

Frederick County, Virginia

2013

Navy Federal Credit Union Operations Center

*Department of Planning & Development
Annual Report*

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Introduction



The Planning, Zoning and Development Department is pleased to present the 2013 Annual Report that summarizes the activities and highlights of 2013.

Staff would also like to thank the Board of Supervisors, Planning Commission, and the County Administration for their support of the Department and our efforts.

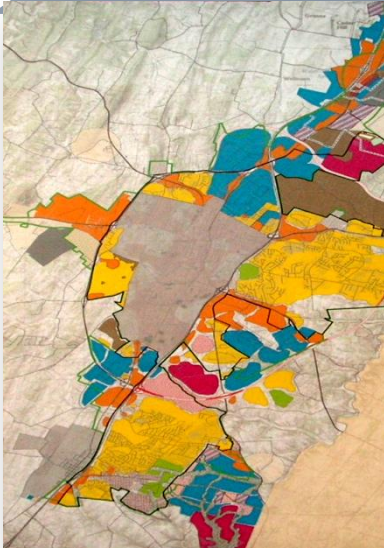
Mission

The mission of the Frederick County Department of Planning and Development is to lead in the development of policies and procedures pertaining to all aspects of community growth and development, as well as administer existing policies and procedures fairly and accurately.

Vision

The Frederick County Department of Planning and Development will achieve the Mission Statement through the monitoring of various local, state and national growth trends and issues to ascertain appropriate policies, regulations and procedures. The department will utilize this information to establish and maintain a process which will positively influence the type, quality and location of development to produce a livable community that is well balanced. The department will educate and advise elected and appointed officials of this information to allow for informed and consistent decision making.

Planning Efforts/Zoning Enforcement



The Department of Planning and Development is responsible for all short and long-range planning within Frederick County. The department prepares the updates to the County's Comprehensive Policy Plan, Capital Improvements Plan, and the Primary and Secondary Road Improvement Plans. Department staff works with numerous committees responding to a wide range of issues affecting the County; apply for and administer various planning related grants such as the Safetea-LU and the Community Development Block Grant, Farmer and Ranchland Protection Plan Program, and Virginia Department of Agricultural and Consumer Services; assist in economic development efforts; and lend technical support to various community groups.

In addition to major planning efforts and code enforcement, the Department of Planning and Development reviews all land use applications within the County. Department personnel have the authority to act on certain types of applications, such as site plans and rural subdivisions, while other applications require approval by the Planning Commission, the Board of Supervisors, or the Board of Zoning Appeals. In cases where applications must go before one of these bodies, the staff assists the applicant in understanding the formal review process and prepares a written review and recommendation on the completed application package.

The Department of Planning & Development, is also responsible for enforcing the Frederick County Zoning & Subdivision Ordinances. All land within the County is classified as being within one of the County's 14 zoning classifications and is identified on the Official Frederick County Zoning Map which is available from the Department of Planning & Development. The 14 zoning classification, and their associated land use color, applied to land in Frederick County are as follows:

Each zoning district has a list of land uses which are permitted with no special approval required to perform those uses. These uses are referred to as "by-right" uses. Zones are established in any given area to protect residents and landowners within the zone from intrusion by incompatible neighboring land uses. The zoning ordinance also establishes performance standards for each zoning district which dictates a variety of standards including placement, height, and floor area to lot area ratio (FAR) of structures.



Zoning	
	B1 (Business, Neighborhood District)
	B2 (Business, General District)
	B3 (Business, Industrial Transition District)
	EM (Extractive Manufacturing District)
	HE (Higher Education District)
	M1 (Industrial, Light District)
	M2 (Industrial, General District)
	MH1 (Mobile Home Community District)
	MS (Medical Support District)
	OM (Office - Manufacturing Park)
	R4 (Residential Planned Community District)
	R5 (Residential Recreational Community District)
	RA (Rural Area District)
	RP (Residential Performance District)

2013 Frederick County Board of Supervisors

<i>Gary Lofton</i>	<i>Charles Dehaven</i>	<i>Robert Wells</i>	<i>Richard Sickle</i>	<i>Gene Fisher</i>	<i>Chris Collins</i>	<i>Robert Hess</i>
<i>Back Creek</i>	<i>Stonewall</i>	<i>Opequon</i>	<i>Chairman</i>	<i>Shawnee</i>	<i>Red Bud</i>	<i>Gainesboro</i>
<i>Supervisor</i>	<i>Supervisor</i>	<i>Supervisor</i>		<i>Supervisor</i>	<i>Supervisor</i>	<i>Supervisor</i>

Frederick County is governed by an elected Board of Supervisors composed of seven members, one from each magisterial district - Shawnee, Opequon, Gainesboro, Stonewall, Back Creek and Red Bud, and one chairman-at-large. Supervisors are elected for four-year terms which are staggered at two-year intervals.

The Board of Supervisors is the policy-making body of the county and is officially known as the Frederick County Board of Supervisors. It is vested with all policy-making powers and responsibilities conferred by general law on county governing bodies. Functions of the Board of Supervisors include making land use decisions, establishing growth and development policies, setting operational policies, and reviewing and adopting the County's operational and capital budgets which set spending priorities.

The regularly scheduled meetings for the Board of Supervisors are the second and fourth Wednesdays of each month, Board of Supervisors' Meeting Room, 107 North Kent Street, County Administration Building.

2013 Frederick County Planning Commission

June Wilmot, Chairman Member At Large

Roger L. Thomas, Vice Chairman- Opequon District

J. Rhodes Marston- Back Creek District

Greg L. Unger- Back Creek District

Kevin W. Kenney- Gainesboro District

Charles E. Triplett- Gainesboro District

Open- Opequon District

Christopher Mohn- Red Bud District

Charles F. Dunlap- Red Bud District

Lawrence R. Ambrogi- Shawnee District

H. Paige Manuel- Shawnee District

Gary R. Oates- Stonewall District

Stan Crockett- Stonewall District

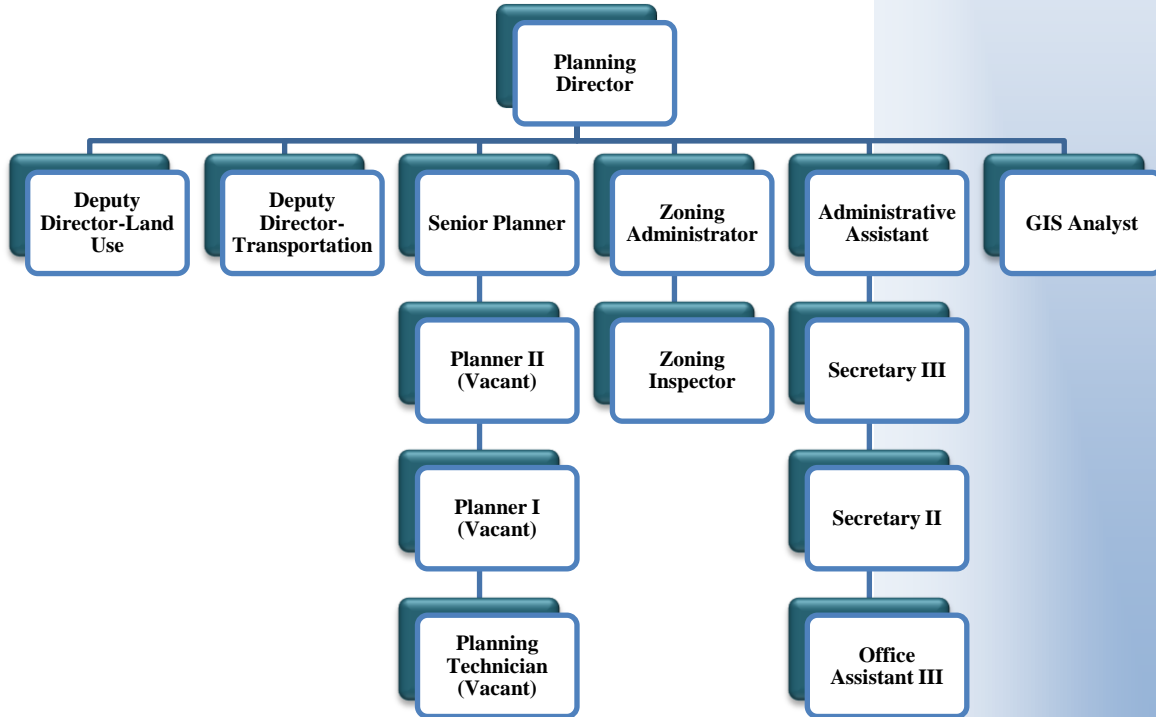
Robert Hess- BOS Liaison- Gainesboro District

Roderick B. Williams (non-member) - Legal Counsel

Eric R. Lawrence (non-member) - Staff Contact & Secretary

The Frederick County Planning Commission is composed of members appointed by the Board of Supervisors serving four-year staggered terms including two from each magisterial district, one member-at-large, a liaison from the Board of Supervisors, and a liaison from the City of Winchester. The Planning Commission serves in an advisory capacity to the Board of Supervisors on all planning, zoning, and land use matters.

Organizational Structure



Eric R. Lawrence, AICP
Planning Director

Michael T. Ruddy, AICP
Deputy Director

John A. Bishop, AICP
Deputy Director,
Transportation

Renee Arlotta
Administrative Assistant

Mark R. Cheran
Zoning Administrator

Candice E. Perkins, AICP
Senior Planner

Diane Walsh
Secretary III

David Burke
Zoning Inspector

Lindsey D. Felton
GIS Analysis

Pam Deeter
Secretary II

Lauren Root
Office Assistant III

2013 Quick Facts

Population

2000	59,209
2005	68,492
2011	79,156
2012	80,207
2020	95,648
2030	114,539*

Building Permits-2013

Total number of building permits	373
Single family	300
Townhouse	56
Mobile Home	17

Source: Frederick County Inspections Dept

Labor Force

Unemployment Rate	4.2%
Available labor force	43,638

Source: Bureau of Labor Statistic as of January 2014
Source: Winchester/Frederick County Economic Development

Building Permits-2012

Total number of building permits	286
Single family	203
Townhouse	50
Duplexes	13
Mobile Home	20

Source: Frederick County Inspections Dept

Employment by Industry

U.S. Department of Homeland Defense
Navy Federal Credit Union
Lord Fairfax Community College
Kraft Foods
H.P. Hood
The Home Depot
Trex Company
Martin's Food Market
Shockey Brothers

Source: Estimates from the Weldon Cooper Center Website
*excludes local government & school board

Building Permits-2011

Total number of building permits	279
Single family	167
Townhouse	36
Duplexes	52
Mobile Home	24

Source: Frederick County Inspections Dept

Income

Median Household Income	\$67,910
Average Household Income	\$82,417

Source: DemographicsNow provided by Winchester/Frederick County Economic Development Commission

Urban Development Area (UDA)

Residentially Zoned Development Information - vacant lot summary (Through December 2013) Frederick County, Virginia

Vacant Land - No Approved GDPs

2,992 potential units based on permitted densities on
442 acres of vacant land

Zoned Land - Approved GDPs

3,917 Units (maximum yield based on proffered densities)
1,081 Acres

Master Development Planned Projects

5,646 Total residential lots/units planned
1,771 single family lots planned
1,578 townhouse, duplex, multiplex lots/units planned
286 multi-family units planned
2,011 mixed units planned

(Current Status) Residential Subdivisions Under Development - vacant lots

1,651 Total residential lots/units available
1,193 single family-detached lots available
458 townhouse, duplex, multiplex lots available
0 multi-family units available

Grand Total: 14,206 approved, planned, or potential residential lots/units.

186 Single Family-Detached permits have been issued in 2013 within the UDA
56 Townhouse/Duplex/Multiplex permits have been issued in 2013 within the UDA

Urban Development Area (UDA) Cont.

UDA Notes:

590 Vacant single family-detached lots are within 5 of the single-family residential subdivisions which currently have approved subdivision plans within the UDA. (Abrams Pointe, Meadows Edge, Old Dominion Greens, Red Bud Run, and Snowden Bridge)

3,619 The number of lots planned within Age-Restricted communities

2,734 Vacant lots within Age-Restricted Communities

* Denotes an age-restricted community or component

5,865 The number of vacant lots within the R5 zoned residential communities in the western portion of Frederick County, outside the UDA. These communities (Lake Holiday, Shawneeland, and Wild Acres) contain a total of 7,917 recorded lots.

1,951 The number of vacant lots within The Shenandoah development, which is located outside the Urban Development Area on the south side of Fairfax Pike; however, the proximity of the UDA will directly impact land development decisions in the county's development area. The Shenandoah MDP calls for 593 age-restricted and 1,537 traditional residential units in a community of 2,130 total residential units on 926.26 acres.

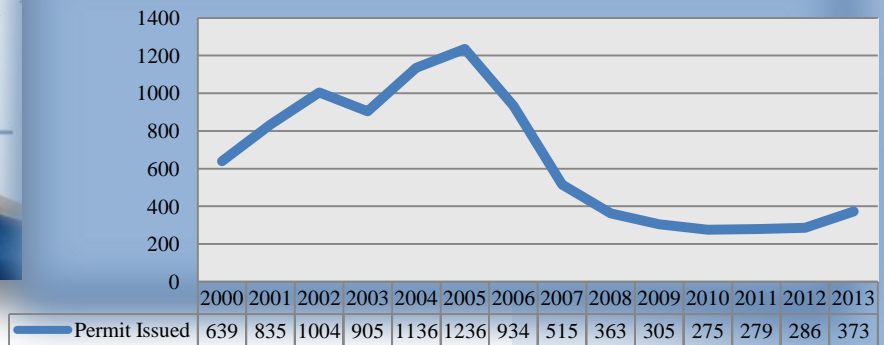
Frederick County in the last three years (2010-2012) has issued a total of 331 single family-detached and 166 townhouses/duplexes permits within the UDA. There were a total of 186 single family-detached and 58 townhouses in 2013 issued within UDA. Staff would note the Shenandoah Development which is located outside the UDA has total of the 2,130 lots.

Residential Building Permits

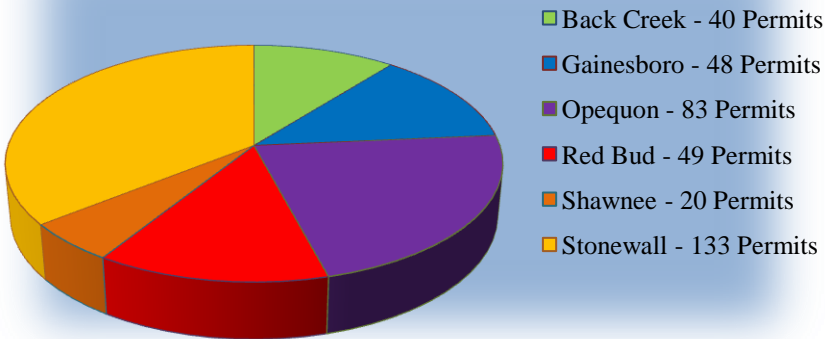
Frederick County issued a total of 373 new residential building permits in 2013. In 2012, there were a total of 286 residential building permits issued. Compared to 2012, there is an increase of 87 more permits issued. In 2013, the majority of single family dwellings and other housing type permits were issued in the Stonewall and Opequon Magisterial District. The line chart below illustrates the total number of permits issued since 2000. The pie chart demonstrates total building permit types issued in relation to the Magisterial Districts.



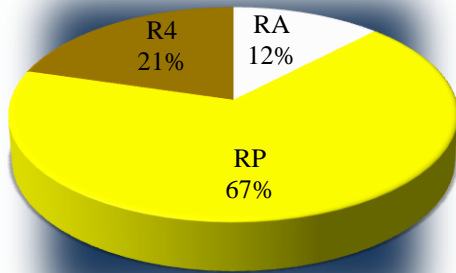
Total Residential Building Permits Issued 2000-2013



Residential Building Permits Issued by Magisterial District - 2013



Lots Created



The number of lots created in the County is determined as a result of subdivision application (urban) and administrative subdivisions (rural) that were approved in 2013. A subdivision or section of a subdivision is not considered approved until plats for the properties in that subdivision/section are approved; therefore, the numbers below reflect only lots approved and platted in 2013.

Lots Created in 2013 by Magisterial District & Zoning District

Magisterial District	RA	RP	R5	R4	B1	B2	B3	M1	M2	EM	MH	MS	HE	Total
Back Creek	14	1	-	-	-	-	4	-	-	-	-	-	-	19
Gainesboro	5	11	-	-	-	1	-	-	-	-	-	-	-	17
Red Bud	1	72	-	-	-	-	-	-	-	-	-	-	-	73
Shawnee	4	-	-	-	-	2	2	1	-	-	-	-	-	9
Stonewall	3	-	-	45	-	-	-	-	-	-	-	-	-	48
Opequon	-	64	-	-	-	-	-	-	-	-	-	-	-	64
Totals	27	148		45		3	6	1						230

As shown in the table a total of 230 lots were created in 2013 in all zoning districts. A total of 220 residential lots were created in the RP, RA, and R4 Zoning Districts in Frederick County in 2013. This represents a decrease of 3 residential lots from number of residential lots created in 2012 (223 lots).

2013 Highlights

Frederick County's First Transfer of Development Rights (TDR) Project

In 2010 Frederick County became the first locality in the Commonwealth of Virginia to adopt a Transfer of Development Rights (TDR) Program. In 2013 the County processed the first development utilizing transferred development rights.

The Townes at Tasker is a 10 acre 81 unit townhouse development in Stephens City that is being developed using 54 transferred development rights from six sending properties. Through the transfer of these 54 rights, the property owner is developing 81 townhouse units and preserving 357 acres of rural land.



Ireson Springs Farm



Transportation Highlights

- Successful revenue sharing application resulting in \$4.5 Million in state funds towards Tevis Street Extension and Russell 150 Bridge.
- Renaissance Road Phase I construction accomplished through a public private partnership utilizing state and private funds.
- Successful Rail Access grant to aid in expansion of rail network in conjunction with Miller Milling expansion

Rezoning

What is a Rezoning?



Zoning regulations are the rules that determine how parcels of land may be used. When owners want to develop or use their property in ways that do not conform to their current zoning regulations, they must apply for a change to their zoning classification, also commonly referred to as a Rezoning.

In 2013 year there were six Rezoning applications submitted and approved by the Board of Supervisors. Three of the applications sought modifications to existing proffers. Three applications were for new projects. The complete list of applications is listed on page 15.

Rezoning Process



Rezoning Applications Submitted and Reviewed in 2013

File #	Applicant	Current Zoning	Proposed Zoning	Magisterial District	Action
01-13	Woodside Commercial Ctr.	Proffer	Revision	Stonewall	Approved
02-13	Fairfax Pike	B-1	B-2	Opequon	Approved
03-13	Madison Village	RA	RP/B-2	Shawnee	Approved
04-13	The Overlook	RA/RP	B-2 RA RP	Red Bud	Approved
05-13	Governors Hill	Proffer	Revision	Shawnee	Approved
06-13	Silver Lake LLC	Proffer	Revision	Gainesboro	Approved

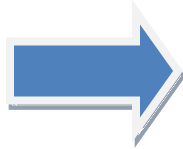
Master Development Plans

What is a Master Plan?

A **Master Plan** is a general plan of development approved administratively for new developments in certain zoning districts before subdivision or site plan can be approved.



Procedure



Pre-application Conference with staff if required or requested.

Applicant submits completed MDP application to staff, including all agency approval comments.

MDP is presented to the Planning Commission as an informational item. All Comments are forwarded to the Board of Supervisors.

MDP is presented to the Board of Supervisors as an informational item.

Final MDP approval by staff.

Final Subdivision or Site Plan can be submitted for review.

There were a total of three MDP applications were submitted in 2013 all of these were residential in nature. The complete list of applications is located below.

Date	Location	Zoning	Area	Status
01-13	Shenandoah	Residential	Opequon	Approved
02-13	Oakdale III, Raven Pointe, Raven Oaks & Ravenwing	Residential	Shawnee	Approved
03-13	The Townes at Tasker	Residential	Shawnee	Approved

Subdivisions

What is a Subdivision?

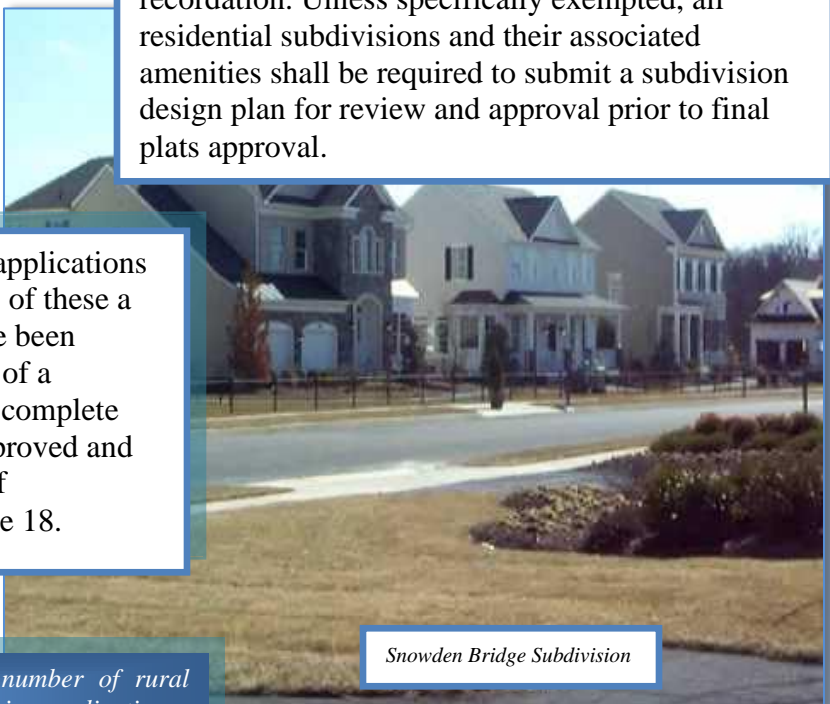
Subdivision is the act of dividing land into pieces that are easier to sell or otherwise develop, usually via a plat. If it is used for housing it is typically known as a housing subdivision or housing development, although some developers tend to call these areas communities.

General Procedures

Subdivisions may also be for the purpose of commercial or industrial development, and the results vary from retail shopping malls with independently owned out parcels, to industrial parks.

All land divisions shall require the submittal of a subdivision plat for review and approval to recordation. Unless specifically exempted, all residential subdivisions and their associated amenities shall be required to submit a subdivision design plan for review and approval prior to final plats approval.

There were nine subdivision applications submitted for review in 2013, of these a total of five subdivisions have been approved. Note that approval of a subdivision is not considered complete until final plats have been approved and recorded. The complete list of applications is located on page 18.



Snowden Bridge Subdivision

These figures do not include the number of rural preservations or major rural subdivision applications

Subdivision Applications Submitted and Reviewed in 2013

File #	Applicant	Number of Lots	Magisterial District	Action
01-13	Snowden Bridge Sec.6	92	Stonewall	Approved
02-13	Doonbeg	24	Back Creek	Approved
03-13	Village at Harvest Ridge Ph 4A	11	Gainesboro	Approved
04-13	Fieldstone Sec.II Ph. 3&4	123	Red Bud	Pending
05-13	Michael J. Bermel Airport Business Center	2	Shawnee	Approved
06-13	Eastgate Commerce Center	2	Shawnee	Approved
07-13	Snowden Bridge Sec. 7	67	Stonewall	Pending
08-13	Lakeside Towns (Shenandoah)	90	Opequon	Pending
09-13	Shenandoah Ph.II Sec.I	39	Opequon	Pending

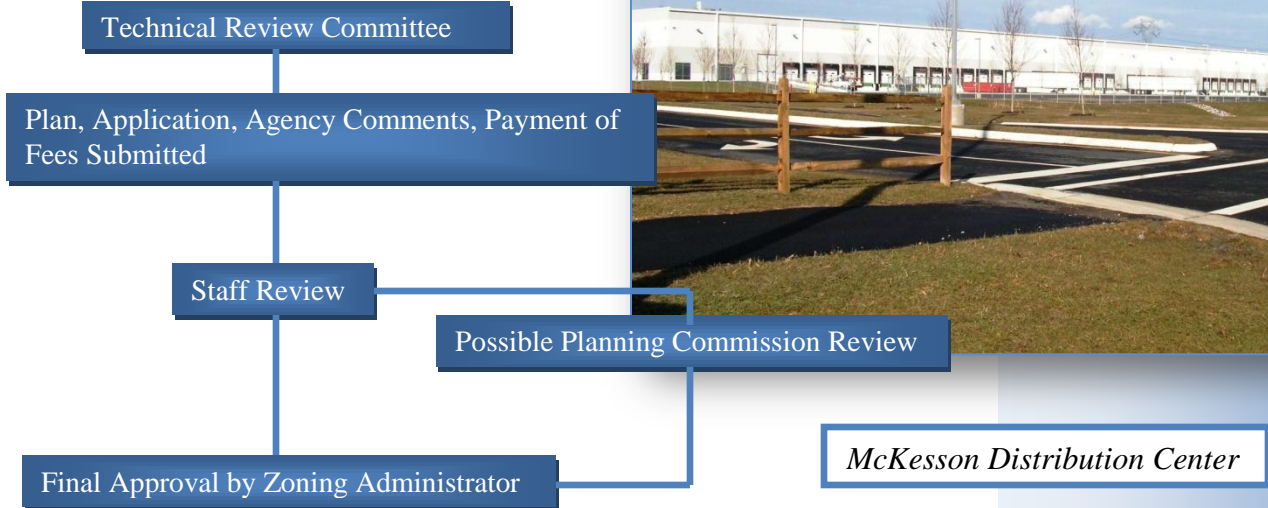
Site Plans

A **site plan** is a detailed engineering drawing of proposed improvements to a given lot. A site plan usually shows a building footprint, travel ways, parking, drainage facilities, sanitary sewer lines, water lines, trails, and lighting, landscaping and property lines.



What is a Site Plan?

Site Plan Review Process



There were 46 site plan applications submitted for review in 2013. A total of 40 applications were approved, six applications are pending. The complete list of applications is located on pages 20 and 21.

Site Plan Applications Submitted and Reviewed in 2013				
File #	Applicant	Use	Magisterial District	Action
01-13	Murphy Express	Vehicle Fueling Station	Shawnee	Approved
02-13	Village at Orchard Ridge	CCRC	Gainesboro	Approved
03-13	Cives Steel	Storage Yard	Stonewall	
04-13	Highway Motors	Bld. & Parking Lot	Stonewall	Approved
05-13	Tri State Nissan	Bldg. & Parking Lot	Shawnee	Approved
06-13	Cliff's Chrome Barn	Bld. Addition	Shawnee	Approved
07-13	Winchester Reg. Airport	Maintenance Bldg.	Shawnee	Approved
08-13	Thermo Fisher	Storage Bld.	Back Creek	Approved
09-13	500 Pegasus Ct.	Add. Parking	Shawnee	Approved
10-13	M&H Plastics	Chiller Pas Addition	Stonewall	Approved
11-13	Shen Valley Flea Market	Expansion	Shawnee	Approved
12-13	Clear Brook Woolen Mill	Restaurant	Stonewall	Approved
13-13	South East Container	Bldg. Addition	Stonewall	Approved
14-13	W.O. Grubb, Inc.	Crane Rentals	Stonewall	Approved
15-13	Monoflo Inc.	Revision	Stonewall	Approved
16-13	Winchester Regional Airport	Rehab & Relocate Apron	Shawnee	Pending
17-13	Welltown Road Exxon	Gasoline Sales	Stonewall	Approved
18-13	FBI Records Facility	Trailer Parking	Shawnee	Approved
19-13	Winc. Church Of God	Parking Expansion	Gainesboro	Approved
20-13	Camp Rock Enon-Order of the Arrow	Recreational Building	Back Creek	Pending
21-13	Open Door Baptist Church	Church with Day Care	Stonewall	Approved
22-13	Berlin Steel Real Estate	Structural Shop Addition	Opequon	Approved
23-13	Truck & Equipment Corp.	Display Area	Stonewall	Approved
24-13	NFCU-Café Addition	Café Addition	Shawnee	Approved

Site Plan Applications Submitted and Reviewed in 2013 Continued

	Substation Exp.			
26-13	Valley Health Epic Training Ctr.	Software Training Ctr.	Stonewall	Approved
27-13	Redland United Methodist	Gazebo	Gainesboro	Approved
28-13	Home Depot	Parking & Trailer Storage	Stonewall	Approved
29-13	Maynard Willard	Rail Spur	Stonewall	Pending
30-13	Quebecor World	Storage Addition	Stonewall	Approved
31-13	Thermo Fisher Scientific	Addition & Parking	Back Creek	Approved
32-13	HP Hood	WWTP Tank	Back Creek	Approved
33-13	Shepard Office Ctn.	General Office	Shawnee	Pending
34-13	Delco Plaza Winc. Billiards	Commercial	Shawnee	Approved
35-13	HP Hood Site Improvements	Site Improvements	Back Creek	Approved
36-13	Miller Milling	Rail & Storage Expansion	Stonewall	Approved
37-13	Carmeuse Winc. Quarry	Kiln & Rail Exp.	Stonewall	Pending
38-13	Auto Plant	Retail Auto Sales	Back Creek	Approved
39-13	Potomac Properties	Outdoor Storage	Stonewall	Approved
40-13	Eastern Elevator	Warehousing	Stonewall	Approved
41-13	Dollar General	Retail	Opequon	Pending
42-13	Miller Milling	Building Addition	Stonewall	Approved
43-13	Verizon Wireless-Wild Acres	Telecommunication	Back Creek	Pending
44-13	Cummins Atlantic	Vehicle Repair	Stonewall	Pending
45-13	Cliff's Chrome Barn	Retail & Inventory Storage	Back Creek	Approved
46-13	Stowe Woodward	Light Industrial	Back Creek	Pending

Other Planning Applications

Conditional Use Permits

Seven Conditional Use Permit (CUP) applications were submitted for review in 2013. The complete list is located below.

Conditional Use Permit Applications Submitted and Reviewed in 2013				
File #	Applicant	Type of Use	Magisterial District	Action
01-13	Judy Tingle	Day Care	Stonewall	Approved
02-13	Fred Sabia	Office	Stonewall	Denied
03-13	Verizon	195-Monopole	Back Creek	Approved
04-13	Tracy Alt	Home Daycare	Red Bud	Withdrawn
05-13	Maple Hill Arena	Outdoor Rec.	Gainesboro	Withdrawn
06-13	Karen Garver	Nail Salon	Shawnee	Approved
07-13	Scott Sweeney	Public Garage	Gainesboro	Approved

Waivers & Exceptions

There was one waiver application submitted for review in 2013. This application was located in the Stonewall Magisterial District. This application was for a waiver of height requirements in the EM Zoning District. The Board of Supervisors approved this request.

Waiver Applications Submitted and Reviewed in 2013				
File #	Applicant	Waiver	Magisterial District	Action
01-13	O-N Minerals (Chemstone)	Wavier of height requirement	Stonewall	Approved

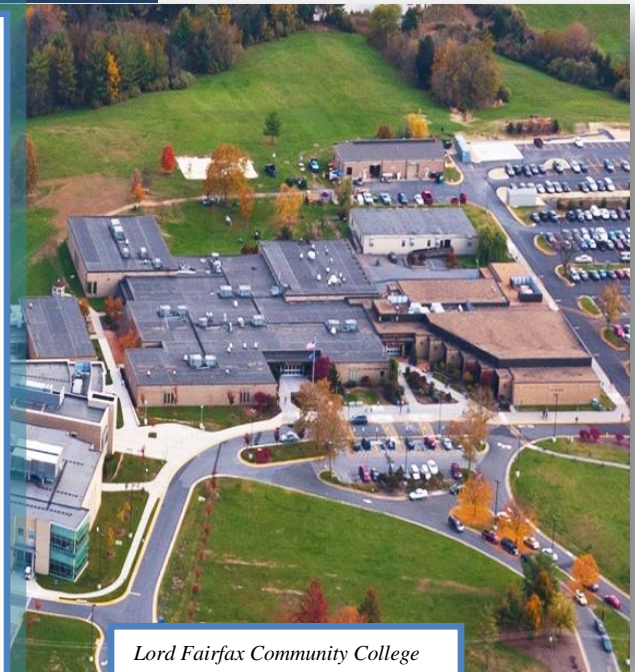
Variations & Appeals

There were five variance applications and one appeal application submitted for review by the Board of Zoning Appeals in 2013. The applications for variance requests were approved. The appeal application required no action the violation was resolved. The complete list is located below.

Board of Zoning Appeals Applications Submitted and Reviewed in 2013				
File #	Applicant	Request	Magisterial District	Action
01-13	Douglas Milburn	Variance	Opequon	Approved
02-13	Kelly Ritter	Variance	Stonewall	Approved
03-13	Mary Good	Appeal	Gainesboro	No action taken resolved
04-13	Bruce Johnson & Cynthia Steinkamp	Variance	Gainesboro	Approved
05-13	Clark Neff, Jr.	Variance	Gainesboro	Approved
06-13	Michael Milam	Variance	Gainesboro	Approved

Comprehensive Policy Plan Amendment

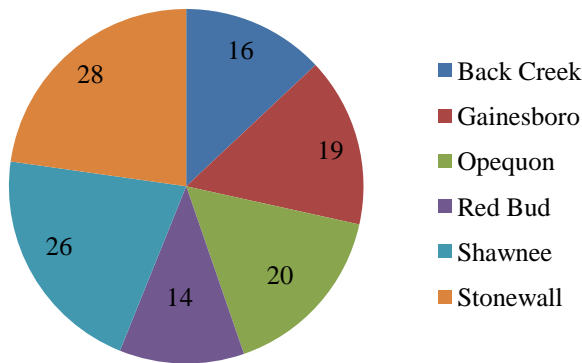
The Comprehensive Plans and Programs Committee (CPPC) forwarded positive recommendations two Comprehensive Policy Plan Amendments (CPPA's) during 2013 and initiated the review of a third at the end of the year. Each of the proposed amendments were in response to Board of Supervisor initiated resolutions supporting the study of these areas. The first was for the area immediately to the north of the Town of Middletown, surrounding Lord Fairfax Community College. This was Phase 2 of the previously approved Middletown/Lord Fairfax Sewer and Water Service Area Plan. The second CPPA studied, the Light property SWSA, was a proposed expansion of the SWSA and a modification to the Northeast Land Use Plan. This effort was also supportive of the Business Development Advancement Study Recommendations. The last is the McCann-Slaughter properties, also within the Northeast Land Use Plan. Work on this study will continue into 2014.



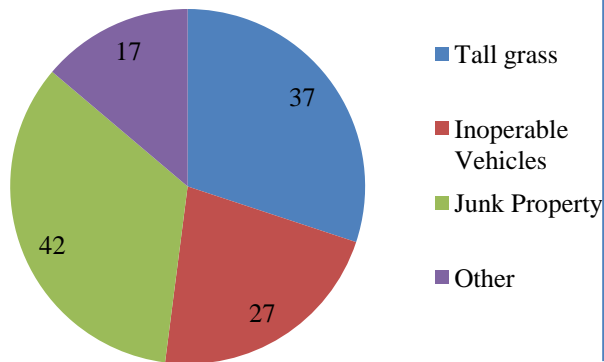
Lord Fairfax Community College

Zoning Violations

Violations by District



Violations by Complaint



Zoning enforcement involves responding to inquiries and complaints concerning land use and development. Formal complaints are registered, investigated, and appropriate enforcement action taken. These complaints range in topic from inoperable vehicles to illegal uses on a property. Department staff attempts to work with landowners to ensure compliance of an ordinance violation; however, some of the violations cannot be resolved and criminal charges are filed. Once criminal charges are filed, resolution of the violation is determined by the court system.

123 Zoning Ordinance violation complaints were recorded by the Frederick County Planning Department in 2013. The charts to the left accounts for the percentage number of valid complaints in a variety of categories. In the "other" category these would include: illegal business and structures, conditional use permit violations, agriculture animals in residential, site plan violations, and high grass. There were a total of 100 violations recorded in 2012.

Comprehensive Plans and Programs Committee

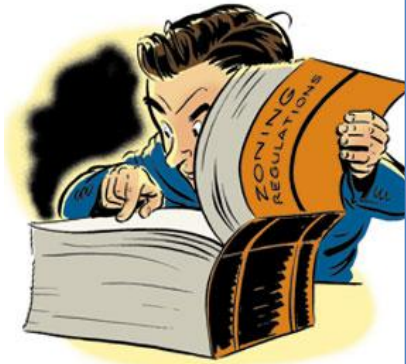
The Comprehensive Plans and Programs Committee (CPPC) is a committee of the Planning Commission whose primary responsibility is to formulate land use policies that shape the location and timing of development throughout the County. In addition, the CPPC conducts studies of specific areas to develop guidelines for future land use within those areas. The CPPC also considers requests for amendments to the Comprehensive Plan.

The CPPC was involved in several projects during 2013. The CPPC facilitated the development and review of the Urban Center Design Cabinet Report effort. This followed on from the 2011 approval of the 2030 Comprehensive Plan, and the 2012 approval of the Senseny/Eastern Frederick Urban Areas Plan. The Urban Center design plans provide further guidance to property owners and developers located in Urban Centers identified in the 2030 Comprehensive Plan. The Urban Centers are; The Crosspointe Urban Center, the Greenwood Urban Center, the Parkins Mill Urban Center/Neighborhood Village, and the Sherando Urban Center. The Urban Center Report was evaluated on multiple occasions throughout the year. Additional input and review was received through an Engineers Roundtable discussion and the Development Consults project. Support of the concepts incorporated into the Urban Center Design Cabinet Report was expressed by those participating and the report was endorsed by the CPPC.

Members of the CPPC embarked on a new planning effort in 2013, The Southern Frederick Area Plan. Interested stakeholders were engaged and an initial public input and information meeting was held in September 2013, working groups have been formed with CPPC members collaborating with a large group of citizen volunteers on this study. This effort encompasses the area generally east of Interstate 81 to the Clarke County line and from the Opequon Creek in the north to Lake Frederick in the south. This study area includes the Route 277 Triangle Study, Tasker Woods, and many of the existing residential communities of the Stephens City area from Lakeside to Shenandoah and everything in between.

In addition to Urban Center effort, the CPPC forwarded positive recommendations two Comprehensive Policy Plan Amendments (CPPA's) during 2013 and initiated the review of a third at the end of the year. Each of the proposed amendments were in response to Board of Supervisor initiated resolutions supporting the study of these areas. The first was for the area immediately to the north of the Town of Middletown, surrounding Lord Fairfax Community College. This was Phase 2 of the previously approved Middletown/Lord Fairfax Sewer and Water Service Area Plan. The second CPPA studied, the Light property SWSA, was a proposed expansion of the SWSA and a modification to the Northeast Land Use Plan. This effort was also supportive of the Business Development Advancement Study Recommendations. The last is the McCann-Slaughter properties, also within the Northeast Land Use Plan. Work on this study will continue into 2014.

Development Review and Regulations Committee



This year, the Development Review & Regulations Committee (DRRC) reviewed seven agenda items dealing with proposed changes to the Frederick County Zoning and Subdivision Ordinances that ranged from a variety of issues.

Of the seven items discussed by the DRRC five were forwarded to the Planning Commission and the Board of Supervisors for consideration and two are still pending further discussion by the Committee. The items discussed during 2013 are as follows:

- Entrance Spacing Requirements – *approved*
- New Traditional Neighborhood Design (TND) District – *pending*
- MED Cottage additions – *approved*
- Height Requirements in the EM, M1, and M2 Districts - *approved*
- Transfer of Development Rights (TDR) Program amendments – *approved*
- Master Development Plan Requirements and Landscaping Requirements – *pending further DRRC review*



Conservation Easement Authority

The Conservation Easement Authority was established in 2005 by the Board of Supervisors. It contains nine members, including one Planning Commissioner and one Board Member. Historically, the Authority's primary role focus has been conservation easement education for landowners; however, in 2008 the Authority also took on the task of managing the County's Purchase of Development Rights Program which is funded through a state grant. Thus, in addition to its ongoing education efforts, the Authority announced their first call for applications in August of 2008. In June 2009, in partnership with the Potomac Conservancy, the Authority acquired a conservation easement on an 89-acre property owned by the Snapp family.

In the past year, the Authority has directed its energies toward education sessions about conservation easements. In cooperation with Conservation Partners LLC, the Authority has sponsored two dinner workshops where participants were able to learn more about conservation easements and various compensation avenues such as tax credits. These two sessions were well attended, and at least one easement resulted from the education session.



Transportation Committee

The Transportation Committee meets monthly. Responsibilities of the Committee include transportation planning on a continuous basis and dealing with any additional transportation planning or implementation issues as they arise or are assigned by the Board of Supervisors.

Some of the issues considered by the Transportation Committee in 2013 were as follows:

- Update of Interstate, Primary, and Secondary Road plans.
- Render input on VDOT Six Year Improvement Plan.
- Render input on MPO Unified Planning Work Program.
- Transportation Section of the Capital Improvement Program.
- Begin consideration of entry way signage for the County.
- Participate in Revenue Sharing and Economic Development Access funding applications.
- Revenue Sharing, Rail Access, and Economic Development Access grants
- Truck Restrictions for 600 and 608
- Private Streets in the R5 district.
- Update of Road Construction priorities
- Cedar Creek Grade Speed Study request

Render input on Route 277 Improvements, Aylor Road Realignment, Route 11 Bridge at Frederick County line with Shenandoah County, and Exit 310 Upgrades.

Coordinate with VDOT on Exit 313 Interchange Modification Report to ensure inclusion of County Concerns regarding the realignment of Route 522 South.

Address safety concerns by numerous citizens throughout the County.



Historic Resources Advisory Board

The Historic Resources Advisory Board (HRAB) is a subcommittee that was established by the Board of Supervisors. It consists of nine members, including one from each Magisterial District in the County, two “At-Large” members, and a chairman. Also serving on the Committee are a Planning Commission liaison and an architectural historian. The HRAB reviews land use applications that involve properties that are historically significant or may impact historic resources. The Department of Planning and Development provides staff support to the Committee and over the past year, the Planning Department has assisted the HRAB in taking a more active role in historic preservation in Frederick County.

Similar to years past, Planning and Development staff coordinated meetings between the development community and the HRAB to provide recommendations to the applicants on ways to protect and preserve historic land and structures. Rezoning, master development plans, and conditional use permit applications that may have a potential impact on historical resources are reviewed by the HRAB.

The HRAB was given the ability to comment and make recommendations on one Conditional Use Permit application for a telecommunication facility and one Comprehensive Plan Amendment in 2013. In addition to the regular review of development applications, the HRAB also reviewed and recommended approval of one historic property designation (historic plaque program) application.



Ireson Springs Farm

Geographic Information Systems (GIS) Within the Planning Department

GIS in planning continues to offer GIS and database support for department projects and public inquiries.

There are online mapping applications available to both the planning staff and public that allow any user to look up relevant information for any question. These applications are constantly in a state of development and advancement to better assist the user, whether it be a staff member or citizen.

Going into another year with Mobile GIS application that allows users to easily search parcel information, newer applications are constantly in development that will continue to aid in the daily operations of the staff. One application that will be available is a Service Request Map that will aid in transpiration requests. Along with a form that can be sent to request a transportation related issue, an actual location of this request can be added to a map that is visible by both staff and the public.

Below is a partial list of GIS projects completed this year.

- Updates to the Agricultural & Forestral Districts
- Updates to the Area Plans and maps
- Participation in the TDR program
- Introduction of the Southern Frederick Area Plan
- Zoning and Re-Zoning GIS
- Pump and Haul GIS
- Maintenance of the 2030 Comprehensive Plan

The year of 2013 brought a new web page design to the county. The Planning Departments integration into the new site is continuing through the GIS division. The new site allows for easier web editing and changes to the planning pages when there are updates and new projects. The use of iPads in the department has increased as well. All members of the Planning Commission and planners use iPads for all meeting agendas and through the department a new mobile management system is used to better distribute these digital agendas.

2014 promises to be a very progressive year with continued enhancements to the current applications that GIS offers as well as continued additions that will further support the planning staff.

