



MINUTES

2:30 p.m., Wednesday, October 19, 2022

1) Introductions

2) Goals

a) Design Construction Standards Manual Section 600 Improvements Update (Scullin)

- i) Team is going through county standards versus VDOT standards and proposing changes as needed.
- ii) Gary Gardner mentioned VDOT is revisiting some of their current standards. No actual changes have been made at this time; however, the team will align with VDOT changes.

b) Updated Zoning Ordinance Text for Commercial Real Estate Signs (Horner)

- i) Board of County Supervisors' directive
- ii) Zoning amendments were initiated by the Board and integrated into work.
- iii) Staff reports explain in detail:
 - (1) Drive-through uses and curbside pickup - <https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/1558845/8-A.pdf>
 - (2) Industrial Parking and Use Regulations - <https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/1558846/8-B.pdf>
 - (3) Commercial Sign Regulations - <https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/1558847/8-C.pdf>
- iv) The CDC requested to review the draft language for the Commercial sign regulations.

c) Bond Reduction/Release Process Improvements (Fadeley)

- i) Bond extension notifications being sent to the developers will be electronic in the future.
 - (1) An email will be sent to the engineer of the project.
 - (2) Developers will need to ensure they update this information in the future if they select a different engineer.
- ii) Site inspectors in Environmental services are completing inspections within the 2-week timeframe.
- iii) Land Division is fully staffed, learning curve with new staff and processing within 30 days.
- iv) Pre-construction manual is provided to developers with all guidelines listed.

d) Virginia Stormwater Management Program

- i) Permit Review Timeframe Process Improvements (Mohan)
 - (1) Turnaround process is now the requested 2 days.

3) E-Review for Land Development Projects (Fadeley)

- a) Staff are currently accepting Floodplains, Standalone plats for eReview.
- b) Lot grading plans are slated to be accepted electronically November 1st. Final site and subdivision plans are scheduled to be accepted electronically by July 2023.

4) Update on New Zoning Text Amendments (Horner)

- a) Signage, curbside pickup, and vehicle storage in industrial districts.
- b) Newly hired Community Development Planner- will oversee all text amendments which will start in the next few weeks.
- c) Committees will be put together including industry members.
- d) Change in curbside pick-up has been interpreted as a Special Use Permit (SUP). The definition will be changed so it is not an ancillary or accessory use.
- e) Current issues with Industrial parking, there are several businesses that can't handle all of their business parking onsite and there has become a need offsite parking.
 - i) Will need to come up with creative solutions for a designated use.
 - ii) Permanent business parking for work vehicles that can't park on site. Possible conditional use to avoid negative impacts.
- f) With regards to Sign updates, this is referencing temporary commercial signs and addressing issues since the new ordinance was adopted. The update to the ordinance will include the entire sign chapter and definitions.

5) Update on the 2040 Comp Plan Schedule (Horner)

- a) September 2022 there was one comprehensive presentation. Planning commission is acting on 2 chapters:
 - i) Land use and electrical utility service.
 - ii) They deferred Housing, mobility, and sewer for the November 9th planning commission meeting.
- b) All plan chapters will go before the board on December 13th.

6) Site Plan As-Built Review Process Requirements, Procedures, and Improvements (Garcia/Kitchen)

- a) Volunteers needed for Committee being formed. Current volunteers are:
 - i) Mike Garcia
 - ii) Gary Jones
 - iii) Gary Gardner
 - iv) Barry Braden
 - v) Mike Kitchen
 - vi) Eric Dunn
 - vii) Russ Gestl
 - viii) Yuri Chandler

7) Processing Fee Simple Transfers to the County (Hugh)

- a) County Attorney's office identified concern with the simple fee transfers of property to the County.
- b) County does not have resources to ensure Quitclaim was handled prior to bond release.
- c) CAO wants Development services to provide a clear title prior to permit issuance.
- d) Director working on this with County Attorney and will have more information in January.

8) Site Plan Revision Requirements and Procedures (Garcia)

- a) Committee needs to be formed for this which should include Development Services and Watershed.
- b) This will include as-builts and site plans. Team will be the same volunteers from the Site Plan, As-Built review process requirements.

9) Building Inspection Order Update (Mays/Roop)

- (a) Phase 1 near completion.
- (b) The team is working on a draft policy.
- (c) Tentative implementation date. February/ March 2023.

10) Update on additional Targeted Industry FTE Positions (Hugh)

- (a) Of the 12 Targeted positions, Development Services has currently filled 7.
- (b) Currently interviewing for 2 positions.
- (c) 3 positions currently being advertised.
- (d) All 4 Fire Marshal's Office positions have been filled.

11) Development Services Performance Measures Update (Hugh)

- (a) Plan reviews are projected to be up in 2022 along with inspections. Workload has increased as well.
- (b) There has been a downturn in Residential projects in FY23.
- (c) Small Business Project Management Program- One business a day opens in Prince William County.

12) Any Other Business

(a) Construction Dirt Hauling

- (i) DEQ has requirements related to off-site hauling for large quantities of dirt. Verification dirt is coming from PWC.
- (ii) Questions regarding industry input.
- (iii) The increase in construction costs it will cause.
- (iv) Offsite hauling conditions are already in place; however, the county watershed inspectors are being asked to verify based on off-site conditions.

(b) RPAs

- (i) General Assembly met regarding development in an RPA in those areas. There will be an additional level of study called resiliency assessment. It will be a WQUA requirement.
- (ii) Adapt Virginia through NOAA which offers training and can provide more information.
- (iii) It affects all construction. This requirement will be limited in Prince William County. DEQ will host trainings on this change.

13) Next Meeting – 2:30 p.m. – 4:00 p.m., Wednesday, January 18, 2023

14) Meeting Adjourned