

MEMORANDUM

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To: Loudoun County Planning Commission

From: Judi Birkitt, AICP, CZA, Deputy Director, Planning and Zoning
Daniel Galindo, AICP, Director, Planning and Zoning

Date: January 6, 2023

Re: January 12, 2023, Planning Commission Work Session
ZOAM-2020-0001, Zoning Ordinance Rewrite – Introductory Memo and Path Forward

2011 Election District(s): Countywide

2022 Election District(s): Countywide

PURPOSE

The purpose of this item is to update the Planning Commission (Commission) regarding a potential path forward for finalizing the Commission-recommended draft Zoning Ordinance and to hold a Work Session to discuss the draft Zoning Ordinance.

Below is a discussion outline for the January 12, 2023, Work Session. This Work Session item has four companion memorandums, numbered 1a through 1d, with each memorandum focusing on a specific topic or chapter from the draft Zoning Ordinance.

Action Items: Staff seeks the Commission’s endorsement of the following Chapters or Sections in their entirety.

- a. Chapter 4: Use-Specific Standards, Section 4.09 Adaptive Reuse
- b. Chapter 7: Development Standards, Section 7.06 Parking – Subcommittee Recommendations
- c. Chapter 7: Development Standards, Section 7.01.06 Transitions

Information Items: Staff will also provide the Commission a preview of the following item in preparation for the second Commission Public Hearing planned for January 24, 2023.

- d. Chapter 4: Use-Specific Standards, Section 4.07.04 Solar Facilities

Note the Key Change Matrix is attached to this item and is not provided as an attachment or hyperlink to companion items 2a through 2d.

BACKGROUND

The Commission held a Public Hearing on the following portions of the draft Zoning Ordinance on [August 30, 2022](#):

- Chapter 7: Development Standards
- Chapter 8: Signs
- Chapter 10: Nonconformities and Adaptive Reuse (Adaptive Reuse is now Section 4.09)
- Chapter 11: Procedures
- Chapter 12: Officials, Boards and Commissions
- Chapter 13: Definitions and Rules of Interpretation
- Appendix B (now A): Acronyms
- Appendix C (now B): Land Development Application Fees

Since the August 30, 2022, Public Hearing, the Commission has discussed the draft Zoning Ordinance during six Work Sessions, including one subcommittee meeting to discuss residential parking ratios. During these Work Sessions, the Commission directed staff to revise draft text, and staff are actively making those revisions. Video recordings, staff reports, and meeting minutes for the Commission Work Sessions are available at the following links:

[September 8, 2022](#)

[October 13, 2022](#)

[October 20, 2022](#)

[November 12, 2022](#)

[November 30, 2022](#)

[December 8, 2022](#)

Additionally, during the above Work Sessions, staff provided the Commission previews of the following Chapters and Sections of the draft Zoning Ordinance, in preparation for the Commission Public Hearing scheduled for January 24, 2023.

- Chapter 1: Introduction
- Chapter 2: Zoning Districts
- Chapter 3: Uses
- Section 4.07.04 Solar Facilities
- Chapter 5: Overlay Districts
- Chapter 6: Natural and Environmental Resources
- Chapter 9: Attainable Housing

POTENTIAL PATH FORWARD

Table 1 outlines a potential path forward for the Commission to finalize their recommended Zoning Ordinance and forward it to the Board of Supervisors (Board) for consideration. The table also includes future milestones for the remainder of the Zoning Ordinance Rewrite project.

Prior to taking final action on the overall draft Zoning Ordinance the Commission recommends to the Board, the Commission will have another opportunity to look at the complete draft Zoning Ordinance and direct staff to make additional revisions. Staff will work with the Commission leadership to identify opportunities for possible additional Work Sessions to address any particular review issues that the Commission identifies and to thoroughly cover the topics listed below.

Table 1. Zoning Ordinance Rewrite – Planning Commission Potential Path Forward and Upcoming Project Milestones	
Planning Commission Public Hearing January 24, 2023	Chapter 1: Introduction Chapter 2: Zoning Districts Chapter 3: Uses Chapter 4: Use-Specific Standards Chapter 5: Overlay Districts Chapter 6: Natural and Environmental Resources Section 7.02 Open Space Chapter 9: Attainable Housing Chapter 11: Procedures – Additional Requirements
Planning Commission Work Session February 9, 2023	Chapter 2: Zoning Districts Chapter 9: Attainable Housing Section 7.02 Open Space Chapter 5: Overlay Districts Chapter 6: Natural and Environmental Resources
Planning Commission Work Session Saturday, February 25, 2023	Sections 8.04-8.06 Rural Nonresidential, Residential, and Village Signs Chapter 3: Uses Chapter 4: Use-Specific Standards Grandfathering Provisions for Pending Applications
Planning Commission Work Session Early March 2023	Review complete draft Zoning Ordinance, finalize recommendations, and forward Commission-recommended draft Zoning Ordinance to the Board
Early 2023	Board Public Hearing on the draft Zoning Ordinance
Early Spring through Summer 2023	Board considers draft Zoning Ordinance
Summer 2023	Board adopts Zoning Ordinance ¹

ATTACHMENT

1. Key Change Matrix (January 12, 2023)

¹ The Board-adopted Zoning Ordinance will repeal and replace the existing *Loudoun County Zoning Ordinance* (commonly known as the “Revised 1993 Zoning Ordinance”) in its entirety and will be known as the *Loudoun County Zoning Ordinance*. The format of the adopted Zoning Ordinance will be the online interactive platform, enCodePlus.