

7.0 Implementation Plan

This document spells out concrete actionable steps required in implementing the Comprehensive Plan. The actionable steps come in various forms. The Implementation Plan includes an Action List, Action Timeline, and Monitoring and Tracking Program.

The **Action List** categorizes tasks into main goal topics, including, but not limited to, Land Use, Transportation, and Housing. The goals objectives and policies in Chapter 2 of the Plan relate to the updating of **Comprehensive Plan elements**, amending **land development ordinances**, and carrying out **short term projects** and **ongoing programs** to implement the goals of the Plan.

The Plan includes an **Action List Timeline** that expands on the Action List by prioritizing the tasks with timing and completion dates, and identification of responsible parties.

A final but important step in Implementation is **Tracking and Measuring** the County's progress toward the established goals, objectives, and policies.

A. ACTION LIST

LAND USE (LU):

- LU1) Redevelopment Areas
 - Establish zoning districts that promote type, intensity, and form of development envisioned in each of the Redevelopment Area Plans.

- LU2) Targeted Growth Areas
 - (a) Area concept plans should be developed for each of the TGAs that follow the guiding principles in the policies and recommendations within the Land Use Plan. The order in which the Plans will be developed needs to be prioritized. (1.2.5 – 1.2.9, 1.7.1).
 - (b) Establish zoning district standards for each TGA that promote compact, pedestrian oriented development and are tailored to meet the goals of each individual UDA as envisioned in the Comprehensive Plan and individual Concept Plans. (1.2.5).

- LU3) Traditional Neighborhood Developments –
 - (a) Review and amend the Traditional Neighborhood Development Plan recommended goals and design guidelines to integrate with Targeted Growth Area and Redevelopment Area concepts.
 - (b) Examine performance zoning, incentive zoning, and form based codes (1.2.2, 1.2.5).

- LU4) Growth Management/Rural Preservation
- (a) Continue support of the County's Purchase of Development Rights program and other land conservation programs (1.2.2, 1.6.2).
 - (b) Encourage private landowner dedication of conservation easements through the education of programs available and resultant benefits (1.6.3).
 - (c) Establish a program to monitor the effectiveness of development regulations in focusing residential development into the Urban Services Area by tracking the location of new development (1.2.11).
- LU5) Short-term Projects
- (a) Amend the Zoning Ordinance to clean up inconsistencies, bring into accordance with the State Code, and consider recommendations of the Comprehensive Plan. Amendments to the Zoning Ordinance may require a phased approach.
 - (b) Amend the Subdivision Ordinance to clean up inconsistencies and bring into accordance with the State Code.
 - (c) Establish standards for Impact Statements to be required for new development projects (2.5.1).
- LU6) Ongoing Programs
- (a) Review development proposals for compliance with goals of the plan (1.1.1 – 1.1.3).
 - (b) Notify Marine Corps Base Quantico on any proposed water and sewer line extensions outside the USA and within 5 miles of the Base (4.8.8).

ENVIRONMENTAL (EN):

- EN1) Create a Master Environmental Plan that consolidates the following planning documents (Objective 3.9):
- Regional SWM/Reservoir Protection Plan
 - Shoreline Area management plan
 - Chesapeake Bay Preservation Area Plan
 - Wildlife Habitat Protection Plan
 - Groundwater Resource Protection Plan
- EN2) SWM/Reservoir Protection
- (a) Amend and integrate the Regional SWM/Reservoir Protection plan into a Master Environmental Plan.
 - (b) Amend the Stormwater Management Ordinance (3.3.1).
 - (c) Establish a Reservoir Overlay District Ordinance (4.2.4).
 - (d) Amend the Erosion Control Ordinance to update erosion control methods and enforcement procedures as new technology becomes available (3.3.5).
 - (e) Study and evaluate the need for the establishment of a stormwater utility (3.3.1).
 - (f) Retrofit older stormwater management facilities to improve the quality of stormwater runoff (3.3.6).

- (g) Establish reservoir pre-treatment monitoring programs (4.2.3).
- EN3) Shoreline Area Management
- (a) Amend and integrate the Shoreline Area Management Plan into a Master Environmental Plan.
 - (b) Evaluate the need to amend the Wetlands Ordinance.
- EN4) Chesapeake Bay Preservation Area
- (a) Amend and integrate the Chesapeake Bay Preservation Area Plan into a Master Environmental Plan.
 - (b) Reevaluate the Chesapeake Bay Ordinance and implement all recommendations within the Chesapeake Bay Plan, including, but not limited to additional protection of streams as allowed under the state code (3.4.2).
 - (c) Create an Environmental Quality Corridor (3.6.2).
 - (d) Evaluate the need to incorporate guidelines to minimize impacts of storm surge and sea level rise (3.4.4 and 4.4.4).
- EN5) Groundwater Resources
- (a) Amend and integrate the Groundwater Resource Protection Plan into a Master Environmental Plan.
 - (b) Establish a Groundwater Management ordinance (4.2.2).
 - (c) Create monitoring program for surface and groundwater resources (3.3.8).
- EN6) Other development standards
- (a) Establish tree cover requirements for new development (3.5.1).
 - (b) Establish lighting guidelines and ordinance standards for development (3.8.1-3.8.4).
 - (c) Adopt Rappahannock and Potomac River overlay districts to protect sensitive environmental resources.
- EN7) Explore programs and funding opportunities that would allow for the permanent protection of the remaining land on Crow's Nest peninsula that is not publicly owned (3.7.2.)
- EN8) Provide ongoing education to the public about "green programs" and federal and state mandates (3.1.2).

TR - TRANSPORTATION:

- TR1) Transportation Implementation Plan
- (a) Adopt a Transportation Implementation Plan as an element of the Comprehensive Plan that includes the recommended transportation improvements needed to accommodate the projected growth reflected in the Land Use Plan.
 - (b) Update the County's traffic model and utilize in the development of the Transportation Implementation Plan.

- TR2) Bike and Pedestrian Facilities Plan
- (a) Update this element of the Comprehensive Plan to identify new pedestrian networks and identify intra- and inter-county bike networks (6.3.3).
 - (b) As part of the development of the Plan, explore the potential for bicycle and pedestrian trails to be located in pipeline, electrical, or other easements to provide connectivity between open space and neighborhoods (6.3.5).
- TR3) Corridor Design Guidelines
- (a) Establish corridor design guidelines that integrate land use with future transportation improvements in a manner that provides functionality with development that occurs in a manner that does not compromise the cultural landscape and historical development patterns (6.5.2).
 - (b) Evaluate the existing US-1 Corridor Plan element of the Comprehensive Plan and consider amendments or integration into County wide corridor design guidelines.
- TR4) Multi-modal Transportation
- (a) Amend the County's development regulations to establish incentives for development proposals that support alternative modes of transportation (6.2.1).
 - (b) Support the expansion of transit in the USA and TGAs (6.2.2).
 - (c) Support and promote regional rideshare and para-transit programs (6.2.4).
- TR5) Ongoing Programs
- (a) Maintain the county-wide traffic model for use in evaluating any potential amendments to the Land Use Plan or future comprehensive updates.
 - (b) Conduct transportation impact assessments on any new or expanded roads proposed outside of the USA to evaluate their potential for increased development as result of the improvement (1.8.3).
 - (c) Support alternative routes to relieve congested corridors (6.4.5).

UTILITIES (U):

- U1) Update the Master Water and Sewer Plan to determine the need for modifications or additions to projected future water and sewer facilities based on the future growth patterns envisioned in the land use plan.
- U2) Evaluate the need to amend the Water Supply Study element of the Comprehensive Plan in conjunction with the update to the Master Water and Sewer Plan.
- U3) Evaluate the need to amend the Utilities Ordinance for compliance with the goals, objectives, and policies in the Comprehensive Plan.

OTHER COMMUNITY FACILITIES AND INFRASTRUCTURE (CF):

- CF1) Telecommunications Plan
- (a) Update the Plan to ensure the provision of wireless services with minimal impact to residents while accommodating current and developing technology needs.
 - (b) Amend the County Code to incorporate recommended development standards.
- CF2) Amend the Parks and Recreation Facilities Master Plan element of the Comprehensive Plan to plan for the current and projected facility needs (4.7.4). Amendments should consider incorporation of natural areas and low-impact uses (3.7.1), and identification of gaps in park locations (4.7.1).
- CF3) Review and adopt the Capital Improvement Program on an annual basis.
- CF4) Review, modify and/or expand on the Level of Service Standards that are included as part of the “Comprehensive Plan 2016-2036”.
- CF5) Educate citizens that areas outside the USA may have limited services.

HOUSING (H):

- H1) Affordable Housing
- (a) Provide ongoing support to GWRC’s Affordable Housing Committee (5.1.1).
 - (b) Establish incentives in the zoning ordinance for the development of affordable housing, including density bonuses, etc. (5.2.1).
 - (c) Modify proffer guidelines to provide credits for affordable housing, the provision of affordable housing with development projects or the contribution of funds towards construction of affordable housing (5.1.2.)
 - (d) Identify publicly owned lands that could be redeveloped as public housing for public employees (5.2.2).
- H2) Ongoing Programs
- (a) Maintain and update population and housing data.
 - (b) Promote housing choice by encouraging the inclusion of Universal Design features into new residential uses (5.3.4).

PUBLIC SAFETY (PS):

- PS1) Amend the Public Safety Plan element of the Comprehensive Plan to reflect the current needs of the community.

- PS2) Amend the Zoning Ordinance to establish a military impact overlay district with regulations pertaining to density of development, noise reduction and disclosure and height of structures (4.8.2-4.8.5).
- PS3) Amend the Zoning Ordinance to establish land use compatibility standards in approach patterns to airports to minimize land use conflicts regarding safety and noise (4.9.1).
- PS4) Establish engineering requirements for development to minimize geotechnical hazards (4.3.2).
- PS5) Resource Sustainability
- (a) Encourage active agriculture uses through land use management practices such as TDRs, PDR's, conservation easements, and cluster development. (4.1.1).
 - (b) Promote creation of a farmer's market, agri-tourism and community gardens (4.1.2).
 - (c) To ensure adequate energy resources, educate the public on energy conservation measures (1.4.3).
- PS6) Ongoing Programs
- (a) Work with utilities to mark easements and educate the public regarding safety measures (4.5.2 – 4.5.3).
 - (b) Educate the public on flooding awareness, tidal water rise and storm surge (4.4.1).
 - (c) To protect drinking water resources, educate the public regarding proper use of fertilizers and pesticides (4.2.6).

FISCAL RESPONSIBILITY (FR):

- FR1) Financial Impact Model
- (a) Adopt a Financial Impact Model as a new element of the Comprehensive Plan (2.4.1).
 - (b) Prepare an annual update to the Financial Impact Model (2.4.1).
- FR2) Proffers
- (a) Develop, amend, or repeal proffer guidelines pursuant to the latest State Code legislation (2.7.6).
- FR3) Transportation Impact Fees
- (a) Recalculate transportation impact fees on an annual basis (2.7.5).
 - (b) Continue collection of Transportation Impact Fees (2.7.2).
- FR4) Maintain an up-to-date assessment of the capital costs of development (2.7.1).
- FR5) Base Annual CIP decisions on the Public Facilities Plan and proximity to the USA and UDA.

CULTURAL RESOURCES (CR):

- CR1) Cultural Resources Management
- (a) Adopt a Cultural Resources Master Plan as an element of the Comprehensive Plan (9.1.1).
 - (b) Establish a Historic Preservation Ordinance that incorporates the recommendations of the Cultural Resources Master Plan (9.1.3).
 - (c) Place protective easements on County owned property with cultural resources (9.2.3).
 - (d) Establish a long term management and stewardship program for county-owned property with cultural resources (9.2.1).
 - (e) Educate citizens about federal state and local incentives for the long term preservation of heritage resources (9.1.7).
- CR2) Update the Falmouth Plan element of the Comprehensive Plan
- CR3) Update design guidelines for historic districts and historic gateway corridors (9.1.8).
- CR4) Maintain and update the county-wide cultural resources inventory as resources are discovered (9.1.2).

ECONOMIC DEVELOPMENT (ED):

- ED1) Economic Development Plan
- Incorporate land use incentives into the Economic Development Plan to promote alternative rural economic development (7.3.1)

B. ACTION LIST TIMELINE

This section serves to prioritize all of the recommended actions in the Plan. Projects are categorized in either the short term (year 1 or 2), mid-term, long term, or a combination. The corresponding action number is included before each action for reference.

* See Key to abbreviations on page 7-16.

Action Number	Action Task - Plan Elements	Responsible Entity*	Short Term		Mid Term			Long Term	Complete by:
			Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	

LAND USE	LU1)	Establish zoning districts in each of the Redevelopment Areas	Econ Dev / P&Z / PC / BOS	XXXX	XXXX						12/31/2017
	LU2)(a)	Adopt Individual Targeted GrowthArea Concept Plans (1.2.5 – 1.2.9, 1.7.1)	P&Z / PRCF / PC / BOS	XXXX	XXXX	XXX X					12/31/2018
	LU2)(b)	Zoning - establish new districts for TGAs	P&Z / PC / BOS / Consultant		XXXX	XXX X	XXXX				12/31/2019
	LU3)(a)	Review and amend TND Plan Goals	P&Z / PC / BOS		XXXX						6/30/2017
	LU3)(b)	Zoning - examine alternative zoning methods (as part of comprehensive zoning ordinance rewrite)	P&Z / PC / BOS		XXXX						6/30/2017
	LU4)(a)	Support the County PDR program	Co Admin / P&Z / Ag Comm/BOS	XXXX	XXXX	XXX X	XXXX	XXXX	XXXX		Ongoing
	LU4)(b)	Educate Landowners on land conservation programs	P&Z / COR / Public Information		XXXX		XXXX		XXXX		Ongoing - every other year
	LU4)(c)	Track location of new development to Monitor effectiveness of regulations	P&Z/PW	XXXX	XXXX	XXX X	XXXX	XXXX	XXXX		Ongoing
	LU5)(a)	Zoning Ordinance - Comprehensive re-write	P&Z / PC / BOS		XXXX	XXX X					12/31/2018
	LU5)(b)	Amend the Subdivision Ordinance	P&Z / PC / BOS		XXXX	XXX X					12/31/2018

Action Number	Action Task - Plan Elements	Responsible Entity*	Short Term		Mid Term			Long Term	Complete by:
			Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	

LAND USE	LU5)(c)	Establish standards for Impact Statements	P&Z / PC / BOS		XXXX					9/30/2017
	LU6)(a)	Review development proposals for compliance with the Plan	P&Z / PC / BOS	XXXX	XXXX	XXX X	XXXX	XXXX	XXXX	Ongoing - as needed
	LU6)(b)	Notify MCB Quantico of water and sewer extensions	P&Z	XXXX	XXXX	XXX X	XXXX	XXXX	XXXX	Ongoing - as needed

ENVIRONMENT	EN1)	Create a Master Environmental Plan (Obj 3.9)	P&Z / PW / PRCF / PC / BOS		XXXX	XXX X				6/30/2018
	EN2)(a)	Amend the Regional SWM Plan and integrate into the Master Env. Plan	P&Z / PW / PRCF / PC / BOS		XXXX	XXX X				6/30/2018
	EN2)(b)	Amend the SWM Ordinance and evaluate the need for a stormwater utility	P&Z / Public Works / PC / BOS			XXX X				12/31/2018
	EN2)(c)	Zoning - Adopt a reservoir overlay district	P&Z / Utilities Dept / PRCF / PC / BOS	XXXX						12/31/2018
	EN2)(d)	Amend the Erosion Control Ordinance	P&Z / Public Works / PC / BOS			XXX X				12/31/2018
	EN2)(e)	Evaluate the need for a stormwater utility	PW/Finance/ BOS		XXXX					12/31/2018
	EN2)(f)	Retrofit SWM facilities to improve water quality	PW/BOS			XXX X	XXXX	XXXX	XXXX	Ongoing
	EN2)(g)	Establish reservoir pre-treatment programs	Utilities Dept.		XXXX	XXX X	XXXX	XXXX	XXXX	Ongoing
	EN3)(a)	Amend the Shoreline Area Management Plan and integrate into the Master Env. Plan	P&Z / PRCF / PC / BOS		XXXX	XXX X				6/30/2018
	EN3)(b)	Evaluate need to amend the Wetlands Ordinance	P&Z/PC/BOS				XXXX			6/30/2017

Action Number	Action Task - Plan Elements	Responsible Entity*	Short Term		Mid Term			Long Term	Complete by:
			Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	

ENVIRONMENT	EN4)(a)	Amend the Chesapeake Bay Preservation Plan and integrate into the Master Env. Plan	P&Z / PW / PRCF / PC / BOS		XXXX	XXX X				6/30/2018
	EN4)(b)	Zoning - Amend the Chesapeake Bay Overlay district	P&Z / PW / PC / BOS				XXXX			12/31/2017
	EN4)(c)	Zoning - Create an Environmental Quality Corridor	P&Z / PRCF / PC / BOS				XXXX			12/31/2017
	EN4)(d)	Evaluate the need to incorporate guidelines to minimize impacts of storm surge and sea level rise	P&Z / PW / PC / BOS					XXXX		12/31/2020
	EN5)(a)	Amend the Groundwater Resource Protection Plan and integrate into the Master Env. Plan	P&Z/PC/BOS		XXXX	XXX X				6/30/2018
	EN5)(b)	Establish Groundwater Management Ordinance	P&Z / PC / BOS	XXXX						12/31/2017
	EN5)(c)	Create surface and groundwater monitoring program	P&Z / PW / BOS					XXXX		12/31/2020
	EN6)(a)	Zoning - Establish tree cover requirements (as part of comprehensive zoning ordinance rewrite)	P&Z / PRCF / PC / BOS		XXXX	XXX X				12/31/2018
	EN6)(b)	Zoning - Establish lighting guidelines (as part of comprehensive zoning ordinance rewrite)	P&Z / PC / BOS		XXXX	XXX X				On-going
	EN6)(c)	Adopt Rappahannock and Potomac River Overlay districts	P&Z / PC / BOS	XXXX						12/31/2018
EN7)	Explore programs and funding to protect Crows Nest	P&Z / BOS		XXXX					Ongoing	
EN8)	Provide education about "green programs" and federal and state mandates	P&Z / PW / PRCF / BOS		XXXX		XXXX		XXXX	Ongoing - every other year	

Action Number	Action Task - Plan Elements	Responsible Entity*	Short Term		Mid Term			Long Term	Complete by:	
			Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +		
TRANSPORTATION	TR1)(a)	Adopt the Transportation Implementation Plan	PW / P&Z / PRCF / PC / BOS / Consultant	XXXX						9/30/2017
	TR1)(b)	Update the County's traffic model and utilize in developing the Transportation Implementation Plan	PW / P&Z / PC / BOS / Consultant	XXXX						9/30/2017
	TR2)(a)	Update the Bike and Pedestrian Facilities Plan	P&Z / PRCF / PC / BOS		XXXX	XXXX				12/31/2017
	TR2)(b)	Explore the potential for bicycle and pedestrian trails to be located in pipeline, electrical, or other easements	P&Z / PRCF		XXXX	XXXX				12/31/2017
	TR3)(a)	Establish corridor guidelines that integrate transportation with land use	PW / P&Z / PC / BOS		XXXX					12/31/2017
	TR3)(b)	Amend the US Route 1 Corridor Plan	PW / P&Z / PC / BOS		XXXX					12/31/2017
	TR4)(a)	Establish incentives for development proposals that support alternative modes of transportation	PW / P&Z / PC / BOS		XXXX					12/31/2017
	TR4)(b)	Support the expansion of transit in the USA and UDAs	PW / P&Z / PC / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	TR4)(c)	Support and promote regional rideshare and para-transit programs	PW / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	TR5)(a)	Maintain the county-wide traffic model for use in evaluating any potential amendments to the Land Use Plan	PW / P&Z	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing - Annual update

			Short Term		Mid Term			Long Term		
Action Number	Action Task - Plan Elements	Responsible Entity*	Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	Complete by:	
TRANSPORTATION	TR5)(b)	Conduct transportation impact assessments on any new or expanded roads proposed outside of the USA to evaluate their potential for increased development PW / P&Z / PC / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing - as needed	
	TR5)(c)	Support alternative routes to relieve congested corridors PW / P&Z / PC / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing - as needed	
UTILITIES	U1)	Update the Master Water and Sewer Plan Utilities Dept / PRCF / PC / BOS / Consultant	XXXX	XXXX					3/31/2017	
	U2)	Amend Water Supply Study element of the Comp Plan Utilities Dept / PRCF / PC / BOS / Consultant	XXXX					XXXX	12/31/2016	
	U3)	Evaluate need to amend the Utilities Ordinance Utilities Dept / PC / BOS	XXXX						12/31/2016	
OTHER COMMUNITY FACILITIES AND INFRASTRUCTURE	CF1)(a)	Update the Telecommunications Plan P&Z/ Telecom Comm / PC / BOS	XXXX						9/30/2017	
	CF1)(b)	Amend the County Code to incorporate telecommunication facility standards P&Z/ Telecom Comm / PC / BOS		XXXX					6/30/2017	
	CF2)	Amend the Parks and Recreation Facilities Master Plan PRCF / P&Z / PC / BOS / Consultant						XXXX	Start: 7/1/2020 Finish: 6/30/2022	
	CF3)	Review and adopt the Capital Improvement Program on an Annual Basis Budget / Co Admin / Coord. w/ other Depts. / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Annual	
	CF4)	Review and amend Level of Service Standards P&Z / Coord. w/ other Depts. / PC / BOS			XXXX				12/31/2018	
	CF5)	Inform citizens that areas outside of the USA may have limited services P&Z / Public Information	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing	

Action Number	Action Task - Plan Elements	Responsible Entity*	Short Term		Mid Term			Long Term	Complete by:
			Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	

HOUSING	H1)(a)	Provide ongoing support to GWRC's Affordable Housing Committee	Co Admin / P&Z / Soc. Serv. / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	H1)(b)	Establish incentives for providing affordable housing	P&Z / PC / BOS				XXXX			12/31/2019
	H1)(c)	Modify proffer guidelines to incentivize affordable housing	P&Z / PC / BOS				XXXX			12/31/2019
	H1)(d)	Identify publicly owned lands that could be redeveloped as public housing	P&Z				XXXX			12/31/2019
	H2)(a)	Maintain and Update population and housing data	P&Z / PW	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	H2)(b)	Encourage universal design in new housing	P&Z / PW		XXXX	XXXX	XXXX	XXXX	XXXX	ongoing

PUBLIC SAFETY	PS1)	Amend the Public Safety Plan element of the Comprehensive Plan	F&R / Sheriff / P&Z / BOS	XXXX	XXXX	XXXX				6/30/2018
	PS2)	Zoning - Create a Military Impact Overlay District (as part of the comprehensive zoning ordinance rewrite)	P&Z / PC / BOS		XXXX	XXXX				12/31/2018
	PS3)	Zoning - Establish compatible land use standards around airports (as part of the comprehensive zoning ordinance rewrite)	P&Z / PC / BOS		XXXX	XXXX				12/31/2018
	PS4)	Establish requirements to minimize geotechnical hazards	P&Z / PW / PRCF / PC / BOS				XXXX			6/30/2019
	PS5)(a)	Encourage active agriculture activities	Econ Dev / Va Coop Ext / Ag. Comm. / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	PS5)(b)	Promote farmer's markets, agri-tourism, and community gardens	Econ Dev / PRCF / Va Coop Ext / Ag. Comm. / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
	PS5)(c)	Encourage energy conservation measures	P&Z / PW / Public Info / BOS			XXXX	XXXX	XXXX	XXXX	Establish by: 6/30/2018 & Ongoing

			Short Term		Mid Term			Long Term		
Action Number	Action Task - Plan Elements	Responsible Entity*	Year 1 (2016)	Year 2	Year 3	Year 4	Year 5	Year 6 +	Complete by:	
PUBLIC SAFETY	PS6)(a)	Mark utility easements and educate the public on safety measures			XXXX	XXXX	XXXX	XXXX	Establish by: 6/30/2018 & Ongoing	
	PS6)(b)	Educate the public on flooding awareness, tidal water rise and storm surge			XXXX	XXXX	XXXX	XXXX	Establish by: 6/30/2018 & Ongoing	
	PS6)(c)	Educate the public regarding proper use of fertilizers and pesticides			XXXX	XXXX	XXXX	XXXX	Establish by: 6/30/2018 & Ongoing	
FISCAL RESPONSIBILITY	FR1)(a)	Develop and adopt a Financial Impact Model as an element of the Comprehensive Plan	XXXX	XXXX					3/31/2017	
	FR1)(b)	Prepare an annual update to the FIM	-	-	XXXX	XXXX	XXXX	XXXX	Ongoing	
	FR2)(a)	Develop, amend, or repeal proffer guidelines pursuant to the latest State Code legislation	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing	
	FR3)(a)	Recalculate Transportation Impact Fees on an annual basis	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing	
	FR3)(b)	Continue collection of Transportation Impact Fees	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing	
	FR4)	Maintain an up-to-date assessment of the capital costs of development	P&Z / Coordinate w Other Depts.		XXXX		XXXX		XXXX	Every other year.
	FR5)	Base CIP on Public Facilities Plan and proximity to USA and UDA	Budget / Co Admin / BOS	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
CULTURAL RESOURCES	CR1)(a)	Adopt a Cultural Resources Master Plan as an element of the Comprehensive Plan			XXXX				12/31/2018	
	CR1)(b)	Establish an Historic Preservation Ordinance				XXXX			12/31/2019	
	CR1)(c)	Place easements over county owned cultural resources					XXXX		12/31/2020	
	CR1)(d)	Establish a management and stewardship program for county-owned cultural resources	P&Z / PW / PRCF / BOS					XXXX	12/31/2020	

	<i>Action Number</i>	<i>Action Task - Plan Elements</i>	<i>Responsible Entity*</i>	<i>Short Term</i>		<i>Mid Term</i>			<i>Long Term</i>	<i>Complete by:</i>
				<i>Year 1 (2016)</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>	<i>Year 6 +</i>	
CULTURAL RESOURCES	CR1)(e)	Educate citizens about incentives for the preservation of cultural resources	COR / P&Z / Public Info.		XXXX	XXXX	XXXX	XXXX	XXXX	Establish: 6/30/2017 & Ongoing
	CR2)	Update Falmouth Plan element of the Comp Plan	P&Z / PC / BOS			XXXX				12/31/2018
	CR3)	Update historic design guidelines	P&Z / PRCF / PC / BOS				XXXX			12/31/2019
	CR4)	Maintain the Cultural Resources Inventory	P&Z / PRCF	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	Ongoing
ECONOMIC DEVELOPMENT	ED1)	Include incentives in the Plan to promote alternative rural economic development	Econ Dev. / P&Z / PC / BOS	XXXX	XXXX					6/30/2012

Key to Abbreviations under Responsible Entity:

Ag Comm - Agricultural Commission

BOS - Board of Supervisors

Co Admin - County Administration

COR - Commissioner of the Revenue

Econ Dev - Economic Development

F&R - Fire and Rescue Department

PC - Planning Commission

PRCF - Parks, Recreation & Community Facilities

PW - Public Works

Public Info - Public Information

P&Z - Planning and Zoning

Soc Serv - Social Services

Tri-County SWCD - Soil and Water Conservation District

Va Coop Ext - Virginia Cooperative Extension

C. MONITORING AND TRACKING

As this Plan and specific Actions are being implemented, it will be important to evaluate the progress toward meeting the recommended priorities and timelines. To measure progress, a process to annually review and report of the Implementation Plan and methods for measuring progress should be established.

The following options are provided as possible methods to oversee evaluation and reporting:

- Include status update as part of the Planning Commission's annual report to the Board of Supervisors
- Place oversight of the evaluation and reporting with the Board of Supervisor's Community and Economic Development Sub-Committee.
- Establish a standing Planning Commission Comp Plan Committee to oversee the evaluation and reporting on progress.
- A combination of these efforts.

Methods for evaluating progress can be accomplished in multiple ways. The tasks that include scheduling and deadlines can be regularly evaluated. Ongoing projects may require the use of indicators. These may include the following:

- Amount of sidewalks and bicycle facilities
- Roadway indicators, incl. Levels of Service, accident data
- Housing affordability indicators
- School capacity
- Public Safety response times
- Water quality indicators
- Transit ridership
- Employment data
- Number of lots retired through TDR, PDR, and other conservation easements
- Track location of new development
- Proffer and Impact Fee tracking