

Community Development

Quarterly Report

2022 – 4th Quarter

Please accept this as the quarterly activity report for Community Development:

Community Development received a large number of land development requests, legislative applications, and zoning/building permits during the 4th quarter of 2022. Over the final three (3) months of 2022, the department processed 18 business license applications, 6 sign permits, 15 zoning permits, 6 land development reviews, 5 pre-application meeting requests, 117 building permit reviews and associated inspections, processing of 20 legislative applications (Special Use Permits, Certificates of Appropriateness, Text Amendments, BZA Appeal and a Variance). The department continues to process grants, and administer transportation projects. The building inspector, fire inspector and Director handle off-hour emergencies, special event inspections when food vendors and/or amusement devices are anticipated, property maintenance issues and zoning enforcement as needed.

Zoning Applications/Permitting:

- 18 Business Licenses
- 6 Sign Permits
- 15 Zoning Permits
- 15 Certificate of Appropriateness (COA's)
- 8 Zoning Inspections
- 6 Land Development Projects
 - Country Chevrolet Site Plan Amendment
 - Jiffy Lube Site Plan Amendment
 - 197-211 Broadview Avenue
 - Strickland Brothers Oil Change
 - Post Zoning Master Development Plan for Town Council
 - Waterloo Junction Boundary Line Adjustment
- 1 Town Council/Planning Commission Items
 - CBD Density Text Amendment
- 2 BZA Items
 - Variance (Alexandrian Pike – Approved)
 - Appeal (61 Winchester Street – Upheld Zoning Administrator)
- 5 Pre-Application/Speculative Project Meetings
 - 320 Culpeper Street Boundary Line Adjustment
 - Waterloo Street – Old Pennington Subdivision
 - Boxwood Subdivision
 - Arcola Towers – VDOT Warrenton Rt. 17 North
 - Benner Property
- 5 Special Projects
 - Assist IT with digital file organization/retention
 - FOIA Requests
 - Special Event Committee
 - DCR Floodplain Training

- NFIP Floodplain Management Training

Planning Operations:

- Planning Commission/Town Council Work Session/Public Hearing:
 - ZMA 2021-01/SUP 2021-01 Harris Teeter Fuel Station (Denied)
 - SUP 2022-04 Oak View Bank (Approved)
 - SUP 2022-01 Waterloo Junction (Approved)
 - SUP 2022-03 Amazon Data Center
- Architectural Review Board (4 COA Approvals, 9 Administrative COA Approvals)
- Review of Legislative Land Use Applications:
 - SUP 2022-05 Warrenton Village Center
 - SUP 2022-06 Chick Fil A
- 2 Grants submitted – DEQ for ARPA funds for Septic Remediation Committee
- Transportation Management: Broadview Avenue, Waterloo Street, County/VDOT/Town Coordination Meetings
- VOF Grant Administration
- FY24-FY29 CIP Development
- Vault Museum Setup Meetings

Building Review:

- Issued 117 Building Permits

Administrative:

- Special Events weekly meetings.
- Zoning Administrator and Historic Preservation Planner Resigned.
- Staff Evaluations
- Class and Comp Study Participation
- Circuit Rider Meeting and Tour
- PD9 Meetings, Leadership Fauquier Presentation, Webinars
- Signage for Community Development Permit Desk
- Town Crier Articles
- Notification received from Fauquier County advising the Town of a proposed Comprehensive Plan Amendment (COMA-22-018715) to Chapter 9: Public Facilities and Utilities to designate corridors or routes for electric transmission lines.
- Winchester Chase bond issue. Discuss pulling the bond to complete public improvements.