



Prince William County Government  
Board of County Supervisors



# Prince William Chamber of Commerce

*January 20, 2015*

# Agenda



- Development Agency Workload Projections
  - ◆ What do we see coming down the pipeline?
  
- Plan of Action
  - ◆ How are we going to continue delivering service?
  
- Process Improvements – Last 12 Months
  - ◆ What have we done to improve our level of service?



# Workload Projections



## ■ Development Activity

- ◆ 2.5% increase residential and commercial

## ■ State Stormwater Regulations

- ◆ Stricter enforcement of State requirements = additional workload

## ■ EnerGov System

- ◆ Phase II – Electronic Plan Review
- ◆ System Enhancements



# Plan of Action



- Development Activity – 2.5% Increase
  - ◆ Add 1 Building Inspector position
  - ◆ Add 1 Assistant Trade Chief position
  - ◆ Add 1 Building Development Technician position
  - ◆ Add 1 GIS Analyst position



# Plan of Action



## ■ State Stormwater Regulations

- ◆ Shifting staffing resources (shifting expenses)
- ◆ Long Term - Propose a VSMP Fee increase

## ■ EnerGov System

- ◆ Prioritize System Enhancements
  - Assess the timing of the rollouts
- ◆ Monitor staff workload/performance



# FY 2016 Proposed Fee Schedule Changes



Fee Schedule	FY16 Proposed Changes		
<b>Building Development</b>	3% across-the-board program cost increase		
<b>Land Development</b>	3% across-the-board program cost increase		
	2.5% increase on all site-related fees <ul style="list-style-type: none"> <li>• Site Plan Review</li> <li>• Subdivision Review</li> <li>• Lot Grading</li> <li>• Site Development Permit Fees</li> </ul>		
<b>FMO Fee Schedule</b>	5% across-the-board program cost increase		
		<b>FY15</b>	<b>FY16 Proposed</b>
<b>Zoning Fees</b>	Temporary Construction Trailers	\$75	\$82
	Home Employment	\$33	\$38
	Certificate of Zoning Approval	\$33	\$38
	Temporary Activity Permit	\$185	\$200
	Signs –		
	I. New Sign	\$67	\$74
	II. Reface	\$34	\$38
	III. Temporary	\$31	\$34

# Development Process Improvements



## ■ EnerGov – Phase I

- ◆ Overall project management

## ■ Flex Positions – Last 12 months

- ◆ 2 – Engineer II - Fire Protection Plan Reviewers
- ◆ 1 – Development Technician (Building Dev.)
- ◆ 1 – Planner II (Land Dev.)



# Development Process Improvements



## ■ Sketch Plan Submission – Optional

- ◆ Customer Savings - \$635 Processing and \$.70/1,000 square feet of building area
- ◆ Customer Time Savings – Average 30 calendar days from initial submission to “approval”
- ◆ Staff Time Savings – Receive an average of 12 Sketch Plan submissions/year. Estimate 120 staff hours/year



# Development Process Improvements



## ■ Fire Alarm Plan Walk Thru Process

- ◆ Fire alarm plans involving 10 or less devices
- ◆ Estimated 30 day plan review time reduced to 1 day

## ■ Fire Lane Plan Submissions

- ◆ Requires submission with the Site Plan
- ◆ Effective January 15, 2015



# Development Process Improvement



## ■ Residential Sprinkler Master File

- ◆ 14 Residential Master Files

- ◆ Approximately 3 hours of staff time involved in the review of a single family sprinkler plan

## ■ FMO Industry Seminar – December 9<sup>th</sup>

- ◆ Plan Review and Inspections





## ■ Stormwater Management Concept Plan

- ◆ Process Action Team formed

- ◆ Kickoff meeting held December 9

- ◆ Team Goals

- Identify options for meeting the intent of the plan submission

- Develop a clear set of processes for industry to follow



# Questions

