



**PRINCE WILLIAM**  
Development Services

OCTOBER 19, 2022

# CDC

COMMERCIAL  
DEVELOPMENT  
COMMITTEE



BY

Mike Garcia & Wade A. Hugh

# WELCOME & INTRODUCTIONS

## Commercial Development Committee

Mike Garcia, Chair  
Gary Gardner, Vice Chair  
Wade Hugh, Staff Liaison  
Jonathan Barbour  
Barry Braden  
Jonelle Cameron  
William Daffan  
Jeremy L. Karls  
Russel S. Gestl  
John F. Heltzel  
Gary L. Jones  
Michael S. Kitchen  
Eric Mays  
Matt Smolsky

## Guest Speakers

**Rebecca Horner**  
Executive Management Branch

**Madan Mohan**  
Department of Public Works

**Elizabeth Scullin**  
Department of Transportation

**Joyce Fadeley**  
Department of Development Services  
- Land Development Division

**Guest Audience**  
Around the room introductions



# GOALS

# 1

## Goal 1: Design Construction Standards Manual Section 600 - Improvements Update

- Travel Demand Model efforts are ongoing as part of the Mobility Chapter Update and Recommendations.
- The County will consider a global update this fall after the Mobility Chapter is finalized to include plan recommendations for Section 600 (such as Rural Policy Recommendations, Levels of Service in Small Area Plans, EV Charing Station/Spaces) and plan recommendations for other agencies.
- Target start date for this goal is November/December 2022.



# GOALS

## 2

### Goal 2: Updated Zoning Ordinance Text for Commercial Real Estate Signs

- Board of County Supervisors' Directive to modify the Zoning Ordinance.
- Coordination with the Development Ordinance Review Advisory Committee, a Planning Commission Public Hearing and a Board of County Supervisors Public Hearing.
- Interim solution to issue extensions for Temporary Commercial Signs.
- Target date TBD.



# GOALS

## Goal 3: Bond Reduction/Release – Process Improvements

# 3

- Bond extension notifications that are sent out to Developers are also being sent out to Engineers and other contacts as designated. This is currently a manual process but will be automated with e-Review.
- Site Inspectors are completing inspections within 2 weeks of receiving a reduction review.
- Processing time for all departments involved in the reduction process will be 30 days once staffing shortages are resolved.
- The preconstruction manual is provided to Developers and includes all the guidelines and information necessary to complete site development steps, up to and through the bond release process.





# GOALS

# 4

## Goal 4: Virginia Stormwater Management Program Permit Review Timeframes & Process Improvements

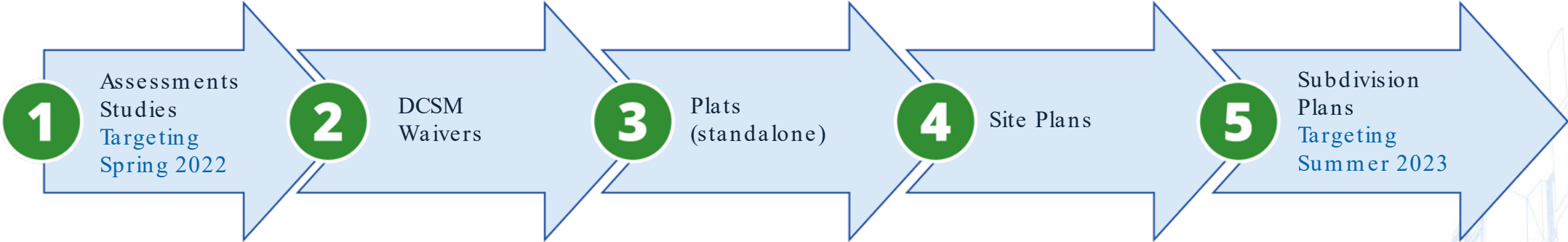
- Monthly updates provided to DEQ on their Permit Review Times Performance
  - **July 2022:** 6 permits issued (2 days max time for DEQ to issue from the date received to the date issued).
  - **August 2022:** 4 permits issued (2 days max time for DEQ to issue from the date received to the date issued).
  - **September 2022:** 3 permits issued (2 days max time for DEQ to issue from the date received to the date issued).
  - **Permit Modifications:** DEQ average 2 per month and Development Services average of 2 days.
  - **Notice of Terminations:** DEQ average 4 per month and Development Services usually responds in one day.



# eReview for Land Development Projects

## Go Live

Implementation will be a phased approach:



# eReview for Land Development Projects

- **August 2022:** All Land Assessment or Study Plans (FPS, WQIA, PASA, etc.) and waivers are accepted via ePortal.
- **September 2022:** Stand-Alone Plats are accepted via ePortal. (Online submissions-only goes into effect December 2022).
- **November 2022:** Target date for the acceptance of Lot Grading Plans.
- **July 2023:** Target date for Site/Subdivision Plan types to be phased.
- **Customer support:** A user's guide on how to submit plans online is available.





# New Zoning Text Amendments Update

- On September 20, 2022, the Board of County Supervisors initiated the following zoning text amendments:
  - Drive-Through Uses and Curbside Pick-Up
  - Industrial Parking and Use Regulations
  - Commercial Sign Regulations (Temporary Signage)
- Next Steps (to be completed):
  - Staff project teams being assembled
  - Drafting language
  - Presenting language to the DCSM/Zoning Ordinance Advisory Committee (DORAC)



# 2040 Comprehensive Plan Schedule Update

- In August 2022, the Planning Office published drafts of the Land Use, Housing, Mobility, Electrical Utility Services, and Sewer Chapters
- Planning Commission Public Hearing held on September 28, 2022
- Planning Commission recommended approval of the Land Use and Electrical Utility Services Chapters with revisions.
- Planning Commission deferred public hearings for Housing, Mobility and Sewer Chapters.
- A hearing date with the Board will be scheduled after the Planning Commission provides recommendations on all of the chapters.



# Site Plan As -Built Review Process Requirements, Procedures, and Improvements

- Industry members to identify opportunities for process improvements.
- Examples to be provided by industry members.

## Recommendations

- Establish a working group comprised of industry members and staff.
- Identify specific process improvements that can be implemented.
- Report back at the next CDC meeting in January 2023.



# Processing Fee Simple Transfers to the County

- County Attorney's Office identified a concern with the Fee Simple Transfers of property to the County.
  - Applicants submitting Deeds and Plats will often identify an encumbrance and indicate it will be removed through a Quitclaim.
  - The County does not have the necessary staffing resources to follow up and ensure the Quitclaim was handled prior to bond release.
  - The County Attorney's Office is requesting the Department of Development Services require evidence of a clear title at the time the Deeds and Plats are submitted. The Quitclaim process will not be accepted.



# Site Plan Revisions, Requirements, and Procedures

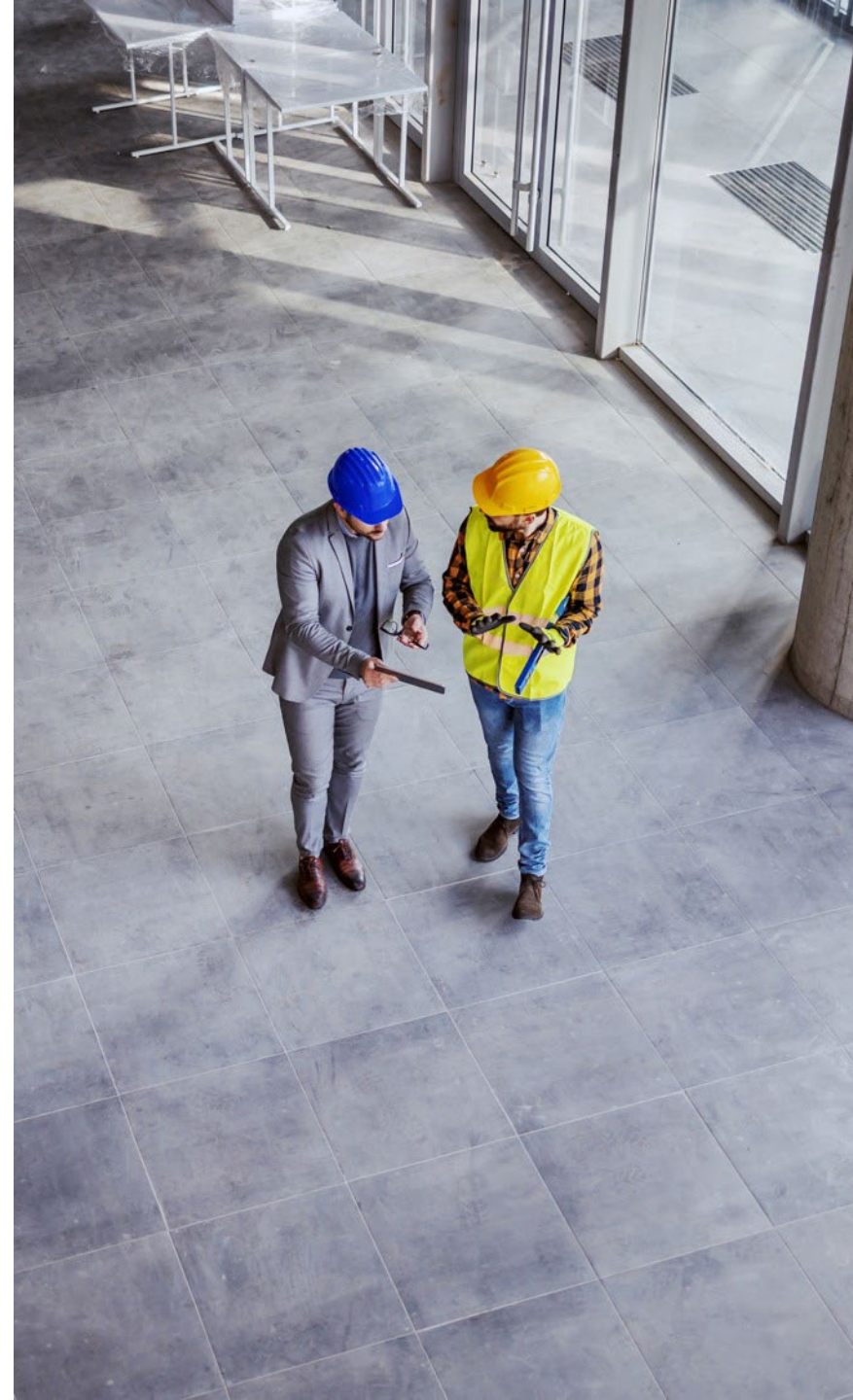
- Industry members to identify opportunities for process improvements.
- Examples to be provided by industry members.
- Recommendations
  - Establish a working group comprised of industry members and staff.
  - Identify specific process improvements that can be implemented.
  - Report back at the next CDC meeting in January 2023.





# Building Inspection Order Update

- Industry members feedback.
- Developing Draft Policy and Training (customers & staff).
- Phase I Tentative Implementation Date: February/March 2024



# Additional Targeted Industry FTE Positions

- Targeted Industry Program Growth/Expansion – Need for additional staffing resources – 16 FTEs approved (4 FMO and 12 DDS/Building Development).
  - **Development Services**
    - 7 positions filled (3 Senior Inspectors, Principal Engineer, 2 Plans Reviewers, Development Services Technician).
    - 2 positions being interviewed (Development Services Technician, Building Development Project Manager).
    - 3 positions being advertised (Special Inspections Senior Engineer, Building Inspector, Architectural Plans Reviewer).
  - **Fire Marshal's Office**
    - 4 positions filled (Admin. Technician, Fire Protection Engineer, 2 Inspectors).



# Development Services Performance Measures

Key Highlights: Fiscal Year 2023, Q1 (Jul -Sep)

	FY20	FY21	FY22	FY23
New Structures - # of plans (first review)	15	11	11	15
Tenant Layout - # of plans (first review)	46	39	52	65
Commercial Major Plans - # of approved plans	3	4	5	5
Tenant Layout Total Plans - # of approved plans	51	35	33	57
Site Plans - # of approved plans	16	20	12	17
Site Permits Issued	48	42	42	44
Building – New Residential	341	352	300	162

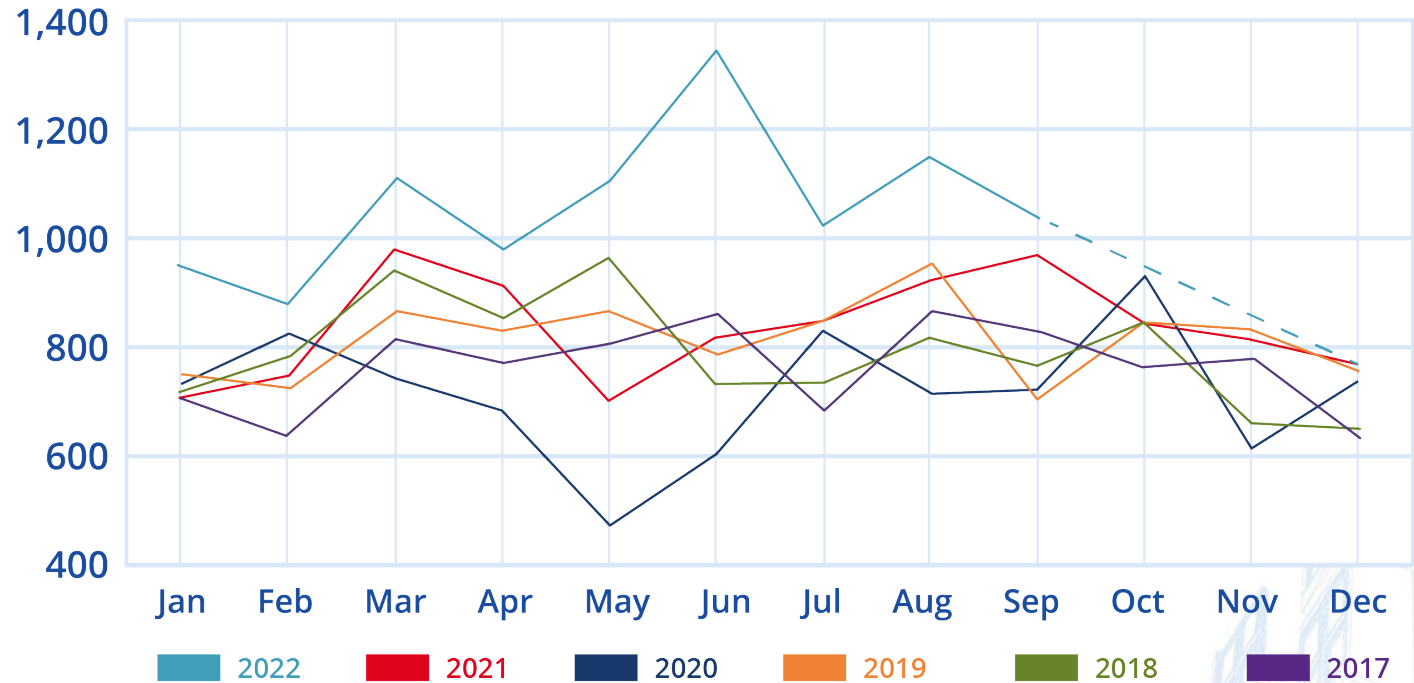


# Development Services Performance Measures

## Building Plan Submissions

**12,115**

Building Plan Submissions Projected in Calendar Year 2022 (Up 2,075 over 2021)

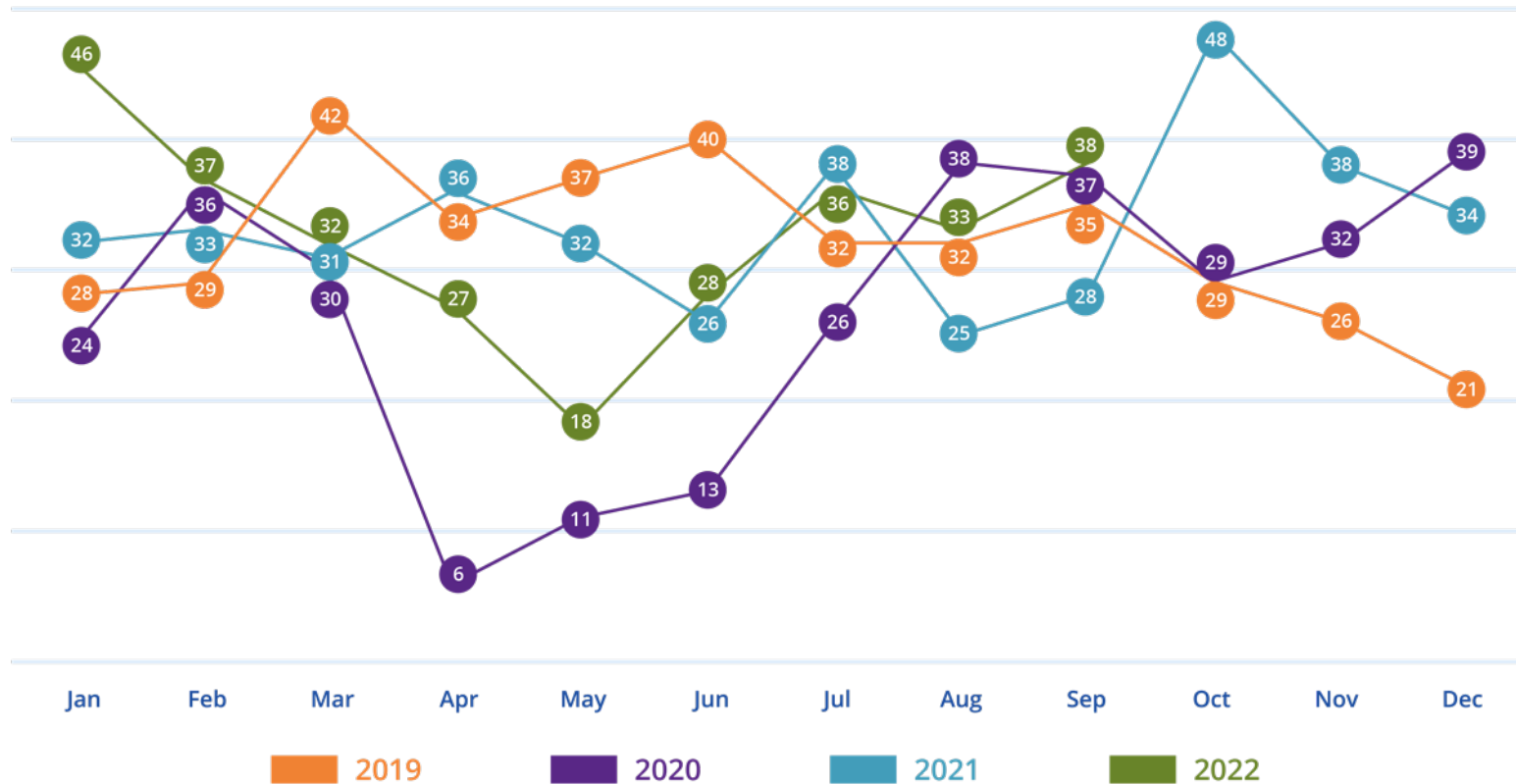


2022 - Projected	2021	2020	2019	2018	2017
12,115	10,040	8,631	9,786	9,497	9,175





# Small Business Projects CY2019 – 3QCY2022



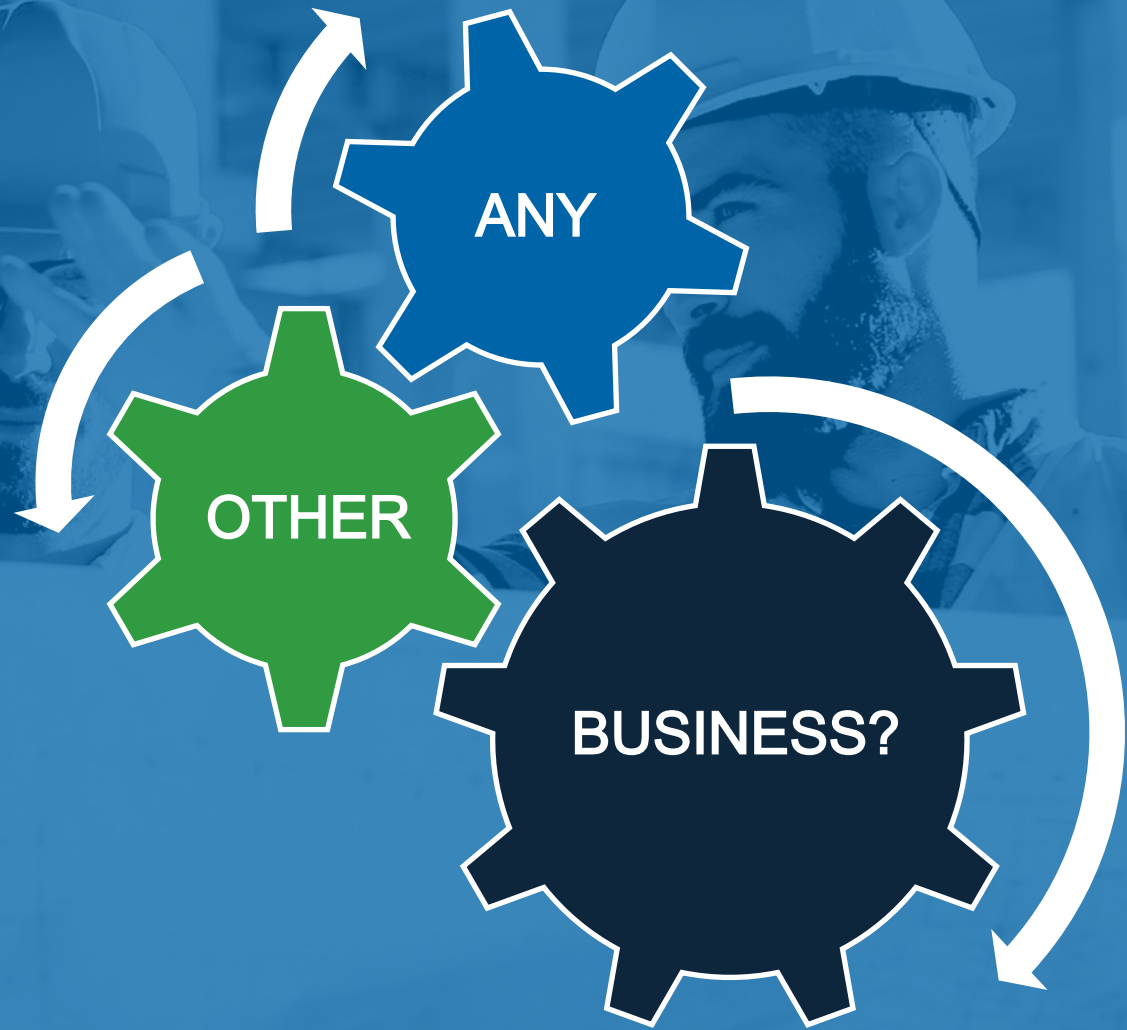
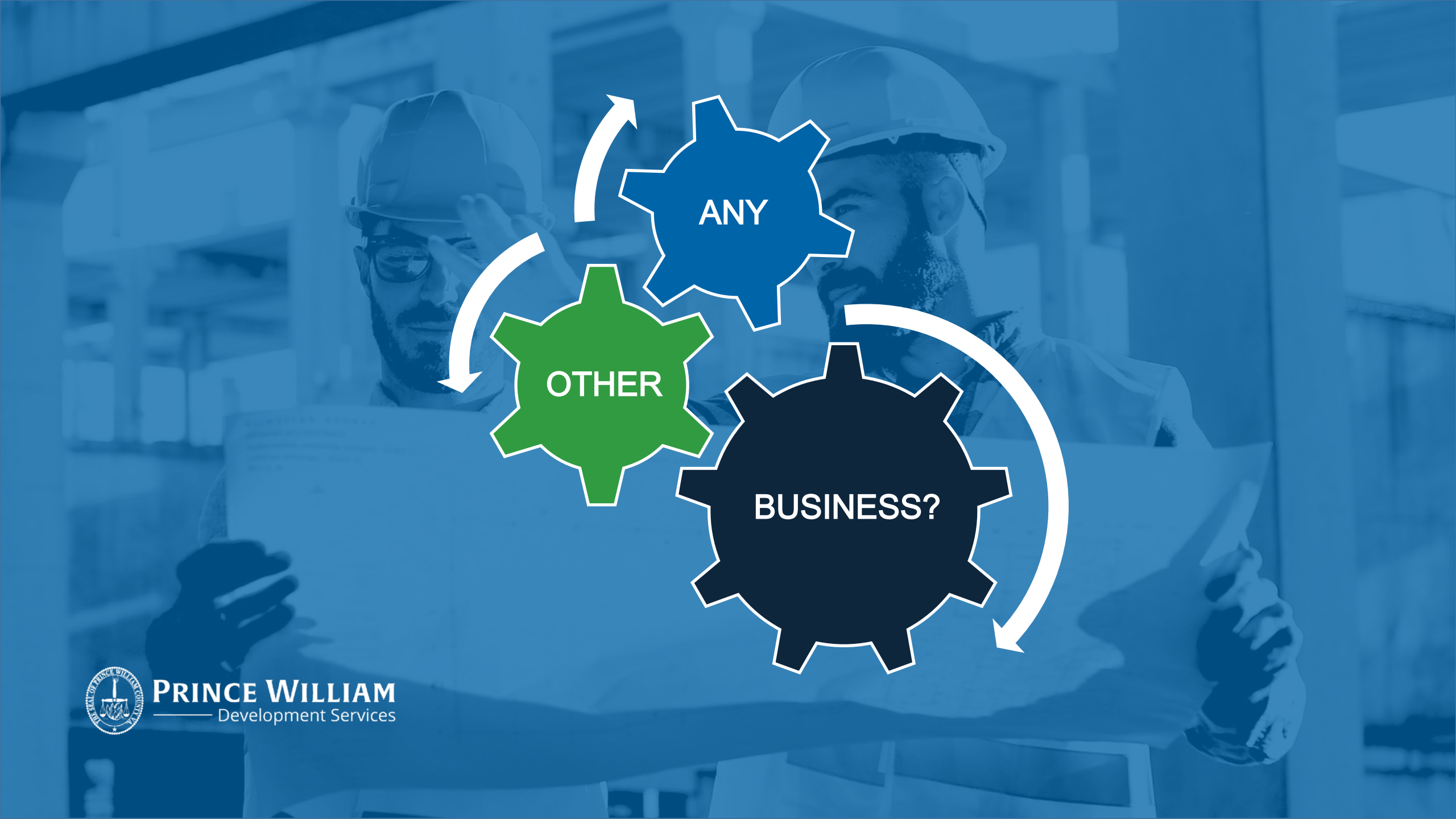
# 296

Small Businesses  
"Opened for  
Business"  
Jan – Sep 2022



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MARK YOUR CALENDARS

**Commercial Development Committee**  
**2:30pm – 4:00pm, Wednesday, January 18, 2023**

THANK YOU FOR JOINING US TODAY!



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