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When must the PC make its decisions?

The deadlines for decisions by the Planning Commission vary depending on the type of application. The Commission must take action on Preliminary Plats within 60 days of a complete filing, although more time is given when state agency review is required. For Rezonings, the Commission must make a recommendation to the Board within ninety (90) days after the date of the last public hearing or within one hundred eighty (180) days of filing. For Special Exceptions, the Commission must render a recommendation to the Board no later than the next regular meeting following its first public hearing, unless an extended time period is mutually agreed to by the applicant.

How can I learn more about the PC?

For more information on the Planning Commission visit the County Website at <http://www.fauquiercounty.gov/government/committees/planningcomm/>, or call 540-422-8210. Applications, agency comments and staff reports are available for public review on the third floor of the Warren Green Building, 10 Hotel Street, Warrenton.

FAUQUIER COUNTY

DEPARTMENT OF
COMMUNITY DEVELOPMENT

PLANNING DIVISION

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Additional information available online at
www.fauquiercounty.gov

Planning Commission



FAUQUIER COUNTY

DEPARTMENT OF COMMUNITY
DEVELOPMENT

03/2014

What is the Planning Commission?

The Fauquier County Planning Commission (PC) is an appointed body charged with advising the Board of Supervisors on all matters related to the orderly growth and development of the County. The primary tasks of the Commission are to advise the Board of Supervisors on:

- The Comprehensive Plan;
- Applications for Rezoning and Special Exceptions;
- Amendments to the Zoning Ordinance and Subdivision Ordinance;
- The Capital Improvements Program (CIP); and
- Agricultural and Forestal Districts.

The Planning Commission also reviews and approves Preliminary Plats and some Subdivision Waivers, and determines if public facilities are in conformance with the Comprehensive Plan.

The five members of the Planning Commission represent each of the five Magisterial Districts in the County and are appointed by the Board of Supervisors. Commissioners serve four year terms.

When does the PC meet?

The Planning Commission meets on the last Thursday of the month. The regular public meeting begins at 6:30 p.m. A work session is held, generally in the afternoon, prior to the public meeting. The Planning Commissioners often make site visits, and these are posted on the County calendar.

Where does the PC meet?

Typically, the PC meets in the Warren Green Building at 10 Hotel Street, Warrenton. The work



sessions take place in the second floor conference room; public hearings are held in the first floor meeting room of the Warren Green Building.

What does the PC do?

The Planning Commission holds public hearings on amendments to the Comprehensive Plan, applications for Rezoning and Special Exceptions, amendments to ordinances, the CIP, and the location of new public facilities. Before public hearings take place, county staff notifies by mail landowners who adjoin the property that is subject to a Rezoning or Special Exception request. The County also places advertisements in the local newspaper indicating all items in the Commission's public hearing agenda and the date, time and location of the public hearing.

The Planning Commission considers Preliminary Plats for subdivisions at its regular meeting. County staff notifies by mail landowners who adjoin the property that is subject to a Preliminary Plat.

The Planning Commission also holds work sessions on a variety of topics as part of its responsibility to provide planning advice to the Board of Supervisors. Recent work sessions have been held on the topics of Telecommunications, Green Infrastructure, and Changes in the Agriculture Industry.

What takes place during work sessions, public meetings and public hearings?

During work sessions, Commissioners discuss among themselves the items that will be on their regular meeting agenda and public hearing agenda. Individuals with applications before the Planning Commission and members of the public do not comment during work sessions, unless asked to do so by the Commission. During topic based work sessions, the Commissioners often hear from experts before their discussions. Work sessions are open to the public.

During the regular public meeting, the Commission considers Preliminary Plats and any other item not requiring a public hearing. Staff may present to the Commission, but no public comments are received.

Following the regular public meeting, the Planning Commission holds public hearings on agenda items requiring such hearings by the Zoning Ordinance or Code of Virginia. Any person may comment during public hearings. Speakers are asked to limit their remarks to three minutes.

How do public hearings operate?

Public hearings begin with a staff member providing an overview of the item under consideration. After this, if there is an applicant, time is given for the applicant to comment on their application. At this point, any person may comment on the item. After reviewing the item and receiving public comments, the Commission makes a recommendation to the Board of Supervisors.