

**STAFFORD COUNTY PLANNING COMMISSION  
AGENDA**

**ADMINISTRATION CENTER  
BOARD OF SUPERVISORS CHAMBERS  
1300 COURTHOUSE ROAD**

**MARCH 27, 2013  
6:30 P.M.**

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CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF MEMBERS AND DETERMINATION OF QUORUM

DECLARATIONS OF DISQUALIFICATION

PUBLIC PRESENTATIONS

PUBLIC HEARINGS

1. [Comprehensive Plan Amendment for Impact Fees](#) - Amend the Comprehensive Plan by amending the textual document, "Stafford County, Virginia, Comprehensive Plan, 2010-2030," and the textual document, "Transportation Plan," to: (1) eliminate reference to the current impact fee areas; (2) establish a County-wide Impact Fee Service Area that would encompass all properties within the boundary of the County excluding lands within Quantico Marine Corps Base; (3) establish an Impact Fee project list; (4) provide maps depicting the proposed projects; and (5) amend the appendix of the Comprehensive Plan to eliminate old typical street cross sections for roadway design and establish new typical street cross sections for roadway design. **(Time Limit: April 6, 2013)**
  
2. [CUP1200415 Conditional Use Permit – Brooke Village](#) - A request for a Conditional Use Permit to allow a Cluster Subdivision with a maximum density of 2.25 dwelling units per acre on Assessor's Parcels 54C-1-26 and 54C-1-27, zoned R-1, Suburban Residential Zoning District. The property consists of 9.54 acres, located on the south side of Little Whim Road, approximately 250 feet west of Brooke Road within the George Washington Election District. **(Time limit: June 25, 2013)**
  
3. [Amendment to the Subdivision Ordinance](#) – Proposed Ordinance O13-03 would amend Stafford County Code Section 22-254, "Time limit for acting on appeals;" to increase the allowable time from fourteen (14) to sixty (60) days that the Board of Supervisors shall act upon any appeal filed. **(Time Limit: April 6, 2013)**
  
4. [Amendment to the Subdivision Ordinance](#) – Proposed Ordinance O13-05 would amend Stafford County Code Section 22-67, "Technical changes to approved preliminary plans;" to extend the time to review and render a decision of technical changes from ten (10) to thirty (30) days and clarify the types of technical changes allowed and those not allowed. **(Time Limit: April 6, 2013)**

## UNFINISHED BUSINESS

5. [SUB1200343; Guys Overlook, Preliminary Subdivision Plan](#) – A preliminary subdivision plan for 10 single family residential lots on 32.40 acres zoned A-1, Agricultural, located at the corner of Brooke Road and Marlborough Point Road on Assessor’s Parcel 41-15, within the Aquia Election District. **(Time Limit: May 22, 2013) (History: Deferred at February 27, 2013 to March 13, 2013)(Deferred at March 13, 2013 to March 27, 2013)**
  
6. [Amendment to Zoning Ordinance](#) - Amend and reordain Stafford County Code, Section 28-39, “Special Regulations,” to establish processes that allow for waivers to required Master Plan components and deviations or modifications of the development standards in the UD, Urban Development Zoning District. **(Time Limit: June 11, 2013)(History: Deferred at March 13, 2013 to March 27, 2013)**  
*(Authorize for Public Hearing by: April 24, 2013)*  
*(Potential Public Hearing Date: May 22, 2013)*
  
7. [Amendment to Zoning Ordinance](#) - Amend and reordain Stafford County Code, Section 28-59, “Highway Corridor Overlay District (HC),” to exclude drive through facilities and hotels/motels from the requirement for a Conditional Use Permit in the HC district; and to update and amend the development standards of the HC district. **(Time Limit: June 11, 2013)(History: Deferred at March 13, 2013 to March 27, 2013)**  
*(Authorize for Public Hearing by: April 24, 2013)*  
*(Potential Public Hearing Date: May 22, 2013)*
  
8. Discussion of Public Notification Requirements. **(History: Deferred at February 5, 2013 to February 13, 2013) (Deferred at February 13, 2013 until further direction from Planning Commission)**
  
9. [Comprehensive Plan Amendment; Urban Development Areas](#) – Amend the Comprehensive Plan recommendations for Urban Development Areas and targeted growth areas in the County. **(Deferred at February 27, 2013 until further information from Staff)**  
*(Scheduled for March 27, 2013 Discussion)*
  
10. [Amendment to Zoning Ordinance](#) – Amend and reordain the Stafford County Code, Section 28-35, Table 3.1“ Districts Uses and Standards,” to include the use of home occupations as a permitted by-right use in the RBC Zoning District. **(Time Limit: May 28, 2013)**  
*(Scheduled for April 10, 2013 Public Hearing)*
  
11. [Amendment to Zoning Ordinance](#) – Amend and reordain the Stafford County Code, Section 28-183 “Building Permits” to remove the language granting authority to issue a building permits from the Zoning Administrator and the procedure for such action and clarify the language to ensure review of a building permit for compliance with the Zoning Ordinance. **(Time Limit: April 28, 2013)**  
*(Scheduled for April 10, 2013 Public Hearing)*
  
12. [Amendment to Zoning Ordinance](#) - Amend and reordain Stafford County Code, Section 28-184, “Certificates of Occupancy,” to remove the language granting authority to issue a certificate of occupancy from the Zoning Administrator, and the procedure for such action, and to clarify the language to ensure that reviews of certificates of occupancy are in compliance with the Zoning Ordinance. **(Time Limit: April 28, 2013)**  
*(Scheduled for April 10, 2013 Public Hearing)*

13. Amendment to Zoning Ordinance - Amend and reordain Stafford County Code, Section 28-39(c)(1). "Lawful Location of Manufactured Homes," to remove the width requirement of nineteen feet (19'), and the word "conventional" from the Zoning Ordinance. **(Time Limit: April 28, 2013)**  
*(Scheduled for April 10, 2013 Public Hearing)*
14. Comprehensive Plan Amendment for Transfer of Development Rights (TDR) - Amend the Comprehensive Plan by adopting textual amendment to the Comprehensive Plan regarding the Transfer of Development Rights Program, including the Sending and Receiving Area Map. **(Time Limit: May 12, 2013)**  
*(Scheduled for April 24, 2013 Public Hearing)*
15. Amendment to the Zoning Ordinance - Proposed Ordinance O13-07 would amend Stafford County Code to create a definition for public parking lot and modify the definition of public works to include the term public parking lot. Additionally, the proposed ordinance would allow public parking lots as conditional uses in several zoning districts. Public parking lots built by the County or other governmental entity would be a by-right use in most zoning districts. **(Time Limit: May 14, 2013)(Schedule discussion with Economic Development staff on March 13, 2013)**  
*(Scheduled for May 8, 2013 Public Hearing)*
16. Comprehensive Plan Amendment; Anne E. Moncure Elementary School Relocation – Consider an amendment to the Comprehensive Plan to include Assessor's Parcels 20-66B, 20-66C, 21-15, and 21-16 within the Urban Services Area, and change the land use designation from Agricultural to Suburban. The property consists of 23.7 acres and is located on the northeast side of Juggins Road, south of Smith Lake Drive, within the Griffis-Widewater Election District. **(Time Limit: August 31, 2013)**  
*(Authorize for Public Hearing by: July 10, 2013)*  
*(Potential Public Hearing Date: August 28, 2013)*

#### NEW BUSINESS

17. SUB1200337; Holly Ridge, Section 2, Preliminary Subdivision Plan – A preliminary subdivision plan for 18 single family residential lots on 12.03 acres zoned R-1, Suburban Residential, located at end of Phillips Street on south side of Holly Street on Assessor's Parcel 54-112 and 54D-5E-25 (lots 16-25), within the George Washington Election District. **(Time Limit: June 20, 2013)**

#### PLANNING DIRECTOR'S REPORT

#### COUNTY ATTORNEY'S REPORT

#### COMMITTEE REPORTS

18. Proffer Guidelines

#### CHAIRMAN'S REPORT

#### OTHER BUSINESS

19. TRC Information – Meeting April 10, 2013-Cancelled

APPROVAL OF MINUTES

[January 9, 2013](#)

[January 23, 2013](#)

ADJOURNMENT