

5. The requirement for a major or minor site plan would not forward the purposes of this Ordinance or otherwise serve the public interest.

12-302

Application For Site Plan Waiver

An application for site plan waiver shall be submitted to the Department of Community Development accompanied by the required fee and a statement describing the proposed use. No plans are required with the submission except where physical changes to the site (such as construction of parking, other paving or building additions) are planned; where such physical changes are proposed one copy of a clearly legible drawing showing the proposed physical improvements to scale shall be provided with the application.

12-303

Upon receipt of a minor site plan application the Director or his designated agents shall determine within seven working days if the application materials meet the submission requirements. If they do, the application shall be termed officially filed and the Director shall have twenty-one working days from the date of official filing to approve, approve with conditions or deny the minor site plan. If the application is incomplete, it shall be returned to the applicant for corrective action.

PART 4

12-400

MINOR SITE PLAN

12-401

Where Site Plans are required under Article 3 and Section 201 of this article, the director may determine that the purposes of this ordinance and the public interest can be served by submission and approval of a minor site plan. Any project with less than 10,000 sq. ft. of land disturbance will be authorized for minor site plan approval unless it involves extensive or unusual engineering, as determined by the Director.

12-402

Application for a Minor Site Plan

In cases where the Director approves submission of a minor site plan, the following processing and application process shall be required unless waived or modified under provisions of Section 12-703 of this Ordinance.

1. A pre-application meeting between the applicant and the staff of the Department of Community Development shall be held.
2. The applicant shall present at the pre-application meeting a preliminary or sketch site plan showing:
 - A. Boundary lines of subject property;
 - B. General layout design of proposed development on a scale not smaller than one (1) inch equals one hundred (100) feet;
 - C. General parking and landscape layout;
 - D. Building setback lines; and

- E. Zoning on subject and adjacent parcels.
3. Following the pre-application meeting, a minor site plan may be submitted to The Department of Community Development at any time. An application for minor site plan shall be submitted to the Department of Community Development accompanied by the required fee and six copies of the site plan. The minor site plan application shall meet the following requirements and contain the following information unless waived or modified by the Director:
- A. The boundary survey of the tract or site plan limit,
 - B. The owner's name and the place of record of the last instrument in the chain of title (including deed book and page number).
 - C. Existing and proposed streets and easements, their names, numbers and width, existing and proposed utilities of all types, water courses and their names, owner, zoning and present use of adjoining tracts.
 - D. Location, type and size of ingress and egress of the site.
 - E. Location, type, size and height of all fencing, screening and retaining walls where required under the provisions of applicable ordinances.
 - F. All off-street parking and parking bays, loading spaces and walkways indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required in accordance with this Ordinance. All spaces shall have adequate space for moving and turning.
 - G. Number of floors, floor area, height and location of each building, and proposed general use for each building – if single family detached or multi-family, the number, size and type of dwelling units shall be shown.
 - H. Front elevations shall be shown to scale or other information sufficient to document proposed height of buildings.
 - I. Existing and proposed water and sanitary sewer facilities indicating all pipe sizes, types and grades and where connection is to be made to an existing or a proposed central water and sewer system.
 - J. Adequate provision for the disposition of natural and storm water with respect to quality and quantity, where disturbance exceeds 10,000 square feet.
 - K. Provision and schedule for the adequate control of erosion and sedimentation indicating proposed temporary and permanent control practices and measures which shall be implemented during all phases of clearing, grading and construction, where disturbance exceeds 10,000 square feet.

- L. Existing topography accurately shown with a maximum of two (2) foot contour intervals at a scale of not less than fifty (50) feet to the inch.
 - M. Proposed finished grading by contour supplemented where necessary by spot elevations.
 - N. All horizontal dimensions shown on the site development plan shall be in feet and decimals of a foot to the closest to one hundredth of a foot, and all bearings in degrees, minutes and seconds to the nearest ten seconds.
 - O. A landscape design plan, based upon accepted professional design layouts and principles, if required by the Director.
 - P. Written and signed statements from the appropriate officials concerning the availability of gas, electricity, water and sewer to the project.
 - Q. Site plans for the expansion of an existing use on the same lot or onto an adjacent lot will show all existing facilities as well as those proposed.
4. Upon receipt of a minor site plan application the Director or his designated agents shall determine within seven working days if the application materials meet the submission requirements. If they do, the application shall be termed officially filed and the Director shall have twenty-one working days from the date of official filing to approve, approve with conditions or deny the minor site plan. If the application is incomplete, it shall be returned to the applicant for corrective action.

12-403

The site plan or any portion thereof, involving engineering, architecture, city planning, urban design, landscape architecture or land surveying, shall be prepared by persons qualified to do such work. Major site plans shall be certified by an architect, engineer, or land surveyor within the limits of their respective licenses authorizing them to practice by the State of Virginia.

12-404

The site plan shall show the name and address of the owner or developer, magisterial district, county, state, north point, date, scale of drawings and number of sheets. In addition, it shall reserve a blank space four (4) inches by four (4) inches in size on the plan face for the use of the approving authority.

12-405

The site plan shall be prepared to the scale of one (1) inch equals fifty (50) feet or larger; no sheet shall exceed forty-two (42) inches in size.

12-406

The site plan may be prepared on one or more sheets. If prepared on more than one sheet, match lines shall clearly indicate where the several sheets join.

12-407

Profiles shall be submitted for all sanitary and storm sewers, streets and curbs adjacent thereto, and other utilities, and shall be submitted on standard federal aid plan and profile sheets. Special studies as required may be submitted on standard cross section paper and shall have a scale of one (1) inch equals fifty

(50) feet horizontally and one (1) inch equals five (5) feet vertically. No sheet size shall exceed forty-two (42) inches. Required floodplain limit studies be shown on profile sheets with reference to properties affected and centerline of stream.

PART 5

12-500

MAJOR SITE PLAN

12-501

Unless a site plan waiver or minor site plan application has specifically been authorized pursuant to Sections 201 and 301 of this article, a major site plan is required for all other uses where site plans are required under Article 3 and Section 201 of this article. Any project with 10,000 sq.ft. or more of land disturbance will typically require a major site plan.

12-502

Application for a Major Site Plan

The following processing and application process shall be required unless waived or modified under provisions of Section 12-703 of this Ordinance.

1. Prior to the preparation and submission of any Major Site Plan, the applicant shall confer with the Director or his designee and appropriate review agencies regarding the regulations contained in the Zoning Ordinance and other applicable Ordinances. The pre-application meeting shall be scheduled pursuant to administrative procedures for such meetings as established by the Department of Community Development.
2. An application for major site plan approval shall be submitted to the Department of Community Development accompanied by copies of plans and support materials required by this Ordinance and by the rules of the Director and accompanied by the required fee. The applicant shall provide, at the time of submission, proof that all owners of property adjacent to the real property, upon which the site plan has been submitted, have been notified that a site plan has been submitted. Said notice shall include a description of the property covered by the site plan, the proposed use to be made of the property under the site plan, a statement that a copy of the proposed plan can be reviewed at the Department of Community Development, and that comments on the proposed site plan can be made to the Director of Community Development or his designee. The submission shall be considered officially filed once approved by the Director in accordance with Section 12-402 of this Ordinance.
3. The Director or his designee shall have seven (7) days to review the application, plans, and support materials in order to determine that the submission and content requirements have been met. Once the application is reviewed, written notification of the rejection of the submission shall be sent to the applicant by mail not later than ten (10) days after the date of submission. If accepted, the submission shall be officially filed. If rejected, the submission package will be returned to the applicant with a list of deficiencies which the applicant may correct. Upon review and acceptance of the corrected submission, the application shall be considered officially filed. If rejected again, the submission package will be returned as stated above.

4. The site plan or any portion thereof, involving engineering, architecture, city planning, urban design, landscape architecture or land surveying, shall be prepared by persons qualified to do such work and shall be certified by an architect, engineer, or land surveyor within the limits of their respective licenses authorizing them to practice by the State of Virginia.
5. The site plan shall show the name and address of the owner or developer, magisterial district, county, state, north point, date, scale of drawings and number of sheets. In addition, it shall reserve a blank space four (4) inches by four (4) inches in size located in the upper right hand corner on the title page for the use of the approving authority.
6. The site plan shall be prepared to the scale of one (1) inch equals fifty (50) feet or larger; no sheet shall exceed forty-two (42) inches in size.
7. The site plan may be prepared on one or more sheets. If prepared on more than one sheet, match lines shall clearly indicate where the separate sheets join.
8. Profiles shall be submitted for all sanitary and storm sewers, streets and curbs adjacent thereto, and other utilities, and shall be submitted on standard plan and profile sheets. Special studies as required may be submitted on standard cross section paper and shall have a scale of one (1) inch equals fifty (50) feet horizontally and one (1) inch equals five (5) feet vertically. No sheet size shall exceed forty-two (42) inches. Required floodplain limit studies shall be shown on profile sheets with reference to properties affected and centerline of stream.
9. A Traffic Impact Analysis (TIA) or a traffic assessment as per Section 301B of the Design Standards Manual, unless an approved unexpired TIA exists for the development proposed.

12-503

Every major site plan submission as hereafter provided shall contain the following information and specific items:

1. The type of use and zoning category (see Section 3-300 of this Ordinance) under which the proposed development is being filed, the zoning and present use of the subject and adjacent parcels, and the minimum requirements as stated in Part 4 of Article 3 of this Ordinance.
2. The general notes shall indicate whether the development is allowed by-right or whether a Special Permit or Special Exception is required. The date such permits were approved and all required conditions shall be shown on the plan. If the property is subject to zoning proffers, a copy of the zoning proffers shall also be shown on the plan. The applicant is required to explain, in written form, how the proposed site plan meets each applicable special permit and special exception condition and each proffer statement.
3. Location of tract or parcel by vicinity map at a scale of one (1) inch equals 2,000 feet, and landmarks sufficient to properly identify the location of the property.

4. A boundary survey of the tract or site plan limit, with an error of closure within the limit of one in ten thousand (10,000), related to the true meridian, showing the location and type of boundary evidence and the area of the site.
5. A certificate signed by the engineer or surveyor setting forth the source and title of the owner of the tract, the owner's name and the place of record of the last instrument in the chain of title (including deed book and page number).
6. Existing and proposed streets and easements, their names, numbers and width, existing and proposed utilities of all types, water courses and their names, owner, zoning and present use of adjoining tracts.
7. Location, type and size of ingress and egress of the site.
8. Location, type, size and height of all fencing, screening and retaining walls where required under the provisions of applicable ordinance.
9. All off-street parking and parking bays, loading spaces and walkways indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required in accordance with this Ordinance. All spaces shall have adequate space for moving and turning. Handicap parking spaces shall be in addition to parking requirements specified elsewhere in this Ordinance.
10. Number of floors, floor area, height and location of each building, and proposed general use for each building - if single family attached or multi-family, the number, size and type of dwelling units shall be shown.
11. Front elevations shall be shown to scale.
12. Existing and proposed water and sanitary sewer facilities indicating all pipe sizes, types and grades and where connection is to be made to an existing or a proposed public or central water and sewer system.
13. Adequate provision for the disposition of natural and stormwater with respect to quality and quantity. Direction and type (concentrated, sheet, etc.) of drainage from any storm water control structures. Where drainage does not discharge directly into an existing drainage-way, drainage easements where necessary shall be obtained from adjacent property owners.
14. Provision and schedule for the adequate control of erosion and sedimentation indicating proposed temporary and permanent control practices and measures which shall be implemented during all phases of clearing, grading and construction.
15. Existing topography accurately shown with a maximum of two (2) foot contour intervals at a scale of not less than fifty (50) feet to the inch.
16. Proposed finished grading by contour supplemented where necessary by spot elevations.

17. All horizontal dimensions shown on the site development plan shall be in feet and decimals of a foot to be closest to one hundredth of a foot, and all bearings in degrees, minutes and seconds to the nearest ten seconds.
18. A landscape design plan, based upon accepted professional design layouts and principles.
19. Written and signed statements from the appropriate officials concerning the availability of gas, electricity, water and sewer to the project.
20. Site plans for the expansion of an existing use on the same lot or onto an adjacent lot will show all existing facilities as well as those proposed.
21. Right-of-way lines, centerlines, departing lot lines, lot numbers, subdivision limits, limits of construction, and building location.
22. Centerline curve data, including delta radius arc and cord and tangent.
23. Radius of all curb returns to face of curb. On streets where curb and gutter are not required, indicate radius to edge of bituminous treatment.
24. Street names and state route numbers on all existing streets in vicinity.
25. The edge of proposed street surface or the face of curb, as the case may be, for full length of all streets.
26. The width of rights-of-way and all easements, and the width of surface or distance between curb faces and relation to centerline. Easements and rights-of-way of all utilities shall be clearly defined for the purpose intended, and whether they are to be publicly or privately maintained.
27. When proposed streets intersect with or adjoin existing streets or travelways, both edges of existing pavement surface or curb and gutter must be indicated for a minimum of 100 feet or the length of connection, whichever is the greater distance.
28. Existing and proposed drainage easements and the direction of drainage flow in streets, storm sewer, valley gutters, streams and sub-drainage, etc.
29. All water mains, sizes, valves, fire hydrant locations.
30. All sanitary and storm sewers and appurtenances, identifying appurtenances by type and number; the station on the plan must conform to the station shown on the profile. Indicate the top and invert elevation of such structure.
31. The contributing drainage area in acres (statistically). Show all culvert, pipe curb inlets and other entrances exclusive of driveway pipes.
32. Floodplain limits consistent with the most recent approved FEMA boundaries.

33. The location of all or any springs either within or draining to street right-of-way and indicate proposed method of treatment.
34. The location of the streams or drainage ways related to the street construction as proposed by the developer and proposed drainage ditches or stream relocation. Easements shall not be considered part of the street right-of-way. Furnish detailed typical drainage section and type of stabilization to be provided. Type of stabilization to be approved by the Director and the resident engineer for the VDOT.
35. Type or class of concrete or treated metal drainage pipe to be installed and paved roadside ditches as required.
36. Location of no-through street signs where required on cul-de-sac streets or temporary cul-de-sac streets.
37. The proper driveway entrance type, computed culvert size, and/or VDOT design designation.
38. Provision at ends of curb and gutter for erosion control.
39. Typical street sections to be used on the site development plan.
40. Symmetrical transition of pavement at intersection with existing street. Indicate road edge delineators.
41. Connection to proposed VDOT construction when necessary.
42. A minimum of two (2) datum references for elevations used on plans and profiles and correlation, where practical, to U.S. Geological Survey datum.
43. Any necessary notes that may be required to explain the intent and purposes of specific items on the plan or profile.
44. All existing individual trees (by common name) with greater than six inch caliper, tree masses covering an area of over 1,000 sq. ft. and rock outcrops with an area of over 100 sq. ft.
45. Wells on adjoining property and within five hundred (500) feet of the subject parcel's property lines shall be indicated when water on the subject parcel is to be provided by an on-site well.
46. A Type I Soil Report prepared by the Fauquier County Soil Scientist's Office or a Preliminary Soil Report prepared by a certified professional soil scientist, such reports to be consistent with the standards found in Fauquier County Subdivision Ordinance Section 9.5(C).

PART 6

12-600

**MINIMUM STANDARDS AND IMPROVEMENTS
REQUIRED**

12-601

Costs and Specifications

All improvements required by this Article shall be installed at the cost of the developer. Bonding requirements for all projects shall be governed by the most current version of Chapter 8 of the Design Standards Manual. Where cost sharing and/or reimbursement agreements between the County and the developer are appropriate, the same shall be handled as set forth in the most current version of Chapter 8 of the Design Standards Manual. The developer's performance bond shall not be released until construction has been inspected and accepted by the County and by the VDOT. Partial bond releases may be granted in accordance with Article 15.2-2241 of the Code of Virginia, 1950, as amended. The Board of Supervisors delegates the authority for bonding including bond releases, reductions and extensions to the Director of Community Development.

12-602

Bonding and Agreement

Bonding requirements for all projects shall be governed by the most current version of Chapter 8 of the Design Standards Manual. Prior to the release of any Major Site Plan there shall be executed by the owner or developer an agreement with the County to construct required physical improvements located within public right-of-way or easements or connected to any public facility, together with bond with surety approved by the Director in the amount of the estimated cost of the required physical improvements and erosion and sediment control measures. The agreement and bond or condition shall provide for completion of all work within a specified time to be determined by the Director.

12-603

Common Wall Housing

Condominium and common wall housing projects of all types shall indicate on the plat those areas reserved for rental purposes and those areas reserved for sale purposes. All common wall housing projects shall be required to submit a subdivision plat showing all lots as required by the Subdivision Ordinance of Fauquier County.

12-604

Right-of-Way Dedication

Where the adopted Comprehensive Plan for Fauquier County indicates a proposed right-of-way greater than that existing along the boundaries of the site development plan, such addition of right-of-way shall be dedicated for public use when the plan is approved. Where a site plan is presented on public streets of less than fifty (50) feet in width, additional right-of-way shall be a minimum of twenty-five (25) feet from the existing center line.

12-605

Street Standards

1. All street and highway construction standards and geometric design standards shall be in accord with those specified in Section 7-300 of the Zoning Ordinance, unless such geometric design standards have been previously modified by the Board.
2. The Board may modify street geometric design standards for local, collector and minor loop streets provided:

- A. Off-street parking sufficient to accommodate the required parking ratio is provided to complement the street system.
- B. Approval of modification is obtained from the VDOT where applicable.

12-606

Driveways, Service Roads

- 1. The pavement of vehicular traffic lanes or driveways, designed to permit vehicular travel on the site and to and from adjacent property and parking areas, shall be not less than twenty (20) feet in width. This width may be reduced to no less than eighteen (18) feet for parks in RC, RA, and R-1 Districts when, in the opinion of the Zoning Administrator, a lesser width is appropriate because of design, maintenance, or engineering factors, provided the lane or driveway design contains adequate shoulders and drainage. Notwithstanding the foregoing, when a business is co-located with a residence in a Rural Zoning District or a Residential Zoning District, the driveway may be a minimum of ten (10) feet wide with a gravel surface unless a greater width or surface treatment is required by a Special Permit or Special Exception condition.
- 2. On any site bordering a primary, arterial or interstate highway, or adjacent to an existing service road in the state highway system, the developer, in lieu of providing travel lanes or driveways that provide vehicular travel to and from adjacent parking areas and adjacent property, may dedicate where necessary and construct a service road under County and State standards for such roads. In such event, the setback requirements shall be no greater if the service road is dedicated than the setback required without the dedication, except in no instance shall a building be constructed closer than twenty (20) feet from the nearest right-of-way line.
- 3. Upon satisfactory completion, inspection and only upon application by the developer, the County shall take the necessary steps to have such service road accepted by the VDOT for maintenance.

12-607

Dead-End Streets

- 1. Dead-end streets shall be designed and constructed in accordance with Part 3 of Article 7 of the Zoning Ordinance, and may not be construed or employed as a parking bay, except as provided for in Section 12-608.2.

12-608

No Parking Signs

- 1. Where geometric design standards are modified from those required in the Zoning Ordinance as set forth in Section 12-605 above, the developer shall be responsible for the placing of "No Parking" signs on all travel lanes, driveways or streets to prohibit parking on such roads or driveways. "No Parking" signs shall be owned, controlled, and maintained by a homeowners' association (HOA), similar association, or by individual property owners.
- 2. Where cul-de-sac turnarounds are utilized under this modification, if the combined radius of the paved turnaround and shoulder is less than 55 feet, the developer shall install "No Parking" signs for the complete circle on both

sides. If the combined radius of the paved turnaround and shoulder is 55 feet or greater parking on the turnaround may be permitted.

12-609

Easements

Adequate easement shall be provided and recorded prior to site plan release, as set forth in the most current version of Chapter 2 of the Design Standards Manual. Where multiple structures or pipes are installed, the edge of the easement shall be five (5) feet clear of the outside pipes. Where easements do not follow the established lot lines, the nearest edge of any easement shall be a minimum of five (5) feet from any building.

12-610

Drainage

Adequate drainage for the disposition of storm and natural waters both on and off-site shall be provided. The extent and nature of both on-site and off-site treatment including on-site stormwater retention, where deemed appropriate and necessary, are to be determined by the developer in conference with the Director and other agencies, as applicable, and in accordance with the most current version of Chapter 2 of the Design Standards Manual. Low impact development techniques are encouraged by the County and shall be incorporated into the site and facility design when deemed appropriate by the applicant after consultation with appropriate county officials.

12-611

Erosion and Sediment Control

1. Provision shall be made for all necessary temporary and permanent erosion and sediment control measures both on and off-site, in accordance with the most current version of Chapter 11 of the County Code and Chapter 2 of the Design Standards Manual.

12-612

Utilities

1. Adequate provision shall be made by the developer for all utilities, both on-site and off-site. Design requirements shall be established by the developer in conference with the Director.
2. Percolation tests and/or other methods of soil evaluation shall be the responsibility of the developer.
3. Where a development is to be served by public or central water and/or sewerage, the availability of connections adequate to serve the proposal shall be certified by the utility prior to site plan approval. Payment in full for such connections, or other arrangements acceptable to the provider of services shall be made prior to issuance of a building permit.
4. The cost of providing reasonable and necessary sewerage, water, and drainage facilities, located outside the property limits of the land owned or controlled by the developer but necessitated or required, at least in part, by the construction or improvement of his development, shall be in accordance with Section 15.2-2243 of the Code of Virginia.

12-613

Sites for Public Facilities

1. Site development plans shall consider the provisions of suitable areas for parks, schools, open space and other public or private recreational uses, recognizing proposals for same in the Comprehensive Plan.
2. The developer shall confer with the Director and/or other appropriate public officials of the County to ascertain if and when and in what manner such areas will be reserved for and/or acquired by the Board.
3. This provision shall not be construed to preclude the dedication of any property for public use which is not included in the Comprehensive Plan, provided such property is acceptable to the County for dedication and maintenance.
4. Facilities offering services to patrons in their cars (e.g., drive-in restaurants, banks, car washes) shall include adequate provisions for queuing on-site so as not to impede other traffic.

12-614

Fire Hydrants

Adequate fire hydrants and distribution systems shall be provided by the developer in areas where central or public water systems are adequate.

12-615

Pedestrian Walk-Ways

1. Provision shall be made for sidewalks and pedestrian walk-ways which will enable patrons and/or tenants to walk safely and conveniently from one building to another within the site and to buildings and/or uses on adjacent sites as well.
2. Where feasible, pedestrian underpasses or overpasses are to be encouraged in conjunction with major vehicle routes.
3. Provision shall be made where appropriate for pedestrian walk-ways and equestrian ways in relation to private and public areas of recreation and open space, e.g., schools, parks, gardens, and areas of similar nature.
4. Connections shall be made whenever possible of all walk-ways and equestrian ways with similar facilities on adjacent development.

12-616

Landscaping, Screening

Landscape planting, screening, fences, walks, curbs, gutters and other physical improvements as required by Ordinance and the regulations of the VDOT shall be provided by the developer.

12-617

Environmental Impact

Adverse environmental impact of the development should be minimal. The criteria for determination is as follows:

1. Water supplies - The impact will be deemed excessive if the Health Officer finds that the development will jeopardize the safety of present or future water supplies or that by reason of topography, soil type and condition, surface and subsurface drainage conditions, water table, history of failures of septic systems in adjacent areas, and the extent of septic development, there appears to be doubt of the proper functioning of septic systems with respect to contamination of water supplies.
2. Lack of adequate drainage - Excessive environmental impact with respect to drainage shall be deemed to exist if surface or subsurface water retention and/or run-off is such that it constitutes a danger to the structural security of proposed dwelling units or other on-site or off-site structures. In addition, inadequate drainage shall be deemed to exist where proposed site grading and development creates harmful or damaging effects from erosion and siltation on downhill and/or downstream land and no adequate remedy is provided.
3. Tree masses and large individual trees should be preserved wherever possible.
4. Wherever possible, utility lines should be placed underground.
5. All major streams and rivers, especially those upon which flood control, water impoundment and recreation facilities are located or planned, should be left in their natural state where adequate or improved to provided for the maintenance of water quality standards.

12-618

Fencing

Appropriately designed security fencing shall be provided to surround any use where necessary for the protection of neighbors and/or the public. In applying this requirement, the character of the use in question shall be considered, as well as the current use and zoning of land in the immediate vicinity.

12-619

Maintenance

All site improvements required by this Ordinance and other regulations as shown on an approved site plan shall be maintained in a safe, serviceable and attractive condition for as long as the use initially proposed or subsequent replacement uses continue. Such improvements shall include, but are not limited to paving, drainage, water and sewerage facilities, entrances and appurtenances, grass, landscaping and screening.

12-620

Outdoor Lighting and Street Lights

Required lighting plans shall be prepared by qualified electrical engineers and shall incorporate the latest accepted design criteria. Plans shall conform with Article 9 Part 9 of this Ordinance and in addition will conform to the following:

1. Residential uses requiring Site Plan approval shall be required to provide lighting for parking areas and pathways as well as streets directly associated

with the development. Such plans will conform to current accepted standards.

2. Light sources on-site must be shielded from direct view from adjacent property and roads.
3. No light source adjacent to a state highway may be of an intensity so that it constitutes a distraction or irritant to passing traffic.
4. Commercial uses conducting regular business after dark shall have appropriate safety lighting in parking areas and along pathways leading from these areas to the buildings.

PART 7

12-700

ADMINISTRATION AND PROCEDURES

12-701

General

1. The Director shall be responsible for the receipt, review, processing and approval of site development plans.
2. The Director may request opinions and/or decisions from other agencies, divisions, or authorities of the County government; officials, departments or agencies of the Commonwealth of Virginia; or from other persons as may from time to time be retained.
3. The Director, subject to approval of the Board, may from time to time establish reasonable administrative procedures necessary for the proper administration of the Ordinance.

12-702

Administration Review of Drainage and Erosion and Sediment Control Plans

1. Preliminary and final review of drainage and erosion and sediment control plan shall be in conformance with Chapter 2 of the Design Standards Manual.
2. No site plans shall be subject to approval until approvals by reviewing agencies have been obtained by the Director.

12-703

Review and Approval

1. Site plans that conform to the standards and requirements of this Ordinance shall be approved or modified by the Director.
2. Approval, modification and approval, or disapproval of a site plan by the Director shall occur within sixty (60) days of the date a complete application was accepted in Community Development unless a longer period is otherwise allowed under state code provisions or unless the time is extended by action of the Director with the concurrence of the applicant.
3. Any requirement of this Article relating to site plan submission, preparation and processing may be waived or modified upon written petition by the Director where the applicant has established and the Director finds that strict

enforcement of this requirement is either unnecessary or would create an undue hardship provided such a waiver or modification, as requested, shall not be adverse to the purpose of the provision being waived.

4. No change, revision or erasure shall be made on any pending or final site plan or on any accompanying data sheet where approval has been endorsed on the plat or sheets unless authorization for such changes is granted in writing by the Director.
5. Approval of a site plan pursuant to this Ordinance shall expire five (5) years after the date of approval unless building permits have been obtained for construction. Extensions may be granted upon written request by the applicant to the Director prior to lapse of approval, and extension of all bond and surety agreements.
6. A site plan amendment may be filed for a previously approved site plan. To qualify as a site plan amendment, the following threshold standards must be met:
 - A. The improvements shall be minor in nature and not change the external traffic flow patterns.
 - B. The gross floor area of existing buildings shall not be increased by more than thirty-five percent (35%);
 - C. The proposed additional disturbed area shall not exceed 10,000 square feet;
 - D. The proposed revision shall only require review by the Director and will not require review and concurrence by external review agencies (i.e., Fauquier County Health Department, Fauquier County Water and Sanitation Authority, Virginia Department of Transportation, etc.) if determined necessary;
 - E. The submission requirements and accompanying documents for the site plan amendment application shall be consistent with the site plan requirements as identified in this Ordinance as follows:
 1. Zoning tabulations shall be revised, as required;
 2. Lighting;
 3. Parking;
 4. Stormwater management; and/or best management practices;
 5. Erosion and sediment control
 6. Reference shall be provided on the plan denoting the original site plan number and approval date associated with the site plan amendment;
 7. Revisions shall be highlighted on the original site plan and explained in detail within a project narrative.

Revisions beyond the threshold standards established for a site plan amendment shall require a new major or minor site plan application for review and approval by the Director, and shall follow Article 12 guidelines.

7. Any applicant aggrieved by a decision of the Director with respect to approval or denial of a site plan may appeal to the Board of Zoning Appeals within thirty (30) days of the decision. For purposes of this section the term "person aggrieved" shall mean the applicant and any person who owns real property which is located adjacent to a parcel upon which a site plan has been filed.

12-704

Public Obligation

1. The approval of a Site Development Plan or the installation of the improvements as required in this Ordinance shall not obligate the County to improvements for maintenance, repair or operation. Acceptance shall be subject to County and/or State regulations, where applicable, concerning the acceptance of each type of improvement.
2. No public easement, right-of-way or public dedication shown on any site development plan shall be accepted for dedication for public use until such proposed dedication shall first be approved by the Board and evidence of such approval shown on the instrument to be recorded.

12-705

During Construction

1. One set of approved plans, profiles and specifications shall be at the site at all times when work is being performed.
2. County and State agencies responsible for the supervision and enforcement of this Ordinance shall periodically inspect the site during the period of construction.

12-706

Completion of Required Construction

1. Upon completion of all required improvements shown on the approved site plan, the developer shall submit to the Director copies of the completed as-built site plan or building location plat certified by an engineer, architect or surveyor pursuant to administrative guidelines developed by Community Development. The "as-built site plan" shall be submitted at least one week prior to the anticipated occupancy of any building for review and approval by the Director for conformity with the approved site plan and the ordinances and the regulations of Fauquier County and state agencies. This requirement may be waived by the Director in cases in which no public facilities are required or where all public facilities are accepted by the agency which will operate same, and where no further useful purpose would be served by preparation of as-built plans.
2. Upon compliance with the terms of this Ordinance and the satisfactory completion of construction, the Director shall approve the site plan and all bonds which were furnished may be released.

12-707

Fees

A fee shall be paid for the examination and approval or disapproval of every site plan submitted. The fee shall be payable, at the time of filing, to the Treasurer of Fauquier County in the amount required by a fee schedule adopted by the Board by Resolution.

PART 8

12-800

CODE OF DEVELOPMENT SITE PLAN

12-801

Pre-Application Conference Required

Prior to the preparation or submission of any Code of Development Site Plan, the applicant shall confer with the Zoning Administrator or designee and appropriate review agencies regarding the regulations contained in the Zoning and Subdivision Ordinances and other applicable Ordinances, as well as the approved Code of Development and other Rezoning proffers for the project. The pre-application meeting shall be scheduled pursuant to administrative procedures for such meetings as established by the Department of Community Development.

12-802

Application for a Code of Development Site Plan

An application for a Code of Development Site Plan shall include:

1. Copies of plans and support materials required by this Ordinance and by the administrative rules established by the Department.
2. Required Fee.
3. Required Checklists.
4. An Acceptance Letter from Engineers & Surveyors Institute (ESI) or other agency as designated by the Department of Community Development addressing the minimum checklist quality control review of the plans prior to submission to the Department of Community Development.
5. Proof that all owners of property adjacent to the real property upon which the site plan has been submitted have been notified that a site plan has been submitted. Said notice shall include a description of the property covered by the site plan, the proposed use to be made of the property under the site plan, a statement that a copy of the proposed plan can be reviewed at the Department of Community Development, and that comments on the proposed site plan can be made to the Director of Community Development.
6. A Traffic Impact Analysis (TIA) or a traffic assessment as per Section 301B of the Design Standards Manual, unless an approved unexpired TIA exists for the development proposed under the COD Site Plan.
7. Written and signed statements from the appropriate officials concerning the availability of gas (if applicable), electricity, water and sewer to the project.

12-803

Determination of Complete Application

The Zoning Administrator shall have seven (7) days to review the application, plans, and support materials in order to determine that the submission and content requirements have been met. Once the application is reviewed, and if accepted, the submission shall be considered officially filed seven days after the submission. If rejected, written notification of the rejection of the submission shall be sent to the applicant not later than ten (10) days after the date of submission, and the submission package will be returned to the applicant with a list of deficiencies which the applicant shall correct. Upon review and acceptance of the corrected submission, the application shall be considered officially filed. If rejected again, the submission package will be returned as stated above.

12-804

Preparer Requirements

The site plan or any portion thereof, involving engineering, architecture, city planning, urban design, landscape architecture or land surveying, shall be prepared by persons qualified to do such work and shall be certified by an architect, engineer, or land surveyor within the limits of their respective licenses authorizing them to practice by the State of Virginia.

12-805

General Format Requirements

1. The site plan shall be prepared to the scale of one (1) inch equals fifty (50) feet or larger; no sheet shall exceed 24" by 36" in size.
2. The site plan may be prepared on one or more sheets. If prepared on more than one sheet, match lines shall clearly indicate where the separate sheets join.
3. The plans shall bear the stamp and signature of the engineer or surveyor designing said plans on each page of the plans.
4. The plans shall provide a scale and date of last revision on each page of the drawings.
5. All horizontal dimensions shown on the site development plan shall be in feet and decimals of a foot to be closest to one hundredth of a foot, and all bearings in degrees, minutes and seconds to the nearest ten seconds.
6. Profiles shall be submitted for all sanitary and storm sewers, streets and curbs adjacent thereto, and other utilities, and shall be submitted on standard plan and profile sheets. Special studies as required may be submitted on standard cross section paper and shall have a scale of one (1) inch equals fifty (50) feet horizontally and one (1) inch equals five (5) feet vertically. No sheet size shall exceed 24" by 36". Required floodplain limit studies shall be shown on profile sheets with reference to properties affected and centerline of stream.

Required Information on Code of Development Site Plans

1. The following information shall be shown on the title page:
 - a. Name and address of the owner or developer.
 - b. Name and address of the engineering firm preparing the plans.
 - c. Stamp and signature of the engineer/surveyor who prepared the plans.
 - d. Name and section of subdivision, if applicable.
 - e. Sheet index of plans/pages.
 - f. Present zoning, parcel identification number.
 - g. Tabulation of all proposed uses, including square footage and, for residential uses, the number, size and types of dwelling units.
 - h. Tabulation of required and proposed parking.
 - i. Magisterial district, county, state, north point, date, scale of drawings.
 - j. A blank space four (4) inches by four (4) inches in size located in the upper right hand corner on the title page shall be reserved for the use of the approving authority.
 - k. Vicinity map, with north arrow, at a scale of one to two thousand (1"=2000') showing the relationship of the proposed subdivision to the adjoining property. The map should show all adjoining roads, their names and numbers, town/county boundaries, and subdivisions, and other landmarks within a one mile radius of the proposed development.
 - l. Date of plan.
2. A boundary survey of the tract or site plan limit, with an error of closure within the limit of one in ten thousand (10,000), related to the true meridian using the Virginia State Plane coordinate system, showing the location and type of boundary evidence and the area of the site.
3. A certificate signed by the engineer or surveyor setting forth the source and title of the owner of the tract, the owner's name and the place of record of the last instrument in the chain of title (including deed book and page number).
4. Owner, zoning and present use of adjoining tracts.
5. Proposed lot lines and lot sizes.
6. Existing and proposed buildings, and their uses and setbacks.
7. Number of floors, footprint and height of each building.
8. Water courses and their names.
9. 100-Year Floodplain limits as most recently approved by FEMA.
10. Existing topography accurately shown with a maximum of two (2) foot contour intervals.

11. Proposed finished grading by contour with a maximum of two (2) foot contour intervals, supplemented where necessary by spot elevations.
12. Existing and proposed streets, alleys, travelways and sidewalks, including plan view, profiles, culverts, bridges and roadway sections.
13. Right-of-way lines, centerlines, departing lot lines, lot numbers, subdivision limits, limits of construction, and building location.
14. Centerline curve data, including delta radius arc and cord and tangent.
15. Radius of all curb returns to face of curb. On streets where curb and gutter are not required, indicate radius to edge of bituminous treatment.
16. Street names and state route numbers on all existing streets in vicinity.
17. The edge of proposed street surface or the face of curb, as the case may be, for full length of all streets.
18. The width of rights-of-way and all easements, and the width of surface or distance between curb faces and relation to centerline. Easements and rights-of-way of all utilities shall be clearly defined for the purpose intended, and whether they are to be publicly or privately maintained.
19. When proposed streets intersect with or adjoin existing streets or travelways, both edges of existing pavement surface or curb and gutter must be indicated for a minimum of 100 feet or the length of connection, whichever is the greater distance.
20. Existing and proposed drainage easements and the direction of drainage flow in streets, storm sewer, valley gutters, streams and sub-drainage, etc.
21. All water mains, sizes, valves, fire hydrant locations.
22. All sanitary and storm sewers and appurtenances, identifying appurtenances by type and number; the station on the plan must conform to the station shown on the profile. Indicate the top and invert elevation of such structure.
23. The contributing drainage area in acres (statistically). Show all culvert, pipe curb inlets and other entrances exclusive of driveway pipes.
24. Type or class of concrete or treated metal drainage pipe to be installed and paved roadside ditches as required.
25. Location of no-through street signs where required on cul-de-sac streets or temporary cul-de-sac streets.
26. The proper driveway entrance type, computed culvert size, and/or VDOT design designation.

27. Provision at ends of curb and gutter for erosion control.
28. Street sections.
29. Symmetrical transition of pavement at intersection with existing street. Indicate road edge delineators.
30. Connection to proposed VDOT construction when necessary.
31. The location of all or any springs either within or draining to street right-of-way and indicate proposed method of treatment.
32. The location of the streams or drainageways related to the street construction as proposed by the developer and proposed drainage ditches or stream relocation. Easements shall not be considered part of the street right-of-way. Furnish detailed typical drainage section and type of stabilization to be provided. Type of stabilization to be approved by the Zoning Administrator and the resident engineer for VDOT.
33. Location, type and size of ingress and egress to and from the site. All off-street parking and parking bays, loading spaces and walkways indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required in accordance with the approved Code of Development.
34. Existing and proposed water and sanitary facilities, including all pipe sizes, types and grades, and where connection is to be made to an existing or a proposed public or central water and/or sewer system.
35. Existing and proposed utilities of all other types.
36. Adequate provision for the disposition of natural and stormwater with respect to quality and quantity in accordance with the Fauquier County Design Standards Manual. Direction and type (concentrated, sheet, etc.) of drainage from any stormwater control structures. Where drainage does not discharge directly into an existing drainageway, drainage easements where necessary shall be obtained from adjacent property owners.
37. Provision for the adequate control of erosion and sedimentation indicating proposed temporary and permanent control practices and measures which shall be implemented during all phases of clearing, grading and construction in accordance with the Fauquier County Design Standards Manual.
38. A Type I Soil Report prepared by the Fauquier County Soil Scientist's Office or a Preliminary Soil Report prepared by a certified professional soil scientist, such reports to be consistent with the standards found in Fauquier County Subdivision Ordinance Section 9.5(C).

39. Where hydric soils have been identified by the soil report, evidence of a jurisdictional determination of wetlands and all wetland permits required by law shall be provided.
40. Site plans for the expansion of an existing use on the same lot or onto an adjacent lot will show all existing facilities as well as those proposed.
41. A minimum of two (2) datum references for elevations used on plans and profiles and correlation, where practical, to U.S. Geological Survey datum.
42. Any necessary notes that may be required to explain the intent and purposes of specific items on the plan or profile.
43. A landscape design plan, based upon accepted professional design layouts and principles.
44. All existing individual trees (by common name) with greater than six inch caliper, tree masses covering an area of over 1,000 sq. ft. and rock outcrops with an area of over 100 sq. ft.
45. Wells on adjoining property and within five hundred (500) feet of the subject parcel's property lines shall be indicated when water on the subject parcel is to be provided by an on-site well.
46. Location, type, size and height of all fencing, screening and retaining walls where required under the provisions of applicable ordinance.

12-807

Minimum Standards and Improvements Required

1. Approved Rezoning: All site plans shall fully conform to the approved rezoning for the property, including the General Development Plan, Code of Development and Proffers.
2. Costs and Specifications
All improvements required by this Article shall be installed at the cost of the developer. Where cost sharing and/or reimbursement agreements between the County and the developer are appropriate, the same shall be handled as set forth in the most current version of Chapter 8 of the Design Standards Manual except as may otherwise specifically be approved in the development's proffers or Code of Development.
3. Bonding
Bonding requirements for all projects shall be governed by the most current version of Chapter 8 of the Design Standards Manual. Prior to the release of any Code of Development Site Plan there shall be executed by the owner or developer an agreement with the County to construct required physical improvements located within public right-of-way or easements or connected to any public facility, together with bond with surety approved by the Director in the amount of the estimated cost of the required physical improvements and erosion and sediment control measures as determined by

the Director. The agreement and bond or condition shall provide for completion of all work with a specified time to be determined by the Director. The developer's performance bond shall not be released until construction has been inspected and accepted by the County and by VDOT or other public agency. Partial bond releases may be granted in accordance with Article 15.2-2241 of the Code of Virginia, 1950, as amended. The Board of Supervisors delegates the authority for bonding including bond releases, reductions and extensions to the Director of Community Development.

4. Public Street Acceptance

Upon satisfactory completion, inspection and only upon application by the developer, the County shall take the necessary steps to have public streets accepted by VDOT for maintenance.

5. Easements

Adequate easements shall be provided and recorded prior to site plan release, as set forth in the most current version of Chapter 2 of the Design Standards Manual. Where multiple structures or pipes are installed, the edge of the easement shall be five (5) feet clear of the outside pipes. Where easements do not follow the established lot lines, the nearest edge of any easement shall be a minimum of five (5) feet from any building.

6. Drainage

Adequate drainage for the disposition of storm and natural waters both on and off-site shall be provided. The extent and nature of both on-site and off-site treatment including on-site stormwater retention, where deemed appropriate and necessary, shall be consistent with the concepts set forth in the approved rezoning and in accordance with the most current version the Design Standards Manual. Low impact development techniques are encouraged by the County and shall be incorporated into the site and facility design when deemed appropriate by the applicant after consultation with appropriate County officials.

7. Erosion and Sediment Control

Provision shall be made for all necessary temporary and permanent erosion and sediment control measures both on and off-site, in accordance with the most current version of Chapter 11 of the County Code and Chapter 2 of the Design Standards Manual.

8. Utilities

A. Adequate provision shall be made by the developer for all utilities, both on-site and off-site. Design requirements shall be consistent with the Code of Development.

B. Percolation tests and/or other methods of soil evaluation shall be the responsibility of the developer.

C. Where a development is to be served by public or central water and/or sewerage, the availability of connections adequate to serve the proposal shall be certified by the utility prior to approval of the Code of

Development Site Plan. Payment in full for such connections, or other arrangements acceptable to the provider of services shall be made prior to the issuance of a building permit.

D. The cost of providing reasonable and necessary sewerage, water, and drainage facilities, located outside the property limits of the land owned or controlled by the developer but necessitated or required, at least in part, by the construction or improvement of his development, shall be in accordance with Section 15.2-2243 of the Code of Virginia.

9. Fire Hydrants

Adequate fire hydrants and distribution systems shall be provided by the developer in areas where central or public water systems are adequate.

10. Maintenance

All site improvements required by this Ordinance and other regulations as shown on an approved site plan shall be maintained in a safe, serviceable and attractive condition for as long as the use initially proposed or subsequent replacement uses continue. Such improvements shall include, but are not limited to paving, drainage, water and sewerage facilities, entrances and appurtenances, grass, landscaping and screening.

11. Outdoor Lighting and Street Lights

Required lighting plans shall be prepared by qualified electrical engineers and shall incorporate the latest accepted design criteria. Plans shall conform with Article 9 Part 9 of this Ordinance and the approved Code of Development for the project.

12-808

Administration and Procedures

1. The Zoning Administrator shall be responsible for the receipt, review, processing and approval of Code of Development Site Plans.
2. The Zoning Administrator may request opinions and/or decisions from other agencies, divisions, or authorities of the County government; officials, departments or agencies of the Commonwealth of Virginia; or from other persons as may from time to time be retained. No site plans shall be subject to approval until approvals by reviewing agencies have been obtained by the Zoning Administrator.
3. The Zoning Administrator, subject to approval of the Board, may from time to time establish reasonable administrative procedures necessary for the proper administration of the Ordinance.

12-809

Review and Approval

1. Code of Development Site Plans that conform to the standards and requirements of this Ordinance shall be approved or modified by the Zoning Administrator.
2. Approval, modification and approval, or disapproval of a Code of

Development Site Plan by the Zoning Administrator shall occur within sixty (60) days of the date a complete application was accepted in Community Development unless a longer period is otherwise allowed under state code provisions or unless the time is extended by action of the Zoning Administrator with the concurrence of the applicant.

3. Any requirement of this Article relating to Code of Development Site Plan submission, preparation and processing may be waived or modified by the Zoning Administrator upon written petition by the applicant upon a finding by the Zoning Administrator that strict enforcement of this requirement is either unnecessary or would create an undue hardship provided such a waiver or modification, as requested, shall not be adverse to the purpose of the provision being waived.
4. Approval of a Code of Development Site Plan pursuant to this Ordinance shall expire five (5) years after the date of approval unless building permits have been obtained for construction. Extensions may be granted upon written request by the applicant to the Zoning Administrator prior to lapse of approval, and extension of all bond and surety agreements.
5. Any person aggrieved by a decision of the Zoning Administrator with respect to approval or denial of a Code of Development Site Plan may appeal to the Board of Zoning Appeals within thirty (30) days of the decision. If the appeal relates to the a determination of compliance with the Code of Development or other Proffer, the appeal shall be made within thirty (30) days to the Board of Supervisors. For purposes of this section the term "person aggrieved" shall mean the applicant and any person who owns real property that is located adjacent to a parcel upon which a site plan has been filed.

12-810

Public Obligation

1. The approval of a COD Site Plan or the installation of the improvements as required in this Ordinance shall not obligate the County to improvements for maintenance, repair or operation. Acceptance shall be subject to County and/or State regulations, where applicable, concerning the acceptance of each type of improvement.

12-811

During Construction

1. One set of approved plans, profiles and specifications shall be at the site at all times when work is being performed.
2. County and State agencies responsible for the supervision and enforcement of this Ordinance shall periodically inspect the site during the period of construction.

12-812

Completion of Required Construction

1. Upon completion of all required improvements shown on the approved COD Site Plan, the developer shall submit to the Zoning Administrator copies of

the completed as-built site plan or building location plat certified by an engineer, architect or surveyor consistent with the Department's administrative guidelines. The "as-built site plan" shall be submitted at least one week prior to the anticipated occupancy of any building for review and approval by the Zoning Administrator for conformity with the approved COD Site Plan and the Ordinances and the regulations of Fauquier County and state agencies. This requirement may be waived by the Zoning Administrator in cases in which no public facilities are required or where all public facilities are accepted by the agency which will operate same, and where no further useful purpose would be served by preparation of as-built plans.

2. Upon compliance with the terms of this Ordinance and the satisfactory completion of construction, the Zoning Administrator shall prepare a certificate of approval and all bonds which may have been furnished may be released.

12-813

Fees

A fee shall be paid for the examination and approval or disapproval of every site plan submitted. The fee shall be payable, at the time of filing, to the Treasurer of Fauquier County in the amount required by a fee schedule adopted by the Board by Resolution.

12-814

Amendments to Approved Code of Development Site Plans

An amendment to an approved Code of Development Site Plan may be filed in lieu of a new Code of Development Site Plan where the application meets the thresholds set out for other Site Plans in Section 12-703.6.

12-815

Waiver of Code of Development Site Plan Requirement

A Waiver of the Code of Development Site Plan requirement may be approved by the Zoning Administrator in lieu of a Code of Development Site Plan where the application meets the thresholds set out for other Site Plans in Section 12-301.