

Administrative Regulation 4.1 Summary of Proposed Revisions (April 2016)

Title

- Addition of Crystal City Block Plan

Section 1:

- Change plan acceptance reference from County Manager to Director of DCPHD
- Update reference to the Zoning Ordinance site plan provision
- Add reference to Conceptual Site Plan Review

Section 2B:

- Change plan acceptance reference from County Manager to Director of DCPHD
- Eliminate reference to the number of staff review days
- Reduce number of copies required for submission from 20 to 8

Section 2C (new):

- Section added regarding Conceptual Site Plan Review

Section 2D (previously 2C):

- Modify preliminary filing submission and review requirements to include:
 - Provision of digital files
 - Clarify submission requirements for preliminary filing
 - Allow for interdepartmental technical review of submission
 - Additional time for initial submission
 - Encourage appointment for initial submission so review can occur with Planning and Zoning at that time
- Include reference to CCBP

Section 2E (previously 2D):

- Reduce number of required copies for submission from 20 to 8
- Eliminate outdated web reference for Public Civil Review Plan
- Clarify that LEED score card should also be accompanied by an energy model
- Add Conceptual Site Plan Review Report, if applicable
- Relocate TIA Analysis reference to submission requirements (general)
- Eliminate requirement for 8 ½ x 11 plan submission
- Eliminate reference to 3 CDs and change to digital submission of the application in PDF format on a thumb drive
- TIA copies reduced to 5
- Clarify requirement for TDM
- Update Zoning Ordinance references for affordable housing provision
- Reduce number of copies of the SWM compliance plan consistent with overall number of copies to file for the application

Section 2F

- Eliminate the word “calendar” days as part of the 120-day minimum review time.
- Update reference to acceptance of the application from the County Manager to the Director of DCPHD

Section 2G

- Include reference to CCBP
- Eliminate reference to 8 ½ x 11 and digital copy on CD

Section 2I

- Include reference to CCBP

Section 2J

- Eliminate reference to submission of plans on CD and change to thumb drive

Section 5

- Change reference to plan acceptance from County Manager to Director of DCPHD
- Update Zoning Ordinance references for site plan provisions

Attachment A

- Eliminate references to 8 ½ x 11 and CD
- Reduce copies from 20 to eight
- Letter F, added bicycle parking
- Letter I, added dimensions and capacity for bicycle parking and bicycle parking references
- Letter K, clarification regarding parking required and provided
- Letter L,
 - updated references to the current required LEED scorecard version 4;
 - clarification regarding approval for Relocation Plans;
 - updated reference to TDM;
 - added reference to MEP letter documenting transformation size and location;
 - revised reference for PDSP Design Guidelines as opposed to the word Manual;
 - added reference to applicable Conceptual Site Plan Review Report
- Site Plan Submittal Checklist,
 - updated requisite plan copies for submission and digital format,
 - elimination of 8 ½ x 11 format references
 - relocated reference to MEP letter documenting transformer size and location to requirements for additional information as opposed to what is to be shown on the plan
 - added references to clarify provided and required parking
 - updated required LEED version
 - added reference to Relocation Plan as applicable
 - changed urban design manual to urban design guidelines
 - added references to Conceptual Site Plan Review Report

Attachment C

- Eliminate reference to CD and replaced with thumb drive
- Reduced requisite copies from 20 to 8
- Eliminated reference to 8 ½ x 11 plans

Attachment E

- Change reference from County Manager to Director of CPHD
- Eliminate reference to CD and replaced with thumb drive
- Reduced requisite copies form 20 to 8
- Eliminated reference to 8 ½ x 11 plans

Attachment I

- Updated narrative related to TDM and provide link to TDM policy online

Attachment J

- Replaced site plan process flow chart with updated/streamlined graphic and review schedule

Attachment M

- Update condition index to match current conditions

Attachment Q (new)

- Added Conceptual Site Plan Review application form and submission requirements