

**BOARD OF SUPERVISORS
BUSINESS MEETING
ACTION ITEM**

SUBJECT: Zoning Ordinance Overhaul Project Plan

ELECTION DISTRICTS: Countywide

CRITICAL ACTION DATE: At the pleasure of the Board

STAFF CONTACTS: Chris Mohn, AICP, Deputy Zoning Administrator, Planning & Zoning
James David, Deputy Director, Planning & Zoning
Alaina Ray, AICP, Director, Planning & Zoning

PURPOSE: To provide an update to and seek endorsement from the Board of Supervisors regarding the project plan for comprehensively revising and/or replacing the Revised 1993 Loudoun County Zoning Ordinance (Zoning Ordinance) to implement the Loudoun County 2019 General Plan (2019 GP) and include other updates to modernize and simplify the ordinance, streamline processes, leverage opportunities, and address challenges.

RECOMMENDATIONS:

Staff: Staff recommends that the Board of Supervisors (Board) endorse the Zoning Ordinance Overhaul Project Plan as outlined herein, and further that the Board direct staff to proceed with implementation accordingly.

BACKGROUND: The Zoning Ordinance is the primary implementation tool for the 2019 GP, which the Board adopted (8-1; Umstatttd opposed) on June 20, 2019. It contains an added level of specificity for how and where land development can happen that is based on the community's vision as expressed in the goals, policies and actions of the 2019 GP. The Zoning Ordinance therefore needs to be revised and/or replaced to maintain consistency between the County's visionary and regulatory planning documents. Moreover, while numerous amendments varying in scope and scale have been adopted to the existing Zoning Ordinance, there has not been a comprehensive evaluation and update of the ordinance since January 2003. As such, the overhaul project will include updating the content and structure of the Zoning Ordinance based on modern best practices in land use regulation.

ZONING ORDINANCE OVERHAUL PROJECT PLAN

A. PROJECT STRATEGY AND SCOPE:

Project Strategy

Staff plans to conduct the Zoning Ordinance Overhaul as an internal effort with consultant assistance being limited to technical research, document format, and discrete tasks. Staff is also proposing to backfill certain staff positions with temporary help so that existing resources are devoted to the project. Input from the Board, advisory bodies, various departments, community and industry groups, and the Zoning Ordinance Action Group (ZOAG) will be factored into the final product. New, individual Zoning Ordinance amendments (ZOAM) should not be initiated while the larger overhaul project is taking place, unless a particular ZOAM is time-sensitive or legally required. Individual ZOAMs that are currently active will continue to be processed.

Project Scope

The core work on the Zoning Ordinance Overhaul is expected to require approximately 24 months to complete. The project is scheduled to formally kick off in October 2019 following Board approval of the project plan and hiring of an outside consultant to augment staff resources. A request for consultant proposals was published in June 2019, with consultant selection targeted for September 2019. The main focus areas of the Zoning Ordinance Overhaul include:

- 1. 2019 GP.** Implementation of the new comprehensive plan vision, especially the Urban Policy Area (UPA), which involves new place types with densities, standards, building forms, and infrastructure that have yet to be realized in Loudoun County.
- 2. Modernization.** Revise land uses and definitions to reflect the current marketplace, reevaluate parking ratios and calculations, update lot and building standards, and align how the County administers planned unit developments (PUD) with modern practice.
- 3. Consistency audit.** Analyze existing standards and strive for consistency within the document and across zoning districts when feasible.
- 4. Structure and flow.** Improve the document structure, make it user-friendly, and improve use of graphics for clarity.
- 5. Opportunities and challenges.** Evaluate input from stakeholders about the current Zoning Ordinance and make improvements where appropriate.
- 6. Legislation.** Incorporate changes based on new or revised provisions of the Code of Virginia, court cases, and best management practices promulgated by the Virginia Association of Zoning Officials (VAZO), Urban Land Institute (ULI), and American Planning Association (APA).

7. **Streamlined process.** Find ways to increase the scope of administrative approvals and expand the number of by-right uses, to include development of performance standards to ensure development meets desired criteria.
8. **Review process for legislative applications.** Implement changes to the legislative review process to enhance efficiency and improve outcomes for all stakeholders, to include bringing legislative applications to public hearing earlier in the process to promote understanding and attention to public comments and concerns.

In addition, the feasibility of three potential items will be evaluated as part of the Zoning Ordinance overhaul: (1) consolidating to one ordinance instead of the current practice of maintaining and administering multiple ordinances for commercial and industrial zoned properties in the Route 28 Tax District, (2) establishing incentives in the Zoning Ordinance for desired end states such as attainable housing, urban density, and connected trail and open space networks, and (3) laying the groundwork for a new comprehensive fee study. Wish list items may be deferred if research proves they are best handled as separate work products. Any issues encountered with existing mapped districts and conflicts or inconsistencies with draft zoning text will be brought to the Board for further direction on an issue specific basis.

B. DELIVERABLES

Work products will include:

1. Board-endorsed Project Plan;
2. Updated Zoning Ordinance;
3. Updated GIS layers, if needed;
4. New online content;
5. Change management and communication plan;
6. Staff reports and enabling legislation; and
7. Conclusions from research on best management practices in zoning administration.

Zoning Ordinance changes will also require additional configuration of the County's new land management system, EnerGov, and any other existing public-facing applications that integrate zoning information.

C. PROJECT ASSUMPTIONS

Prior to completion of the overhaul project, the 2019 GP and the existing Zoning Ordinance may lack consistency, which will impact staff review and recommendations on land development proposals. Staff will continue to reference the existing Zoning Ordinance until adoption of an updated version, but will also offer analysis based on the intent of the 2019 GP to decision-makers. It is assumed that no major changes will occur to the 2019 GP while the Zoning Ordinance is being updated.

D. PROJECT CONSTRAINTS

Federal, state and local legislation will govern how and what can be regulated through the Zoning Ordinance. Community and Board input and direction will also factor into the extent of changes that can or will be made.

E. PROJECT ORGANIZATION AND CORE TEAM

As this project is a staff-driven effort, rather than consultant-driven, the core project team will be formed by dedicated staff from the Department of Planning and Zoning (DPZ) and Department of Family Services (DFS) with an outside consultant augmenting staff resources with services on a task order basis (e.g. best practices research, consistency audit, concept formulation, graphic design). A combination of consultant support and temporary resources filled through typical Human Resources recruitment efforts will be utilized to backfill certain positions while DPZ staff is dedicated to the project. Internal workloads and responsibilities will be temporarily shifted to ensure the backfill positions are at a Planner III level or below, rather than supervisory roles. While not listed as core project team members, the DPZ Director will be ultimately responsible for ensuring project objectives are met, and the Assistant Director of Zoning Services (Zoning Administrator) and County Attorney will ensure the proposed Zoning Ordinance is able to be administered and enforced. The core project team will consist of the following members:

Project Supervisor: James David, Deputy Director, DPZ
Project Manager: Chris Mohn, Deputy Zoning Administrator, DPZ

DPZ Staff: Chris Blough, Planner III
Mark Depo, Senior Planner
Doug Gibson, GIS Planner
Melissa Lindsjo, Senior Planner
Kate McConnell, Senior Planner
Christina Torrible, Planning Assistant
Rory Toth, Senior Planner
DFS Staff: Rebekah King, Housing Finance Project Manager

Consultant Support: TBD (RFP issued in June 2019; consultant selection in September 2019)

F. STAKEHOLDERS

As the local governing body, the Board will ultimately consider and decide whether to adopt the proposed Zoning Ordinance text following recommendation by the Planning Commission. The process of formulating the proposed Zoning Ordinance will involve engagement of a wide variety of internal and external stakeholders as described below.

County Departments and Referral Agencies

DPZ will lead a Staff Technical Advisory Committee (STAC), consisting of key County staff and outside referral agency representatives to provide technical guidance on various aspects of the Zoning Ordinance Overhaul. Organizations that will be represented on the STAC include, but are not limited to, the following:

- County Administration;
- County Attorney's Office;
- Building and Development;
- Economic Development;
- Family Services;
- Transportation/Capital Infrastructure;
- Parks, Recreation and Community Services;
- Loudoun County Fire and Rescue;
- Loudoun County Public Schools; and
- Loudoun Water.

Community Outreach Plan

The public engagement objectives for this project are to consult the community and special interest groups regarding potential regulatory options and new initiatives, and inform these interest groups about the changes once they have been selected and incorporated into a proposed draft. Consulting the community involves getting ideas on a finite number of options, and taking public feedback on the proposed updates to the Zoning Ordinance. Outreach tools for community groups will include, but are not limited to: focus groups, discussion items at applicable advisory bodies and community group meetings, informational materials, e-notification or mail inserts, website postings, an online survey, and special events.

Board-appointed advisory boards, interested groups, residents, business/property owners, developers, and other organizations may be affected by the revised Zoning Ordinance. Regular engagement with ZOAG at specific project milestones to receive input and feedback will be necessary to ensure citizen and industry representation. Other groups that will be included in outreach and engagement efforts include, but are not limited to, the following:

- Dominion Power;
- Metropolitan Washington Airports Authority;
- REALTOR associations;
- Northern Virginia Building Industry Association;
- Chambers of Commerce;
- Economic Development Advisory Commission;
- Commercial Real Estate Development Association (NAIOP);
- Coalition of Loudoun Towns (COLT); • Rural Economic Development Council;
- Heritage Commission;
- Historic District Review Committee;

- Affordable Dwelling Unit Advisory Board;
- Housing Advisory Board;
- Route 28 Landowners Advisory Board;
- Piedmont Environmental Council; and
- Loudoun County Preservation and Conservation Coalition.

Staff would expect to conduct meetings with these and other similar groups and the public in various locations throughout the County, and will be asking for input on zoning related issues and comments on draft ordinance language. This process is intended to develop a recommended draft ordinance for Planning Commission and Board of Supervisors review.

Certain Board-appointed advisory bodies (e.g. ZOAG, Heritage Commission, and Historic Design Review Committee) will be asked to review relevant portions of the draft ordinance text and provide organized referral comments. Similar to expectations for internal and external referral agencies composing the STAC, such advisory bodies will be provided 90 days to complete their respective reviews, to include the submission of formal comments. The core project team will evaluate and provide responses to all referral comments.

G. PROJECT TASKS AND SCHEDULE

| # | Task | Who | When |
|-----|---|---------------------------------|---------------------------------|
| 1. | Recruit for Temporary Backfill Resources | Director, Support Staff | August 2019 thru October 2019 |
| 2. | Consultant Selection, Contract and Backfill Resources Negotiation | Director and Project Leadership | September 2019 |
| 3. | Form STAC | Various Departments/ Agencies | September 2019 |
| 4. | Endorse Project Work Plan | Board of Supervisors | September 2019 |
| 5. | Project Kick Off | Core Project Team | October 2019 |
| 6. | Launch Project Website & Digital Community Input Tools | Core Project Team | October 2019 |
| 7. | Research, Analysis, STAC Meetings, Ordinance Development (2019 GP Alignment) | Core Project Team | October 2019 thru February 2020 |
| 8. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | January 2020 |
| 9. | Round One Input – Planning Commission, ZOAG, Advisory Bodies & Focus Groups: Opportunities and Challenges with Zoning Regulations | Community Input | January 2020 thru March 2020 |
| 10. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | April 2020 |
| 11. | Integrate Round One Input, STAC Meetings, Ordinance Development (Modernization of Regulations/Processes) | Core Project Team | March 2020 thru July 2020 |

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|-----|---|--|---------------------------------|
| 12. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | July 2020 |
| 13. | Present Proposed Resolution of Intent to Amend the Zoning Ordinance to the Board of Supervisors for Review and Adoption | Board of Supervisors | July 2020 |
| 14. | Referral Review (90 day) | Various Departments/ Agencies, ZOAG, and Advisory Bodies | July 2020 thru September 2020 |
| 15. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | October 2020 |
| 16. | Round Two Input – Planning Commission, ZOAG, Advisory Bodies & Focus Groups: Draft Ordinance Text | Community Input | October 2020 thru December 2020 |
| 17. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | January 2021 |
| 18. | Refine Draft Ordinance Text per Referral Review & Round Two Input | Core Project Team | January 2021 thru March 2021 |
| 19. | Quarterly Status Report to Board of Supervisors | Director and Project Leadership | April 2021 |
| 20. | Present Draft Ordinance Text to Planning Commission for Review and Recommendations to Board of Supervisors | Project Leadership | April 2021 thru June 2021 |
| 21. | Present Draft Ordinance Text to Board of Supervisors for Review and Adoption | Director and Project Leadership | July 2021 thru October 2021 |

ISSUES: Drafting language for the Zoning Ordinance will primarily be a staff-driven effort, with some sections that rely more on industry versus local standards being drafted by the consultant team. Revisions to sections such as parking standards and sign regulations will benefit from consultant knowledge of how other successful jurisdictions address these issue areas.

ZOAG will also play a critical role in supporting the Board, Planning Commission, and County staff in identifying, reviewing, and recommending Zoning Ordinance updates. This is consistent with ZOAG’s stated purpose to 1) correct errors and inconsistencies; 2) clarify regulations; 3) make the Zoning Ordinance more user friendly; 4) keep the Zoning Ordinance current to reflect changes in market conditions and the emergence of new uses; and 5) notify the BOS when proposed Zoning Ordinance amendments are inconsistent with the Comprehensive Plan and may require a Comprehensive Plan amendment.

The Board should consider what level of involvement is desired for ZOAG, or a ZOAG subcommittee, at the outset to manage expectations and workload. Given the Zoning Ordinance Overhaul needs to be completed with efficiency and expediency, staff recommends that ZOAG is utilized similar to the stated purpose described above for quality assurance, ensuring draft text is understandable, and instilling new concepts based on trends and conditions. This approach would position ZOAG as a sounding board for text changes drafted by staff, rather than writing regulations. When the first draft of all Zoning Ordinance changes is complete, ZOAG would act

as a referral agent and be expected to adhere to the turnaround timelines outlined in the Zoning Ordinance Overhaul Project Plan.

The majority of active ZOAMs that staff and ZOAG have been refining from the County's ZOAM Work Plan (Attachment 1) will be completed in the early stages of the overhaul initiative. Some previously identified ZOAMs have been rolled into the Zoning Ordinance Overhaul per prior Board direction as outlined in the most recent update of the ZOAM Work Plan, which was presented to the Board on July 18, 2019. For the sake of efficiency, staff recommends the Board and ZOAG hold off on initiating any new, standalone ZOAMs unless it is time-sensitive or legally required.

FISCAL IMPACT: The Board has authorized \$1 million for the Zoning Ordinance Overhaul project. The majority of this funding will likely be needed for backfill of DPZ staffing resources and consultant assistance over the anticipated 24 month project timeframe. This funding will also cover minor costs expected for outreach materials, public noticing, meeting materials, and print and production.

ALTERNATIVES: The Board may support staff's recommendation and approve the project plan as proposed, approve the project plan subject to Board-directed changes, or request that staff return to a future Board meeting with additional information and/or changes to the project plan for review.

DRAFT MOTIONS:

1. I move that the Board of Supervisors endorse the Zoning Ordinance Overhaul Project Plan as provided in the September 19, 2019 Action Item, and direct staff to proceed with the deliverables, tasks, and schedule as outlined in the staff report.

OR

2. I move an alternate motion.

ATTACHMENT:

1. ZOAM Work Plan Update

2019 ZONING ORDINANCE AMENDMENT (ZOAM) WORK PROGRAM

ZOAM INITIATIVES & ANTICIPATED PROCESSING SCHEDULE - BY QUARTER

Adopted by Board of Supervisors: December 4, 2018 (9-0)

Mid-Year Update: July 18, 2019

| 2019 ZOAM INITIATIVE | ANTICIPATED ZOAM SCHEDULE 2019 | | | | Status Notes |
|---|-----------------------------------|----|----|----|---|
| | Q1 | Q2 | Q3 | Q4 | |
| 1 CHILD CARE FACILITIES (ZOAM-2018-0002) ADOPTED MAY 15, 2019 | | ◊ | | | ADOPTED MAY 15, 2019 (7-0-2: Buffington and Letourneau absent) |
| 2 ACCESSORY USES FOR MANUFACTURING USES IN PD-IP (ZOAM-2018-0004) ADOPTED APRIL 10, 2019 | | ◊ | | | ADOPTED APRIL 10, 2019 (7-0-2: Higgins and Letourneau absent) |
| 3 RURAL USES & PERFORMANCE STANDARDS - PHASE 2 (ZOAM-2017-0004) | | | | ◊ | TLUC in July 2019; Planning Commission public hearing in September 2019 (tentative) |
| 4 BUFFERS, SCREENING & RELATED LANDSCAPING (ZOAM-2017-0005) | | | ◊ | | Planning Commission public hearing in July 2019 |
| 5 SHORT TERM RESIDENTIAL RENTALS (ZOAM-2018-0001) | | | | ◊ | ROIA in July 2019; Planning Commission public hearing in September 2019 |
| 6 HOUSING AFFORDABILITY (ZOAM-2017-0001) | | | | | ROIA in July 2019; Planning Commission public hearing in November 2019 (tentative) |
| 7 DENSITY IN RURAL & RESIDENTIAL ZONING DISTRICTS (UNITS PER ACRE) (ZOAM-2018-0005) | | | | ◊ | Planning Commission work session in September 2019 |
| 8 LIGHTING AS AN INHERENT COMPONENT OF CERTAIN USES (ZOAM-2018-0006) | | | | ◊ | New ROIA adopted April 18, 2019; Planning Commission public hearing in September 2019 (tentative) |
| 9 RURAL USES & PERFORMANCE STANDARDS - PHASE 3 | | | | | TLUC in July 2019; ROIA in September 2019 |
| 10 ZONING ORDINANCE OVERHAUL - PHASE 1, ORDINANCE ASSESSMENT/RECOMMENDATIONS | | | | | RFP issued June 17, 2019; Work Plan to be presented to Board of Supervisors in September 2019 |
| 11 PD-TRC (TRANSIT RELATED CENTER) DISTRICT | | | | ◊ | ROIA in July 2019; Planning Commission public hearing in September 2019 |

ROIA: Resolution of Intent to Amend

SCHEDULE NOTE:

Time frames are approximate and indicate the quarters of each calendar year during which activity on the subject ZOAM initiative is expected to occur. The schedule assumes time required to complete requisite research and analysis, agency referrals, public and stakeholder outreach (as needed), and Planning Commission and Board of Supervisors processes, to include worksessions and committee deliberations.

KEY:

- Pending ZOAM.
- New ZOAM proposed with mid-year update to 2019 Work Program.
- ◊ Anticipated ordinance adoption.
- ZOAM activity includes RFP process for consultant selection.

PRIOR WORK PROGRAM ITEMS TO BE ADDRESSED BY ZONING ORDINANCE OVERHAUL:

The ZOAMs listed below are from prior ZOAM Work Programs that are intended to be addressed through the comprehensive overhaul amendment to modernize the Zoning Ordinance and implement the 2019 Loudoun County General Plan .

SILVER LINE AMENDMENTS

GENERAL "CLEAN-UP" OF ORDINANCE

ARTICLE 8 - DEFINITIONS

RENEWABLE/CLEAN ENERGY USES (SOLAR PANEL FIELDS, WIND TURBINES)

PARKING STANDARDS - PHASE 1 (ADMINISTRATIVE PROVISIONS)*

PARKING STANDARDS - PHASE 2 (RATIOS & RELATED PROVISIONS)

STATE CODE CONSISTENCY

ZONING CONVERSION APPLICATION PROCESS (REQUIRES STATE CODE CHANGE)

ARTICLE 6 - LEGISLATIVE REVIEW PROCESS (INCLUDING ZMOD CRITERIA)*

*Denotes ZOAM shifted to Zoning Ordinance Overhaul with mid-year update to 2019 Work Program.

2019 Zoning Ordinance Amendment (ZOAM) Work Program

Description & Status of ZOAM Initiatives

Mid-Year Update: July 18, 2019

(Listed in order of ZOAM application number)

| Number | ZOAM Title and Topic | Review Status/Timeframe |
|---------------|--|--|
| 2017-0001 | Housing Affordability – Article 7 & Accessory Dwelling Units | ROIA: July 18, 2019 PC Public Hearing: 4 th Quarter 2019 |

At the October 16, 2017 Housing Summit, the Board directed (8-0-1: Letourneau absent) staff to develop potential topics for a ZOAM to establish necessary revisions and newly created amendments to incentivize affordable housing. These topics were to be brought to TLUC for review and input prior to taking a resolution of intent to amend (ROIA) to the full Board. This initiative was identified as the Affordable Housing: Comprehensive Ordinance Review & Update ZOAM in the 2018 ZOAM Work Program, which was in addition to another affordable housing initiative identified as the ADUAB Article 7 Recommendations ZOAM. At its July 16, 2018 meeting, following consideration of potential topics for the comprehensive amendment, TLUC directed (5-0) staff to consolidate the two initiatives into a single ZOAM as incorporated herein. TLUC further considered the scope of the consolidated ZOAM at its meeting on October 16, 2018, at which staff was directed (4-0-1: Meyer absent) to return to TLUC with a draft ROIA following completion of additional stakeholder outreach in cooperation with ADUAB. At the final May 28, 2019, TLUC meeting, staff returned to the Committee and presented a ROIA that addressed Article 7 amendments recommended by ADUAB, with the topics comprising the comprehensive amendment deferred to the Zoning Ordinance Overhaul. The recommendations took into consideration the homebuilding industry feedback on proposed Article 7 amendments. TLUC forwarded (5-0) the ROIA to the Board with a recommendation of approval, including two additional amendments: 1) permit SFA and MF dwelling unit types when exempt projects voluntarily provide ADUs in return for bonus density, and 2) include an amendment to increase opportunities to provide accessory dwelling units in the County. The ROIA will be considered by the Board at the July 18, 2019 Board Business Meeting. Public hearings at the Planning Commission and Board are expected in the 4th quarter of 2019 and 1st quarter of 2020, respectively, to enable adequate time to engage stakeholders regarding draft ordinance text.

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| 2017-0004 | Rural Uses & Performance Standards - Phase 2 | ROIA Adopted: April 19, 2018 TLUC: July 16, 2019 PC Public Hearing: 4 th Quarter 2019 |
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The ROIA for this ZOAM was adopted (9-0) by the Board on April 19, 2018. This ZOAM builds upon the content of the previously approved Rural Uses and Historic Structures ZOAM (ZOAM-2015-0006; adopted November 1, 2016), and is intended to promote uses and standards conducive to a vibrant rural economy pursuant to input received from stakeholders during the “Business Friendly” ZOAM. The ZOAM will address the following uses in the rural zoning districts: “eco-tourism,” “farm-based tourism,” “recreation establishment, indoor,” “wetland mitigation bank,” and “sport shooting range.” Staff and ZOAG’s Rural Subcommittee conducted multiple meetings during 2018 and 2019 to develop draft text. The subcommittee’s meetings were held monthly, advertised on the Loudoun County website, and open to the public. An update on the ZOAM will be provided to TLUC at the July 16, 2019 meeting. Staff is seeking TLUC’s recommendation to the Board on next steps for the Phase 2 ZOAM. Specifically, the draft text for the Phase 2 ZOAM is ready to proceed to the Planning

Commission for public hearing, but prior to scheduling the public hearing staff intends to conduct community outreach concerning the proposed standards for outdoor shooting ranges. Staff is therefore seeking guidance from TLUC regarding whether to proceed with such outreach immediately and schedule the Planning Commission public hearing for the Phase 2 ZOAM as currently assembled, or alternatively, to process outdoor shooting ranges as part of the comprehensive Zoning Ordinance overhaul, thereby enabling the associated outreach to occur as part of the larger overhaul effort, while allowing the other elements of the Phase 2 ZOAM advance for public hearing.

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| 2017-0005 | Buffers, Screening & Related Landscaping | ROIA Adopted: March 22, 2018 PC Public Hearing: July 30, 2019 |
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The ROIA for this ZOAM was adopted (9-0) by the Board on March 22, 2018. This ZOAM is intended to refine setback and buffer yard requirements contained in various sections of the Zoning Ordinance to ensure that such requirements are appropriate for the intended form(s) of development, provide sufficient flexibility to facilitate innovative site design, and enable resolution of common design challenges/constraints. This amendment will further address buffer standards for historic cemeteries, as directed by the Board Member Initiative (BMI) approved on March 7, 2017 (7-0-2: Supervisors Buffington and Higgins absent). An initial draft package of amendments was presented by the consultant, WSP, in June 2018. ZOAG and staff subsequently reviewed the draft amendments and developed recommended refinements, with such efforts concluding in October 2018. The draft amendments reflecting ZOAG and staff revisions were distributed to referral agencies in November 2018. ZOAG and staff worked collaboratively during the first half of 2019 to address referral issues and make final refinements to the amendments, with such efforts concluding with ZOAG’s endorsement of the draft text on June 20, 2019. It is noted that the standards and processes established through this ZOAM are expected to improve the clarity and ease of administration of the Zoning Ordinance, and ultimately result in a reduced number of buffer modification requests included with legislative land use applications. Such outcomes will improve the overall efficiency of the development review process and require fewer resources on the part of both the County and applicants. A companion amendment to the Facilities Standards Manual (FSM) is also being processed to incorporate the technical design standards required to implement the new Zoning Ordinance requirements.

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| 2018-0001 | Short-term Residential Rentals | ROIA: July 18, 2019 PC Public Hearing: 3 rd Quarter 2019 |
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The Board adopted (8-1: Meyer opposed) the Short Term Residential Rentals (STRR) Work Plan at the October 19, 2017 Board Business Meeting. The STRR Work Plan is intended to address the registration, taxation, zoning, and public safety implications of short term rentals of residential property. This ZOAM is identified as part of the STRR Work Plan’s second phase, which is focused on zoning and public safety issues, and will address such land use considerations as the frequency and quantity of guest occupancies, allowances for special events (weddings, parties, etc.), and parking. The STRR Work Plan anticipates the ZOAM occurring concurrently with an amendment to the Codified Ordinance to address corresponding health, fire safety, and code enforcement considerations, if necessary. A survey of public expectations concerning regulation of STRR was conducted in September 2018, and outreach sessions with the local lodging industry and current STRR operators were conducted during the first half of 2019. The input received from such outreach will be used in developing the draft zoning provisions.

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| 2018-0002 Child Care Facilities | ADOPTED: May 15, 2019 (7-0-2: Higgins and Letourneau absent) |
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The ROIA for this ZOAM was adopted (7-0-2: Buona and Meyer absent) by Board on October 18, 2018. Implementation of the additional regulations of Section 5-600 applicable to child care homes has generated an increased volume of minor special exception (SPMI) applications. These applications are frequently associated with child care homes proposed on single family attached lots. Such lots are often not large enough to accommodate required outdoor play areas and parking without obtaining approval of modifications, and the close proximity of adjoining units fosters increased scrutiny from neighbors. This amendment is recommended to assess the appropriate play area and parking requirements, whether and to what extent modifications to the child care home regulations should be permitted, and to evaluate processing alternatives when SPMI approval is needed, such as routing through the Board of Zoning Appeals (BZA) rather than the Board. Moreover, this amendment will address the parking and play area requirements applicable to larger-scale child care centers, which are frequently subject to modification requests to be consistent with applicable state standards.

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| 2018-0004 Accessory Uses for Manufacturing Uses in PD-IP Zoning District | ADOPTED: April 10, 2019 (7-0-2: Buffington and Letourneau absent) |
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The ROIA for this ZOAM was adopted (7-0-2: Buona and Meyer absent) by the Board on October 18, 2018. The Board’s approval (9-0) of the Strategic Plan Update on November 8, 2017, included direction to staff to conduct a review of accessory uses for manufacturing uses in the Planned Development – Industrial Park (PD-IP) zoning district. Such review was intended to ensure manufacturers are provided sufficient flexibility to respond to evolving market trends. To that end, this amendment will define the appropriate scope of allowable accessory uses for manufacturing uses in the PD-IP zoning district and establish the maximum amount of floor area that any such use may occupy.

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| 2018-0005 Density in Rural & Residential Zoning Districts (Units per Acre) | ROIA: October 2, 2018 PC Public Hearing: March 26, 2019 PC Work Session: TBD |
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The ROIA for this ZOAM was adopted (6-2-0-1: Randall and Volpe opposed, Higgins abstained) by the Board on October 2, 2018. This ZOAM is proposed to ensure that all zoning districts permitting residential uses express residential density as the maximum number of dwelling units per acre of land, consistent with the policies of the Loudoun County General Plan. The Planning Commission held a public hearing regarding this ZOAM on March 26, 2019, during which eight members of the public spoke. The Planning Commission voted (9-0) to forward the ZOAM to a future work session, and further identified defining principal dwelling unit in Article 8 as an item for additional discussion.

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| 2018-0006 Lighting as an Inherent Component of Certain Uses | ROIA: October 2, 2018/April 18, 2019 PC Public Hearing: 3 rd Quarter 2019 |
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The original ROIA for this ZOAM was adopted (9-0) by the Board on October 2, 2018. The Planning Commission held a public hearing regarding this ZOAM on January 22, 2019, and forwarded (8-0-1: Blackburn absent) the ZOAM to the Board with a recommendation of approval. At the Board’s March 13, 2019, Public Hearing, the Board received comments from eight members of the public in opposition to the draft language in the ZOAM due to concerns with allowing lighted playing fields as a permitted use and the lack of performance standards

for such lighted recreational facilities. At the Board Public Hearing, staff received direction from the Board to further define a process by which the public would have the ability to provide input about proposed lighted playing fields. More specifically, several Board members suggested that the County require legislative review and approval of proposed lighted outdoor facilities when the associated principal use does not otherwise require such approval. The Board approved a motion (8-0-1: Higgins absent) to initiate a new ROIA. The Board made the following requests: 1) Establish a public input process for lighting applications in all zoning districts, 2) Amend the Zoning Ordinance to make lighted outdoor facilities an SPMI or SPEX use for any zoning districts that are not currently specified, 3) Develop additional performance standards, including, but not limited to, light and glare standards and limitations on hours of operation of lighted outdoor facilities in zoning districts that are directly adjacent or within proximity to residential, and 4) Include a provision that lighting would not be allowed by-right in rural or residential areas. The new ROIA was adopted (9-0) by the Board on April 18, 2019.

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| TBD | Rural Uses & Performance Standards – Phase 3 | TLUC: July 16, 2019 ROIA: 3 rd Quarter 2019 PC Public Hearing: 1 st Quarter 2020 |
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This ZOAM is proposed to address the recommendations of the Rural Economic Development Council (REDC), Zoning Ordinance Action Group (ZOAG), and Visit Loudoun regarding multiple rural land uses and related performance standards. The uses included in this initiative were originally included in the scope of the Phase 2 Rural ZOAM, but were separated at the Board’s direction (9-0) to enable additional input from the referenced groups. The feedback received from the REDC, ZOAG, and Visit Loudoun will be reported to TLUC prior to scheduling the ROIA for Board consideration.

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| TBD | Zoning Ordinance Overhaul - Phase 1, Ordinance Assessment | Work Plan to Board: September 2019 Begin 1 st Phase: 3 rd Quarter 2019 |
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This ZOAM is a multi-phase effort to comprehensively update the Zoning Ordinance to implement the new comprehensive plan adopted pursuant to the Envision Loudoun process, incorporate modern best practices, and improve the overall user-friendliness of the document. The first phase of the ZOAM will be completed in 2019 and involves assessment of the current content and structure of the Zoning Ordinance and identification of recommended amendments to ensure consistency with modern best practices. More specifically, a comprehensive SWOT analysis of the current Zoning Ordinance will be completed, to be followed by identification of regulatory best practices/alternatives to address SWOT findings and the recommendations of the recently adopted *Loudoun County 2019 General Plan* (i.e. use typologies, policy objectives). The outcome of this phase will be a comprehensive set of recommendations for Zoning Ordinance content and structure, as well as a strategy for preparing and integrating corresponding amendments during the ZOAM’s second phase, which is expected to occur in 2020. The ZOAM’s third phase will focus on completing the public hearing process, with Zoning Ordinance adoption projected by the end of 2021. Staff intends to engage an outside consultant to prepare the analysis and recommendations of Phase 1, and the RFP for such services was issued on June 17, 2019. Staff plans to present the work plan for the Zoning Ordinance Overhaul for Board consideration in September 2019.