



**DEVELOPMENT ADVISORY – Number: 2**  
**May 17, 2006**

**Electronic Preliminary Plan and Subdivision Plat Submittals**

Effective July 1, 2006 the city will begin requiring electronic copies of all preliminary subdivision plans submitted to the Planning Department, and subdivision plats submitted to Public Works. In addition subdivision plats must include the Public Works account number within/or adjacent to the legend. The City will use the electronic plans for planning and analysis mandated by the LOS policy. This will also allow the City to better plan and coordinate public facilities by reflecting existing and proposed developments within the City's Geographic Information System (GIS). The electronic copies of plats will assist both Public Works in performing their construction administration functions, and the Real Estate Assessor's office map and assign tax map numbers. For the development community, consultants will have access to the additional mapping and TMNs will be assigned more efficiently. All these changes will assist the City in better tracking the variety of proffers made with conditional rezoning applications. The changes will be formalized by modifying the preliminary subdivision application, and the Public Facilities Manual. The following requirement will be added to PFM Chapter 4:

**4.2 Prior to Approval of a subdivision Plat (7/06)**

- A. An electronic copy of the plat must be provided in a GIS compatible format, which includes AutoCAD and Microstation.**
- B. The Public Works Subdivision Account Number (i.e, 052010 01) assigned to the individual plat must be included within or adjacent to the title block on the plat.**

If you have any questions or comments about this matter, please contact Jay Tate at [jtate@cityofchesapeake.net](mailto:jtate@cityofchesapeake.net).

**Chesapeake Bay Preservation Area Program**

On December 12, 2005, the Chesapeake Bay Local Assistance Board found the City of Chesapeake's amended Phase 1 program (City Code regulations) and Phase 2 program (Comprehensive Plan Goals and Objectives) to be fully consistent with § 10.1-2109 of the Chesapeake Bay Preservation Act and § 9 VAC 10-20-60 of the Chesapeake Bay Preservation Designation and Management Regulations.

## **Nonconforming Lots in the R-6 and R-SFA Zoning Districts**

On February 22, 2006, City Council adopted amendments to the City's Zoning Ordinance regarding new construction on nonconforming lots primarily in the R-6 and R-SFA zoning districts. The ordinance reduces setback requirements through a sliding scale dependent on existing lot width, increases the maximum lot coverage for nonconforming lots, reduces maximum building height for buildings on lots less than thirty-seven (37) feet, and requires that nonconforming contiguous lots under the same ownership and that have a lot width of less than forty feet as of February 22, 2006, be merged into one lot. One building permit can be obtained for each merged lot. Merged lots can be resubdivided as long as each lot meets minimum lot dimensions standards, except in R-6 and R-SFA. A merged lot in the R-6 and SFA districts may be resubdivided as long as a minimum lot width of thirty-seven (37) feet is provided for each lot and the minimum lot depth is not altered. Exemptions and exceptions under the Chesapeake Bay Preservation Area regulations cannot be approved for lots affected by this ordinance unless the lots are brought into compliance with the ordinance through an approved subdivision or resubdivision. The ordinance is available by visiting the Planning Department website at <http://cityofchesapeake.net/services/depart/planning/index.shtml>. Questions regarding the issuance of building permits and interpretation of the ordinance should be directed to Tim Davis, Zoning Administrator, at 382-8454. Questions regarding the resubdivision and subdivision of property should be directed to Bobbie Gordon, Subdivision Planner, at 382-6176.

## **Personnel Changes**

- **Amy Ring**, former Principal Planner in the Planning Department, has accepted the Assistant Planning Director position in Isle of Wight County. Amy's primary responsibilities have been distributed to the following people until a replacement can be hired. All of the following can be reached by calling 382-6176:

Chesapeake Bay Preservation Area program: Scott Meyer

Design Guidelines Manual project: Karen Shaffer

Open Space and Agricultural Preservation Program: Jaleh Shea

Other Comprehensive Planning Environmental Programs: Jaleh Shea

- **Bobbie Gordon**, Subdivision Planner, has retired after 34 years of service. In the interim, Lee Dydiw, Senior Planner, will be assuming Bobbie's subdivision plat review responsibilities.
- **Steve Adams**, Development Review Engineer, has relocated to the Richmond, Virginia area and taken a position with VDOT. Mike Benda will be assuming Steve's responsibilities for reviewing preliminary subdivisions, rezonings, and use permits.

## **Handicap Ramp Standard Update**

The City is currently reviewing the existing standard for Handicap Ramps to insure compliance with VDOT and ADA. The city is currently allowing the truncated dome cast-in-place tile. There will be a new standard proposed that will provide construction of the handicap ramps within standard right-of-way widths. If anyone has a suggested standard please contact Tom Crawford at [tcrawford@cityofchesapeake.net](mailto:tcrawford@cityofchesapeake.net) .

## **2006-07 Operating Budget Fee Changes**

The following fee and rate changes were approved with the 2006-07 operating budget. These rates will take effect July 1, 2006.

	<b><u>Existing</u></b>	<b><u>New</u></b>
Residential Land Disturbing Permit	\$15.00	\$30.00
Utility Right-Of-Way Permit	\$30.00	\$50.00
Moving & Hauling Permit – Single	\$50.00	\$75.00
Moving & Hauling Permit – Blanket	\$150.00	\$250.00
Development Inspection Hourly Rate	\$50.95	\$55.56
Special Event Permit – Block Party	\$0.00	\$10.00
Special Event Permit – Parade	\$0.00	\$100.00