

LAND DEVELOPMENT SERVICES  
September 25, 2018

# STAFF REPORT

PREPARED BY CODE DEVELOPMENT AND COMPLIANCE

---

- PROPOSED COUNTY CODE AMENDMENT
- PROPOSED PFM AMENDMENT
- PROPOSED ZONING AMENDMENT
- APPEAL OF DECISION
- WAIVER REQUEST

Proposed Amendments to *The Code of the County of Fairfax* (Code) and the Public Facilities Manual (PFM) Regarding the “PFM Flex Project,” a Fairfax First Initiative to Improve the Speed, Consistency and Predictability of the County’s Land Development Review Process.

## PUBLIC HEARING DATES

---

Authorization to Advertise:  
Planning Commission Hearing:  
Board of Supervisors Hearing:

September 25, 2018  
October 18, 2018 at 7:30 p.m.  
December 4, 2018 at 4:00 p.m.

Prepared By:

Danielle Badra, Management Analyst I  
(703) 324-7180  
Don Lacquement, Engineer IV  
(703) 324-1670  
Site Code Research & Development Branch,  
Land Development Services (LDS)

# **STAFF REPORT**

## **STAFF RECOMMENDATION**

Staff recommends that the Board of Supervisors adopt the proposed PFM and Code amendments. Edits within each amendment are shown by underlining (added text), strikethrough (deleted text), double underlining (relocated text), and double-strikethrough (text being relocated).

## **DISCUSSION**

### **Technical PFM Chapter-Specific Amendments**

#### **1. Chapter 2: General Subdivision and Site Plan Information**

The proposed amendments to Chapter 2 (General Subdivision and Site Plan Information) simplify the data collection process for as-built drawings; remove the outdated cut sheets section; revise the rating tools used to determine the viability of financial institutions; and remove the code reference table to be relocated on the PFM website for ease of access and updating purposes.

#### **2. Chapter 4: Geotechnical Guidelines**

The proposed amendments to Chapter 4 (Geotechnical Guidelines) provide a streamlined certification process for in-ground pools, in lieu of a soils report; update the exploration requirements for buildings less than 5,000 square feet; and clarify the factor of safety for slope stability in problem soil areas.

#### **3. Chapter 6: Storm Drainage**

The proposed amendments to Chapter 6 (Storm Drainage) eliminate curvilinear pipe design, both text and tables, due to maintenance concerns; clarify outfall requirements in floodplains to limit disturbance; and update requirements for stabilizing ground cover.

#### **4. Chapter 7: Streets, Street Lights, Parking and Driveways**

The proposed amendments to Chapter 7 (Streets, Street Lights, Parking and Driveways) remove the “Street Functional Classification” section, to be consistent with the VDOT Road Design Manual, and clarify clear zone requirements throughout the street lights section.

#### **5. Chapter 8: Sidewalks, Trails and Recreation**

The proposed amendments to Chapter 8 (Sidewalks, Trails and Recreation) update the relocated tot lot requirements (relocated from Chapter 2).

## **6. Chapter 9: Fire and Water**

The proposed amendments to Chapter 9 (Fire and Water) define aerial access requirements for high-rise buildings; clarify hydrant requirements for fee simple townhouses; and accommodate emergency access for rooftop, indoor, and courtyard pools.

## **7. Chapter 12: Tree Conservation**

The proposed amendments to Chapter 12 (Tree Conservation) introduce soil volume guidelines; add guidance on tree condition assessments; and increase flexibility for counting tree canopy.

## **Non-technical PFM and County Code Amendments**

### **8. “Shall” Revisions**

The proposed amendments eliminate the term “shall” throughout the PFM in favor of clearer, more current language, except in a handful of instances where “shall” was more readable or directly quoted from an external document. After careful review of each PFM chapter, the appropriate revisions to “shall” have been made based on the terms in the updated Interpretation section of Chapter 1.

### **9. Interactivity**

The proposed amendments to the PFM formatting will help to improve the interactivity of the PFM overall. The format of the PFM has been updated with an indented alphanumeric outline, leveling, and hyperlinks to internal and external references. All hyperlinks will be maintained regularly by LDS staff.

### **10. Adaptability**

With the inclusion of the term “should” in the Interpretation section of Chapter 1 and the recommendation to allow the LDS Director to maintain the PFM and make administrative changes to avoid inconsistencies and conflicts with county policies, the proposed amendments will help to make the PFM more adaptable and less restrictive. An example would be the recent policy change to no longer require developers to submit both a paper and a Mylar copy of the record plat. County policy no longer requires a Mylar record plat; however, the Director has no authority to update the provision on Mylar record plats absent Board approval. It is recommended that the Director be able to maintain the PFM so that users are well informed and up-to-date with the evolving changes and process improvements taking place countywide and in LDS related to the land development process.

### **11. Clarity**

The proposed amendments to the PFM remove outdated and extraneous text, update administrative items in the plates and tables (numbering, section references), and update acronyms to improve the clarity of the PFM.

## **12. Chapter 13 incorporated into Chapter 1**

The proposed amendment to Chapter 13 relocates the entire chapter into Chapter 1. Chapter 13 includes the following sections: PFM Structure; Interpretations; Definitions and Abbreviations; Metric Conversion Table; and English Conversion Table. After comparing the PFM formatting to the PFM equivalent in 15 comparable municipalities, it was determined that the contents of Chapter 13 would be more accessible if they were relocated into Chapter 1. Although the PFM is not intended to be read from front to back, it is better to explain the PFM structure and interpretations pertinent to the comprehension of the PFM content at the beginning of the PFM rather than at the end.

## **13. Chapters 101 and 122 of the Code**

The proposed amendments to the Code will align with the PFM amendments above. Code Chapters 101 and 122 reference specific sections in the PFM which have been renumbered through the PFM Flexibility Project. These proposed amendments update the Code to reflect this renumbering of PFM sections.

## **ATTACHED DOCUMENTS**

Attachment A – Amendments to the PFM Chapters available via the [PFM Flexibility Website](#)

Attachment B – Amendments to the PFM Plates available via the [PFM Flexibility Website](#)

Attachment C – Amendments to the County Code Chapters 101 and 122