation under the guidance of the Board of Supervisors. For more information on the Countywide Strategic Plan, please visit www.fairfaxcounty.gov/strategicplan. The Department of Planning and Development primarily supports the following Community Outcome Areas:



Community Outcome Area	Vision Statement
Cultural and Recreational Opportunities	<i>All residents, businesses, and visitors are aware of and able to participate in quality arts, sports, recreation and culturally enriching activities.</i>
Economic Opportunity	<i>All people, businesses, and places are thriving economically.</i>
Effective and Efficient Government	<i>All people trust that their government responsibly manages resources, is responsive to their needs, provides exceptional services and equitably represents them.</i>
Environment and Energy	<i>All people live in a healthy sustainable environment.</i>
Housing and Neighborhood Livability	<i>All people live in communities that foster safe, enjoyable and affordable living experiences.</i>

Focus The Department of Planning and Development (DPD) is composed of five major work units: Administration; the Zoning Administration Division; the Zoning Evaluation Division; the Planning Division; and the Community Revitalization and Urban Centers Sections. The primary purpose of DPD is to provide proposals, advice, and assistance on land use, development, revitalization, urban design and zoning issues to the community and decision-makers in Fairfax County.

Major areas of focus include: improving service delivery and development process timelines to support the County's economic development and revitalization goals; addressing increased workload requirements to ensure that capacity exists to meet customer expectations and to respond to development opportunities; and, increasing community outreach and participation. Service delivery improvement is a multiagency initiative that includes each of the County's land development agencies working to improve the speed, consistency, and predictability of the land development process, as well as providing improved customer service, community engagement and reporting. To assist in timely service delivery, DPD is completing an agency-wide Request for Proposal (RFP) for on-call consultant services to provide additional flexibility and agility when these services are needed. DPD continues to meet staffing challenges presented by the loss of experienced managers, planners, and other staff. To support succession planning, DPD has increased its emphasis on staff training and development and fully supports the Joint Training Academy, which provides staff with a comprehensive baseline overview of the land development process in Fairfax County. Increasing community outreach and participation includes education and awareness, as well as outreach to communities and residents who have historically not participated in the land use conversation.

DPD is committed to developing reliable qualitative performance measures to establish benchmarks and targets to assist in identifying areas for process improvement that will better serve customers and that align with the Countywide Strategic Plan.

Long Range Planning

DPD allocates significant resources toward a variety of activities to ensure that the County continues to encourage and manage growth in a way that is attractive and effective; respects the environment and the integrity of existing development; increases affordable and workforce housing opportunities; and provides for the future needs of the community. Examples include the Huntington/WMATA Station plan amendment, adopted in December 2022; the Affordable Housing at the Government Center plan amendment and zoning approvals, adopted/approved in early 2023; the Affordable Housing Preservation plan amendment, adopted in March 2023; and the ongoing Lorton Visioning and Reston plan amendments. Other ongoing projects include the Government Center Visioning, Fairfax Center Phase III, and Centreville studies; an update to the countywide policies on public facilities; and countywide Policy Plan revisions.

Specifically, the Board adopted eight Comprehensive Plan amendments in FY 2023:

- Conclusion of the multi-year Huntington/WMATA Station plan amendment;
- Plan amendments for Beacon at Groveton, Affordable Housing at the Government Center, Renaming of Lee District to Franconia District, and 6235 and 6245 Brandon Avenue;
- Policy Plan update to the Housing section to address Affordable Housing Preservation; and
- Policy Plan update to the Transportation section to address the Fairfax County and Franconia-Springfield Parkway Study and the Fairfax County Parkway at Burke Center Parkway Study.

After the adoption of a revised Site-Specific Plan Amendment (SSPA) process, DPD implemented an open, countywide nomination period during the fall of 2022. This resulted in a significant effort to screen 77 nominations, including staff review and comment from locally-impacted communities. Upon the conclusion of the screening period, a total of 53 nominations were added to a revamped

Comprehensive Plan Amendment Work Program in April 2023, and work on both Tier 1 and Tier 2 Plan amendments is underway.

The Planning Division supports and staffs several Board-appointed groups. The Heritage Resources Branch staff supports the Architectural Review Board (ARB) and History Commission. The Environmental Policy Branch staff provides support to the Wetlands Board and Airport Advisory Council. The Development Review staff provides support to the Agricultural and Forestal District Advisory Committee (AFDAC). Staff support to these Board-appointed groups also includes processing related applications. With the adoption of the Hollin Hills Historic Overlay District in March 2022, demand for staff support to the Architectural Review Board has significantly increased, reflecting an increase in applications in this District.

Zoning Ordinance

A multi-year effort to modernize the Zoning Ordinance, known as zMOD, resulted in the adoption of a new Zoning Ordinance effective July 1, 2021. The new streamlined Ordinance eliminates repetition and uses easy-to-understand language, graphics, and figures, and is hosted on a user-friendly online platform. A major focus remains tracking and evaluating the new Ordinance to identify and resolve necessary updates and editorial revisions; two rounds of which have been completed, in FY 2022 and FY 2023, in addition to a number of additional topical amendments.

The County operated successfully for two years under the 2021 zMOD Ordinance; however, on March 23, 2023, the Supreme Court of Virginia issued an opinion finding the County's 2021 zMOD Ordinance void *ab initio*. This required the County to revert to operating under the previous 1978 Zoning Ordinance. At the Board's request, staff moved quickly to authorize and schedule public hearings to consider readoption of the zMOD Ordinance, to provide a clear path forward for zoning applications, plans, and permits that had been submitted and/or approved under the 2021 zMOD Ordinance. Additionally, staff were able to move forward on almost all pending zoning applications with minimal interruption, by updating staff reports to review proposals against both the proposed Ordinance and the previous 1978 Zoning Ordinance. On May 9, 2023, the Board readopted the zMOD Ordinance as Chapter 112.2 of the [Fairfax County Code](#). Staff will continue to monitor and review the potential impacts to zoning applications resulting from the Supreme Court decision.

Zoning Ordinance Work Program initiatives that will extend into FY 2025 include: 1) a comprehensive review and evaluation of parking requirements using consultant services and in partnership with Land Development Services; 2) Phase 2 of the Sign Ordinance update which will review the Comprehensive Sign Plan approval process and address sign issues associated with mixed use projects; and 3) a comprehensive and much needed update of the landscaping and screening requirements. Staff will continue to review the readopted zMOD Ordinance and recommend changes as appropriate to address changing needs and policies impacting the County. In addition to the ongoing amendments, the Board directed staff to prepare a report analyzing issues related to Data Centers, including researching environmental issues and potential mitigation, evaluating potential locational guidelines, and assessing how data centers should be reviewed and approved, including the use of guidelines in the Comprehensive Plan and/or regulations in the Zoning Ordinance. All of these initiatives include extensive community and stakeholder outreach.

Zoning Actions and Entitlements

In FY 2023, the Zoning Evaluation Division worked on many critical cases to help implement the County's planning and economic development goals. In mid-2023, two cases for redevelopment within the Springfield Towne Center were filed, the first new construction in the Springfield Towne Center since approval of the initial rezoning almost 15 years ago. Staff successfully reviewed and negotiated both applications for approval in less than six months. Major cases such as FCGP and

Converge brought new housing opportunities and the headquarters of HITT contracting to the area surrounding the West Falls Church Metro station, supporting the County's development goal of redevelopment in transit hubs. The trend of existing office conversion to residential development continued with four separate cases in Tysons, Bailey's Crossroads (Skyline) and Merrifield. Additional applications were approved in Tysons to replace approved, but unbuilt, office with multifamily residential buildings, all with an affordable component. Projects that will provide 100 percent affordable housing are underway at the Government Center, along Richmond Highway and within development areas including Tysons, Seven Corners, and Merrifield.

Urban Design and Revitalization Efforts

Urban design is a focus for DPD and work continues on the production of Urban Design Guidelines for revitalization districts/areas. The Board endorsed the District Design Guidelines for McLean in September 2023, after a two-year process including extensive community outreach. An all-encompassing *Volume I: Urban Design Guidelines for Fairfax County's Revitalization Districts and Areas* was first endorsed by the Board of Supervisors in late 2018 and is under review to update to reflect current state of the art practices and consider applicability to activity centers and planning areas beyond the revitalization districts/areas. This follows an update of *Volume I, Tysons and Reston* guidelines in February 2023 that allows developers to receive canopy credit for street trees and permits greater flexibility in planting standards. The street tree amendment was produced in conjunction with the Urban Forestry Management Division. Various placemaking efforts include coordination with the Virginia Department of Transportation on the implementation of a gateway signage system for Springfield and coordination with the Park Authority on final design and implementation of a permanent park space in central Annandale.

Equity and Engagement

DPD has established an Equity Program Manager (EPM) position to lead the department-wide One Fairfax effort; develop and support implementation of DPD's equity impact plan; and guide staff in preparing equity impact analyses for projects and Board items. A current major focus of the EPM is policy development for the amendment to the Policy Plan section of the Comprehensive Plan. DPD's equity education team continues to conduct training sessions for staff throughout the department. DPD continues to review hiring practices and uses trained employee representatives who serve on interview panels as objective observers of the interview process to ensure interviews are handled equitably and conducted consistently.

Inclusive community engagement on land use issues is a priority for DPD, as recommended by the 2017 Community Council on Land Use Engagement. New strategies are required to ensure that the opinions of the County's growing and increasingly diverse population are considered, and that all residents have an opportunity to participate in planning and zoning activities. To further these efforts, DPD is expanding its capacity to provide more language services, which includes increasing awareness of translation and interpretation services available to the public. County data on native languages is used with inclusive community engagement plans to ensure community members can request or receive project information, such as community meeting flyers and surveys, in multiple languages, as well as access interpretation services in their native language. DPD has undertaken an independent review of planning-related resources and outreach materials to improve the accessibility of the comprehensive plan information and plan amendment processes, to include development of informational videos and recommendations for improving written materials and website resources.

Community and task force meetings transitioned completely to virtual during the COVID-19 pandemic, and as the pandemic recedes, DPD continues to consider the benefits and constraints of virtual and in-person meetings. The use of online meeting platforms will continue to offer broader

outreach to community members who may not be able to attend meetings in person. Other outreach tools include increased use of social media, surveys, collaboration with the Fairfax County local access channel to create public service announcements, and online tutorials and videos. Community meetings, including charrettes, are held in areas of the County considering land use proposals; new webpages are created for all Comprehensive Plan and Zoning Ordinance amendments; and, as Comprehensive Plan amendments and Zoning Ordinance amendments move through the review, authorization, and adoption processes, information is posted on Facebook and Nextdoor, and shared through Listserv announcements.

Technology

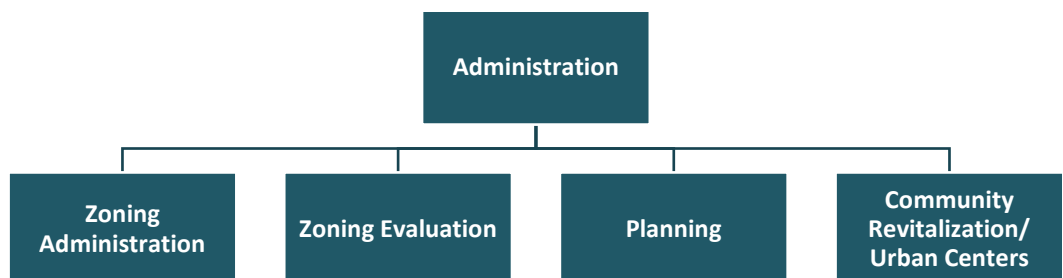
The Planning and Land Use Systems (PLUS) modernization initiative and associated projects continue to implement information technology solutions to meet the objectives of DPD and the County. PLUS Release 4 implemented integrated digital plan review for zoning applications, zoning review of building permits and other plan-based records. The Digital Plan Room (DPR) has been used in pilot applications and will roll out for standard use. After the rollout, as efficiencies grow, it is expected that this new tool will assist in staff analysis and give industry and citizens access to more up-to-date information.

The digitization of current and historic residential and commercial property files and zoning case files is a significant ongoing long-term project that will further streamline and enhance service delivery. In FY 2023, staff completed the digitization of the residential single family detached files, which encompasses approximately 400,000 residential addresses and more than 8,600 subdivisions and made significant progress on the remaining files. Converting paper files to digital files will make zoning and other property information used daily by staff, residents, and the development industry far more accessible and convenient. This information is being integrated into PLUS for quicker and easier processing of land use requests.

Revenue Enhancements

For FY 2025, DPD proposed, and the Board of Supervisors approved, a number of revenue enhancements to Zoning fees, which are expected to generate an increase in General Fund revenues of approximately \$490,000 in FY 2025. The fee adjustments are intended to increase cost recovery, as DPD's expenditures and staff have increased significantly over the 12-year period since the last comprehensive fee adjustment took place.

Organizational Chart



Department of Planning and Development

Budget and Staff Resources

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
FUNDING					
Expenditures:					
Personnel Services	\$12,946,456	\$15,312,742	\$15,312,742	\$15,872,462	\$15,872,462
Operating Expenses	1,074,727	990,983	2,546,673	1,110,333	1,108,874
Total Expenditures	\$14,021,183	\$16,303,725	\$17,859,415	\$16,982,795	\$16,981,336
Income:					
Zoning/Miscellaneous Fees	\$2,519,934	\$2,294,781	\$2,250,912	\$3,318,540	\$2,828,540
Total Income	\$2,519,934	\$2,294,781	\$2,250,912	\$3,318,540	\$2,828,540
NET COST TO THE COUNTY	\$11,501,249	\$14,008,944	\$15,608,503	\$13,664,255	\$14,152,796
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	156 / 156	155 / 155	155 / 155	155 / 155	155 / 155

FY 2025 Funding Adjustments

The following funding adjustments from the FY 2024 Adopted Budget Plan are necessary to support the FY 2025 program. Included are all adjustments recommended by the County Executive that were approved by the Board of Supervisors, as well as any additional Board of Supervisors' actions, as approved in the adoption of the Budget on May 7, 2024.

Employee Compensation \$687,040

An increase of \$687,040 in Personnel Services includes \$306,255 for a 2.00 percent market rate adjustment (MRA) for all employees and \$247,534 for performance-based and longevity increases for non-uniformed merit employees, both effective July 2024. The remaining increase of \$133,251 is included for employee pay increases for specific job classes identified in the County's benchmark class survey of comparator jurisdictions.

Planning and Land Use System (PLUS) Licenses \$329,042

An increase of \$329,042 for PLUS licenses is based on anticipated billings for licensing costs associated with the agency's utilization of the PLUS system. PLUS is a new multi-agency platform for Fairfax County customers to complete their zoning, building, permitting or other land development processes online. Through PLUS, customers can conduct online transactions such as creating and submitting building permit applications online, pay fees, track application status, receive electronic notifications and conduct searches.

Advertising Costs \$50,000

An increase of \$50,000 to address advertising and mailing costs related to state legislation which required that all board deferred public hearings be readvertised.

Department of Vehicle Services Charges \$849

An increase of \$849 in Department of Vehicle Services charges is based on anticipated billings for maintenance and operating-related charges.

Department of Planning and Development

Reductions

(\$389,320)

A decrease of \$389,320 reflects reductions utilized to balance the FY 2025 budget. The following table provides details on the specific reductions:

Title	Impact	Positions	FTE	Reduction
Eliminate Consultant Funding	This reduction of \$250,000 is associated with planning, urban design, and historic preservation consulting services to support the comprehensive plan amendment workload. With the elimination of this funding, consulting services to support the comprehensive plan amendment would be requested at future quarterly budget reviews.	0	0.0	\$250,000
Realize Savings Associated with Non-Merit Personnel Supporting the History Commission	This reduction realizes savings of \$69,324 in non-merit personnel budget supporting the History Commission and is based on the current use of non-merit staff, which has not been utilized in this capacity since summer 2023. The responsibilities associated with this funding have been absorbed by other staff.	0	0.0	\$69,324
Realize Savings Associated with Non-Merit Personnel Providing Administrative Support	This reduction realizes savings of \$57,996 in non-merit personnel budget for administrative support and is based on the current use of non-merit staff, which has not been utilized in this capacity for more than a year. This non-merit staff previously supported the customer reception counter within the Permit Section and provided other administrative functions such as answering phone calls, responding to customer requests for information from property files, and digitizing documents as part of the department's project to digitize residential property files. These responsibilities can be absorbed by an existing position within the department.	0	0.0	\$57,996
Eliminate Offsite Hosting of Revitalization Website	This reduction of \$12,000 in Operating Expenses is associated with offsite hosting costs for the department's Revitalization website. The website was previously hosted outside the County to enable linking to non-governmental entities, but will be moved to a County platform, resulting in cost savings.	0	0.0	\$12,000

Changes to FY 2024 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2024 Revised Budget Plan since passage of the FY 2024 Adopted Budget Plan. Included are all adjustments made as part of the FY 2023 Carryover Review, FY 2024 Third Quarter Review, and all other approved changes through April 30, 2024.

Carryover Adjustments

\$1,555,690

As part of the FY 2023 Carryover Review, the Board of Supervisors approved funding of \$1,555,690 in encumbered carryover in Operating Expenses primarily for consulting services supporting the Zoning Ordinance Modernization (zMOD) project.

Department of Planning and Development

Cost Centers

The five divisions in the Department of Planning and Development are Administration; Zoning Administration; Zoning Evaluation; Planning; and Community Revitalization/Urban Centers Section. These distinct divisions work to fulfill the mission and carry out the key initiatives of the department.

Administration

Administration is primarily responsible for human resources, payroll, procurement, financial management and information technology. The Administration group also provides network support services; coordinates the digitization of current and historic residential and commercial property files; and provides technical resources by supporting several business computer systems and web and GIS applications. These systems include PLUS, legacy systems such as Fairfax Inspections Database Online system (FIDO), the LDSnet system and the Zoning and Planning System (ZAPS), Geographic Information Systems (GIS); custom web applications; and all DPD website land and public hearing information services. In addition, this group provides the strategic alignment of GIS, web, and core business systems technology to the department's current and future business needs, many of which are included in the PLUS project and other modernization initiatives.

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
EXPENDITURES					
Total Expenditures	\$3,394,470	\$2,474,991	\$2,688,145	\$2,588,442	\$2,588,442
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	24 / 24	24 / 24	24 / 24	24 / 24	24 / 24

Zoning Administration

The Zoning Administration Division maintains and administers the Fairfax County Zoning and Noise Ordinances including the following activities: analyzing and drafting of requested amendments as identified on the Zoning Ordinance Work Program; providing interpretations; responding to appeals of determinations; reviewing or processing permit applications including Building Permits, Sign Permits, as well as Home Based Business, Accessory Living Units, Short Term Lodging and Administrative Temporary Permits. In addition, the Zoning Administration is responsible for conducting property related research and limited field inspections on an as needed basis to ensure compliance with the Zoning and Noise Ordinances.

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
EXPENDITURES					
Total Expenditures	\$2,860,195	\$3,688,880	\$4,381,707	\$3,797,783	\$3,796,645
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	39 / 39	39 / 39	39 / 39	39 / 39	39 / 39

Zoning Evaluation

The Zoning Evaluation Division is charged with evaluating and processing all zoning applications – from pre-application and submission, through public hearings and decisions, to subsequent interpretations of approved proffers and development conditions. This includes analyzing applications for compliance with the Zoning Ordinance and other codes and conformance with the Comprehensive Plan and other policies; formulating recommendations to the Board of Supervisors, the Planning Commission, and the Board of Zoning Appeals (BZA); negotiating proffers and development conditions; and completing all public hearing legal notice requirements. In addition, Zoning Evaluation maintains the Zoning Evaluation records in PLUS; provides litigation support to the County Attorney; and supports citizen participation in the zoning process by attending community meetings to address both specific zoning applications and the land use process in general, often at the request of elected and appointed officials.

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
EXPENDITURES					
Total Expenditures	\$3,493,744	\$4,367,232	\$4,374,316	\$4,573,135	\$4,572,814
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	43 / 43	43 / 43	43 / 43	43 / 43	43 / 43

Planning

The Planning Division is responsible for the County's Comprehensive Land Use Plan. Its duties include maintaining and updating the Comprehensive Plan; working closely with task forces, land use committees, and other community groups to review amendments to the Plan; evaluating land use and development proposals for conformity with the Comprehensive Plan; quantifying development potential in the Comprehensive Plan; measuring environmental and heritage resources impacts and public facility needs associated with development applications; preparing planning and policy studies related to land development, land use, environmental and public facility issues; offering recommendations on managing future growth and redevelopment; evaluating and protecting historic resources; and assisting in the development of the County's Capital Improvement Program. The Planning Division works closely with the Department of Public Works and Environmental Services and Office of Energy and Environmental Coordination on joint initiatives such as the Flood Risk Reduction Workgroup, Resilient Fairfax, CECAP, and supports the Department of Housing and Community Development on Plan amendments and Task Forces related to affordable housing, including current projects around For-Sale Workforce Housing, Affordable Housing Preservation, and Manufactured Housing.

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
EXPENDITURES					
Total Expenditures	\$2,962,390	\$4,206,244	\$4,848,869	\$4,416,670	\$4,416,670
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	38 / 38	37 / 37	37 / 37	37 / 37	37 / 37

Community Revitalization/Urban Centers

The Community Revitalization and Urban Centers Sections facilitate development opportunities within the eight designated Revitalization Districts/Areas and Tysons and the Reston Transit Station Areas, respectively. Working closely with local community organizations and property owners, each Section assists in developing and implementing mixed use areas to improve economic viability and competitiveness. Community engagement mechanisms such as “pop-up” events in vacant shopping center spaces are used to engage the community and test placemaking concepts. Staff functions as liaisons with other agencies to accomplish projects in a timely and coordinated manner, including Public Works, Housing and Community Development, FCDOT, Fairfax County Park Authority, and Neighborhood and Community Services. Staff also leads the development of urban design guidelines for the Community Revitalization Districts/Areas, Tysons and Reston to address the urbanizing character of these parts of the County, including design recommendations for further implementation of a recreational trail loop in Tysons. Urban Centers staff also process applications for the Economic Incentive Program designed to encourage development in strategic areas of the County. The Urban Centers Section supports the new Tysons Community Alliance, oversees the implementation of planned public facilities in Tysons, and manages development data for monitoring the implementation of the Comprehensive Plans for Tysons and Reston.

Category	FY 2023 Actual	FY 2024 Adopted	FY 2024 Revised	FY 2025 Advertised	FY 2025 Adopted
EXPENDITURES					
Total Expenditures	\$1,310,384	\$1,566,378	\$1,566,378	\$1,606,765	\$1,606,765
AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)					
Regular	12 / 12	12 / 12	12 / 12	12 / 12	12 / 12

Position Detail

The FY 2025 Adopted Budget Plan includes the following positions:

ADMINISTRATION – 24 Positions					
1	Director of Planning and Development		1	Administrative Associate	
1	Deputy Director, Planning and Development		1	Administrative Assistant IV	
1	IT Program Manager I		1	Financial Specialist III	
1	Internet/Intranet Architect II		2	Business Analysts IV	
1	Network/Telecom. Analyst II		2	Business Analysts III	
1	Information Technology Tech II		1	Human Resources Generalist II	
1	Planning Technician II		1	Data Analyst II	
2	Management Analysts IV		2	Geographic Information Spatial Analysts III	
1	Management Analyst III		2	Geographic Information Spatial Analysts II	
1	Management Analyst I				
ZONING ADMINISTRATION – 39 Positions					
1	Zoning Administrator		4	Planners I	
2	Assistant Zoning Administrators		1	Code Specialist II	
4	Planners V		4	Planning Technicians III	
3	Planners IV		4	Planning Technicians II	
4	Planners III		4	Planning Technicians I	
7	Planners II		1	Administrative Assistant III	
ZONING EVALUATION – 43 Positions					
1	Assistant Planning Director		3	Planning Technicians II	
5	Planners V		3	Planning Technicians I	
3	Planners IV		2	Administrative Associates	
10	Planners III		2	Administrative Assistants V	
9	Planners II		3	Administrative Assistants IV	
2	Planners I				

PLANNING – 37 Positions			
1	Assistant Planning Director	12	Planners II
6	Planners V	1	Planning Technician III
2	Planners IV	1	Administrative Assistant IV
13	Planners III	1	Administrative Assistant III
COMMUNITY REVITALIZATION/URBAN CENTERS – 12 Positions			
1	Planning and Development Section Director	1	Management Analyst III
1	Planner V	5	Planners III
1	Planner IV	1	Planner II
1	Revitalization Community Developer	1	Planner I

Performance Measurement Results by Community Outcome Area

Cultural and Recreational Opportunities

DPD exceeded its goals for completing historic preservation reviews. One hundred percent of environmental and land use reviews were completed by established deadlines, representing a five percent increase over the prior year.

Economic Opportunity

Seventy-eight percent of rezoning applications were scheduled for a public hearing within nine months of acceptance, nearly meeting the goal of 80 percent. Similarly, 86 percent of special exception applications were scheduled for a public hearing within eight months of acceptance, exceeding the goal of 75 percent. Those applications that did not meet the target were generally those that had additional complexity or required external actions to be completed prior to scheduling (such as a Comprehensive Plan amendment or additional Board-expected community outreach). One hundred percent of the seven revitalization districts/areas sessions were conducted on revitalization efforts, initiatives and other issues, and the Community Revitalization Section reviewed all plan amendments, zoning applications and site plans in revitalization districts/areas, meeting the target for both of these goals. As has been noted in previous budget narratives, the performance measure to conduct 80 percent of all initial inspections within 15 calendar days of request was eliminated as no longer relevant as of FY 2021.

Effective and Efficient Government

Approximately 90 percent of zoning applications were reviewed for submission compliance within 10 working days, a continued increase over the previous year and well exceeding the goal of 80 percent. Significantly, 100 percent of all zoning applications were reviewed within 11 days (only one day longer than the goal). For applications within Commercial Revitalization areas, 100 percent were reviewed within 10 working days in FY 2023, exceeding the goal of 75 percent. Ninety-five percent of zoning compliance letter requests were completed within the prescribed timeframe of 30 days, meeting the performance target.

Environment and Energy

DPD exceeded goals for completing environmental and land use reviews. Approximately 83 percent of environmental and land use reviews were completed by established deadlines, representing a 2 percent increase over the prior year. At the same time, the number of reviews staff were assigned and responded to in FY 2023 increased by approximately 9 percent.

Housing and Neighborhood Livability

Approximately 31 percent of written responses to interpretation inquiries (interpretation of proffers and development conditions) were issued within 30 working days, exceeding the target of 30 percent. In FY 2023, the number of interpretations decreased from 88 to 67. To provide more timely responses to common interpretation questions, one Planner position is dedicated to answering site plan compliance questions from Land Development Services (LDS). Use of the compliance planner has allowed these LDS queries to be handled more quickly and more consistently, eliminating the need for some of the more formal written interpretations, and has helped to identify issues early in the process, saving applicants time and allowing DPD to focus resources on the formal written interpretations to the more complex and iterative requests. In FY 2023, 44 percent of the Zoning Ordinance amendments on the Zoning Ordinance Work Program were processed within the prescribed timeframe, which is less than the target of 50 percent. However, several major amendments, including *Parking Reimagined* and *Signs Part 2* have been ongoing since FY 2022 and will be completed by the second quarter of FY 2024.

Community Outcome Area	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2023 Actual	FY 2024 Estimate	FY 2025 Estimate
Cultural and Recreational Opportunities						
Awareness and Appreciation of Diverse Cultures						
Percentage of historic preservation reviews completed by established deadlines (deadlines vary)	99%	95%	95%	100%	94%	94%
Economic Opportunity						
Promoting Economic Vibrancy in All Parts of Fairfax County						
Percent of Re-Zoning applications scheduled within 9 months	95%	90%	80%	78%	80%	80%
Percent of Special Exception applications scheduled within 8 months	100%	88%	75%	86%	85%	85%
Percentage of the seven revitalization districts/areas where sessions were conducted on revitalization efforts, initiatives and other issues	100%	100%	100%	100%	100%	100%
Percent of zoning applications, plan amendments, special studies, and other planning/urban design studies worked on in revitalization efforts, initiatives and other related issues	100%	100%	100%	100%	100%	100%
Effective and Efficient Government						
Customer Satisfaction with County Services						
Percent of Commercial Revitalization District applications reviewed within 10 days	100%	82%	75%	100%	90%	90%
Percent of zoning applications received for submission compliance reviewed within 10 working days	46%	73%	80%	90%	85%	85%
Percent of zoning compliance letters processed within 30 calendar days	98%	89%	95%	95%	95%	95%
Environment and Energy						
Supporting Sound Environmental Policy and Practices						
Percentage of environmental and land use reviews completed by established deadlines (deadlines vary)	66%	81%	82%	83%	85%	86%

Department of Planning and Development

Community Outcome Area	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2023 Actual	FY 2024 Estimate	FY 2025 Estimate
Housing and Neighborhood Livability						
Flexibility and Adaptability of Land Use Rules						
Percent of written responses (development condition/proffer interpretations) within 30 working days	28%	27%	30%	31%	30%	30%
Percent of Zoning Ordinance Amendments processed within established timeframe	78%	46%	50%	44%	50%	50%

A complete list of performance measures can be viewed at <https://www.fairfaxcounty.gov/budget/fy-2025-adopted-performance-measures-pm>