

7.0 Implementation Plan

This document spells out concrete actionable steps required to implement the Comprehensive Plan. The actionable steps come in various forms: The Implementation Plan includes an Action List, Action Timeline, and Monitoring and Tracking Program.

The **Action List** categorizes tasks into main goal topics, including, but not limited to, Land Use, Transportation, and Housing. The goals objectives and policies in Chapter 2 of the Plan relate to the updating of **Comprehensive Plan elements**, amending **land development ordinances**, and carrying out **short term projects** and **ongoing programs** to implement the goals of the Plan.

The Plan includes an **Action List Timeline** that expands on the Action List by prioritizing the tasks with timing and completion dates, and identification of responsible parties.

A final but important step in Implementation is **Tracking and Measuring** the County's progress toward the established goals, objectives, and policies.

A. ACTION LIST

LAND USE (LU):

- LU1) Area concept plans should be developed for each of the Targeted Development Areas (TDAs) that follow the guiding principles in the policies and recommendations within the Land Use Plan. The order in which the Plans will be developed needs to be prioritized. (2.2.5 – 2.2.9, 2.7.1).

- LU2) Growth Management/Rural Preservation
 - (a) Continue support of the County's Purchase of Development Rights program and other land conservation programs (2.2.2, 2.6.2).
 - (b) Encourage private landowner dedication of conservation easements through the education of programs available and resultant benefits (2.6.3).
 - (c) Establish a program to monitor the effectiveness of development regulations in focusing residential development into the Urban Services Area by tracking the location of new development (2.10).

LU3) Short-term Projects

- (a) Amend the Zoning Ordinance to clean up inconsistencies, bring into accordance with the State Code, and consider recommendations of the Comprehensive Plan. Amendments to the Zoning Ordinance may require a phased approach.
- (b) Amend the Subdivision Ordinance to clean up inconsistencies and bring into accordance with the State Code.
- (c) Establish standards for Impact Statements to be required for new development projects (3.5.1 and 3.5.2).

LU4) Ongoing Programs

- (a) Review development proposals for compliance with goals of the plan (2.1.1 – 2.1.3).
- (b) Notify Marine Corps Base Quantico on any proposed water and sewer line extensions outside the USA and within 5 miles of the Base (5.8.8).

ENVIRONMENTAL (EN):

EN1) Create a Master Environmental Plan that consolidates the following planning documents (Objective 4.10):

- Regional SWM/Reservoir Protection Plan
- Shoreline Area Management Plan
- Chesapeake Bay Preservation Area Plan
- Wildlife Habitat Protection Plan
- Groundwater Resource Protection Plan

EN2) SWM/Reservoir Protection

- (a) Amend and integrate the Regional SWM/Reservoir Protection Plan into a Master Environmental Plan.
- (b) Amend the Stormwater Management Ordinance (4.3.1).
- (c) Establish a Reservoir Overlay District Ordinance (4.3.9).
- (d) Amend the Erosion Control Ordinance to update erosion control methods and enforcement procedures as new technology becomes available (4.3.5).
- (e) Study and evaluate the need for the establishment of a stormwater utility (4.3.1).
- (f) Retrofit older stormwater management facilities to improve the quality of stormwater runoff (4.3.6).
- (g) Establish reservoir pre-treatment monitoring programs (4.3.8).

EN3) Shoreline Area Management

- (a) Amend and integrate the Shoreline Area Management Plan into a Master Environmental Plan.
- (b) Evaluate the need to amend the Wetlands Ordinance.

- EN4) Chesapeake Bay Preservation Area
- (a) Amend and integrate the Chesapeake Bay Preservation Area Plan into a Master Environmental Plan.
 - (b) Evaluate the need to incorporate guidelines to minimize impacts of storm surge and sea level rise (4.4.4 and 4.4.5).
- EN5) Groundwater Resources
- (a) Amend and integrate the Groundwater Resource Protection Plan into a Master Environmental Plan.
 - (b) Establish a Groundwater Management ordinance (4.3.9).
 - (c) Create monitoring program for surface and groundwater resources (4.3.8).
- EN6) Establish tree cover requirements for new development (4.5.1).
- EN7) Provide ongoing education to the public about “green programs” and federal and state mandates (4.1.2).

TR - TRANSPORTATION:

- TR1) Update the County’s traffic model and utilize in the development of the Transportation Implementation Plan.
- TR2) Bike and Pedestrian Facilities Plan
- (a) Update this element of the Comprehensive Plan to identify new pedestrian networks and identify intra- and inter-county bike networks (7.3.3).
 - (b) As part of the development of the Plan, explore the potential for bicycle and pedestrian trails to be in pipeline, electrical, or other easements to provide connectivity between open space and neighborhoods (7.3.5).
- TR3) Multi-modal Transportation
- (a) Amend the County’s development regulations to establish incentives for development proposals that support alternative modes of transportation (7.2.1).
 - (b) Support the expansion of transit in the USA and TGAs (7.2.2).
 - (c) Support and promote regional rideshare and para-transit programs (7.2.3).
- TR4) Ongoing Programs
- (a) Maintain the county-wide traffic model for use in evaluating any potential amendments to the Land Use Plan or future comprehensive updates.
 - (b) Conduct transportation impact assessments on any new or expanded roads proposed outside of the USA to evaluate their potential for increased development as result of the improvement (2.8.3).
 - (c) Support alternative routes to relieve congested corridors (7.4.5).

UTILITIES (U):

- U1) Update the Master Water and Sewer Plan to determine the need for modifications or additions to projected future water and sewer facilities based on the future growth patterns envisioned in the land use plan.
- U2) Evaluate the need to amend the Water Supply Study element of the Comprehensive Plan in conjunction with the update to the Master Water and Sewer Plan.
- U3) Evaluate the need to amend the Utilities Ordinance for compliance with the goals, objectives, and policies in the Comprehensive Plan.

OTHER COMMUNITY FACILITIES AND INFRASTRUCTURE (CF):

- CF1) Update the Telecommunications Plan to ensure the provision of broadband and wireless services with minimal impact to residents while accommodating current and developing technology needs.
- CF2) Amend the Parks and Recreation Facilities Master Plan element of the Comprehensive Plan to plan for the current and projected facility needs (5.7.4). Amendments should consider incorporation of natural areas and low-impact uses (4.7.1), and identification of gaps in park locations (5.7.1).
- CF3) Review and adopt the Capital Improvement Program on an annual basis.
- CF4) Review, modify and/or expand on the Level of Service Standards that are included as part of the "Comprehensive Plan 2016-2036".
- CF5) Educate citizens that areas outside the USA may have limited services.

HOUSING (H):

- H1) Affordable Housing
 - (a) Provide ongoing support to Regional Affordable Housing Efforts (6.1.1).
 - (b) Establish incentives for the development of affordable housing (6.2.1).
 - (c) Modify proffer guidelines to provide credits for affordable housing (6.1.2.).
 - (d) Consider adopting a local ordinance to waive specified application fees for affordable housing as permitted by State Code. (6.1.3).
 - (e) Identify publicly owned lands that could be redeveloped as housing for public employees (6.2.2).

- H2) Ongoing Programs
 - (a) Maintain and update population and housing data.
 - (b) Promote housing choice by encouraging the inclusion of Universal Design features into new residential uses (6.3.4).

PUBLIC SAFETY (PS):

- PS1) Amend the Public Safety Plan element of the Comprehensive Plan to reflect the current needs of the community.
- PS2) Amend the Zoning Ordinance to establish a military impact overlay district with regulations pertaining to density of development, noise reduction and disclosure and height of structures (5.8.1 – 5.8.6).
- PS3) Establish engineering requirements for development to minimize geotechnical hazards (5.3.2).
- PS4) Resource Sustainability
 - (a) Encourage active agriculture uses through land use management practices such as TDRs, PDR's, conservation easements, and cluster development. (5.1.1).
 - (b) Promote creation of a farmer's market, agri-tourism and community gardens (5.1.2).
 - (c) To ensure adequate energy resources, educate the public on energy conservation measures (5.1.3).
- PS5) Ongoing Programs
 - (a) Work with utilities to mark easements and educate the public regarding safety measures (5.5.2).
 - (b) Educate the public on flooding awareness, tidal water rise and storm surge (5.4.1).
 - (c) To protect drinking water resources, educate the public regarding proper use of fertilizers and pesticides (5.2.6).

FISCAL RESPONSIBILITY (FR):

- FR1) Financial Impact Model
 - (a) Adopt a Financial Impact Model as a new element of the Comprehensive Plan (3.4.1).
 - (b) Prepare an annual update to the Financial Impact Model (3.4.1).
- FR2) Develop, amend, or repeal proffer guidelines pursuant to the latest State Code legislation (3.7.7).
- FR3) Transportation Impact Fees
 - (a) Recalculate transportation impact fees on an annual basis (3.7.6).
 - (b) Continue collection of Transportation Impact Fees (3.7.2).

- FR4) Maintain an up-to-date assessment of the capital costs of development (3.7.1).
- FR5) Base Annual CIP decisions on the Public Facilities Plan and proximity to the USA and UDA.

CULTURAL RESOURCES (CR):

- CR1) Cultural Resources Management
- (a) Adopt a Cultural Resources Master Plan as an element of the Comprehensive Plan (9.1.1).
 - (b) Establish a Historic Preservation Ordinance that incorporates the recommendations of the Cultural Resources Master Plan (9.1.3).
 - (c) Place protective easements on County owned property with cultural resources (9.2.3).
 - (d) Establish a long-term management and stewardship program for county-owned property with cultural resources (9.2.1).
 - (e) Educate citizens about federal state and local incentives for the long-term preservation of heritage resources (9.1.7).
- CR2) Update design guidelines for historic districts and historic gateway corridors (9.1.8).
- CR3) Maintain and update the county-wide cultural resources inventory as resources are discovered (9.1.2).

ECONOMIC DEVELOPMENT (ED):

- ED1) Economic Development Plan
- Incorporate land use incentives into the Economic Development Plan to promote alternative rural economic development (1.3.1)

B. ACTION LIST TIMELINE

This section serves to prioritize all of the recommended actions in the Plan. Projects are categorized in either the short term (year 1 or 2), mid-term, long term, or a combination. The corresponding action number is included before each action for reference.

* See Key to abbreviations on page 7-16.

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: | |
|-----------------|-----------------------------|---|--------------------------------|--------|----------|--------|--------|-----------|--------------|----------------------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | | |
| LAND USE | LU1) | Adopt Individual Targeted Development Area Concept Plans (1.2.5 – 1.2.9, 1.7.1) | P&Z / PRCF / PC / BOS | XXXX | XXXX | XXXX | | | | 12/31/2024 |
| | LU2)(a) | Support the County PDR program | Co Admin / P&Z / Ag Comm/BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | LU2)(b) | Educate Landowners on land conservation programs | P&Z / COR / Public Information | | XXXX | | XXXX | | XXXX | Ongoing - every other year |
| | LU2)(c) | Track location of new development to Monitor effectiveness of regulations | P&Z/PW | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | LU3)(a) | Zoning Ordinance - Comprehensive re-write | P&Z / PC / BOS | | XXXX | XXXX | | | | 12/31/2024 |
| | LU3)(b) | Amend the Subdivision Ordinance | P&Z / PC / BOS | | XXXX | XXXX | | | | 12/31/2024 |
| | LU3)(c) | Establish standards for Impact Statements | P&Z / PC / BOS | | XXXX | | | | | 9/30/2023 |
| | LU4)(a) | Review development proposals for compliance with the Plan | P&Z / PC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing - as needed |
| | LU4)(b) | Notify MCB Quantico of water and sewer extensions | P&Z | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing - as needed |

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: |
|---------------|-----------------------------|---------------------|------------|--------|----------|--------|--------|-----------|--------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | |

| | | | | | | | | | | | |
|--------------------|---------|---|---------------------------------|------|------|------|------|------|--------|--|-------------|
| ENVIRONMENT | EN1) | Create a Master Environmental Plan (Obj 3.9) | P&Z / DS / PRCF / PC / BOS | | XXXX | XXXX | | | | | 6/30/2024 |
| | EN2)(a) | Amend the Regional SWM Plan and integrate into the Master Env. Plan | P&Z / DS / PRCF/ PC / BOS | | XXXX | XXXX | | | | | 6/30/20 24 |
| | EN2)(b) | Amend the SWM Ordinance and evaluate the need for a stormwater utility | P&Z / DS /CC / BOS | | | XXXX | | | | | 12/31/20 24 |
| | EN2)(c) | Zoning - Adopt a reservoir overlay district | P&Z / Utilities Dept / PC / BOS | XXXX | | | | | | | 12/31/2022 |
| | EN2)(d) | Amend the Erosion Control Ordinance | DS / BOS | XXXX | | | | | | | 12/31/20 22 |
| | EN2)(e) | Evaluate the need for a stormwater utility | PW / Finance / BOS | | XXXX | | | | | | 12/31/2023 |
| | EN2)(f) | Retrofit SWM facilities to improve water quality | DS/CC/BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | | Ongoing |
| | EN2)(g) | Establish reservoir pre-treatment programs | Utilities Dept. | | XXXX | XXXX | XXXX | XXXX | XXXX | | Ongoing |
| | EN3)(a) | Amend the Shoreline Area Management Plan and integrate into the Master Env. Plan | P&Z / PRCF / PC / BOS | | XXXX | XXXX | | | | | 6/30/2024 |
| | EN3)(b) | Evaluate need to amend the Wetlands Ordinance | P&Z/PC/BOS | | | | XXXX | | | | 6/30/2025 |
| | EN4)(a) | Amend the Chesapeake Bay Preservation Plan and integrate into the Master Env. Plan | P&Z / DS / PRCF / PC / BOS | | XXXX | XXXX | | | | | 6/30/2024 |
| | EN4)(b) | Evaluate the need to incorporate guidelines to minimize impacts of storm surge and sea level rise | P&Z / DS / PC / BOS | XXXX | | | | | | | 12/31/2022 |
| | EN5)(a) | Amend the Groundwater Resource Protection Plan and integrate into the Master Env. Plan | P&Z/PC/BOS | | XXXX | XXXX | | | | | 6/30/2024 |
| | EN5)(b) | Establish Groundwater Management Ordinance | P&Z / PC / BOS | | | | | | XXXXXX | | 12/31/2027 |

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: |
|---------------|-----------------------------|---------------------|------------|--------|----------|--------|--------|-----------|--------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | |

| | | | | | | | | | | |
|-------------|---------|--|-----------------------|--|------|------|------|------|------|----------------------------|
| ENVIRONMENT | EN5)(c) | Create surface and groundwater monitoring program | P&Z / DS / BOS | | | | | XXXX | | 12/31/2026 |
| | EN6) | Zoning - Establish tree cover requirements (as part of comprehensive zoning ordinance rewrite) | P&Z / PRCF / PC / BOS | | XXXX | XXXX | | | | 12/31/2024 |
| | EN7) | Provide education about "green programs" and federal and state mandates | P&Z / PW / PRCF / BOS | | XXXX | | XXXX | | XXXX | Ongoing - every other year |

| | | | | | | | | | | |
|----------------|---------|---|----------------------------------|------|------|------|------|------|------|-------------------------|
| TRANSPORTATION | TR1) | Update the County's traffic model and utilize in developing the Transportation Implementation Plan | CC / P&Z / PC / BOS / Consultant | | XXXX | | | | | 9/30/2023 |
| | TR2)(a) | Update the Bike and Pedestrian Facilities Plan | P&Z / PRCF / PC / BOS | | | | XXXX | | | 12/31/2024 |
| | TR2)(b) | Explore the potential for bicycle and pedestrian trails to be located in pipeline, electrical, or other easements | P&Z / PRCF | | XXXX | XXXX | | | | 12/31/2024 |
| | TR3)(a) | Establish incentives for development proposals that support alternative modes of transportation | CC / P&Z / PC / BOS | | XXXX | | | | | 12/31/2023 |
| | TR3)(b) | Support the expansion of transit in the USA and TDAs | CC / P&Z / PC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | TR3)(c) | Support and promote regional rideshare and para-transit programs | CC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | TR4)(a) | Maintain the county-wide traffic model for use in evaluating any potential amendments to the Land Use Plan | CC / P&Z | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing - Annual update |

| | | | Short Term | | Mid Term | | | Long Term | |
|--|-----------------------------|---|------------|--------|----------|--------|--------|-----------|---------------------|
| Action Number | Action Task - Plan Elements | Responsible Entity* | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | Complete by: |
| TRANSPORTATION | TR4)(b) | Conduct transportation impact assessments on any new or expanded roads proposed outside of the USA to evaluate their potential for increased development CC / P&Z / PC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing - as needed |
| | TR4)(c) | Support alternative routes to relieve congested corridors CC / P&Z / PC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing - as needed |
| UTILITIES | U1) | Update the Master Water and Sewer Plan Utilities Dept / P&Z / UC / PC / BOS / Consultant | XXXX | XXXX | | | | | 3/31/2023 |
| | U2) | Amend Water Supply Study element of the Comp Plan Utilities Dept / PC / BOS / Consultant | | | | | | XXXX | 12/31/2027 |
| | U3) | Evaluate need to amend the Utilities Ordinance Utilities Dept / UC / BOS | XXXX | | | | | | 12/31/2022 |
| OTHER COMMUNITY FACILITIES AND INFRASTRUCTURE | CF1) | Update the Telecommunications Plan P&Z / IT / Telecom Comm / PC / BOS | XXXX | | | | | | 9/30/2022 |
| | CF2) | Amend the Parks and Recreation Facilities Master Plan PRCF / P&Z / PC / BOS / Consultant | XXXX | | | | | | 6/30/2022 |
| | CF3) | Review and adopt the Capital Improvement Program on an Annual Basis Budget / Co Admin / Coord. w/ other Depts. / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Annual |
| | CF4) | Review and amend Level of Service Standards P&Z / Coord. w/ other Depts. / PC / BOS | | | XXXX | | | | 12/31/2024 |
| | CF5) | Inform citizens that areas outside of the USA may have limited services P&Z / Public Information | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: |
|---------------|-----------------------------|---------------------|------------|--------|----------|--------|--------|-----------|--------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | |

| | | | | | | | | | | |
|----------------|--------|---|-----------------------------------|------|------|------|------|------|------|------------|
| HOUSING | H1)(a) | Provide ongoing support to Regional Affordable Housing Efforts | Co Admin / P&Z / Soc. Serv. / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | H1)(b) | Establish incentives for development of affordable housing | P&Z / PC / BOS | | | | XXXX | | | 12/31/2025 |
| | H1)(c) | Modify proffer guidelines to provide credits for affordable housing | P&Z / PC / BOS | | | | XXXX | | | 12/31/2025 |
| | H1)(d) | adopt a local ordinance to waive specified application fees for affordable housing | P&Z / DS | XXXX | | | | | | 12/21/2022 |
| | H1)(e) | Identify publicly owned lands that could be developed as housing for public employees | P&Z | | | | XXXX | | | 12/31/2025 |
| | H2)(a) | Maintain and Update population and housing data | P&Z / DS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | H2)(b) | Encourage universal design in new housing | P&Z | | XXXX | XXXX | XXXX | XXXX | XXXX | ongoing |

| | | | | | | | | | | |
|----------------------|---------|--|---|------|------|------|------|------|------|------------|
| PUBLIC SAFETY | PS1) | Amend the Public Safety Plan element of the Comprehensive Plan | F&R / Sheriff / P&Z / BOS | XXXX | XXXX | XXXX | | | | 6/30/2024 |
| | PS2) | Zoning - Create a Military Impact Overlay District (as part of the comprehensive zoning ordinance rewrite) | P&Z / PC / BOS | | XXXX | XXXX | | | | 12/31/2024 |
| | PS3) | Establish requirements to minimize geotechnical hazards | P&Z / DS / PC / BOS | | | | XXXX | | | 6/30/2025 |
| | PS4)(a) | Encourage active agriculture activities | Econ Dev / Va Coop Ext / Ag. Comm. / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | PS4)(b) | Promote farmer's markets, agri-tourism, and community gardens | Econ Dev / PRCF / Va Coop Ext / Ag. Comm. / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | PS4)(c) | Encourage energy conservation measures | P&Z / DS / Public Info / BOS | | | XXXX | XXXX | XXXX | XXXX | Ongoing |

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: |
|---------------|-----------------------------|---------------------|------------|--------|----------|--------|--------|-----------|--------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | |

| | | | | | | | | | | |
|----------------------|---------|--|--|--|--|------|------|------|------|---------|
| PUBLIC SAFETY | PS5)(a) | Mark utility easements and educate the public on safety measures | P&Z / Public Info / Utility Providers | | | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | PS5)(b) | Educate the public on flooding awareness, tidal water rise and storm surge | P&Z / Public Info | | | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | PS5)(c) | Educate the public regarding proper use of fertilizers and pesticides | PW/PRCF/Tr i- County SWCD / Coop Ext / Public Info | | | XXXX | XXXX | XXXX | XXXX | Ongoing |

| | | | | | | | | | | |
|------------------------------|---------|--|---------------------------------|------|------|------|------|------|------|-------------------|
| FISCAL RESPONSIBILITY | FR1)(a) | Develop and adopt a Financial Impact Model as an element of the Comprehensive Plan | P&Z / Finance / PC / BOS | XXXX | XXXX | | | | | 3/31/2023 |
| | FR1)(b) | Prepare an annual update to the FIM | P&Z / Finance / PC / BOS | - | - | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | FR2) | Develop, amend, or repeal proffer guidelines pursuant to the latest State Code legislation | P&Z / Finance | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | FR3)(a) | Recalculate Transportation Impact Fees on an annual basis | CC / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | FR3)(b) | Continue collection of Transportation Impact Fees | CC / P&Z | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
| | FR4) | Maintain an up-to-date assessment of the capital costs of development | P&Z / Coordinate w Other Depts. | | XXXX | | XXXX | | XXXX | Every other year. |
| | FR5) | Base CIP on Public Facilities Plan and proximity to USA and TDA | Budget / Co Admin / BOS | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |

| | | | | | | | | | | |
|---------------------------|---------|--|-----------------------|--|--|------|------|------|--|------------|
| CULTURAL RESOURCES | CR1)(a) | Adopt a Cultural Resources Master Plan as an element of the Comprehensive Plan | P&Z / PRCF / PC / BOS | | | XXXX | | | | 12/31/2024 |
| | CR1)(b) | Establish an Historic Preservation Ordinance | P&Z / PRCF / PC / BOS | | | | XXXX | | | 12/31/2025 |
| | CR1)(c) | Place easements over county owned cultural resources | P&Z / PW / PRCF / BOS | | | | | XXXX | | 12/31/2026 |
| | CR1)(d) | Establish a management and stewardship program for county-owned cultural resources | P&Z / PW / PRCF / BOS | | | | | XXXX | | 12/31/2026 |

| Action Number | Action Task - Plan Elements | Responsible Entity* | Short Term | | Mid Term | | | Long Term | Complete by: |
|---------------|-----------------------------|---------------------|------------|--------|----------|--------|--------|-----------|--------------|
| | | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 + | |

| CULTURAL RESOURCES | CR1)(e) | Educate citizens about incentives for the preservation of cultural resources | COR / P&Z / Public Info. | | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |
|--------------------|---------|--|--------------------------|------|------|------|------|------|------|------------|
| | CR2) | Update historic design guidelines | P&Z / PRCF / PC / BOS | | | | XXXX | | | 12/31/2025 |
| | CR3) | Maintain the Cultural Resources Inventory | P&Z / PRCF | XXXX | XXXX | XXXX | XXXX | XXXX | XXXX | Ongoing |

| ECONOMIC DEVELOPMENT | ED1) | Include incentives in the Plan to promote alternative rural economic development | Econ Dev. / P&Z / PC / BOS | XXXX | XXXX | | | | | 6/30/2023 |
|----------------------|------|--|----------------------------|------|------|--|--|--|--|-----------|
|----------------------|------|--|----------------------------|------|------|--|--|--|--|-----------|

Key to Abbreviations under Responsible Entity:

Ag Comm - Agricultural Commission

BOS - Board of Supervisors

CC - Capital Construction

Co Admin - County Administration

COR - Commissioner of the Revenue

DS- Development Services

Econ Dev - Economic Development

F&R - Fire and Rescue Department

IT - Department of Information Technology

P&Z - Planning and Zoning

PC - Planning Commission

PRCF - Parks, Recreation & Community Facilities

Public Info - Public Information

Soc Serv - Social Services

Tri-County SWCD - Soil and Water Conservation District

Va Coop Ext - Virginia Cooperative Extension

C. MONITORING AND TRACKING

As this Plan and specific Actions are being implemented, it will be important to evaluate the progress toward meeting the recommended priorities and timelines. To measure progress, a process to annually review and report progress of the action items in the Implementation Plan and metrics for measuring progress should be established.

The following options are provided as possible methods to oversee evaluation and reporting:

- Include status update as part of the Planning Commission's annual report to the Board of Supervisors
- Place oversight of the evaluation and reporting with the Board of Supervisor's Community and Economic Development Sub-Committee.
- Establish a standing Planning Commission Comp Plan Committee to oversee the evaluation and reporting on progress.
- A combination of these efforts.

Metrics for evaluating progress can be accomplished in multiple ways. The tasks that include scheduling and deadlines can be regularly evaluated. Ongoing projects may require the use of indicators. These may include the following:

- Number of sidewalks and bicycle facilities
- Roadway indicators, incl. Levels of Service, accident data
- Housing affordability indicators
- School capacity
- Public Safety response times
- Water quality indicators
- Transit ridership
- Employment data
- Number of lots retired through TDR, PDR, and other conservation easements
- Track location of new development
- Proffer and Impact Fee tracking