

# The Alliance

Development Services Newsletter For Industry Professionals

Volume 2 , Issue 1 , April 2011

Prince William County Virginia

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### Links to Agencies:

Place cursor over link  
Press CTRL key and click to follow

Department of Development Services:  
[www.pwcgov.org/DDS](http://www.pwcgov.org/DDS)  
(703) 792-6930

Planning Office:  
[www.pwcgov.org/Planning](http://www.pwcgov.org/Planning)  
(703) 792-6830

Zoning Office:  
[www.pwcgov.org/Zoning](http://www.pwcgov.org/Zoning)  
(703) 792-8154

Department of Public Works:  
[www.pwcgov.org/PublicWorks](http://www.pwcgov.org/PublicWorks)  
(703) 792-6820

Department of Transportation:  
[www.pwcgov.org/Transportation](http://www.pwcgov.org/Transportation)  
(703) 792-6825

Department of Fire & Rescue  
Fire Code Compliance and Permits  
<http://www.pwcgov.org/FMOPlanReview>  
(703) 792-6360

Department of Information Technology  
Geographic Information Systems Office  
[www.pwcgov.org/GIS](http://www.pwcgov.org/GIS)  
(703) 792-6840

## Christopher Price Named New Planning Director

Following a nation-wide search, Prince William County is pleased to announce that Christopher Price is Prince William County government's new Planning Director. Price comes to Prince William County from the Northern Shenandoah Valley Regional Commission where he served as Executive Director for the past three and a half years. In this capacity, Price directed services including regional land use planning, housing and community development, transportation, natural resources planning, Geographic Information Systems, and local technical assistance programs. Price began his position in Prince William County on March 14, 2011.



Christopher Price

*(Continued on page 6)*

## PWC Seeks New Development Management System

The development services agencies in Prince William County are working together to find a replacement for its legacy system that tracks development applications and permits.

The focus of the new Development Management System (DMS) is to have an enterprise application that is fully integrated with the County's Geographic Information System (GIS) and that supports the develop-

ment processes for permitting, plan review, inspections, code enforcement, project/case management, economic development, and other development activities.

Some aspect of the County's long term vision is to have a system that provides customers 24/7 access to their project information, more online functionality, workflow efficiencies, and support the project

*(Continued on page 2)*

## FY2012 Development Program Budget Proposal

Over the last several years, the Department of Development Services and its Development Agency counterparts have rolled out a number of process improvements which reduced project completion times, lowered project costs, and improved the ease of doing business in Prince William County. In particular, the County

partnered with the development community to improve the bonding process by extending time frames for Performance Agreements and adding flexibility in the financial rating scale for sureties.

*(Continued on page 3)*

## *New Development Management System (continued from page 1)*

and partnership approach. The new DMS is an essential next step to achieving these goals. Establishment of a system that is GIS centric and project management oriented will provide a solid foundation for future work efficiencies within development service agencies.

In July 2009, the Interagency Development Enterprise Analysis (IDEA) team was charged with evaluating replacement options. The employees chosen to participate on the IDEA team represent all the development services agencies. They were selected because of their extensive experience with County business functions and knowledge of information technology.

Once assembled, the team quickly began researching development management systems. The team's evaluation revealed that many next generation systems offered new technology features that have the potential to improve current work processes and offer innovative methods to improve customer service. After careful analysis and consideration the IDEA Team recommended that the County replace its legacy system.

Over the next several months the team members worked closely with staff to develop a set of detailed business requirements, many which spanned across agencies. The outcome of the team's efforts was that agencies were able to recognize the com-

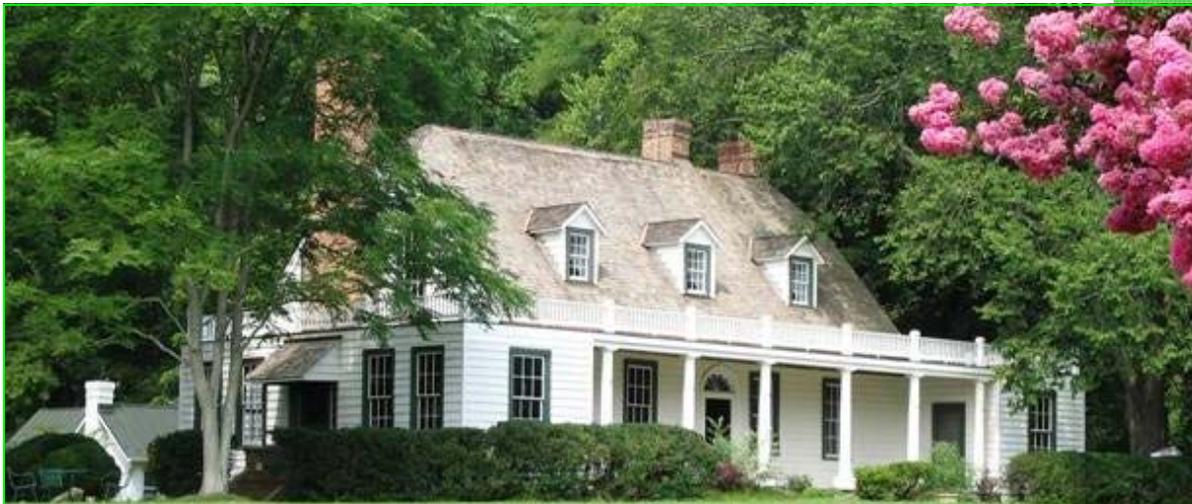
monalities that exist among the individual department processes and this recognition has allowed for cohesiveness among all the development services groups. Customers and citizens also provided valuable feedback on the development process through surveys, customer groups, and other forms of communication.

The IDEA Team released a Request for Proposal in January 2011. A vendor will be selected this summer. It is anticipated that the system replacement project will last approximately 18 months from the date the contract is awarded with implementation in 2013.

The IDEA Team believes that successful implementation is most likely to be achieved if the project has a phased implementation approach. Phase I, the initial rollout, focuses on the replacement of the current functionality with enhancements in the areas of GIS, customer service, and project management. Additional phases will concentrate on increasing the DMS functionality and this will occur as resources and budget allow.

Through all stages of the project, the IDEA Team is committed to work with staff and customers to develop a system that meets their needs.

*Project updates will be provided in future issues of The Alliance. Stay tuned!*



*Rippon Lodge, Prince William County, Virginia*

### *The Alliance*

Prince William County Development Services Building, 5 County Complex Court, Suite 120, Prince William, Virginia 22192

Phone: (703) 792-6930 Fax: (703) 792-5285 E-mail: [DDS@pwct.gov](mailto:DDS@pwct.gov) Attention: Newsletter Editor

*Your input is welcome!*

Ricardo Canizales  
Kim Hylander  
David McGettigan  
Angie Mills  
Deb Oliver  
George Payne

## ***FY2012 Development Program Budget Proposal (continued from page 1)***

The County also improved the Rezoning process by allowing detailed General Development Plans to also serve as Sketch plans which eliminated the sketch plan phase associated with commercial projects. The Department of Development Services formed a Building Plan Review Committee which developed a list of action items geared towards improving the building plan review process.

The development community is very supportive and appreciative of the County's efforts to include them in the process improvement efforts. Surrounding jurisdictions and developers have taken note of the County's efforts to promote PWC as "Open for Business".

An upcoming challenge for the County relates to the FY2012 projected \$3.2 million dollar budget deficit in the Development Fee Program area. Through past budget actions, the County took dramatic steps to reduce program expenditures, which included a reduction in staffing levels from 229 employees in FY2007 to 125 employees in FY2011. The County also eliminated the use of third party plan review contracts which were costing the County in excess of \$1 million dollars per year. At this time, the County is operating at Core Staffing levels, which translates to the minimum staffing levels necessary to ensure compliance with Federal, State and County development regulations and ensure prompt and courteous service delivery.

According to Wade Hugh, Director of Development Services, the County plans to address the projected \$3.2 million dollar deficit through a three pronged approach.

### **Agency Program Support - \$900,000**

The County plans to use the remaining funds from the Development Fee Reserve to help offset the projected deficit. Staff resource shifts and the elimination of one vacant staff position will round out the efforts to reduce the deficit by \$900,000.

### **County Support - \$1,100,000**

The County proposes a one time transfer of \$1.1 million dollars from the Economic Development Opportunity Fund. Since one of the goals associated with solving the project budget deficit relates to maintain-

ing service levels, the use of Economic Development Opportunity Funding is appropriate. The County has positioned its development processes as one of the best in the Northern Virginia Region, so it is very important to keep the staffing infrastructure in place as a means to help attract quality businesses.

### **Development Fee Schedule Increase - \$1,200,000**

The County is proposing a 12% increase to the Land and Building Development Fee Schedules. Hugh stated the fee increase is necessary to continue funding the staff positions associated with plan review, permitting, and inspection functions. "The support we have received to date from the National Association of Industrial and Office Properties and from the County Commercial Development Community is a testament to the County's on-going efforts to improve our development processes. We have produced measurable improvements and industry has confidence in our willingness and ability to continue making improvements to the development process, which in turn saves money for our customers," said Hugh.

If the County does not cover the \$3.2 million dollar deficit, approximately 24 positions will need to be eliminated. Hugh commented that eliminating 24 positions will negatively impact numerous customer focused development processes; such as, Commercial Project Management and Commercial Expedited Building Commercial Plan Review. The bottom line impact of eliminating 24 positions will be longer turn around times for the development community, which translates to increased costs for developers. Hugh stated that it would be difficult to watch the County lose the competitive advantages gained through a streamlined development process and delivery of timely and predictable service.

The BOCS is scheduled to adopt the FY2012 budget April 26, 2011.

### **Questions/Comments**

If you have any questions or comments related to the proposed FY2012 development fee program budget outlined above, please do not hesitate to contact Wade Hugh at 703-792-6930 or [Whugh@pwcgov.org](mailto:Whugh@pwcgov.org)

## Prince William County Continues Efforts to Protect Local Water Quality and Meet Federal Requirements

On December 29, 2010, the U.S. Environmental Protection Agency (EPA) established new guidelines for controlling pollution and achieving water quality standards in the entire Chesapeake Bay. The guidelines, known as the Chesapeake Bay Total Maximum Daily Load (TMDL), set limits on how much nitrogen, phosphorus and sediment can enter major rivers such as the Potomac. This new effort will put in place more stringent requirements and standards since there has been insufficient progress in cleaning up and protecting the Chesapeake Bay and its tributaries in the last 25 years.

Prince William County is now reviewing the new guidelines and considering strategies to address the new requirements. Our strategies must provide a plan to restore water in the Chesapeake Bay's tributaries. We will be accountable for record keeping and documentation. The EPA and Virginia will also give specific requirements for Prince William County to meet based on modeling tools and scenarios. Prince William County will meet with key stakeholders including representatives from the agricultural community, wastewater managers, development community, commercial property owners and conservation groups to prepare for these and future requirements.

Over the years, Prince William County has worked hard to assess and protect our local streams and water quality. Our programs include stream restoration programs, water quality monitoring, drainage control, erosion and sediment control, storm water management and flood control. We were one of the first communities to establish Resource Protection Areas to protect our streams.

One successful area is Watersheds Stream Restoration Program. Last year, over 30,000 linear feet of County streams were assessed and over 900 linear feet of streams were restored using state of the art techniques. The Watershed Management Branch received an award from the Virginia Association of Counties for this program.

In February 2011, the County received a competitive grant of \$250,000 from the State to restore sections of Cow Branch that have been severely degraded by uncontrolled run-off.

The County will contribute funding and staff to the project. The County Stream Restoration Program counts towards Prince William County's TMDL pollution reduction goals while also protecting local water quality and the Chesapeake Bay.

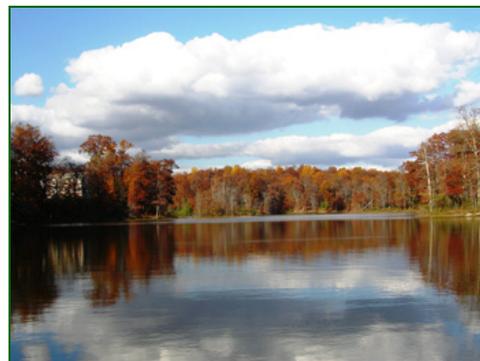
For more information, please contact Marc Aveni at (703) 792-7070 or visit [www.pwccgov.org/gogreen](http://www.pwccgov.org/gogreen) and click on Protecting Water Resources.

## *Keep the Environment in Mind When Planning Projects*

Prince William County offers a variety of layers on the County Mapper to help you with planning future projects. Some of the layers that you can overlay on the County Map display the various natural features and man-made features in our community. With this information, you can make the best and most informed decisions to safeguard our natural areas. It can also alert you to potential issues or problems related to the environment and regulations during the planning stage.

The County Mapper XM offers the following environmental layers:

- Champion Trees
- Lakes and Streams
- Wetlands and Marshes
- Tree Cover
- Habitat Impact Scores
- Erosion Impact Scores
- Stormwater Management Facilities
- Soils
- Parks
- Resource Protection Areas
- Flood Hazard Overlay District
- Watersheds Boundaries



*View of the Occoquan Reservoir from Lake Ridge Marina, Prince William County, Virginia*

## FMO Permit Process Improvement Committee

On February 1, 2011, the Fire Marshal's Office established a committee with representatives from the construction industry to review and make recommendations with the intent to improve the FMO plan review and fire inspection permit process.



There were a total of four meetings and the committee was composed of twelve members representing builders, designers, contractors, and County staff. During the meetings, the Committee conducted a Start-Stop-Continue Analysis to identify parts of the permit process that are working well and identified areas for potential improvement.

In general, there were very positive comments and the Committee felt that the overall FMO plan review and fire inspection process is working well in terms of providing constructive and timely feedback to facilitate the permitting process. There were comments that our FMO process was less complicated than other jurisdictions and the FMO staff was accessible to assist with questions relating to their projects. The Committee members identified that the expected arrival time of fire inspectors at their site makes an impact on the outcome of their project. The Committee requested to add the FMO to the existing Building Department's eInspection Schedule program.

As a result, the Building Department and OIT is currently working to add the FMO fire inspections to the eInspection Schedule so that builders and contractors can track the progress of an inspection during that day. This added feature will allow the contractor to use their resources more efficiently by reducing unnecessary "wait" time for an inspector and coordinating with their workers to be on site when the fire inspector arrives.

The Committee also discussed the Emergency Repair Permit process. Essentially, an emergency repair allows a contractor to conduct repairs on a fire suppression system and return the system to normal operating status without initially obtaining a permit, but the Building Code requires the permit to be obtained within one business day following the repair. Emergency repair permits must be obtained to allow for fire inspectors to verify the repairs were conducted in a code compliant manner. For most repairs, plans are not needed, provided it is verified that the repair was "like and kind" and there were no modifications to the system. Currently, an Emergency Repair Permit for sprinkler and fire alarm systems can be obtained at the Permits Office.

All Committee members felt the meetings were helpful and appreciated the opportunity to express their concerns and provide input in the permit process. We believe this forum was beneficial to all stakeholders and we look forward to opportunities that will contribute to our future success.

### *Upcoming Events*

#### **Planning Commission**

##### **Public Hearings**

McCoart Administration Building  
Board Chambers

- April 20 7:00pm
- May 18 7:00pm
- June 1 7:00pm
- June 15 7:00pm

*For more information*

*Contact Chris Thompson*

[cthompson@pwcgov.org](mailto:cthompson@pwcgov.org)

#### **ZO/DCSM Advisory**

##### **Committee Meeting**

Development Services Building  
Conference Room 107 A&B

- April 27 2:00pm

*For more information*

*Contact Oscar Guzman*

[oguzman@pwcgov.org](mailto:oguzman@pwcgov.org)

#### **Site Plan Improvement**

##### **Committee Meeting**

Development Services Building  
Conference Room 107 A&B

- May 19 1:30pm

*For more information*

*Contact Oscar Guzman*

[oguzman@pwcgov.org](mailto:oguzman@pwcgov.org)

#### **Builder Developer Advisory Group**

McCoart Administration Building  
Board Chambers

- June 8 2:00pm

*For more information*

*Contact Oscar Guzman*

[oguzman@pwcgov.org](mailto:oguzman@pwcgov.org)

#### **Commercial Development Committee Quarterly Meeting**

Development Services Building  
Conference Room 107 A&B

- July 14 2:00pm

*For more information*

*Contact Wade Hugh*

[whugh@pwcgov.org](mailto:whugh@pwcgov.org)

## Christopher Price Named New Planning Director *(continued from page 1)*

“We are so excited that Christopher Price has joined the Prince William County team,” said Melissa S. Peacor, County Executive. “He brings in-depth knowledge and experience in integrating planning and economic development goals, as well as strong technical and financial management skills. I am confident that his high energy level, his passion for his profession, and his demonstrated ability to work effectively with elected officials, commissioners, businesses, citizens and staff will serve our community well.”

“I want to thank the Board of County Supervisors and the County Executive for this opportunity and their faith in me,” said Price. “Prince William County is one of the fastest growing jurisdictions in Virginia and I look forward to being part of the planning and development effort that will continue to make Prince William a great place to live and work. I am excited to work with a top notch staff, committed elected and appointed officials, and the citizen and business community.”

Price has served as the project manager for several community and economic development initiatives in both Virginia and Pennsylvania including downtown revitalization projects, planned unit developments, economic development strategic plans, fiscal impact analyses, etc. and has implemented a variety of public private partnerships. As such, he understands the importance of efficient and effective delivery of County services in maintaining a vibrant economy. In his past positions, Price has implemented policies and employed technologies to increase productivity, reduce service delivery costs, and improve customer service. His experiences will be valuable in guiding the Prince William County Planning Office and in developing relationships with our business community.

Prior to his position with the Northern Shenandoah Valley Regional Commission, Price worked as the Assistant Director for the Centre County, Pa., Planning and Community Development Office; Senior Planner for the Centre Region Council of Governments; and as a Senior Planner for the City of Chesapeake, Va

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### Proffer Interpretation and Administration

Proffered conditions are offered by the owner/applicant of a rezoning (REZ) application to offset the impact associated with the REZ application. These conditions are in addition to the regulations provided in the Zoning Ordinance. Proffered conditions are accepted by the Board of County Supervisors (BOCS) with the approval of a REZ application. Conditions of approval are also associated with special use permits (SUP) approved by the BOCS. These conditions are recommended by County staff to offset the impacts associated with the application and approved by the BOCS. In either scenario, they are referred to as “conditions” of approval.

At any time following approval of a proffered REZ or SUP, there may be questions or clarification needed relating to the meaning or intent of a specific condition. The Zoning Administrator is tasked with the authority on behalf of the BOCS to interpret and enforce such conditions. To request a determination or interpretation relating to a condition associated with a REZ or SUP approval, a written request accompanied by a fee of \$310.50 must be submitted to the Zoning Administrator clearly stating the question/clarification and condition that is the subject of

the determination/interpretation. Zoning Administration staff researches the background of the subject condition, which may include reviewing the approved documents associated with the REZ/SUP (e.g.; proffer statement, SUP conditions, generalized development plan/master zoning plan, SUP plan, and design guidelines), as well as staff reports, review agency comments, audio tapes from public hearings, and other pertinent information. In addition, the staff that processed the application through the REZ/SUP process is frequently asked their opinion on the intent or interpretation of the subject condition. Once the research is completed, an official determination/interpretation letter is rendered by the Zoning Administrator.

Pursuant to Section 32-700.31 of the Zoning Ordinance, anyone who is aggrieved by a determination/interpretation by the Zoning Administrator associated with conditions of a REZ or SUP approval may petition the BOCS for a review of the determination/interpretation within thirty (30) days following the date the determination/interpretation was rendered. The Zoning Administrator’s determination/interpretation shall be final and unappealable if not appealed within the allotted thirty (30) days.