



PRINCE WILLIAM
Development Services

JULY 23, 2025

CDC

COMMERCIAL DEVELOPMENT COMMITTEE

HOSTED BY

Jonathan Barbour – Chair of the CDC

Mandi Spina – Director of Development Services

WELCOME & INTRODUCTIONS

Commercial Development Committee

Jonathan Barbour, Chair
Mike Garcia, Vice Chair
Mandi Spina, PWC Staff Liaison
Barry Braden
Jonelle Cameron
William Daffan
Jim Elliott
Gary Gardner
Jeremy L. Karls
Russel S. Gestl
John F. Heltzel
Chris Lemon
Eric Mays
Matt Smolsky

Guest Speakers

Tanya Washington
The Planning Office

Rick Canizales
Department of Transportation

Khattab Shammout
Department of Public Works

Christina Winn
Economic Development & Tourism

Guest Audience

Around the room introductions



PRINCE WILLIAM
Development Services

www.pwcva.gov/dds | (703) 792-6930 | dds@pwcgov.org | @PWCDDDS

DCSM UPDATES

- DCSM Section 600 Updates and Schedule (Transportation)
- DCSM Section 700 Updates (Public Works)
- DCSM/APM Updates – State Mandated Changes (Development Services)



2025 GOALS

- Commercial Expedited Plan Review
 - PWC Lead Department: Development Services, Building Development Division
 - PWC Staff Lead: Eric Mays/Chad Roop
 - Update will be provided under Agenda Item #4
- Conditional Approvals for Site Plans
 - PWC Lead Department: Development Services, Land Development Division
 - PWC Staff Lead: Ricky O'Connor
- Chamber of Commerce Permitting Recommendations
 - PWC Lead Department(s): Development Services, Transportation, Public Works
 - PWC Staff Lead: Mandi Spina



2025 GOALS

- Administrative Procedures Manual (APM Updates)
 - PWC Lead Department: Development Services, Land Development Division
 - PWC Staff Lead: Mandi Spina
- Policy/Procedures Update (completed)
 - Directors/Designees to provide Quarterly Updates at CDC Meetings during Agency Time on any policy/procedure updates within their Department



BUILDING DEVELOPMENT UPDATES

- Expedited Plan Review – CDC Goal
 - Commercial Expedited Plan Review – Criteria and Virtual Meeting
 - BDD Policy – Building Plan Review Priority Processing Update
 - Waiving of Commercial Plan Review vs. Commercial Express Permitting
- BDD Policy – Framing and Rough-In Permit Update
- Guidelines for Phased Building Permit Approval, Delegated Design, Deferred Submittal and Shop Drawings



ADDITIONAL AGENDA ITEMS

- As-Built Update (Public Works)



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AGENCY UPDATES

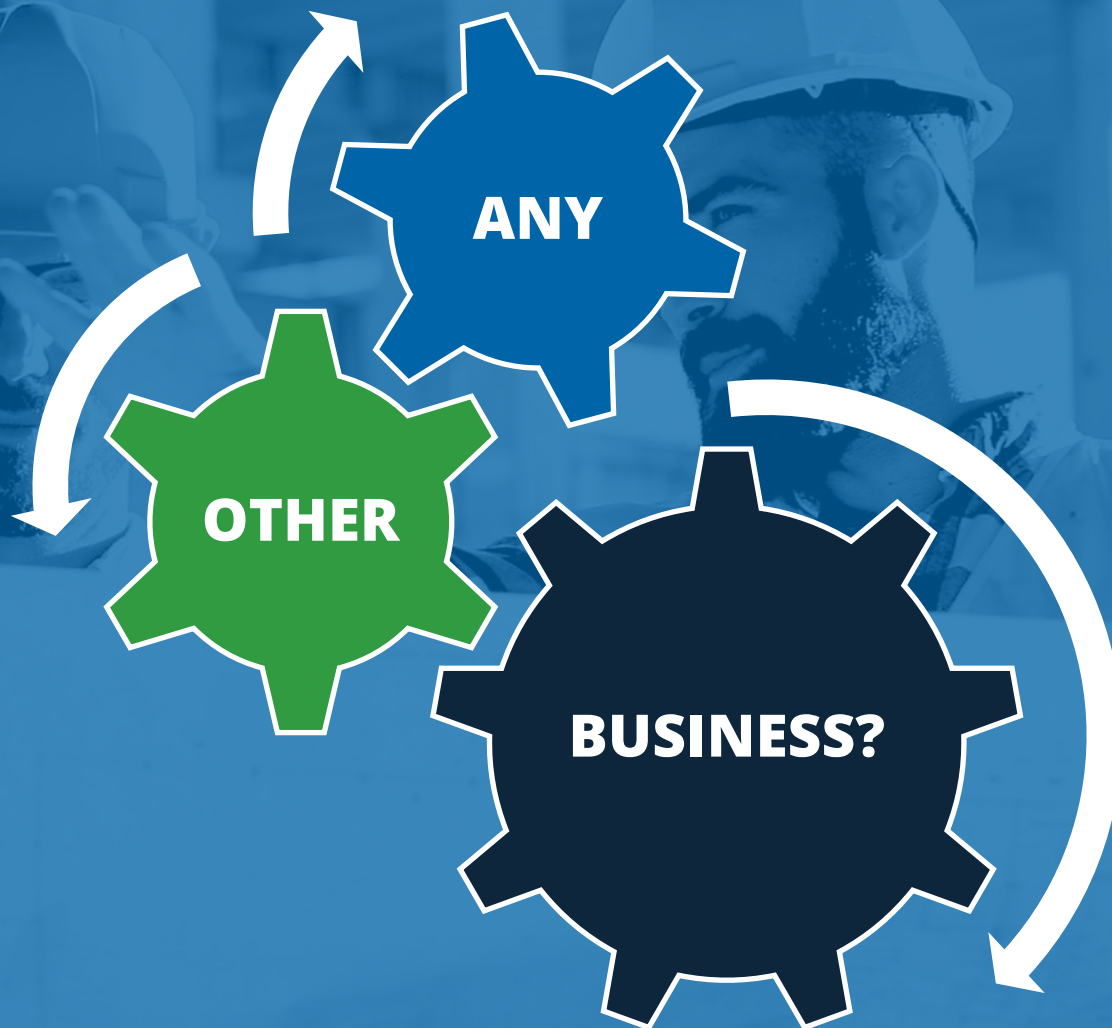
- Department of Transportation (Canizales)
- Economic Development & Tourism (Winn)
- Department of Public Works (Shammout)
- Planning Office (Washington)
- Fire Marshal's Office (Smolsky)
- Development Services (Spina)



DEVELOPMENT SERVICES UPDATES

- Land Development Division Updates
 - Staffing Updates
 - Zoning Branch Manager – August 2025
 - AfDU Program Manager – under recruitment
 - Project Manager – recent vacancy
 - Development Services Technician – Land Counter – recent vacancy
 - Policy/Procedure Updates
 - Early Grading – Residential





PRINCE WILLIAM
Development Services



MARK YOUR CALENDARS

**Commercial Development Committee
2:00pm – 4:00pm, Wednesday, October 15, 2025**

THANK YOU FOR JOINING US TODAY!



PRINCE WILLIAM
— Development Services



Prince William County Government
Board of County Supervisors

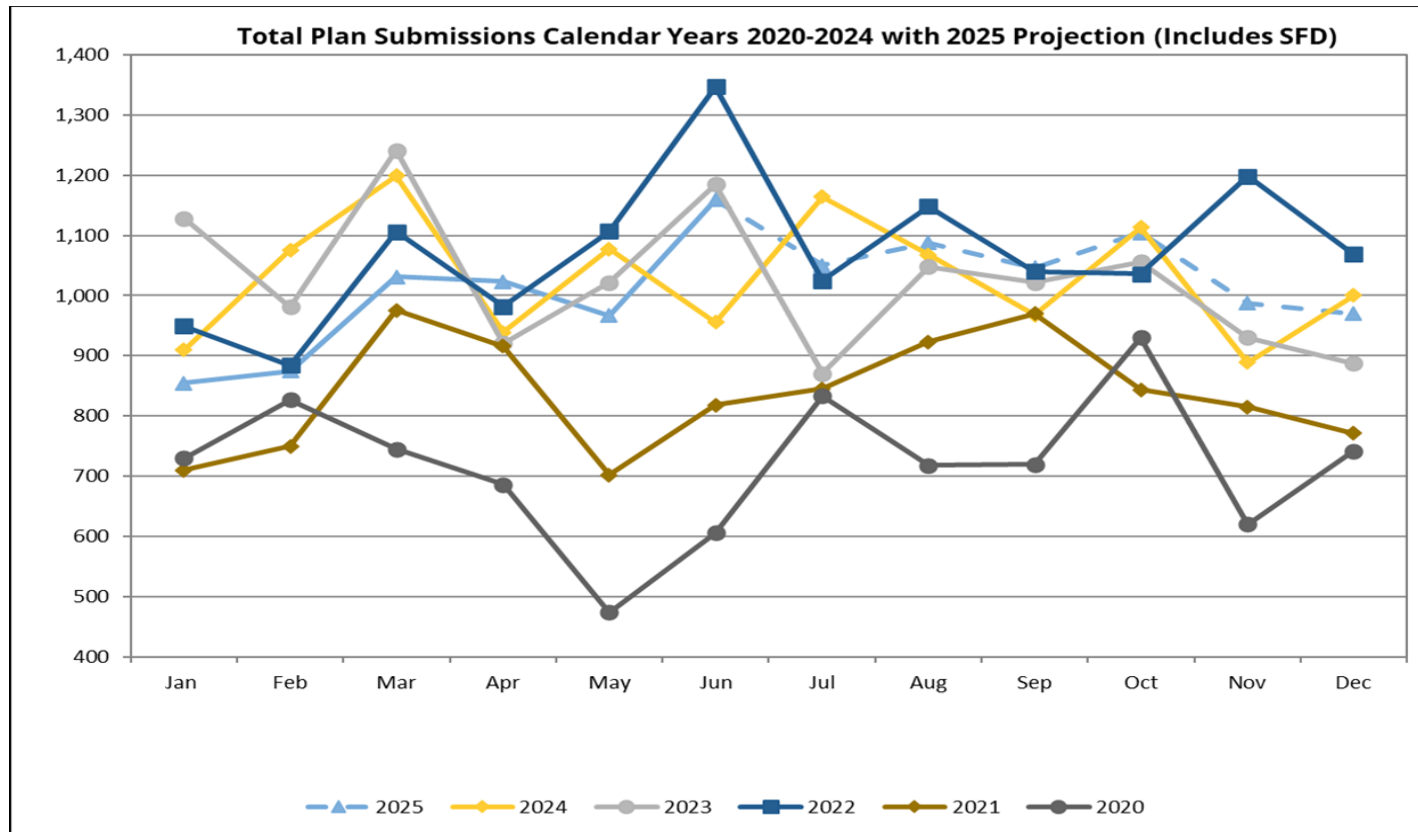


Commercial Development Committee

July 23, 2025

Mandi Spina
Development Services

Building Plan Submissions



	2025 Projected	2024	2023	2022	2021	2020
Total Plan Submissions:	12,157	12,359	12,292	12,891	10,040	8,631



Performance/Workload Data



Building Plan Review

1Q-4Q (Jul-Jun)

	FY22	FY23	FY24	FY25
◆ New Structures (target 4.5 weeks)				
➤ Number of plans	54	65	48	82
➤ Average weeks for first review	2.95	3.65	3.24	3.29
◆ Tenant Layout (target 2.3 weeks)				
➤ Number of plans	202	240	223	199
➤ Average weeks for first review	1.90	1.99	1.85	1.79



Performance/Workload Data



Commercial New Structures

1Q-4Q (Jul-Jun)

Total Plans

	FY22	FY23	FY24	FY25
◆ Number of approved plans	34	42	33	65
◆ Average reviews to approval	3.24	3.48	3.42	3.65
◆ Average days to approval				
➤ County time	68	90	64	100
➤ Applicant time	99	131	139	146

Total Plans = include major and minor plans. (minor plans: canopy, dumpster enclosure, kiosk, flag pole, etc.)



Performance/Workload Data



Commercial New Structures

1Q-4Q (Jul-Jun)

Major Plans

	FY22	FY23	FY24	FY25
◆ Number of approved plans	13	14	12	18
◆ Average reviews to approval	3.54	3.57	3.58	4.00
◆ Average days to approval				
➤ County time	75	123	72	98
➤ Applicant time/Outside Agencies time	113	171	137	165

Major Plans = New Construction (projects that bring in revenue).

Excludes the following plans: targeted plans, apartments and apartment-related, condos and condo-related, public schools, churches and other minor projects.



Performance/Workload Data



Tenant Layout

1Q-4Q (Jul-Jun)

Total Plans

	FY22	FY23	FY24	FY25
◆ Number of approved plans	174	187	228	189
◆ Average reviews to approval	2.52	2.68	2.64	2.79
◆ Average days to approval				
➤ County time	29	27	27	25
➤ Applicant time/Outside Agencies time	62	66	64	67



Performance/Workload Data



Tenant Layout

1Q-4Q (Jul-Jun)

Excluding Expedited and Targeted Plans

	FY22	FY23	FY24	FY25
◆ Number of approved plans	157	174	167	168
◆ Average reviews to approval	2.52	2.66	2.64	2.79
◆ Average days to approval				
➤ County time	29	27	27	25
➤ Applicant time/Outside Agencies time	64	66	65	67
% of plans targeted & expedited	10%	7%	27%	11%



Performance/Workload Data



Site Plans

1Q-4Q (Jul-Jun)

	FY22	FY23	FY24	FY25
◆ Number of approved plans	38	45	47	44
◆ Average reviews to approval	3.63	3.98	4.49	4.43
◆ Average days to approval				
➤ County time	63	66	87	127
➤ Applicant time/Outside Agencies time	224	266	300	315



Performance/Workload Data



Permits Issued

1Q-4Q (Jul-Jun)

	FY22	FY23	FY24	FY25
◆ Site permits issued*	158	193	163	160
◆ Building permits issued – NS	56	62	76	74
◆ Building permits issued – TLO	592	721	696	801

*Prior year reports included all site permits issued. Effective FY19, only the “site plan” related permits will be shown.



Performance/Workload Data



Occupancy Permits Issued

1Q-4Q (Jul-Jun)

	FY22	FY23	FY24	FY25
◆ Occupancy permits issued – NS	41	45	28	29
◆ Occupancy permits issued – TLO	173	211	196	238
◆ OP issued – Change of Tenant	159	96	99	102
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◆ Building – New Residential	1,156	770	757	764
◆ Occupancy – New Residential	1,150	1,056	764	693



Questions

