



DEPARTMENT OF COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
 Planning Division

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MEMORANDUM

TO: Zoning Committee of the Planning Commission Members

FROM: Deborah Albert, CPHD, Planning Div. DATE: April 30, 2015

SUBJECT: Zoning Ordinance Amendment Review Process

On February 21, 2015, upon adoption of the final phase of the Zoning Ordinance Update, the County Board also asked staff to **“work with the Planning Commission to review the effectiveness of the civic engagement associated with the zoning ordinance review and development process and make any necessary revisions to encourage cross-sector collaboration among residents, businesses and the County.”**

The agenda for the upcoming ZOCO meeting will include a general discussion and brainstorm of the Zoning Ordinance amendment review process. To provide some additional context for the discussion, the following is a summary of the six different types of processes that have been conducted for Zoning Ordinance amendments adopted since 2003.

Process and Type of Amendments	Amendments
<p>1. Staff-led with ZOCO memorandum. Amendments in this category are shared with ZOCO through a memorandum rather than a meeting. This type of process has been used for technical amendments of limited scope and/or amendments with no change to policy or extremely limited policy impact.</p>	<ul style="list-style-type: none"> ▪ Feb 2014: Technical corrections from 2013 reformat ▪ Oct 2013: Technical corrections from 2013 reformat

Process and Type of Amendments	Amendments
<p>2. Staff-led with ZOCO review Amendments in this category are drafted by staff and reviewed by ZOCO, typically over 1-3 meetings. This type of process has been used for amendments with limited stakeholder impact and/or small technical updates</p>	<ul style="list-style-type: none"> ▪ Jan 2011: Criminal penalties (with addition outreach to interested individuals) ▪ June 2010: Height in residential districts for properties > 100 acres ▪ April 2010: Vehicle service establishments ▪ Oct 2009: Affordable housing in RA districts (also included Housing Commission and HALRB review) ▪ July 2009: Child care in S-3A ▪ July 2009: use permits for classes with children ▪ April 2006, 2007, 2008, 2009: Zoning fee increase ▪ Feb 2009: Civic penalties ▪ Jan 2009: Acquisition of property and nonconforming use ▪ Nov 2008: Readopt BZA use permits after sunset of adopted provisions ▪ July 2008: Kiosks ▪ Jun 2008: Parking signs in Rosslyn ▪ Mar 2008: Retail in RA4.8 ▪ Sept 2006; Dec 2007: For sale/lease signs ▪ Nov 2007: Reference corrections to affordable housing ordinance ▪ Sept 2006: Major site plan amendment criteria ▪ Apr 2006: Pedestrian connectivity in URDs ▪ Feb 2006: TDRs
<p>3. Staff-led with ZOCO and relevant stakeholder review. This type of process has been used for amendments with broad(er) stakeholder impact and/or amendments with impact on specific stakeholder group(s). Other stakeholder outreach may include all or some of the following, or other groups, depending on relevance to specific stakeholders:</p> <ul style="list-style-type: none"> ▪ Arlington Chamber of Commerce ▪ Citizens at large ▪ Civic Associations (by request) ▪ Civic Associations (by invitation) ▪ Civic Federation ▪ Commercial and residential real estate brokers and property managers ▪ Economic Development Commission and Retail Task Force ▪ NCAC ▪ NVBIA/NAIOP ▪ Sign Industry ▪ Small businesses/Restaurants 	<ul style="list-style-type: none"> ▪ Feb 2015: ZO Update Phase IIC – use classification, use standards, use tables, definitions ▪ July 2014: Signs in Rosslyn Central Place (outreach to RAFOM, N. Rosslyn, N. Highlands Civic Associations, NVBIA/NAIOP, Rosslyn BID) ▪ June 2014: ZO Update Phase IIB: Administrative practices related to bulk, coverage, placement, and other updates (outreach to interested Civic Associations, Civic Federation, NCAC, Chamber of Commerce, public meeting) ▪ Dec 2013: Large media screens (outreach to Arlington-E. Falls Church, Arlington Ridge, Aurora Highlands, Ballston-VA Square, Clarendon-Courthouse, Douglas Park, Fairlington, N. Rosslyn, RAFOM Civic Associations and email communication to FBC AWG) ▪ May 2013: Outdoor cafes on private property (outreach to Clarendon-Courthouse and email communication to Ballston-VA Square, Ly9on Village, RAFOM, N. Rosslyn, Fairlington-Shirlington Civic Associations) ▪ May 2013: ZO Reformat – no policy changes (outreach to NBVIA/NAIOP, Chamber of Commerce and one public meeting) ▪ Dec 2011, July 2012: Sidewalk/umbrella signs; Sign regulations update* ▪ Oct 2011: Large format sales establishment (with outreach to joint meeting of NVBIA/NAIOP, Chamber of Commerce, EDC) ▪ June 2011: Farmers’ markets (outreach to farmers’ market sponsors – existing and potential) ▪ Jan 2005: Secondary use of parking (written outreach and response to questions to Civic Federation)

Process and Type of Amendments	Amendments
<p>4. Staff-led with working group, ZOCO and other stakeholder review.</p> <p>Amendments in this category have primarily been amendments that implement a major policy that was the subject of a previous study, such as a new sector plan, area plan or housing plan.</p>	<ul style="list-style-type: none"> ▪ Feb 2013: R-C Purpose (in response to issued raised through N. Quincy St. Plan discussions) ▪ Feb 2013: Parking for elementary and middle schools (with participation of APS, DES staff and outreach through one public meeting; additional commission review: Urban Forestry, Park and Recreation, Transportation) ▪ Dec 2011: New C-O Crystal City district (ZOCO with participation from Crystal City Sector Plan Working Group members) ▪ May 2010: Historic Preservation Appeals Standards (Review by HARLB prior to ZOCO) ▪ Dec 2009: Historic Preservation district rewrite (Review by HARLB prior to ZOCO) ▪ May 2006, April 2009, April 2008: Clarendon UC/MUD; C-3 amendments; Historic preservation bonus (ZOCO with participation from Clarendon working group members) ▪ Oct 2008: FMHN Plan implementation – RA8-18 and RA6-15 districts (brought forward concurrent with FMHN Plan following work with community stakeholders) ▪ July 2008: Accessory dwellings (implementing 18 month policy study including 57 outreach meetings to a wide range of stakeholders) ▪ Apr 2007: Additional height for Rosslyn Central Place (SPRC and Rosslyn working group) ▪ Feb 2007: C-R amendments (resulting from SPRC process and resultant development, GLUP amendment study, VA supreme court decision, and also including community roundtable discussions) ▪ Dec 2006: Additional height in P-S districts for publicly-owned recreation centers (Implementation of North Tract Task Force recommendations) ▪ Jan 2006: Affordable housing objectives of VA Square Sector Plan (outreach to VA Square Sector Plan community participants) ▪ Dec 2005: Affordable housing ordinance (Policy development and ordinance review with Affordable Housing Roundtable, made up of development community, housing advocates and general community members) ▪ July 2005: Political signs (staff and ZOCO following work of political signs task force) ▪ July 2004: Nauck UC/MUD (Staff and Shirlington Road Revitalization Advisory Board as part of Nauck Village Center Action Plan development) ▪ For all FBC amendments, relevant policy is reviewed by the Form Based Code Advisory Working Group prior to ZOCO review of zoning language (individual amendments are not listed)

Process and Type of Amendments	Amendments
<p>5. Staff led with relevant stakeholder outreach. For a brief period after ZORC (see below) was no longer active, and prior to the establishment of ZOCO, staff proposed Zoning Ordinance amendments and reached out to appropriate stakeholders, but there was no established review committee of Planning Commissioners or community members.</p>	<ul style="list-style-type: none"> ▪ June 2005: ZO amendments associated with residential parking permit program (outreach through public meetings) ▪ March 2005: Remove by-right TH from RA8-18, RA6-15. Implementation of initial FMNH planning efforts following work with LRPC and public meetings. ▪ April 2004: Zoning Fee increase (outreach to NVBIA Technical Committee) ▪ Feb 2004: FBC for Western Gateway and Neighborhood Center ▪ Feb 2004: LEED scorecard submittal requirements ▪ Jan 2004: Site plan application process/filing (outreach to staff, civic associations, SPRC and relevant commissions)
<p>6. ZORC Review. Prior to the establishment of ZOCO, Zoning Ordinance amendments were discussed and reviewed by the Zoning Ordinance Review Committee (ZORC), which was a combination of staff and community representatives. This group was created in order to help move forward the series of amendments related to infill development in single-family neighborhoods. The group was active during the seven years of that study, but was ultimately dissolved following the adoption of that series of amendments, as it had become inefficient at moving issues toward conclusion. The group was dissolved at the suggestion of staff, who determined that the ZORC process was no longer providing for effective or efficient review of ZOAs, and the group did not object to its dissolution.</p>	<ul style="list-style-type: none"> ▪ Nov 2005: Lot coverage ▪ Nov 2003: Create UC/MUD and remove by-right townhouse from C-2 (C-2 Working Group = Staff, ZORC, SBTF, LRPC) ▪ March 2003: Pipe-stem lots
<p>7. Unknown process</p>	<ul style="list-style-type: none"> ▪ Dec 2006: BZA Use Permits ▪ July 2006: Split-lot amendments

*Sign regulations Update Process included outreach as follows:

Focus Groups (multiple meetings with each group throughout process): Arlington Chamber of Commerce; Citizens at large; Civic Associations (by request); Civic Federation; Commercial and residential real estate brokers and property managers; Economic Development Commission and Retail Task Force; NCAC; NVBIA/NAIOP; Sign Industry; Small businesses/Restaurants

Public meetings (3)

Commissions and Committees: Disabilities Advisory Committee; Environment and Energy; Economic Development; Housing; Park and Recreation; Pedestrian Advisory Committee; Planning, Tenant-landlord; Transportation; Urban Forestry; ZOCO

Zoning Ordinance Amendment Review Process Diagram

