

**BYLAWS
OF
THE DCSM/ZONING ORDINANCE ADVISORY COMMITTEE**

ARTICLE I – NAME

The name of this Committee shall be “The DCSM/Zoning Ordinance Advisory Committee” (hereinafter “DORAC”) as created by Resolution No. 09-780 by the Prince William Board of County Supervisors on October 6, 2009.

ARTICLE II – PURPOSE

The Committee shall review and comment on recommended revisions/amendments to the Zoning Ordinance and the Design and Construction Standards Manual.

ARTICLE III - MEMBERSHIP

The Committee shall be composed of 26 voting members* including one from each organization identified below and as otherwise noted:

- Prince William Chapter of Northern Virginia Building Industry Association
- Northern Virginia Building Industry Association
- Bull Run Chapter of the Virginia Association of Surveyors
- Bull Run Chapter of the Virginia Society of Professional Engineers** (Now part of Northern Virginia Chapter of the Virginia Society of Professional Engineers)
- Bull Run Chapter of the American Society of Civil Engineers
- National Association of Industrial and Office Parks
- Prince William County Service Authority
- Virginia Department of Transportation
- Heavy Construction Contractors Association
- Prince William Bar Association
- Prince William Regional Chamber of Commerce***
- Prince William County-Greater Manassas Chamber of Commerce***
- The Prince William Association of Realtors****
- Eight Citizens, one from each magisterial district and one at large, are to be appointed by the Prince William Board of County Supervisors (terms coterminous with those of the County Supervisors)
- Prince William County Directors of Development Services, Planning, Public Works, and Transportation

*Resolution No. 09-780 identified 26 voting members for DORAC. However, the resolution lists only 25 representatives. There is no indication in the enabling resolution whom the 26th member should represent.

**Bull Run Chapter of the Virginia Society of Professional Engineers has merged with the

Northern Virginia Chapter of the Virginia Society of Professional Engineers.

***Prince William County-Greater Manassas Chamber of Commerce merged with Prince William Regional Chamber of Commerce in 2010.

****The Prince William Association of Realtors' name changed to REALTOR Association of Prince William.

The organizations listed above shall appoint or reconfirm appointments annually in January of each calendar year.

ARTICLE IV - MEETINGS

Schedule - The Committee shall hold quarterly meetings in January, April, July, and October. The meetings shall be held on the fourth Thursday of the month from 2:00 p.m. – 4:00 p.m.

Agenda are distributed in advance of the meeting.

Meeting briefs, resolutions, and presentation materials are emailed to the Committee members following the meeting and posted to the Prince William County DORAC webpage.

The Committee meetings are in person.

Special meetings of the Committee may be called by the Director of Planning or the Director of Development Services.

Meeting Notice – Public notice will be provided for meetings of the Committee as required by Virginia Code Ann. §2.2-3700 et. sq. with the appropriate form provided to the Clerk to the Board of County Supervisors for posting and also by posting meeting information on the Prince William County DORAC webpage.

Quorum - To conduct official business, a quorum shall consist of 40% of the members.

Public participation – Committee meetings are open to the public.

The actions of the committee shall be approved by a majority of the members present. In the case of a tie, no action will be taken and the item under consideration can be revisited at the next meeting.

Committee members are required to attend 75% of all meetings held on a yearly basis.

ARTICLE V - ORGANIZATIONAL STRUCTURE

The Directors of Planning and Development Services, or designees, shall act as the chairman of the Committee and shall convene the committee as deemed necessary to review proposed amendments to the Zoning Ordinance and/or the Design and Construction Standards Manual (DCSM); the Director of Planning, or designee, will chair the committee when discussing Zoning Ordinance amendments; the Director of Development Services will chair the committee when discussing DCSM amendments; and the results of such meetings will be reported to the County Executive.

The Director of Development Services or designee will serve as the Staff Liaison. County staff will provide a recording secretary.

ARTICLE VI - AMENDMENTS

These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by the vote of a majority of the Committee members.

Adopted Joyce Fadelley