



MEETING MINUTES

2:30 p.m., Wednesday, July 21, 2021

1. Introductions
2. Chesapeake Bay Preservation Area Regulations Update (Ben Eib)
 - a. State Water Control Board approved the amended regulations on June 29, 2021
 - b. Guidance on the Ordinance will be provided from DEQ
 - c. The approved regulations are:
 - i. Mature Tree Preservation
 - ii. Coastal Resiliency & Adaptation to Sea-Level Rise and Climate Change
3. VSMP Process Improvement Efforts (Vijay Dindigal/Joyce Fadeley)
 - a. Review of the new Permitting Process Flow Chart
4. Review of Loudoun County Commercial Bonding Policy (Joyce Fadeley)
 - a. Loudoun's 35% rule does not apply to some components of the Bonded items
5. Site Submission Quality Control Process Improvements (Joyce Fadeley)
 - a. The Land Counter is meeting the three-day expectation, with the exception of holiday weekends. 14 cases were reviewed and only three exceeded the three-day period.
 - b. Staff noted that plans coming in are incomplete. Once the plan comes in, staff is holding the plan and contacting the Engineer via email regarding the missing documents needed.
 - c. Action Plan – over the upcoming months, a tally will be kept regarding documents that are complete vs. incomplete. This count will be provided at the October 2021 CDC Meeting.
6. Update on the Review of Section 600 DCSM (Elizabeth Scullin)
 - a. Review of Table provided by the CDC regarding differences in the DCSM
 - b. The Department of Transportation will create a similar table and share with the CDC
7. Small Business Project Management Update (Wade Hugh)
 - a. 189 new small businesses “open for business” from January-June 2021
 - b. 162 new businesses
 - c. 27 existing businesses

8. Performance Measures (Wade Hugh)
 - a. Discussed surge in site plan approvals and site permits
 - b. Industry discussed delays in materials (steel, roofing material, etc.) and increased construction costs

9. Constant Contact (Wade Hugh)
 - a. Development Services has been using Everbridge for customer communication; however, they are transitioning to Constant Contact. The goal is to move the customer communication notices to Constant Contact by early September 2021. Please be sure to sign up for Constant Contact.

10. Other Business
 - a. PWC Website Upgrade – www.pwcva.gov. Among the Top 10 most popular searches on the County website are: Development Services, Design and Construction Standards and Do I Need a Permit? Building Development’s landing page is one of the most popular pages.
 - b. Mike Garcia noted that due to the time constraints for ordering materials for construction jobs, there may be the need for leniency for some items (emergency generator as an example). Chad Roop said that these are handled on a case-by-case basis and to please contact Building Development when these issues arise.

11. Next Meeting: Wednesday, October 20, 2021 – Development Services Building Room 107

12. Meeting Adjourned