

Planning, Zoning & Inspections Annual Report 2010



The Departments of Planning, Zoning & Inspections are dedicated to administering the Zoning Ordinance, the Subdivision Ordinance, the adopted Comprehensive Plan, the Uniform Statewide Building Code, Property Maintenance Code regulations, and associated laws of the Commonwealth of Virginia and the City of Winchester, in a courteous, responsive, and professional manner, contributing to the overall sustainability, health, safety and well-being of the citizens.

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Intergovernmental Partnerships and Professional Organizations

- American Association of Code Enforcement (AACE)
- American Planning Association (APA)
- American Planning Association – Virginia
- Certified Local Government (CLG)
- Community Response Team (CRT)
- Department of Historic Resources (DHR)
- Department of Housing and Community Development (DHCD)
- Economic Development Authority (EDA)
- International Code Council (ICC)
- Winchester-Frederick Metropolitan Planning Organization (MPO)
- Northern Shenandoah Valley Regional Commission (NSVRC)
- Safety Committee, City of Winchester
- Virginia Association of Zoning Officials (VAZO)
- Virginia Building Code Officials Association (VBCOA)

Staff Projects / Highlights

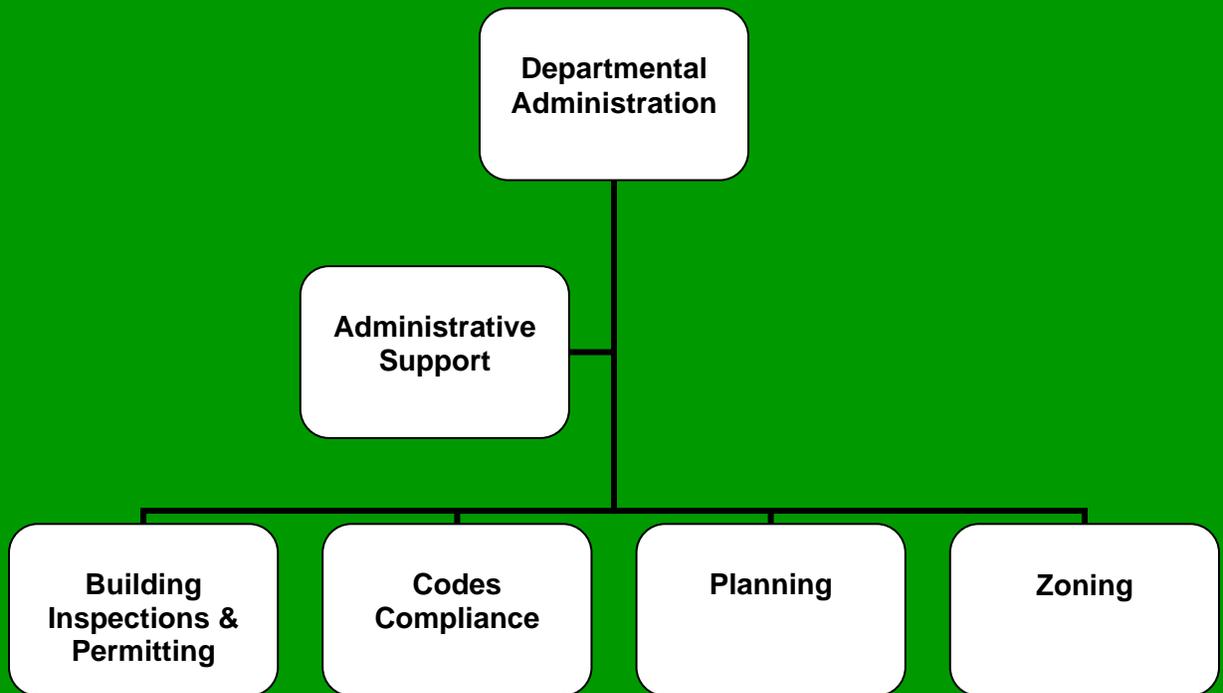
- The draft **Comprehensive Plan** update is near completion and anticipated for adoption in 2011.
- The Building Official's office is continuing to work closely with the **Winchester Medical Center** to oversee their major renovation and expansion project.
- The nationally-designated **Winchester Historic District** is being surveyed and updated for preservation and resource purposes, due in large part to grant funding.
- Portions of the **Zoning Ordinance** are being reviewed and amended to include principles of **New Urbanism and Form-Based Code**, through a grant opportunity.
- Participation in the **Community Response Team (CRT)** has resolved many outstanding violations and yielded several thousands of dollars in previously lost revenue.
- Department files, plans, and permitting records will soon be scanned into a **document imaging system**, for improved efficiency and effectiveness.

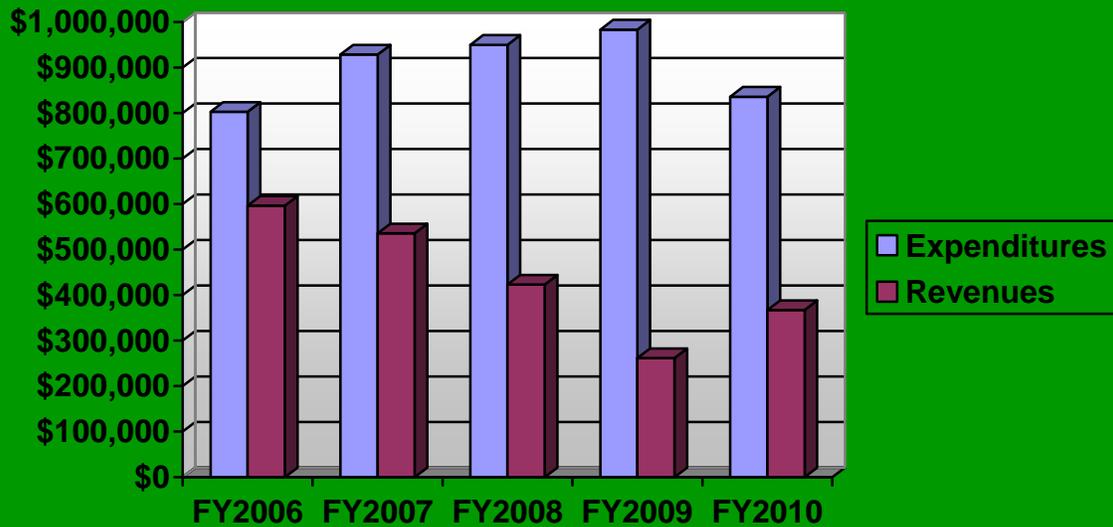
Departmental Overview

Community sustainability and overall quality of life have been recurring themes among the citizens of the City of Winchester. To that end, the Departments of Planning, Zoning & Inspections utilize a wide array of applicable codes and ordinances; including the Code of Virginia, the Virginia Uniform Statewide Building Code, the Winchester Zoning Ordinance and Subdivision Ordinance, and the Winchester City Code provisions to enforce health and safety standards. Through the administration of these adopted codes, the City can further achieve its goals of environmental sustainability, social sustainability, and economic sustainability.

Essentially, the Departments of Planning, Zoning & Inspections are comprised of four major service providers: **Building Inspections & Permitting, Codes Compliance, Planning and Zoning**. The services provided by the department include: building permit application review and approval; building inspections; codes compliance services; spot blight abatement plan development; rental housing inspections; Housing Choice Voucher Program inspections; graffiti abatement; vacant building registry; nuisance codes enforcement; current, long-range, and transportation planning; conditional use permits, site plan review and approval, rezoning review, subdivision review and approval; zoning ordinance administration, review, interpretation, and enforcement; issuance of certificates of occupancy for new construction, change of use, home occupations, and businesses; zoning confirmation and verification letters; zoning ordinance amendment preparation and processing; sign permit application review and approval; certificates of appropriateness for historic district and corridor enhancement districts; and staff support for the Economic Development Department, Community Response Team (CRT), Planning Commission, Board of Architectural Review, Board of Zoning Appeals, and Board of Building Code Appeals.

The Departments of Planning, Zoning & Inspections have had to react to code changes, fluctuating concerns of citizens, and other circumstances that can impact quality of life in residential neighborhoods. Certain challenges are anticipated to continue or increase in the future and may include: residential property foreclosures; proliferation of community residences (i.e., group homes); lead based paint abatement; an aging housing stock; and a shift in the population demographic. Just during the past three fiscal years, the department has developed or accepted several additional assignments and responsibilities that either previously did not exist, or were otherwise assigned to a different department, without any increase in staff. Certain positions which have been vacated within that same time period have not since been filled.





Although departmental expenditures have exceeded revenues during the past five fiscal years, an average of nearly 50% of operating costs has been recovered through permit and land-use application fees. Opportunities exist to re-evaluate permitting and inspection fees so as to decrease the net costs to the City for the services provided by the Department.

Departmental Staffing Summary					
Position	FY2006	FY2007	FY2008	FY2009	FY2010
Zoning & Inspections Administrator	1	1	1	1	1
Planning Director	1	1	1	1	1
Building Official	1	1	1	1	1
Deputy Building Official	1	1	0	0	0
Deputy Zoning Administrator	0	1	1	1*	1
Senior Codes Compliance Inspector	1	1	1	1	1
City Planner	1	1	1	1	1
Combination Inspector	1	1	1	1	1
Codes Compliance Inspector	4	4	4	4	4
Secretary	2	2	2	1	1
Customer Service Associate	2	1	1	0	0
Total	15	15	14	12	12
* - Denotes employee was serving on active-duty Military Leave					

Long-Range Planning: Comprehensive Plan Update Nears Completion

Virginia Code requires that every locality review their plan once every five years. The City of Winchester's Comprehensive Plan is in the process of being updated with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the City which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants. Significant progress was made on the Plan update in 2010.

The current Comprehensive Plan contains some chapters that have not been updated since 1991. The most recent changes were in 2005. The proposed 2010 update represents a substantially different plan for the City. An update is expected in 2014 to reflect the results of the 2010 Census.

Throughout 2010, City staff worked with the Planning Commission and a consultant team to draft updated chapters of the Plan. The organization of the Plan update reflects changes in the approach to planning as envisioned by the City as well as in accordance with changes to State Code. Specifically, the Plan incorporates New Urbanism and Traditional Neighborhood Design (TND). These concepts call for higher densities, mixed land uses, and more environmentally sustainable development that supports walkability. Winchester has many of the ingredients needed to support this approach, including the existence of a compact historic downtown core area.

The Plan update utilizes a Character Map to replace the traditional Future Land Use map as a graphic means of depicting a future sustainable vision. Key Redevelopment sites are identified within each of 10 Geographic Planning Areas within the City that serve as illustrative examples of how blighted and underutilized sites or corridors could be reprogrammed and revitalized. The graphic below depicts a concept for the Berryville Ave corridor which is one of six catalyst sites also being reviewed in the City's Economic Development Master Plan.

Many of the key redevelopment site concepts were presented at a public input session held at Handley High School in February of 2010. The reaction from the attendees was overwhelming favorable. Based upon the favorable review, staff worked to draft the individual chapters of the Plan. The City was fortunate to benefit from the assistance of Matthew Reges, a graduate student at American University, who provided a fresh perspective toward drafting many of the chapter drafts as part of an unpaid internship. He is typical of the young, educated, upwardly mobile citizen that the City is targeting as part of its strategy to increase vitality and sustainability of the City. The other key segment of the population being targeted is empty nesters who are looking to downsize from their suburban homes.

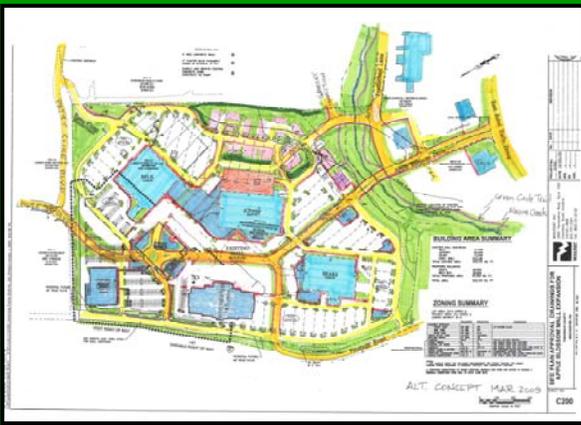
Per State Code, a public hearing will be undertaken by the Planning Commission prior to forwarding the recommended plan to City Council. Council, in turn will hold another public hearing prior to adoption. All meetings are open to the public and interested persons are encouraged to participate.



Current Planning and Transportation Planning



Example of redevelopment concept for the Virginia Apple Storage site on Rte 11



Possible redevelopment concept for Apple Blossom Mall

Redevelopment concept for city blocks bound by North Kent Street, East Fairfax Lane, West Lane, and Elk Street, including an extension of Diehl Street south of Baker Street.



Current Planning (development plan review)

Process Site Plans, Conditional Use Permits, Rezoning, Major and Minor Subdivisions, Zoning Ordinance amendments, Subdivision Ordinance amendments, Street and Alley Vacations & Conveyances, Historic District reviews, and Corridor Enhancement reviews.

Transportation Planning

Represent City transportation interests on the Winchester-Frederick Co Metropolitan Planning Organization (Win-Fred MPO). Planning Director chairs the Technical Advisory Committee and serves as alternate member on the Policy Board. Assist MPO staff with population and employment forecasts, identify roadway and public transportation deficiencies and needs, and assist with update of Vision Plans and Constrained Long-Range Plans (CLRPs) as part of update to Long-Range Transportation Plan (LRTP).

Prepare exhibits and concept alternatives for improved mobility within the City. Work with MPO on Access Management studies (US Rtes 7 & 11), Corridor planning projects (US Rte 50/522), Transit plans, special-purpose studies (e.g. Millwood Ave Diversion Study) and Pedestrian & Bicycle plans. Also serve as staff liaison to Green Circle Trail Committee.

Information Services

Provide updated maps depicting parcels, streets, zoning districts, floodplains, elementary school zones, capital projects, land use, etc. Maintain street addressing system; serve as liaison to Census Bureau; disseminate 2010 Census results and assist City Council with mandated re-districting efforts; prepare and distribute reports, ordinances, guides, maps, and drawings in hardcopy and electronic form.

Zoning Administration

Historic Preservation

Assist Board of Architectural Review by processing certificates of appropriateness for work in the Historic District.

Zoning Administration

Interpretation, enforcement and administration of the City's Zoning Ordinance. Assist Board of Zoning Appeals by processing appeals, variance requests, special exceptions and other Board of Zoning Appeals cases.

Permits Reviews

Zoning approval for buildings, signs, temporary trailers and certificate of occupancy permits.

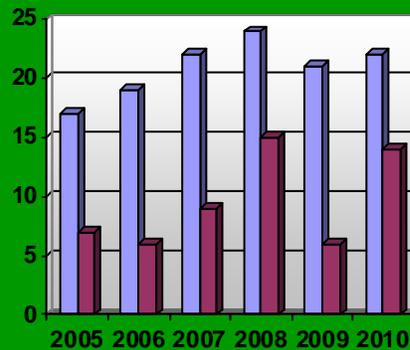
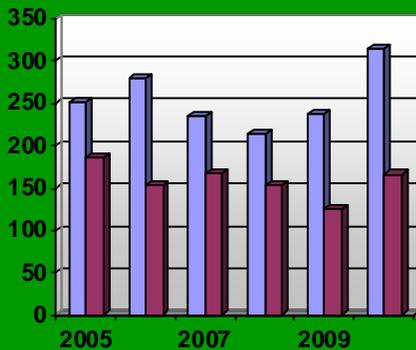
Enforcement

Conduct field inspections to identify zoning violations and investigates zoning-related complaints.

The local establishment of a zoning ordinance and enforcement of its provisions are provided for within the Code of Virginia; however, are not mandated. Provisions for the subdivision of land are outlined as requirements within the Code, which in effect predicate the necessity of a local zoning ordinance. The purpose of zoning ordinances, as stated within § 15.2-2283 of the Code of Virginia, et seq., specifically includes the objectives identified within this department's mission statement. Unlike the more rigid, uniform standards within the building code, a local zoning ordinance tends to react directly – with certain limitations imposed by the Code – to external influences such as the comprehensive plan, political will, and citizen input.

A great deal of emphasis has been placed on residential use and occupancy during the past five years, as has been demonstrated through a series of text amendments within the Ordinance. The attention given to this matter has also been represented by an increase in the number of staff positions dedicated to zoning enforcement. Prior to FY07, only one staff position was allocated for zoning administration and enforcement. Currently, there are two full-time positions including a Zoning & Inspections Administrator, and a Deputy Zoning Administrator/Zoning Inspector.

Anticipated challenges for Zoning during the next fiscal year include an extensive effort required for re-writing the Zoning Ordinance in response to the Comprehensive Plan Update. Several proactive zoning ordinance text amendments have already been drafted and adopted, in support of the planning principles outlined in the draft Comprehensive Plan.



Text Amendments Adopted in 2010

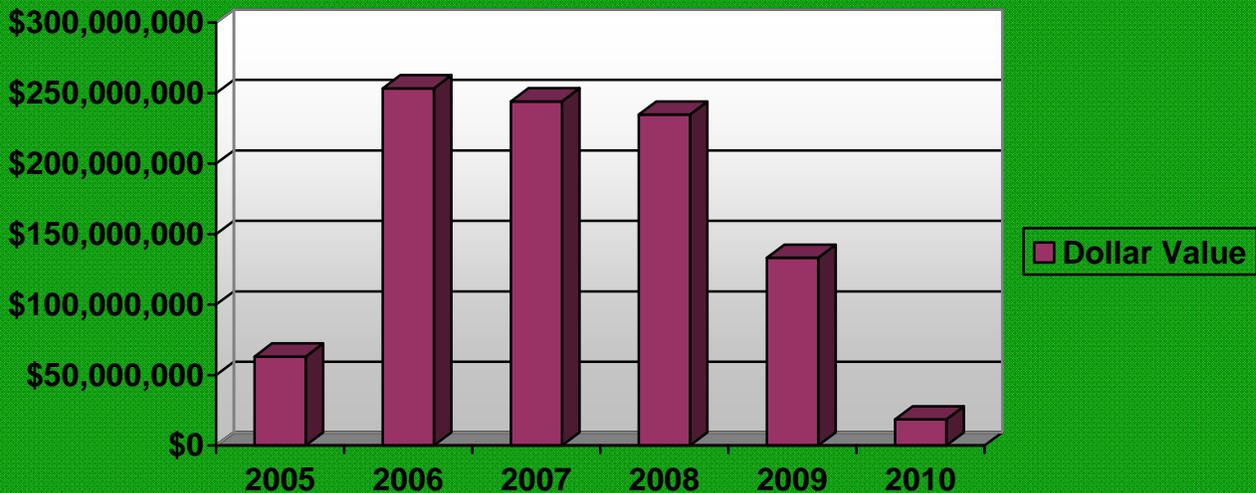
- TA 09-323 Standards for Dwellings in Limited High Density Residential (HR-1) District
- TA 09-359 Exceptions for Side and Rear Yards in Commercial Centers
- TA 10-21 Short-Term Loan Establishments
- TA 10-111 Crematories
- TA 10-247 Certificates of Appropriateness for Historic Winchester District
- TA 10-306 Restaurants in Residential Office (RO-1) District
- TA 10-332 Nonconforming Uses (Code of Virginia update)
- TA 10-334 Board of Zoning Appeals (Code of Virginia update)
- TA 10-337 Family Day Homes (Code of Virginia update)
- TA 10-386 Barbed-wire Fences
- TA 10-418 Community Gardens & Market Gardens

Commercial Construction

As required by § 36-105, Code of Virginia, et seq., each locality is responsible for the enforcement of the Uniform Statewide Building Code, pertaining to new construction and inspections. With the exception of electrical permitting and inspections, the department provides a full line of services ranging from plan review to final occupancy inspection. Currently, these functions are staffed by a Building Official, Combination Trades Inspector, and Secretary.

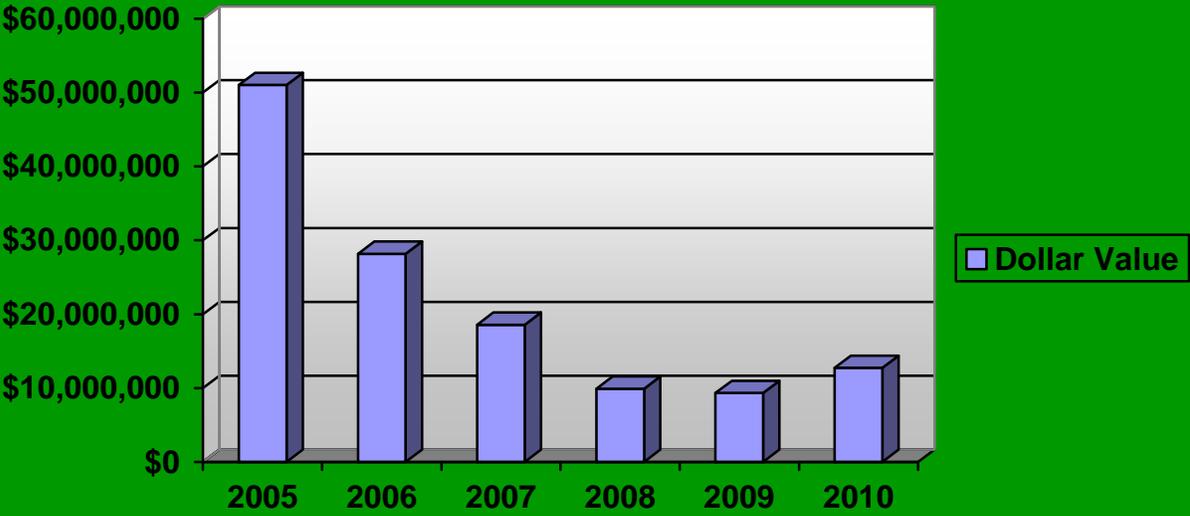
Due to an ever-decreasing amount of available land for development, a shift in building trends will likely continue in the future. As has already been observed during the past five years, more developers are taking advantage of tax credits and other financial incentives to re-develop existing structures for changes of use or mixed-use development. Several projects within the Historic Winchester District have demonstrated this fact. This trend, however, presents certain challenges to staff.

Rather than working from a single source construction code, officials often are required to refer to multiple code references for re-development of existing structures. The building plans tend to be more complex and the accessibility mandates require close scrutiny during the plan review phase. The obvious result is that much more time may be spent in reviewing this category of project, as opposed to new building construction.



Residential Construction

In 2010, the Building Official's office noted a slight increase in the number of residential permits being issued for new single-family detached dwellings, as compared to recent years. In addition, certain rehabilitation projects took advantage of mixed-use development opportunities featuring a combination of multiple-family dwelling units and commercial uses.



Codes Compliance

Codes Compliance services include enforcement of the Virginia Maintenance Code; Rental Housing Inspection Ordinance, and City Nuisance Codes (i.e., trash, weeds, tall grass, inoperable motor vehicle storage).

A total of 422 rental housing cases were initiated in 2010, as a large number of Certificates of Compliance had expired in 2009 and 2010. Changes were made to streamline the inspection scheduling and certificate issuing processes. Certificates are now issued to main parcels, rather than individual parcels and inspections are also scheduled on main parcels. Multiple units can be inspected during one inspection. These changes have reduced inspection trips and the administrative steps necessary to maintain the program.

For the second consecutive year, Codes Compliance assisted the Office of Housing and Neighborhood Development in 2010, by conducting the inspections required of the Federal Housing Choice Voucher Program. Of the 332 housing units inspected, 215 were located in the City of Winchester. The remainder were located in Frederick County (50), Stephens City (29), Berryville (27), Middletown (7), and White Post (1). Housing Choice units located in the City are inspected as if they were within a rental inspection district. This cooperative effort has proven to be more cost-effective for both departments and has improved customer service by reducing redundant inspections and administrative time.

Codes Compliance continues to work cooperatively with the Police Department to identify and promptly remove graffiti vandalism throughout the City. There has been an 83% reduction in reported cases from its inception in 2008. An information packet, available through both departments, outlines the reporting procedures and incentives available for the victims of graffiti vandalism.



REMOVING GRAFFITI: WHEN TO REMOVE OR PAINT OVER

Codes Compliance can be contacted by either removing the nuisance or painting over top of it.

The City does not make any painting graffiti removal product and recommends that you visit your local paint retailer for more information.

Depending on the surface where the graffiti is located, it may be more for you to simply paint over the graffiti.

The information provided on this brochure will assist you in making your decision.

GRAFFITI: A PUBLIC NUISANCE

In 2008, the Common Council of the City of Winchester, adopted new Chapter of City Code, specifically aimed at ensuring the lasting eradication of graffiti within the City.

The new Ordinance offers financial incentives for property owners to remove graffiti from their real estate. The City encourages that graffiti be removed as quickly as possible and before the paint sets.

This guide is intended to assist you in determining the best method for removing graffiti on your property.

INCENTIVE PAYMENT

If you are the victim of graffiti vandalism, please notify the Winchester Police Department as soon as you notice the damage. If you share the nuisance as a tenant, you may be eligible for up to \$100 reimbursement for your costs of abatement. Call the City's Zoning Department for more information: (541-1811).

IDENTIFY THE SURFACE

The surface material where the graffiti is located, will most likely dictate the removal techniques that should be used.

This brochure will outline basic methods for removing graffiti that is located on painted or protected surfaces, bare masonry surfaces, painted masonry, plastic-coated surfaces, and glass surfaces. While there is no absolute, simple and quick method to remove graffiti, there are some tips, techniques and strategies that are recognized as being more effective.

PLEASE USE CAUTION WHEN APPLYING ANY OF THESE SUGGESTED METHODS.

READ AND FOLLOW THE MANUFACTURER'S WARNINGS AND RECOMMENDATIONS FOR PROPER USE AND HANDLING OF ANY COMMERCIAL PRODUCTS, TOOLS, OR EQUIPMENT.

PAINTING OVER GRAFFITI

Painting over graffiti offers several benefits. It is much cheaper than most other methods of removal. Painting over the surface also provides the opportunity to use glossy enamel, which can meet future maintenance better than a flat finish. Additionally, being extra good on hand will ensure a perfect finish of graffiti removal.

PAINTED OR PROTECTED SURFACES

Most types of surfaces are considered painted or protected to some other type of material. These surfaces include masonry, concrete, brick, wood or metal. Local paint retailers offer a variety of commercial graffiti removal products that can remove graffiti from these impervious surfaces and some painted surfaces.

BARE MASONRY SURFACES

The most common types of bare masonry include brick, block, and stone. Graffiti removal is less difficult on a surface that is hard and smooth. As long as the surface is smooth, you can use any of the methods that are listed in this brochure. A bare brick that absorbs the paint will not be as good as a smooth surface. After treating the surface, a high pressure water or power washer should remove the remaining graffiti.

METAL SURFACES

Several metal surfaces are typically easier to clean, because of the non-porous nature of these surfaces. A variety of household products can be used to remove graffiti from metal and include: light petroleum oil, kerosene, gear flange oil, or kerosene grade emulsion. Storage agents such as steel cleaners or commercial graffiti removers can be used for additional damage.

VINYL/PLASTIC SURFACES

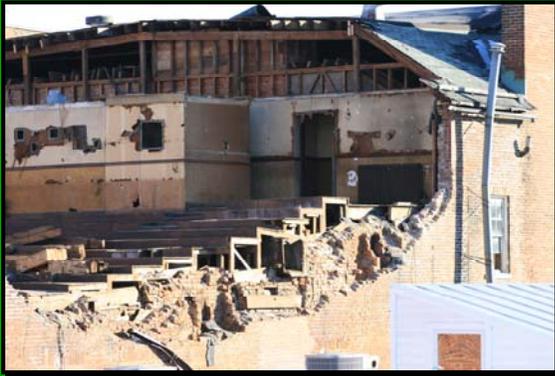
Other household removers should not be used from vinyl graffiti is located on plastic or vinyl surfaces. Storage agents, such as petroleum oil, kerosene, mineral spirits, or rubbing alcohol might be needed for difficult cases.

GLASS SURFACES

Graffiti can be removed from glass using a razor blade or other metal scraper. Using a razor blade holder, scrape the area at a 45 degree angle to the glass. A glass pen scrubber can be used for any remaining graffiti.

The City has noted an escalating number of property foreclosures during the recent fiscal years. This particular pattern has generated unanticipated complaints and enforcement actions regarding the lack of property maintenance at the subject properties. Typical complaints associated with foreclosure properties include: tall grass, trash, inoperable vehicles, vacant/unsecured structure, rodent infestation, and broken windows. Depending on the status of the housing market and overall economy, there may be little or no relief in the immediate future for this trend. For that reason, the amount of funds allocated for mowing, trash removal, and securing structures has been increased in recent years.

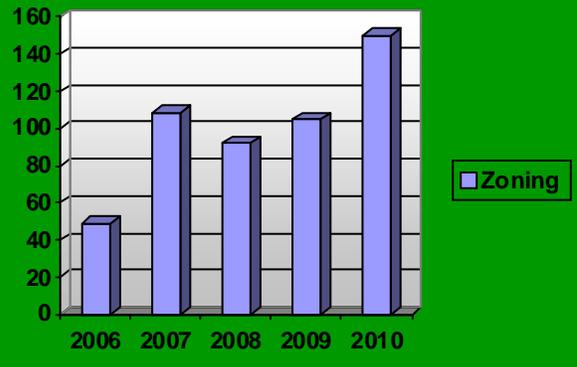
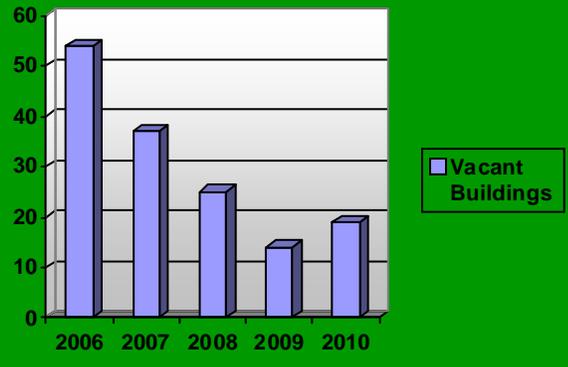
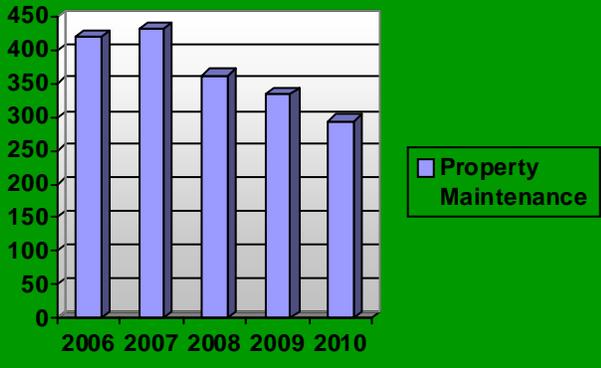
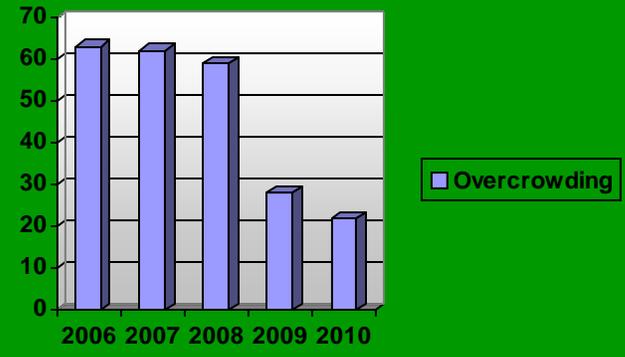
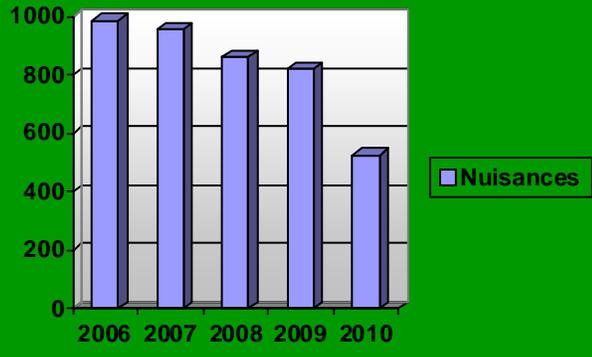
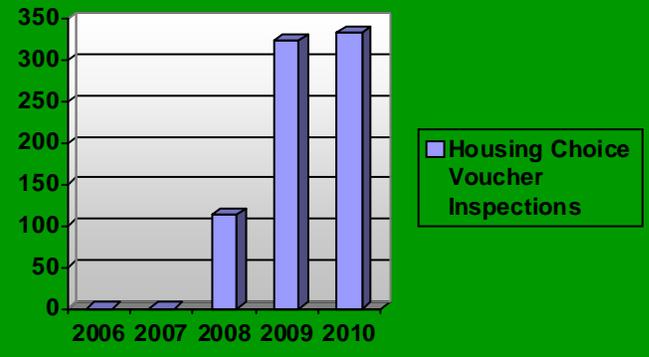
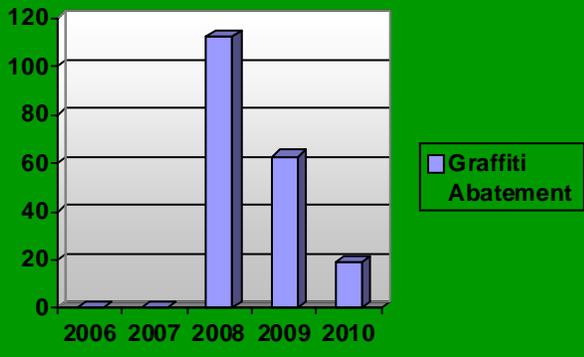




The Department continues to utilize the various enforcement tools to address deteriorated, unsafe structures, and unfit conditions within the City. Structures have been steadily moving through the application of the 2009 City Code revisions pertaining to Spot Blight Abatement and Derelict Buildings, with the final objective of working towards abatement. A number of properties, including: 319-321 South Kent Street; 146 North Loudoun Street; and, 501 West Jubal Early Drive have seen the most notable changes through owner demolition, change in ownership, and foreclosure proceedings.

In addition to Spot Blight, the Department continues to utilize Derelict Building Incentives and the unsafe / unfit provisions of the Virginia Maintenance Code to address property conditions. Four properties have taken advantage of the Derelict incentives. Two renovations and two demolitions were completed in 2010. Twenty-seven (27) notices of unsafe / unfit conditions were issued in 2010; as compared to seventeen (17) in 2009, and 5 in 2008.

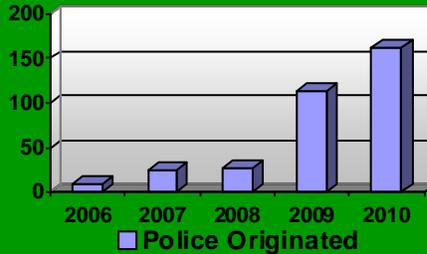




Interdepartmental Coordination - CRT

The Community Response Team (CRT) consists of various City agencies and includes Zoning, Inspections, Commissioner of Revenue, Treasurer Office, Police and Fire and Rescue and collectively works to bring issues into compliance.

In 2010, Police-originated complaints increased by 44%, from 2009. This increase is largely due to a higher level of cooperation and sharing of information.

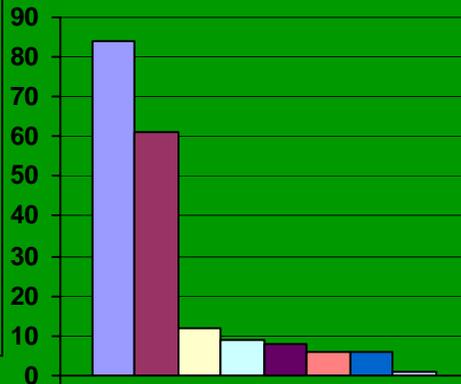


The cooperative agreement between Inspections and CSX to maintain non-railroad property helps alleviate the re-occurring nuisance issues of past years. CSX reimbursed the City for all costs involved. The Police Department also regularly enforces trespassing along this property.



Zoning and Inspections assisted the Commissioner of Revenue's Office by working with the Tax Field Auditor with field verifications of business, data collection and audit assistance. In 2010, \$189,000 of revenue was attributed to the cooperative efforts of CRT.

- Property Maintenance
- Nuisance (weeds, trash, Inoperable MV)
- Life Safety Egress, Smoke Detectors)
- Work w/o Building Permit
- Zoning (Use, Certificate of Occupancy)
- Unsafe/ Unfit Structures
- Rental Housing
- Business License



Interdepartmental Coordination – Economic Re-Development

Planning, Zoning & Inspections staff members continued working very closely with the Economic Re-Development Director, Jim Deskins, in 2010. The relocation of the director's office to City Hall, enabled a more efficient process of referring potential developers and business entrepreneurs to Mr. Deskins' attention to facilitate further discussions regarding the available incentives for economic development opportunities in the City.

Baker Street Revitalization Plan



This plan represents strategic revitalization through a neighborhood-based approach which creates an opportunity to consider the specific needs of a residential community on a smaller scale. The plan enables improved safety, intermodal accessibility, and traffic flow within a currently congested neighborhood. Proposed improvements include: new or improved public sidewalks; widening of existing streets; a new public street extension; additional on-street and off-street parking; improved lighting; the creation of newly subdivided residential lots; and, opportunities for additional green space within the community. City Council authorized implementation of the Baker Street Revitalization Plan in September 2010 and intends to proceed through the utilization of Community Development Block Grant (CDBG) funds, along with other financial resources such as private investment and public-private partnerships.



Informational references and guides, developed within the Planning, Zoning & Inspections Departments were designed to assist with Economic Re-Development efforts within the City.

Historic Rehabilitation Tax Credits
 Rehabilitation work that meets the Secretary of the Interior's Standards for Rehabilitation qualifies for either first-dollar incentives or income tax credits for expenses. Credits are available from both the federal government and the Commonwealth of Virginia.

Substantial Rehabilitation Incentives
 §§ 27-28 - 27-48, Winchester City Code
 Substantially rehabilitated and stores within the Historic Winchester District, may qualify for real estate tax exemptions for a period of ten years, following completion of rehabilitation.

Amount of Exemption Required for Substantially Rehabilitated Property
 ADJUSTED VALUE OF RESIDENTIAL STRUCTURES MUST BE INCREASED BY AT LEAST 40%, WITHOUT INCREASING TOTAL SQUARE FOOTAGE BY MORE THAN 10%.

Amount of Exemption Required for Substantially Rehabilitated Commercial Property
 ADJUSTED VALUE OF COMMERCIAL OR INDUSTRIAL STRUCTURES MUST BE INCREASED BY AT LEAST 50%, WITHOUT INCREASING TOTAL SQUARE FOOTAGE BY MORE THAN 10%.

Derelict Building Rehabilitation Incentives
 § 6-24, Winchester City Code
 Buildings that have been razed, hoisted up or removed, and reconstructed from either stone or masonry or other materials for a period of at least six months, meet specific designations as a Derelict Building. If a property owner plans to reconstruct a derelict building, certain provisions regarding the plans, submission applications, and building permits will be expedited. Assessed fees for applications and permits may also be reduced, all in a year. The assessed value of the reconstructed building will be reduced from the real estate tax assessment for a period of ten years.

Sustainable Design
 Some of the best examples of sustainable design in the City of Winchester can be found in the rehabilitation and restoration of existing structures. In addition to the many of tax-related benefits and incentives, derelict structures in this location, the City offers various incentives to encourage design projects.

- Grants bonuses for sustainable building projects that are certified through the LEED® for various programs.
- Reductions in the amount of required off-street parking for LEED® certified projects.
- Tax incentives for certified solar energy equipment, facilities, or services.

City of Winchester, Virginia
What Can You Do in Winchester?
 An overview of recently completed and proposed downtown revitalization efforts.

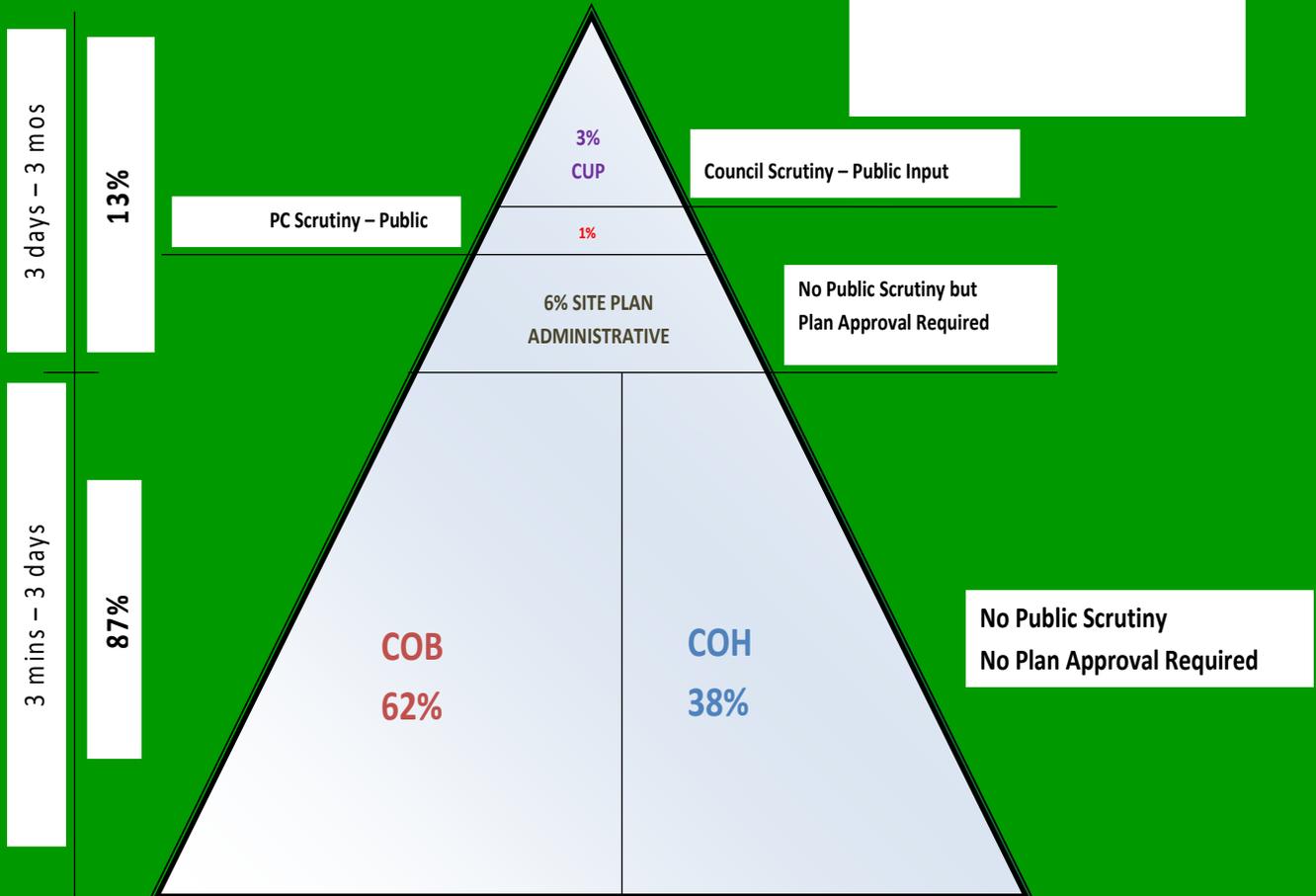
For more information, contact the Planning, Zoning & Inspections Department, City Hall, 117 North 11th Street, Winchester, Virginia 22399
 www.winchester.gov

As the graphic illustration below depicts, the Planning, Zoning & Inspections staff routinely work with business developers and entrepreneurs in initiating their business dreams into a reality in the City of Winchester. The overwhelming majority of new businesses coming into the city require no formal review process or site plan submittal.

Economic Activity 2005-2010

2484 Business Start-ups
(1534 Cert of Occupancy – Business;
950 Cert of Occupancy – Home Occupation)

81 Conditional Use Permits
24 Site Plans – public hearing process
151 Site Plans – administrative approval



Boards and Commissions

PLANNING COMMISSION:

The Planning Commission held 12 regular meetings during 2010 and considered the items that are listed in the tables below:

SITE PLANS	2006	2007	2008	2009	2010
Carry from previous year	32	35	27	21	22
Applications	57	65	48	26	31
Approvals	52	71	54	24	31
Denials	0	0	0	0	0
Withdrawn	2	2	0	1	13
Carry to subsequent year	35	27	21	22	9

MAJOR SUBDIVISIONS	2006	2007	2008	2009	2010
Carry from previous year	4	1	1	2	2
Applications	3	2	2	0	1
Approvals	4	2	1	0	0
Denials	0	0	0	0	0
Withdrawn	1	0	0	0	0
Carry to subsequent year	1	1	2	2	3

MINOR SUBDIVISIONS	2006	2007	2008	2009	2010
Carry from previous year	6	10	9	16	13
Applications	36	24	30	13	8
Approvals	30	25	23	14	5
Denials	0	0	0	0	0
Withdrawn	2	0	0	0	1
Carry to subsequent year	10	9	16	13	3

REZONINGS	2006	2007	2008	2009	2010
Carry from previous year	2	3	11	2	0
Applications	4	14	9	3	5
Approvals	3	6	13	4	3
Denials	0	0	1	0	0
Withdrawn	0	0	0	1	0
Carry to subsequent year	3	11	3	0	2

MEMBERS OF THE COMMISSION

Nate Adams – Chairman
 David Shore – Vice-Chairman
 Kevin Talley
 Frank Sublett
 William Wiley
 Kevin McKannan
 Stephen Slaughter, Jr.
 John Willingham, Advisory Member/Council
 Jim O'Connor, City Manager

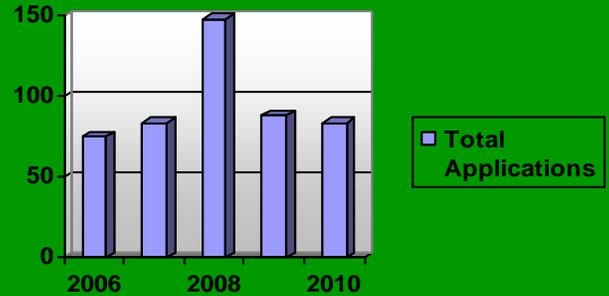
STAFF

Timothy A. Youmans, Planning Director
 William Moore, Planner II/City Planner
 Angela D. Walsh, Secretary

CONDITIONAL USES	2006	2007	2008	2009	2010
Carry from previous year	2	0	5	6	8
Applications	7	13	20	19	12
Approvals	8	6	17	16	9
Denials	0	0	1	1	0
Withdrawn	0	0	0	1	0
Carry to subsequent year	3	11	3	0	2

TEXT AMENDMENTS	2006	2007	2008	2009	2010
Carry from previous year	4	1	6	10	5
Applications	6	9	15	6	14
Approvals	9	4	10	11	9
Denials	0	0	1	0	0
Withdrawn	0	0	0	0	1
Carry to subsequent year	1	6	10	5	4

TEMPORARY PERMITS FOR MOBILE HOMES/OFFICES	2006	2007	2008	2009	2010
Carry from previous year	0	0	0	0	0
Applications	19	22	24	21	22
Approvals	19	22	24	21	22
Denials	0	0	0	0	0
Withdrawn	0	0	0	0	0
Carry to subsequent year	0	0	0	0	0



BOARD OF ZONING APPEALS:

The Board of Zoning Appeals held 11 regularly scheduled meetings during 2010 and considered the items that are listed in the tables below:

VARIANCES	2006	2007	2008	2009	2010
Carry from previous year	1	1	4	2	4
Approvals	27	16	20	10	14
Denials	0	2	2	1	6
Withdrawn	2	2	3	0	0
Carry to subsequent year	1	4	2	4	1

MEMBERS OF THE BOARD

R. Hunter Hurt – Chairman
 Conrad Koneczny – Vice-Chairman
 Jack M. Phillips
 Brian Hester
 Wilborn Roberson
 Brandon Pifer – Alternate
 Mark Peter Lynch – Alternate
 Donald Crawford - Alternate

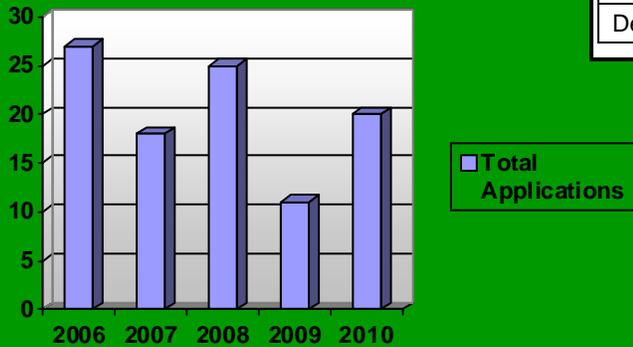
STAFF

Vincent P. Diem, Zoning Administrator
 Aaron M. Grisdale, Deputy Zoning Administrator
 William Moore, Planner II/City Planner
 Angela D. Walsh, Secretary

SPECIAL EXCEPTIONS	2006	2007	2008	2009	2010
Carry from previous year	0	0	0	0	0
Approvals	0	0	0	0	0
Denials	0	0	0	0	0
Withdrawn	0	0	0	0	0
Carry to subsequent year	0	0	0	0	0

INTERPRETATIONS	2006	2007	2008	2009	2010
Carry from previous year	0	0	0	0	0
Approvals	0	0	1	0	0
Denials	0	0	0	0	0
Withdrawn	0	0	1	0	0
Carry to subsequent year	0	0	0	0	0

SPECIAL USE PERMITS	2006	2007	2008	2009	2010
Approvals	0	0	1	0	0
Denials	0	0	0	0	0



BOARD OF ARCHITECTURAL REVIEW:

The Board of Architectural Review held 19 regularly scheduled semi-monthly meetings during 2010 and considered the items that are listed in the tables below:

EXTERIOR CHANGES	2006	2007	2008	2009	2010
Approvals	63	36	55	32	18
Denials	2	0	2	0	0
Withdrawn	0	0	2	1	2

SIGNS	2006	2007	2008	2009	2010
Approvals	26	28	19	18	12
Denials	0	0	0	0	0
Withdrawn	0	1	0	0	0

NEW CONSTRUCTION	2006	2007	2008	2009	2010
Approvals	1	4	4	0	2
Denials	0	0	0	0	0
Withdrawn	0	0	0	0	0

FENCES/WALLS	2006	2007	2008	2009	2010
Approvals	12	10	3	4	5
Denials	0	0	0	0	0
Withdrawn	0	1	0	0	0

ADDITIONS	2006	2007	2008	2009	2010
Approvals	7	4	0	3	2
Denials	0	0	0	0	0
Withdrawn	0	0	0	0	0

DEMOLITIONS	2006	2007	2008	2009	2010
Approvals	8	3	4	4	3
Denials	0	0	1	0	0
Withdrawn	0	3	0	0	0

OTHER	2006	2007	2008	2009	2010
Approvals	4	2	3	5	7
Denials	0	0	0	0	1
Withdrawn	0	0	0	0	1

HISTORIC PLAQUES	2006	2007	2008	2009	2010
Approvals	2	1	5	2	7
Denials	3	0	0	0	0

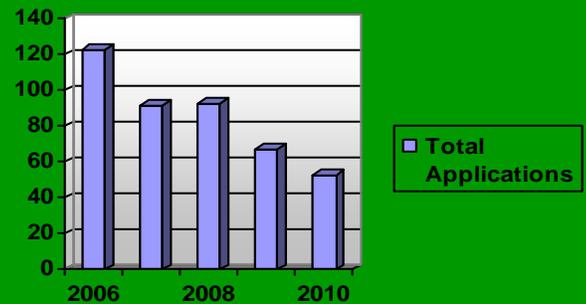
APPEALS TO CITY COUNCIL	2006	2007	2008	2009	2010
Upheld	0	1	0	0	0
Reversed	0	4	0	0	0

MEMBERS OF THE BOARD

Patrick Farris, Chairman
 Tom Rockwood, Vice-Chairman
 Cathy Shore
 Tim Bandyke
 Don Crigler
 Bob Pinner

STAFF

Vincent P. Diem, Zoning Administrator
 Angela D. Walsh, Secretary



Looking Ahead...

THINKING STRATEGICALLY

Strategic issues for the Department include:

- Modification of existing ordinances to more closely align with updated Comprehensive Plan, Code of Virginia legislation, and evolving City Council policies
- Consideration of alternative methods of land-use planning to enable revitalization and in-fill development
- Further development of on-line customer service applications
- Implementation of electronic filing and data management system for improved efficiency
- Continue and expand efforts of abating Spot Blight and Derelict structures