

Frederick County, Virginia



Department of Planning & Development Annual Report

PREPARED BY THE DEPARTMENT OF PLANNING & DEVELOPMENT JANUARY 2013

Table of Contents

Page 3 - Introduction
Page 4 - 2012 Quick Facts
Page 5 - Demographics
Page 6 - Employment
Page 7 - Public School Enrollment
Page 8 - 2012 Board of Supervisors
Page 9 - 2012 Planning Commission
Page 10 - Organizational Structure
Page 11 - Planning Efforts/Zoning Enforcement
Page 12 - 2012 Highlights
Page 13 - 2012 Highlights Continue
Page 14 - Residential Building Permits
Page 15 - Lots Created
Page 16 - Master Development Plans
Page 17 - Subdivisions
Page 18 - Site Plans
Page 19 - Rezoning
Page 20 - Other Planning Applications
Page 21 - Zoning Violations
Page 22 - Comprehensive Plans Programs Committee
Page 23 - Development Review & Regulations Committee
Page 24 - Conservation Easement Authority
Page 25 - Transportation Committee
Page 26 - Historic Resources Advisory Board
Page 27 - GIS within the Planning Department
Page 28 - Urban Development Area (UDA)
Page 29 - 2012 Annual Report Appendix

Introduction



The Planning, Zoning and Development Department is pleased to present the 2012 Annual Report that summarizes the activities and highlights of 2012.

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.

2012 Quick Facts

Population

2000	59,209
2005	68,492
2011	79,156
2012	80,118
2020	95,648
2030	114,539*

Source: Estimates from the Weldon Cooper Center Website

Income

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

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

Building Permits

# Single family bldg permits	236
# Single family attached bldg permits	50
# multi family bldg permits	0

Source: Frederick County Inspections Dept.

Public Education

Total Enrollment	13,066
Number of schools above program capacity	3
Cost per Student	\$9,773
Number of Schools	18
SAT I Math Scores	510
SAT I Reading Scores	507
Diplomas Earned	918
% of 12 th grade graduating in 2012-2013	96%

Source: Frederick County School Board, January 2013 Data

Labor Force

Unemployment Rate	4.7%
Available labor force	43,638

*Source: Bureau of Labor Statistic as of November 2012

Start-up Firms

3 rd Quarter 2011	14
4 th Quarter 2011	18
1 st Quarter 2012	12
2 nd Quarter 2012	14

*Source: Winchester/Frederick County Economic Development Commission

Employment by Industry*

Agriculture, Forestry, Fishing	184
Mining	114
Utilities*	undisclosed
Construction	1,876
Manufacturing	4,404
Wholesale Trade	1,072
Retail Trade	3,326
Transportation & Warehousing	1,557
Information	340
Finance, Insurance, Real Estate	826
Services	6,561
Government	4,896

Source: Virginia Employment Commission
* Figures based upon second quarter of 2012

Major Employers*

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

*excludes local government & school board

Demographics

Population:

Frederick County continues to experience steady population growth. DemographicsNow estimated that Frederick County in 2012 had a total population of 80,118 that is 962 more people from July 2011. DemographicsNow estimated 40,661 females and 40,154 males. There are an estimated 4,951 children under the age of 5 and 75,187 people 5 and older, with the median age for Frederick County being 40 years old. Total estimated population by race is as follows: total White 72,162, Black or African American 3,281, American Indian and Alaska Native is 245, Asian, Native Hawaiian, and other Pacific Islander 1,041, and lastly, two or more races are estimated at 1,603.

Households & Families:

The US Census Bureau defines a family as two or more persons related by adoption, birth, or marriage whereas a household consists of all people occupying a housing unit. The most recent data available from the DemographicsNow estimated that the average population household size in Frederick County for 2012 was 31,800 with an average household size of 2.61 persons. Based on the same source, families made up 74.2 percent of the households in Frederick County. This figure includes both married-couple families (52 percent) and other families (22.2 percent). Nonfamily households made up 25.9 percent of all households in Frederick County. Most of the nonfamily households were people living alone, but some were composed of people living in households in which no one was related to the householder.

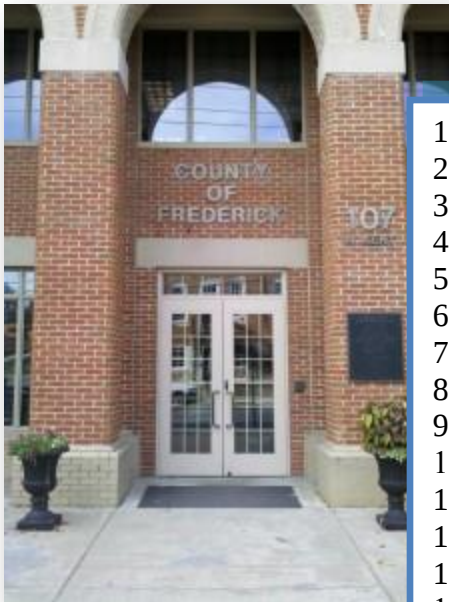


Income:

Based on DemographicsNow data estimates in 2012 Frederick County, the median household income was \$67,910. According to this source 10,476 households in Frederick County had an income less than \$50,000. That is 36.1 percent of households with income. Same source claims that 16,640 households had an income of over \$50,000. That is 55.8 percent of households with income. 2,438 or 8.2 percent of households in Frederick County had an income of \$150,000+.

Employment

The largest sectors of employment for the second quarter of 2012 were education, government, and retail. Services included a range of employment industries including finance and insurance, management, administrative, accommodations and food services, and miscellaneous services such as Public Administration. Based on data from the Virginia Economic Commission, the following is a list of the top 20 employers in Frederick County in 2012:



1. Frederick County School Board
2. Frederick County Government
3. U.S. Department of Homeland Defense
4. Navy Federal Credit Union
5. Lord Fairfax Community College
6. Kraft Foods
7. H.P. Hood
8. The Home Depot
9. Trex Company
10. Martin's Food Market
11. Shockey Brothers
12. Westminster Canterbury
13. Thermo Fisher Scientific
14. McDonald's
15. Kohl's Department Stores
16. Annandale Millwork Corporation
17. Monoflo
18. Costco
19. Valley Proteins
20. Wal-Mart



Navy Federal Credit Union

Public School Enrollment

According to the Frederick County School Board, total enrollment for the 2012-2013 school years (as of September 14, 2012) was 13,066 students in grades K-12 including 40 students enrolled with the Northwestern Regional Educational Programs (NREP). Currently, a majority of the schools in Frederick County are approaching or have already exceeded their practical capacity.



Sherando High School

The following chart shows a breakdown of that total enrollment per school as well as a percentage of total capacity:

2012-2013 Public School Enrollment in Frederick County Public Schools					
Schools	Year Opened	Grade Level	Program Capacity	2012-2013 Enrollment	Percent of Practical Capacity
Apple Pie Ridge Elem.	1974	K-5	600	526	88%
Armel Elem.	1991	K-5	662	557	84%
Bass-Hoover Elem.	1975	K-5	612	604	99%
Evendale Elem.	2006	K-5	662	447	68%
Gainesboro Elem.	2007	K-5	760	534	70%
Greenwood Mill Elem.	2009	K-5	850	812	96%
Indian Hollow Elem.	1988	K-5	492	389	79%
Middletown Elem.	1989	K-5	662	570	86%
Orchard View Elem.	2000	K-5	564	401	71%
Redbud Run Elem.	1996	K-5	662	683	103%
Stonewall Elem.	1997	K-5	528	447	85%
Total Elementary School		K-5	7,054	5,970	85%
Adm. Richard E. Byrd Middle	2005	6-8	850	953	112%
Robert E. Aylor Middle	1969	6-8	730	659	90%
Frederick County Middle	1965	6-8	850	842	99%
James Wood Middle	1950	6-8	850	646	76%
Total Middle School		6-8	3,280	3,100	95%
James Wood High	1980	9-12	1,400	1,280	91%
Millbrook High	2003	9-12	1,250	1,236	99%
Sherando High	1993	9-12	1,400	1,440	103%
Total High School		9-12	4,050	3,956	98%
NREP	1966	Ages 2-21		40	
Total Enrollment		K-12	14,384	13,066	91%

Source: Frederick County School Board January 9, 2013 Enrollment Data

2012 Frederick County Board of Supervisors



Gary Lofton	Charles Dehaven	Bill Ewing	Richard Sickle	Gene Fisher	Chris Collins	Ross Spicer
Back Creek	Stonewall	Opequon	Chairman	Shawnee	Red Bud	Gainesboro
Supervisor	Supervisor	Supervisor		Supervisor	Supervisor	Supervisor



John Riley County Administrator

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.

2012 Frederick County Planning Commission

June Wilmot, Chairman Member At Large

Roger L. Thomas, Vice Chairman- Opequon District

Kevin O. Crosen- Back Creek District

Greg L. Unger- Back Creek District

Kevin W. Kenney- Gainesboro District

Charles E. Triplett- Gainesboro District

Brian Madagan- Opequon District

Christopher Mohn- Red Bud District

Philip A. Lemieux- Red Bud District

Lawrence R. Ambrogi- Shawnee District

H. Paige Manuel- Shawnee District

Gary R. Oates- Stonewall District

Stan Crockett- Stonewall District

Ross Spicer- 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

Mark R. Cheran
Zoning Administrator

Dana M. Johnston, CZA
Zoning Inspector

John A. Bishop, AICP
Deputy Director,
Transportation

Candice E. Perkins, AICP
Senior Planner

Lindsey D. Felton
GIS Analysis

Renee S. Arlotta
Administrative Assistant

Beverly H. Dellinger
Secretary III

Diane L. Walsh
Secretary I

Pamala S. Deeter
Office Assistant

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)

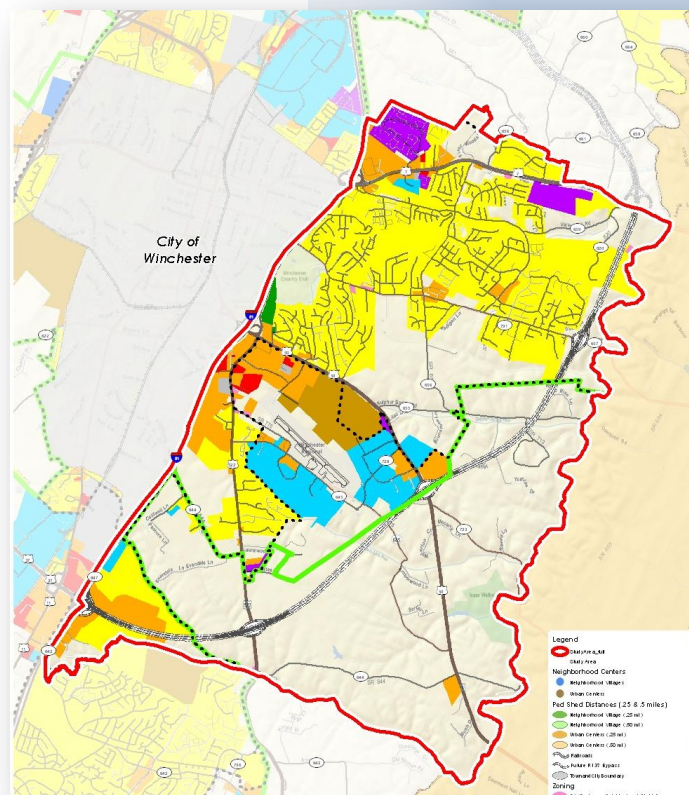
The Senseny/Eastern Frederick Urban Area Plan

The Senseny/Eastern Frederick Urban Area Plan contains four maps and a narrative text that covers the following areas: Urban Areas and Residential Development, Business Development, Transportation, and Natural Resources, Historic Resources, and Public Facilities, and is an update to Appendix I of the 2030 Comprehensive Plan and the Eastern Frederick County Long Range Land Use Plan, a component of the 2030 Comprehensive Plan.

The Senseny/Eastern Frederick Urban Area Plan encompasses the area generally east of the City of Winchester along Senseny Road to the Clarke County line and from Redbud Run Creek in the north to the Opequon Creek in the south. The study area includes the Route 7, Route 50, Route 522 Business Corridor Plans, the Red Bud Magisterial District, Shawnee Magisterial District, and a small portion of the Stonewall Magisterial District.

The public outreach and involvement for this project has been broad and successful. This Plan represents the work of a large number of citizen volunteers who have been working over the past several months in collaboration with each other.

The Senseny/Eastern Frederick Urban Areas Plan was the most significant undertaking completed in 2012. This plan was ultimately approved by the Board of Supervisors on June 13, 2012. The Senseny/Eastern Frederick Urban Areas Plan provided an exciting opportunity for the community to participate in and guide the future growth, development, and redevelopment of this urbanizing area of the county.



2012 Highlights Continued

Revisions to the RP (Residential Performance) Zoning District

An extensive ordinance amendment that was drafted and discussed during 2012 was a comprehensive overhaul to the RP (Residential Performance) Zoning District. The amendments contained in this effort covered a number of topics such as the intent of the district, allowable density, open space and recreational amenities, addition of new housing types, modification to existing housing types, elimination of unused housing types, and revisions to the landscaping and buffering requirements. The primary objective of this ordinance amendment was to ensure that the District was clear and easy to understand, provided additional flexible housing options, provided housing options that were consistent with the current needs of the community and ensured that the ordinance was in conformance with the 2030 Comprehensive Plan. This amendment began as a discussion item with the Development Review and Regulations Committee (DRRC) in January of 2012 and was ultimately approved by the Board of Supervisors in January of 2013.

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.



Renaissance Road Phase I Construction

Business Development Advancement Study (BDAS)

Business development plays an important role in our local economy through employment opportunities and tax contributions. Efforts to advance its investment through welcoming and accommodating new construction would enhance our community's competitiveness. The Frederick County 2030 Comprehensive Plan identifies areas for future business development, yet without the appropriate site zoning and infrastructure those future business development sites may not be deemed shovel-ready and capture prospective business investment.

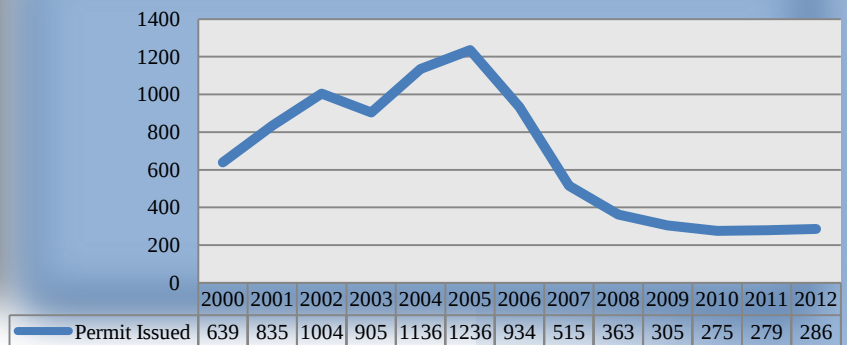
In 2012 the Business Development Advancement Study (BDAS) Committee was established and tasked with developing a program to create shovel-ready business development sites. Following nine months of meetings, the BDAS Committee finalized their recommendations in the report titled "A New Strategy: Advancing the Comprehensive Plan from Vision to Shovel-Ready Business Development Sites". This recommendation utilized a two pronged approach: (1) work with property owners to secure property Rezoning which support business development; and (2) assist in the funding of necessary infrastructure to adequately serve the business site. The BDAS Committee's report will be presented to the Board of Supervisors in 2013.

Residential Building Permits

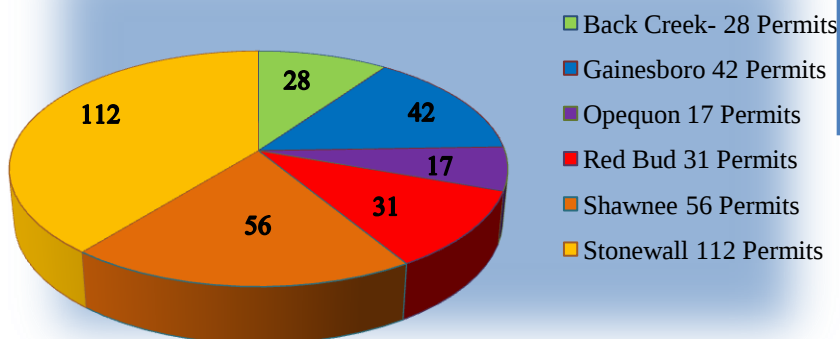
Frederick County issued a total of 286 new residential building permits in 2012. These permits consisted of 203 single family dwellings, 50 townhomes, 13 duplexes, and 20 mobile home units. Compared to 2011, there were seven more permits issued. In 2012, the majority of single family dwellings and other housing types building permits were issued in the Stonewall 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
2000-2012

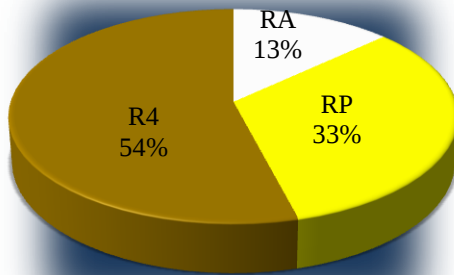


Residential Building Permits Issued by Magisterial
District



This number includes the 151 building permits issued for the National Lutheran Home.

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 2012. 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 2012. The pie chart on the left reflects percentages of total lots created in the residential zoning districts.

Lots Created in 2012 by Magisterial District & Zoning District

Magisterial District	RA	RP	R5	R4	B1	B2	B3	M1	M2	EM	MH	MS	HE	Total
Back Creek	18	-	-	-	-	-	-	-	-	-	-	-	-	18
Gainesboro	9	1	-	-	-	-	-	-	-	-	-	-	-	10
Red Bud	-	51	-	-	-	-	-	-	-	-	-	-	-	51
Shawnee	1	-	-	-	-	-	-	-	-	-	-	-	-	1
Stonewall	1	-	-	119	-	-	-	-	-	-	-	-	-	120
Opequon	2	21	-	-	-	-	-	-	-	-	-	-	-	23
Totals	31	73	0	119										223

*There was 1 lot created in the M1 and 1 lot created in the M2 Zoning Districts

As shown in the table above, the majority of the 223 lots created in Frederick County during 2012 were located in the Stonewall and Red Bud Districts. In total, 223 residential lots were created in the RP, RA, and R4 Zoning Districts in Frederick County in 2012. This represents an increase from total number of residential lots created in the County in 2011 (with 192 lots).

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



Preapplication Conference with staff if required or requested.

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

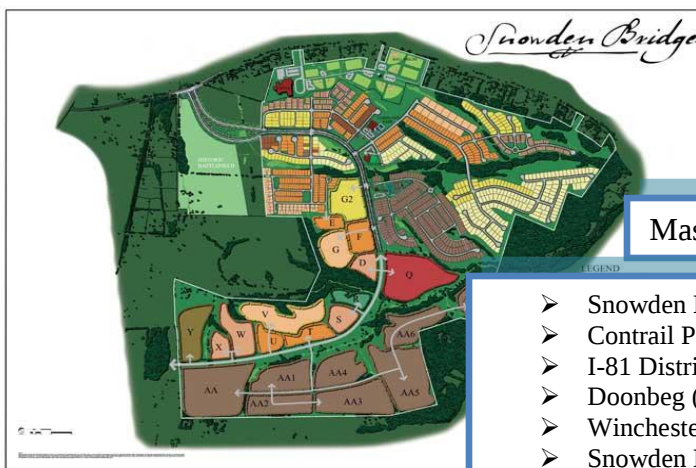
MDP is presented to the Planning Commission as an informational item. All Comments are forwarded to the Board of Supervisors.

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 six MDP applications submitted in 2012, as compared to one submission in 2011. All six applications were approved. Three applications submitted this past year were from the Stonewall Magisterial District, two were from the Shawnee District, and one from the Back Creek Magisterial District. The picture below illustrates Snowden Bridge Master Plan.



Master Development Plan Applications

- Snowden Bridge (Revision I)
- Contrail Park Apartment Complex (36 Apartment Dwelling Units)
- I-81 Distribution Center- Warehouse, office
- Doonbeg (24 Units SFD)
- Winchester-81 LLC (Distribution/B3 Uses)
- Snowden Bridge (Revision & Additions)

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 six subdivision applications submitted in 2012 which represents an increase from just two applications submitted in 2011. Note that approval of a subdivision is not considered complete until final plats have been approved and recorded. Of these six only two have been approved. One application from 2011 approved in 2012.

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

Snowden Bridge Subdivision

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

Technical Review Committee

Plan, Application, Agency Comments, Payment of Fees Submitted

Staff Review

Possible Planning Commission Review

Final Approval by Zoning Administrator



Navy Federal Credit Union Operation Center

In 2012, there were 40 site plan applications submitted for review. There were seven commercial sites, three of which were revisions, and four were new site plans. There were also 18 industrial sites, five of which were revisions, eight were additions, one was an addition and revision, and four were new site plans. Predominantly Industrial and Commercial uses were submitted, although, there were two residential site plans submitted. Of these applications, 26 were approved, and 14 are pending. There were five applications from previous years to which administrative approval was granted in 2012. The picture above shows the Navy Federal Credit Union Operation Center under construction. When completed, it is projected to have 400 additional employees.

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.

For the 2012 year, there were nine Rezoning applications submitted; of those, five were approved, one withdrawn, and three are pending action by the Board of Supervisors. Five of the applications sought modifications to existing proffers. New projects included; Snowden Bridge Station sought a rezoning for a 6.512 acre tract from RA (Rural Areas) to M1 (Light Industrial) zoning district and a 6.180 acre tract from RP (Residential Performance) to M1 (Light Industrial) zoning district that was approved by the Board of Supervisors on March 3, 2012. Also, Renaissance Commercial Center rezoned 8.9817 acres from B3 (Industrial Transition) to B2 (General Business), 0.4989 acres from RA (Rural Areas) to B2, 1.5227 acres from B3 to B2, and 0.1439 acres from RA to B2. This rezoning was also approved by the Board of Supervisors on March 14, 2012. Lastly, Clearbrook Retail Center is seeking rezoning of 14.53 acres from RA to B2.

Rezoning Process



Other Planning Applications

Conditional Use Permits

Three Conditional Use Permit (CUP) applications were submitted for review in 2012. Compared to 2011 when there were ten applications submitted. Of these applications in 2012, two were approved, one was withdrawn. The type of applications included: An addition to golf course area located at Appleland Sports Center, and a dog kennel located in the Gainesboro Magisterial District.

Waivers & Exceptions

In 2012, there were two waiver application submitted for review, both applications were located in the Stonewall Magisterial District. Both applications were to vacate right-of-way. The Board of Supervisors approved both requests.

Variances & Appeals

There were eight variance and appeal applications submitted in 2012 for review by staff and the Board of Zoning Appeals. Of these applications, all applications were variances and all requests were approved. In 2012, Board of Zoning appeals met a total of five times; applications submitted were for Shawnee, Back Creek, Stonewall, and Gainesboro Magisterial Districts.

Comprehensive Policy Plan Amendment

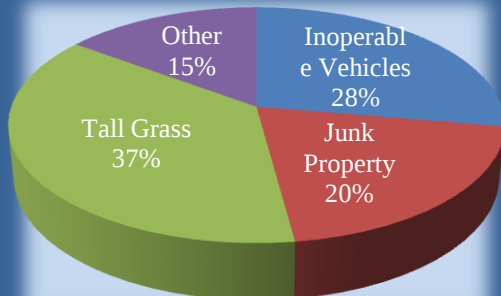
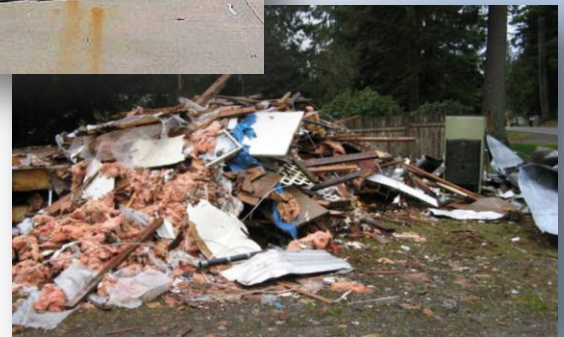
One Comprehensive Policy Plan Amendment (CPPA) was submitted in 2012 for The Middletown/Lord Fairfax Community College. This application proposed to enable the provision of public water and sewer in the area north of the Town of Middletown to current and future institutional land uses, including Lord Fairfax Community College and the Middletown Elementary School. This application was reviewed by the Comprehensive Plans and Programs Committee (CPPC) and they forwarded positive recommendation and it was ultimately approved by the Board of Supervisors in November of 2012. The illustration on the right depicts the Lord Fairfax Community College Campus.



Lord Fairfax Community College

Zoning Violations

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 handled by the Department of Planning & Development cannot be resolved and criminal charges are filed. Once criminal charges are filed, resolution of the violation is determined by the court system.



Violations by Complaint

In 2012, 100 Zoning Ordinance violation complaints were recorded by the Frederick County Planning Department. Of these 100 complaints, only 94 of them were valid. This is consistent with 2011 where the County also recorded 94 valid complaints. The chart 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, illegal structures, conditional use permit violations, agriculture animals in residential, and site plan violations.

Any residential property with grass and or weeds higher than 18 inches is deemed a zoning violation. Typically, a notice of violation is mailed to the property owner, in many cases the property is bank owned, if that is the case the property is posted, and the property owner has 10 days to mow the grass. If grass is not mowed within that time frame the County cuts the grass and puts a lien on the property for the cost. The pie chart above illustrates that 37 percent of the violations in Frederick County were Tall Grass violations.

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. Most notably, the primary policy document that the CPPC handles is the Comprehensive Plan. 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 2012. Following on from the 2011 approval of the 2030 Comprehensive Plan, the Senseny/Eastern Frederick Urban Areas Plan was the most significant undertaking completed in 2012. This plan was ultimately approved by the Board of Supervisors on June 13, 2012. The Senseny/Eastern Frederick Urban Areas Plan provided an exciting opportunity for the community to participate in and guide the future growth, development, and redevelopment of this urbanizing area of the county. The public outreach for this project was broad and successful. The CPPC members collaborated with a large group of citizen volunteers throughout the planning effort, facilitated in the many public meetings held to encourage participation, and led the planning effort and the facilitator groups. Residents participated in crafting a plan that is proactive and creative, meets anticipated growth demands, and maintain a high quality of life for the future.

Upon the conclusion of the Senseny/Eastern Frederick Urban Areas Plan, members of the CPPC facilitated a further planning effort with interested stakeholders on the areas identified as urban centers in the 2030 Comprehensive Plan. This Design Cabinet looked in detail at four identified Urban Centers to help guide future policies for the development of these areas and to describe what an urban center in Frederick County may look like. The urban centers are; The Crosspointe Urban Center, the Greenwood Urban Center, the Parkins Mill Urban Center/Neighborhood Village, and the Sherando Urban Center.

In addition to Senseny/Eastern Frederick Urban Areas Plan, the CPPC completed one significant Comprehensive Policy Plan Amendment (CPPA), the Lord Fairfax/Middletown SWSA. This was an amendment to the 2030 Comprehensive Plan which changed the land use designation for the property including and surrounding Lord Fairfax Community College to Institutional. In addition, The Plan qualified the provision of water and sewer in this area in support of the land use plan. Ultimately, the Middletown/Lord Fairfax SWSA Amendment was adopted by the Board of Supervisors on November 14, 2012.

Each year, the CPPC reviews the Capital Improvements Plan (CIP). The CIP includes all capital facility projects such as new schools, public safety facilities, general government projects, and improvements to the County park system. The role of the CPPC is to ensure that the project requests are consistent with the Comprehensive Policy Plan. The 2013-2014 Capital Improvements Plan included 87 projects. The CPPC's efforts resulted in a greater connection between the CIP, the Comprehensive Plan, and rezoning projects, in particular, proffered commitments

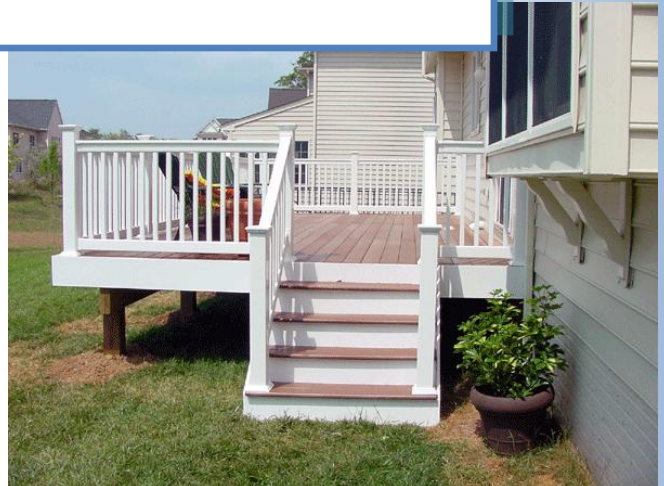
Development Review and Regulations Committee



This year, the Development Review & Regulations Committee (DRRC) reviewed 9 agenda items dealing with proposed changes to the Frederick County Zoning and Subdivision Ordinances that ranged from a variety of issues. Of the nine items discussed by the DRRC only six were forwarded to the Planning Commission and the Board of Supervisors for consideration. Those items are as follows:

- Changes to the RP (Residential Performance) Zoning District standards (this amendment dealt with a number of sections such as intent, dimensional standards, housing types and landscaping requirements).
- A comprehensive review of all Zoning and Subdivision Ordinance waiver opportunities.
- Requirements for the cutting of tall grass in commercial zoning districts.
- Master Development Plan review and submission requirements.
- Allowances for setback reductions in the RA for accessory structures.
- Private Street allowances in the R5 zoning district.

Of the agenda items presented to the DRRC that were forwarded for further discussion, two are still pending final action from the Board of Supervisors and one was forwarded to the Public Works Committee.



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.

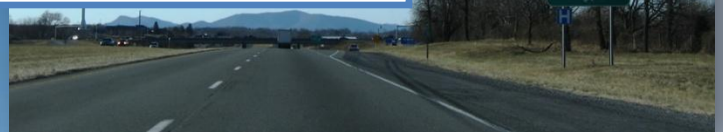
Some of the issues considered by the Transportation Committee in 2012 were as follows:

- Update of Interstate, Primary, and Secondary Road plans.
- Participate in update of MPO Long Range Transportation Plan.
- Render input on VDOT Six Year Improvement Plan.
- Render input on MPO Unified Planning Work Program.
- Transportation Section of the Capital Improvement Program.
- Participate in Revenue Sharing and Economic Development Access funding applications.

Render input on Route 277 Improvements, Aylor Road Realignment, 522 Crossing of Opequon Creek, 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 property owners in Canter Estates, Senseny Glen, Wakeland Manor, and along Route 600(Hayfield Road).

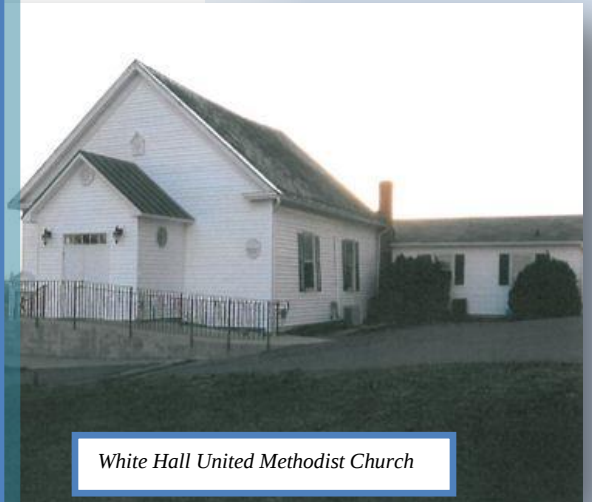


Historic Resources Advisory Board

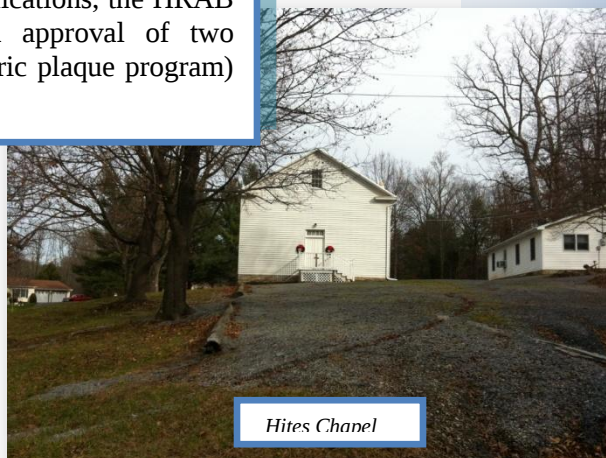
The Historic Resources Advisory Board (HRAB) is a subcommittee that was established by the Board of Supervisors. It consists of nine members, including one from each Magisterial District in the County, two “At-Large” members, and a chairman. Also serving on the Committee are a Planning Commission liaison 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 site plan application and one Conditional Use Permit application for a telecommunication facility in 2012. In addition to the regular review of development applications, the HRAB also reviewed and recommended approval of two historic property designation (historic plaque program) applications.



White Hall United Methodist Church



Hites Chapel

Geographic Information Systems (GIS)

Within the Planning Department

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

The PAT (Planning Access Terminal) map project has continued to be invaluable to the Planning staff's daily activities. A newer version of PAT is in the process of being created, one that will allow a better user experience and offer more capabilities in mapping to the planning staff.

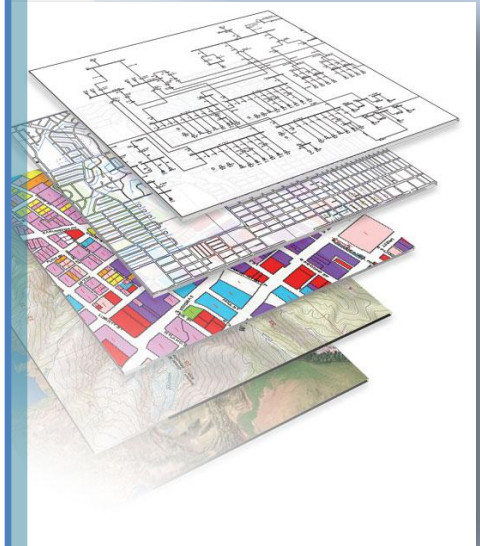
With the introduction of the Mobile GIS application that allows users to easily search parcel information, newer applications are in development currently that will continue to aid in the daily operations of the staff. One of these include a Mobile applications that will allow staff to make edits and notes while out in the field and have those changes directly saved into a database.

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

- Updates to the Senseny Eastern Frederick County Area Plan (SEFCAP) GIS projects and webpages
- Urban Center Design Group GIS projects
- Eastern Frederick County Long Range Use Plan GIS projects
- Python scripts built to streamline running queries
- Zoning and Re-Zoning GIS
- Pump and Haul GIS
- Maintenance of the 2030 Comprehensive Plan GIS online Map Gallery

Web page development support is continuing through the GIS division, most recently the county will be moving to a new web layout that will enable and encourage the publication of more interactive mapping.

2013 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.



Preliminary Report:

Residentially Zoned Development Information - vacant lot summary (Through December 2012) Frederick County, Virginia

Vacant Land - No Approved GDPs

2,352 potential units based on permitted densities on
396 acres of vacant land

Zoned Land - Approved GDPs

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

Master Development Planned Projects

5,294 Total residential lots/units planned
1,357 single family lots planned
1382 townhouse, duplex, multiplex lots/units planned
544 multi-family units planned
2,011 mixed units planned

(Current Status) Residential Subdivisions Under Development - vacant lots

3,212 Total residential lots/units available
1,671 single family-detached lots available
1,541 townhouse, duplex, multiplex lots available
0 multi-family units available

Grand Total: 14,786 approved, planned, or potential residential lots/units.
140 Single Family-Detached permits have been issued in 2012 within the UDA
50 Townhouse/Duplex/Multiplex permits have been issued in 2012 within the UDA

2012 Annual Report Appendix