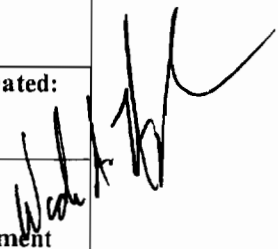
	SITE DEVELOPMENT POLICIES AND PROCEDURES	Effective Date: July 22, 2009
		Supersedes Policy Dated: N/A
	Waiver of Sketch Plans	Issued by: Wade A. Hugh Director of Development Services



A General Development Plan (GDP) is required to be submitted with an application for rezoning. The Zoning Ordinance requires a GDP to be a written, graphic, and/or visual statement of the uses intended for the subject property, justification for the proposed Zoning Map amendment, and other information necessary for an orderly and expeditious review of a zoning map amendment.

The Prince William County Design and Construction Standards Manual (DCSM) Section 110.02.01 states that a sketch plan submission is required for all non-residential projects where the total site acreage exceeds five acres and for rural cluster subdivisions. A sketch plan is a graphical representation of a proposed project and is used to produce general agreement and consensus between staff and developers on the design, size, access, extent, and location and degree of improvements necessary in conjunction with the development. After a review by staff, the plan is accepted (not approved) and valid for one year.

Section 110.02.02 of the Prince William County DCSM defines a preliminary plan and states when it is required. Section 110.02.02 also provides for a waiver of a preliminary plan submission if the GDP is proffered at the time of the rezoning and the GDP contains all the information required for a preliminary plan is proffered. There is no similar provision for the waiver of the sketch plan requirement.

Department of Development Services staff evaluated a policy change that would allow sketch plan waivers for sites with proffered GDPs. Staff did not identify any significant concern if such a waiver were allowed and concluded that such a waiver would reduce any duplicate efforts spent by staff in evaluating development applications.

Effective immediately and until such time as a formal amendment to the DCSM is adopted, the Department of Development Services will accept applications for waivers of sketch plan submissions for projects that have proffered generalized development plans or are required by a special use permit condition to develop in substantial conformance with a GDP or schematic land use plan. The Department is also considering eliminating the sketch plan review requirement altogether if justified by additional staff findings.