

2018 Annual Report



2/15/2019

Frederick County Planning and Development

2018 Annual Report

The Department of Planning and Development is pleased to present the 2018 Annual Report. The Annual Report summarizes the planning and development activities for calendar year 2018. The Department of Planning and Development *leads the development of policies and procedures pertaining to all aspects of community growth and development, as well as administer existing policies and procedures fairly and accurately.* Our primary responsibilities are: *comprehensive planning, zoning, subdivision of land, transportation planning, land management, data and mapping, board and commission support and customer service (online and in-person citizen inquiries).* 2018 also saw the Department of Planning & Development hosting two (2) service learning students (seniors) from Millbrook High School and concurrently one (1) independent study student (senior) from Millbrook High School during the spring. During the summer, an undergraduate student intern (rising junior) from Virginia Commonwealth University (VCU) assisted the department. Student groups from Shenandoah University (SU) and the University of Virginia (UVA) also spent time with the department, understanding local planning initiatives and asking questions of staff.

2018 By the Numbers

<i>Application Type</i>	<i>Applications Received</i>	<i>Applications Approved</i>
Rezoning (REZ)	4	4
Master Development Plans (MDP)	6	5
Subdivisions (SUB – RP & RA)	3	8 (696 lots)
Site Plans (SP)	47	37
Conditional Use Permits (CUP)	11	7
Zoning Violations	151	NA
Comprehensive Plan Amendments (CPPA)	3	1
Variances	12	9
* "Applications Approved" reflects all approvals (legislative or administrative) in calendar year 2018; some of these applications may have been "received" in prior calendar years.		

2019 promises to be a very progressive year with continued enhancements to the current applications that GIS offers as well as continued additions that will further support the planning staff.

Staff would like to thank the Board of Supervisors, Planning Commission, and County Administration for their support of the Department and our efforts.

Forecast for the Future

Frederick County’s 2035 Comprehensive Policy Plan (“Comprehensive Plan”), adopted in January 2017, forecasts future population growth. Each year, Planning & Development staff provides the most recent population estimates from the University of Virginia’s Weldon Cooper Center for Public Service as part of the Annual Report. Virginia’s population has grown by 6.5 percent since 2010; Frederick County’s growth is about 12.1 percent during that same period, nearly double the state average.

Understanding future population growth is critical to planning for the additional residential housing units and capital investment (infrastructure, parks, schools, and County services).

Year	Population
2000	59,209
2010	78,305
2018	87,776*
2025	94,023**
2035	108,067**
2045	121,259**

*Population Estimates for Virginia and its Counties and Cities published by the *Weldon Cooper Center for Public Service Demographics Research Group*, January 28, 2018.

**Population Projections for Virginia and its Localities, 2025, 2035, 2045 published by the *Weldon Cooper Center for Public Service Demographics Research Group*, June 2017.

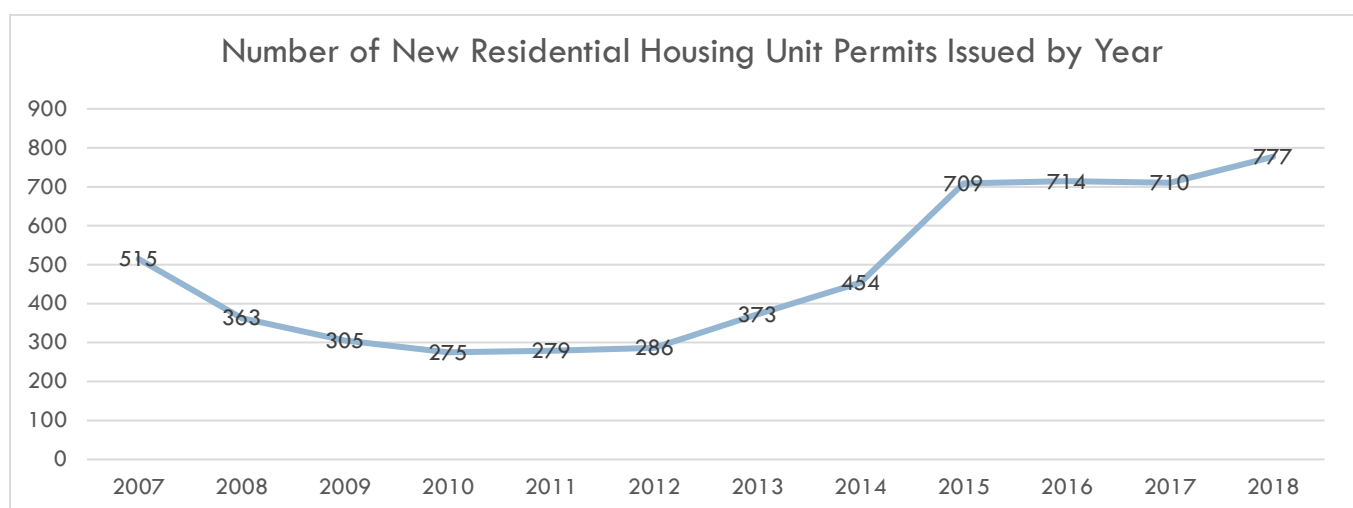
2000 & 2010 reflects official Census record.

Residential Housing Unit Permits

New residential housing unit permits are a strong indicator of population growth. Frederick County issued a total of **777** new residential building permits for new residential units in calendar year 2018. A table of the number of permits issued by each housing type is provided below.

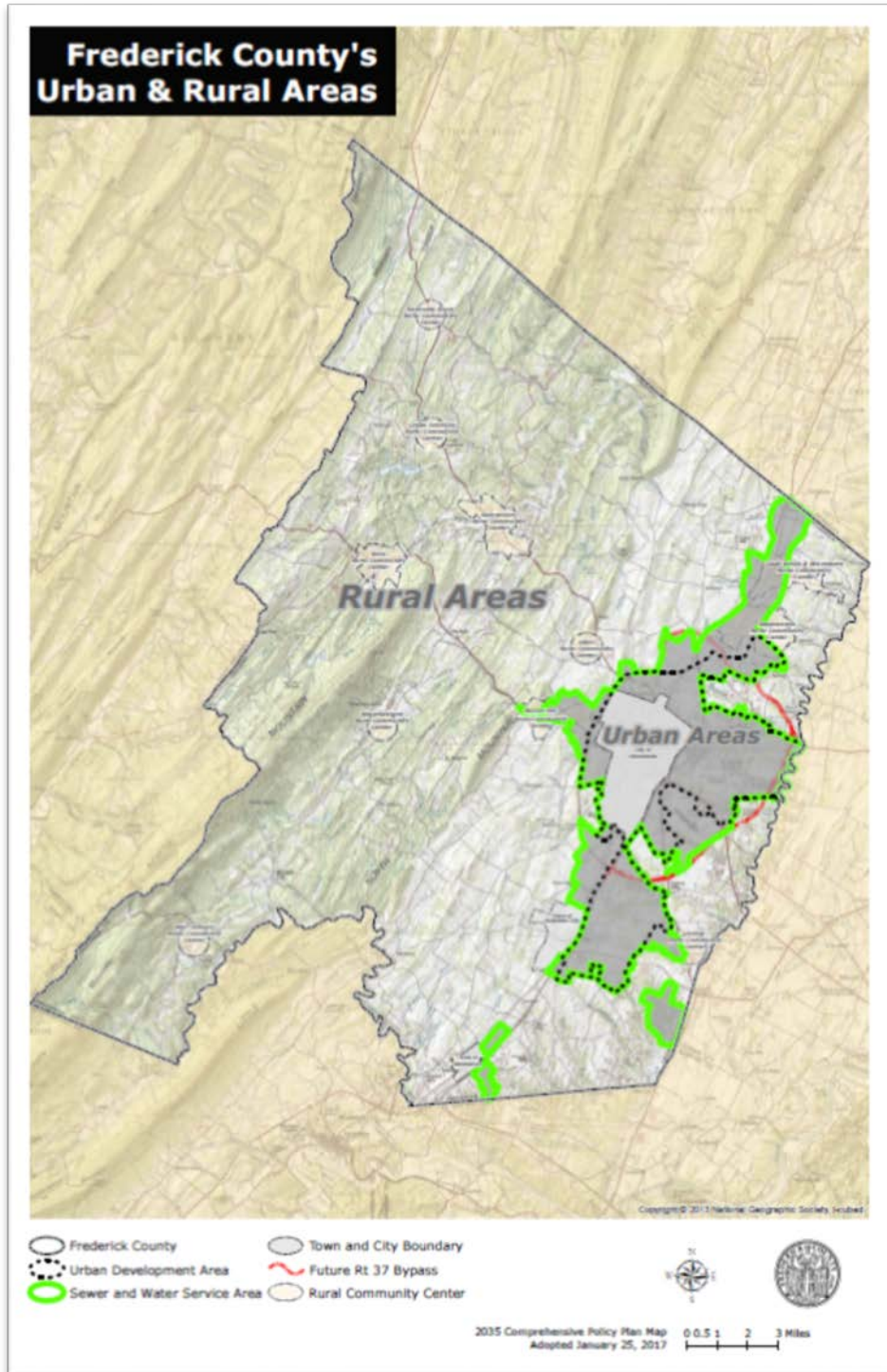
Housing Type	Number of Building Permits Issued*
Single-Family Detached (SFD – RA, RP, R4, & R5 zoning districts)	489
Single-Family Attached (SFA – townhomes, duplexes, or age-restricted)	183
Modular (MD)	10
Mobile Home (MH)	24
Multi-Family (MF – apartments)	71
*As of January 3, 2019.	

In 2018, most residential building permits issued for new residential housing units were in the Opequon and Stonewall Magisterial Districts. The number of new residential housing unit building permits issued in 2018 remains slightly more than 2017 and reflects a trend of growth in new residential building permits. 84% of all new residential building permits constructed in 2018 were within the County's Urban Development Area (UDA). The line chart below illustrates the total number of new residential unit permits issued since 2007.



Frederick County maintains an *Urban Development Area (UDA) Report*. Based on this report, there is a potential for **15,280** additional residential housing units in Frederick County's urban areas as of January 3, 2019. This includes vacant land with no approved generalized development plans (GDP), zoned land with approved GDPs, Master Development Plan (MDP) projects, and residential subdivisions under development including those lots platted, and vacant lots (i.e. Lake Frederick and Snowden Bridge communities).

Note: A complete analysis of residential building permits and potential for additional housing units is available in the Urban Development Area (UDA) Report, updated at the end of each month.



Rezoning Applications (REZ)

Zoning regulations are the rules that determine how parcels of land may be used. When owners want to develop or use their property in ways that do not conform to their current zoning regulations, they must apply for a change to their zoning classification, also commonly referred to as a **rezoning**.

In calendar year 2018 there were four (4) rezoning applications submitted to the Board of Supervisors. **Three (3)** applications were approved by the Board of Supervisors (including one (1) application submitted during the prior calendar year that was not approved until 2018). The Board of Supervisors has seen a steady decrease in the number of rezoning applications approved since a peak in 2016.



The most significant application was the Stonewall IV rezoning which rezoned approximately 89-acres from RA (Rural Area) zoning district to the M1 (Light Industrial) zoning district. This is an important economic development initiative which will enable additional industrial uses in the County's Northeast Land Use Area (Stonewall Magisterial District). A summary of rezoning applications approved in calendar year 2018 is provided below.

Application Number	Name	Description	Approval Date	District
05-17	O-N Minerals (Chemstone)	394.2-acres from EM (Extractive Manufacturing) with proffers to EM with revised proffers.	7/25/18	Back Creek
06-17	K&J Investments, LC	2.459-acres RA (Rural Areas) & 0.836-acres RP (Residential Performance) to B2 (General Business) with proffers	2/14/2018	Stonewall
01-18	Stonewall IV	88.91-acres RA (Rural Areas) to M1 (Light Industrial) with proffers	8/8/2018	Stonewall
02-18	St. Pauls on the Hill	4.88-acres RP (Residential Performance) to RP with proffers	9/12/2018	Red Bud

Master Development Plans (MDP)

A **master plan** is a general plan of development approved administratively for new developments in certain zoning districts before a subdivision or site plan can be approved. MDP's are presented to the Planning Commission and Board of Supervisors for information/discussion.

In calendar year 2018 there were a total of six (6) MDP applications submitted for review. **Five (5)** MDPs were approved. The number of MDP's approved each year has remained consistent since 2014.



A summary of the approved MDPs approved in 2018 is provided below.

Application Number	Name	Description	Approval Date	District
01-18	Carbaugh Business Center	M1 (Light Industrial) industrial and business park	4/11/2018	Back Creek
02-18	Regents Crest	RP (Residential Performance) 99-unit residential subdivision	5/17/2018	Stonewall
03-18	Snowden Bridge Station	M1 (Light Industrial) & B2 (General Business) development	5/3/2018	Stonewall
04-18	Carroll Industrial Park	M1 (Light Industrial) industrial and business park	5/30/2018	Back Creek
05-18	Winchester Industrial Properties	M1 (Light Industrial) industrial park	9/10/2018	Stonewall

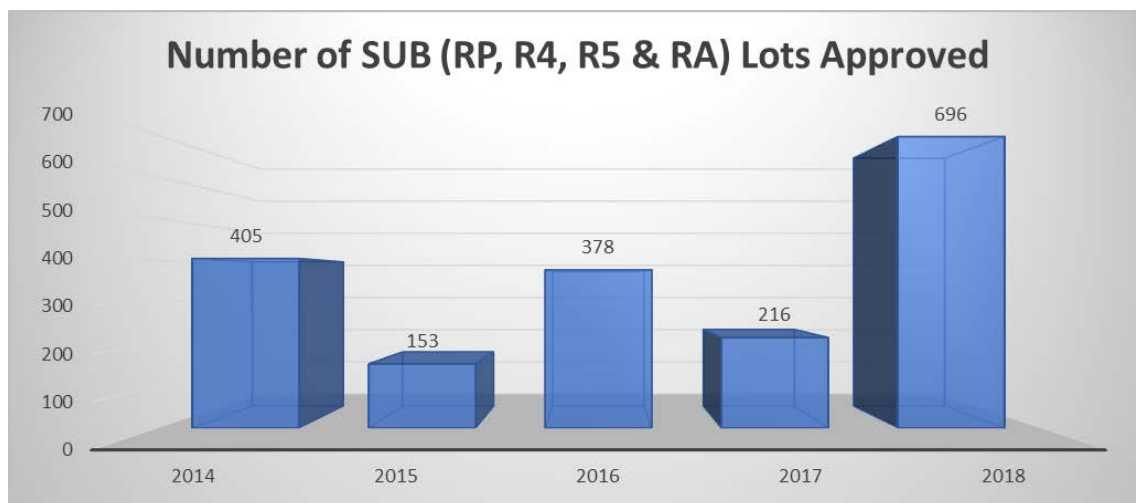
Subdivision of Land (SUB)

A **subdivision** is the act of dividing land into pieces that are easier to sell or otherwise develop, usually via a plat. If it is used for housing it is typically known as a housing subdivision or housing development, although some developers tend to call these areas communities. Subdivisions may also be for the purpose of commercial or industrial development, and the results vary from retail shopping malls with independently owned out parcels, to industrial parks.

All land divisions shall require the submittal of a subdivision plat for review and approval/recordation. Unless specifically exempt, all residential subdivisions and their associated amenities shall be required to submit a subdivision design plan for review and approval prior to final plats approval.

The number of lots created in the County is determined as a result of subdivision applications (urban) and administrative subdivisions (rural) that were approved in 2018. A subdivision or section of a subdivision is not considered approved until plats for the properties in that subdivision/section are approved and recorded; therefore, the numbers below reflect only lots approved and platted in 2018.

As shown in the table a total of **696** residential lots were created (i.e. approved) in the RP, RA, R4, and R5 Zoning Districts of Frederick County 2018. For comparison, 216 lots were created in calendar year 2017.

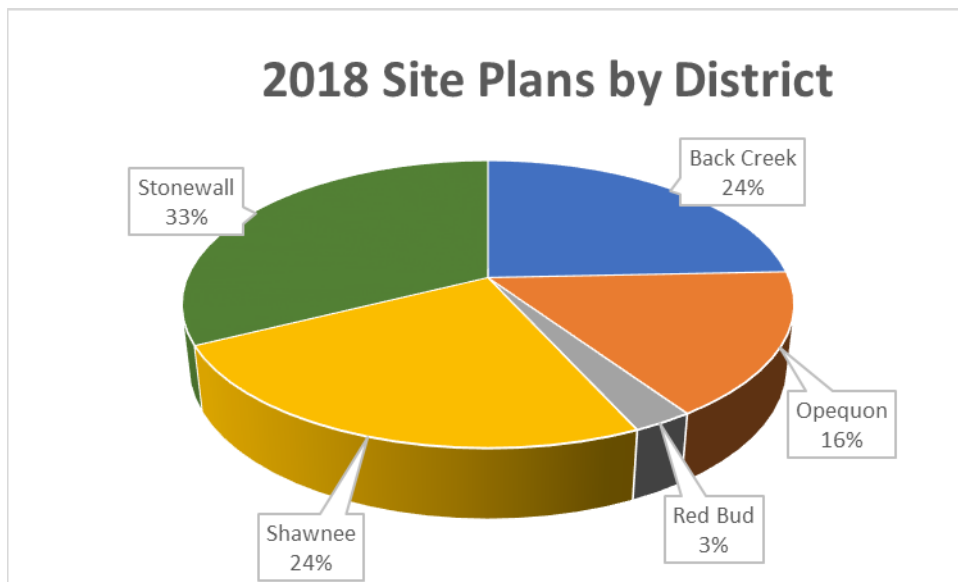


Application Number	Name	Number of Lots	Approval Date	District
02-17	Raven Pointe Section 6 - Phase 2	25	3/18/2017	Red Bud
03-17	Snowden Bridge Sections 11 & 12	109	1/11/2018	Stonewall
04-17	Southern Hills - Phase 2	119	4/13/2018	Opequon
06-17	Lake Frederick - Phase 5	145	9/19/2018	Opequon
08-17	Lake Frederick - Phase 3 Sections 1 & 2	106	9/18/2018	Opequon
02-18	Snowden Bridge Sections 13 & 14	73	7/24/2018	Stonewall
03-18	Regrents Crest	103	11/19/2018	Stonewall
01-18 (Rural)	Alexander Acres	16	8/23/2018	Back Creek

Site Plans (SP)

A **site plan** is a detailed engineering drawing of proposed improvements to a given lot. A site plan usually shows a building footprint, travel ways, parking, drainage facilities, sanitary sewer lines, water lines, trails, and lighting, landscaping and property lines.

There were 47 site plan applications submitted for review in calendar year 2018. A total of 37 applications were approved (including pending applications from prior years). For comparison, 47 applications were approved in calendar year 2017. A complete list of applications approved in 2018 is included on the next page. Highlights include approval of approximately 660,093 square feet (SF) of commercial (retail/office/restaurant) and industrial uses, modular classroom additions to Stonewall Elementary School & Aylor Middle School, and approval of the 12th Elementary School site (future Jordan Springs Elementary).



Application Number	Name	Description	Approval Date	District
08-17	Lake Frederick	Community center with outdoor pool	1/19/2018	Opequon
34-17	Airport Road Self-Storage	14,250 SF self-storage Facility	10/16/2018	Shawnee
38-17	Perry Engineering	Temporary parking & outdoor storage yard	1/26/1948	Shawnee
40-17	Frederick County Parks & Recreat	Frederick Heights Park trail	2/1/2018	Red Bud
42-17	Frederick County Parks & Recreat	Sherando Park - parking area addition	6/1/2018	Opequon
43-17	Lifegate Church	7,200 SF church building	5/23/2018	Back Creek
44-17	351 Victory Road	Outdoor storage area for recreational vehicles (RV's)	3/6/2018	Shawnee
45-17	Rhino Linings Facility	5,502 SF automobile service facility & 828 SF retail + 150 SF office	9/24/2018	Shawnee
46-17	Shenandoah Valley Battlefield Foundation	Visitor Center complex	6/25/2018	Stonewall
47-17	Marriott Springhill Suites	15,890 SF hotel (96 rooms)	5/15/2018	Stonewall
01-18	Bank of Clarke County - Stephens City	Minor building addition and drive-thru facility	3/7/2018	Opequon
02-18	Tru Hotel - Welltown Pike	43,800 SF hotel (90 rooms)	4/4/2018	Stonewall
03-18	Winchester Cold Storage	62,050 SF freezer warehouse addition	3/5/2018	Stonewall
05-18	R & J Development, LLC	10,875 SF warehouse	3/16/2018	Stonewall
06-18	Legacy Christian Academy	14,400 SF multi-purpose building	8/30/2018	Back Creek
07-18	R & J Development, LLC	7,600 SF mini-self storage facility	3/26/2018	Stonewall
08-18	Frederick County Public Schools	12th Elementary School	6/4/2018	Stonewall
09-18	Jennings Investments (135 Imboden Drive)	12,128 SF building addition	7/2/2018	Stonewall
10-18	Winchester Gateway - Ice House of America	Commercial ice vending machine	5/29/2018	Stonewall
11-18	Frederick County Public Schools	Aylor Middle School - modular classroom addition	5/1/2018	Shawnee
12-18	The Camp at Faith Church	Outdoor picnic shelter/pavilion	5/15/2018	Opequon
13-18	Miller Supplies at Work	Loading dock addition	9/17/2018	Back Creek
14-18	Independent School of Winchester	Private school remodel	6/6/2018	Back Creek
15-18	Thermo Fisher	Tanks and containment addition	5/31/2018	Back Creek
16-18	WP Business Park	77,000 SF self-storage facility	10/1/2018	Opequon
17-18	Shenandoah Mobile	138' telecommunications monopole	7/31/2018	Back Creek
19-18	Regalo, LLC	9,112 SF special event center	6/29/2018	Back Creek
21-18	Frederick House (Frederick United Methodist Housing)	1,020 SF building addition	8/2/2018	Shawnee
25-18	RCS Investments, LLC	30,000 SF outdoor storage yard	8/16/2018	Stonewall
26-18	Kernstown Commons Lot 9	47,144 SF hotel (84 rooms)	8/20/2018	Back Creek
28-18	Frederick County School Board	Sherando Park - softball field renovation	8/28/2018	Opequon
29-18	Lifetime Holdings, LLC	30,000 SF warehouse with truck docks	8/22/2018	Shawnee
30-18	Frederick County School Board	Stonewall Elementary School - modular classroom addition	8/16/2018	Stonewall
32-18	HP Hood	Tractor trailer truck parking area addition	9/10/2018	Back Creek
33-18	Navy Federal Credit Union	Phase I campus trail	9/21/2018	Shawnee
34-18	Navy Federal Credit Union	Minor Revision to SP #52-16; 304 SF addition	9/18/2018	Shawnee
36-18	Winchester Industrial Properties	324,175 SF office & warehouse building	11/26/2018	Stonewall

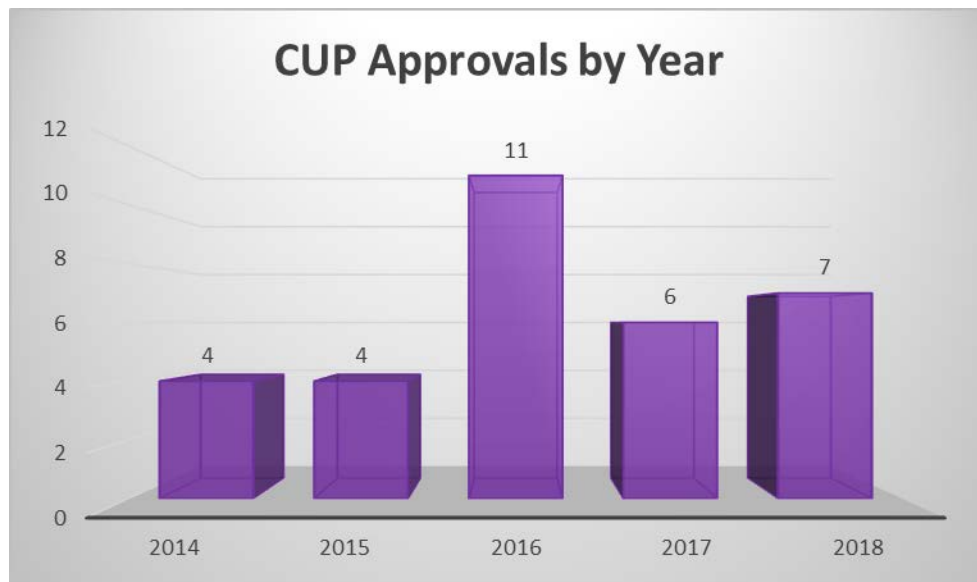
Conditional Use Permits (CUP)

A **conditional use permit (CUP)** is a legislatively approved application to undertake certain uses on a property that are not permitted by-right. As part of the application, a public hearing is required before the Planning Commission and Board of Supervisors.

In calendar year 2018, 11 CUPs were scheduled for public hearing. **Seven (7)** applications were approved (including those submitted in prior calendar years). Two (2) CUPs were denied by the Board of Supervisors, and three (3) applications were withdrawn. Highlights for 2018 include four (4) special event facilities (i.e. wedding venues) in the County’s RA (Rural Areas) zoning district. A summary of the approved applications is provided below.

Application Number	Name	Description	Approval Date	District
08-17	Paul & Mary Valentino	Special Event Facility	1/10/2018	Stonewall
09-17	Shenandoah Mobile	Telecommunications Tower	3/14/2018	Back Creek
02-18	Alisha Feltner	Cottage Occupation - Nail Salon	4/25/2018	Back Creek
03-18	Trumpet Vine Farm	Special Event Facility	4/11/2018	Back Creek
04-18	West Oaks Farm Market	Special Event Facility & Resturant	5/9/2018	Back Creek
08-18	Trailer Drop, LLC	Tractor Trailer Truck Parking	9/12/2018	Stonewall
09-18	Carrie Myers & Matthew Gambi	Special Event Faciltiy	10/10/2018	Stonewall

The number of CUP applications approved in 2018 was very similar to previous year application approval totals.

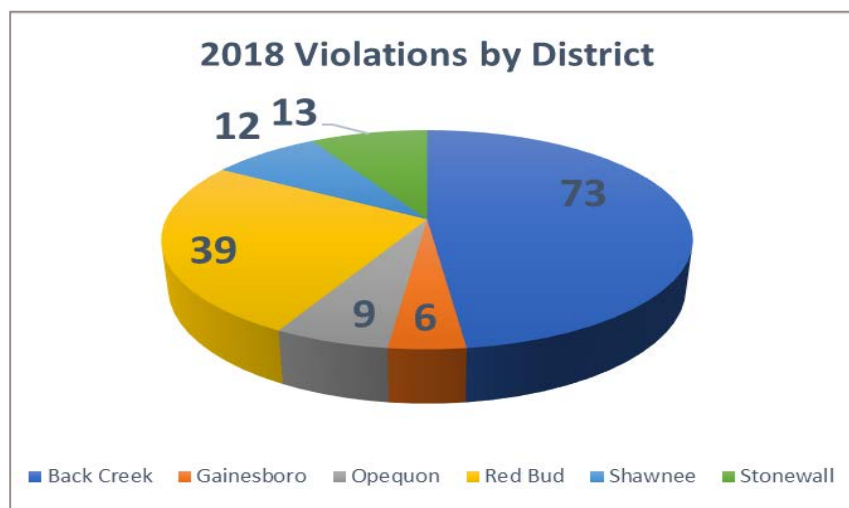


Zoning Violations

Zoning enforcement involves responding to inquiries and complaints concerning land use and development. Formal complaints are registered, investigated, and appropriate enforcement action taken. These complaints range in topic from inoperable vehicles, to high grass, to junk/debris, to illegal uses on a property. Department staff attempts to work with landowners to ensure compliance of an ordinance violation; however, some of the violations cannot be resolved and criminal charges are filed. Once criminal charges are filed, resolution of the violation is determined by the court system. Staff changed practices during 2015 to engage landowners to a greater extent to resolve zoning violation complaints. Many complaints are resolved without a formal violation and are not reflected in the numbers below.

There were a total of **151** Zoning Ordinance violation complaints issued by Frederick County in 2018 (see table and chart below). 69 complaints received in 2018 are still under “active” investigation, four (4) of these “active” violations have had liens placed on the property, and 82 violations have been “closed” and the complaint has been resolved. For comparison there were a total of 85 violations recorded in 2017. The tables below outline the total number of violations by type and by Magisterial District for calendar year 2018.

Violation Type	Count
Inoperable Vehicles	73
Junk Property	29
Tall Grass	30
Trash	10
Other (Animals or Illegal Uses)	9



Note: For 2018, 66 violations were received in the Wild Acre (subdivision) community as a result of “proactive” enforcement effort by Zoning staff, the Sherriff’s Office and the Homeowners Association (HOA) to address multiple complaints.

Other Planning Applications

Waivers, Variances and Exceptions

A **variance** is a deviation, granted by the Board of Zoning Appeals (BZA) from the provisions regulating the shape, size, or area of a lot or parcel of land, or the size, height, area, bulk or location of a building or structure. There were 12 variance requests submitted for review by the Board of Zoning Appeals (BZA) in calendar year 2018, 9 were approved. A summary of the approved variances is provided below.

Number	Name	Request	Approval Date	District
02-18	Roy & Patricia Beatty	Variance	2/20/2018	Stonewall
05-18	Wright Renovations, Inc.	Variance	3/27/2018	Shawnee
06-18	Wright Renovations, Inc.	Variance	3/27/2018	Shawnee
07-18	Robin & Kathy Wales	Variance	3/27/2018	Shawnee
08-18	David A. Hicks	Variance	3/27/2018	Gainesboro
09-18	A & R Rentals	Variance	5/15/2018	Opequon
10-18	A & R Rentals	Variance	5/15/2018	Opequon
11-18	Stephen B. Surber, II	Variance	7/17/2018	Gainesboro
12-18	CMH Homes, Inc.	Variance	12/18/2018	Gainesboro

Comprehensive Policy Plans Amendments (CPPA)

Comprehensive Policy Plan Amendments (CPPA) are incremental changes to the approved 2035 Comprehensive Plan, Area Plans and/or Long-Range Land Use Plan (LRLUP). CPPAs are evaluated by the Comprehensive Plans and Programs Committee (CPPC, see below) and go through discussion and public hearings by the Planning Commission and Board of Supervisors.

There were **three (3)** Comprehensive Policy Plan Amendments (CPPA's) submitted during calendar year 2018.

Name	Description of Request	Status
Brucetown Road Area Amendment (<i>formerly the Carter Tract</i>)	Addition and reduction to the Sewer & Water Service Area (SWSA)	Pending
Waverly Farm	Addition to the SWSA	Denied (9/12/18)
St. Paul's on the Hill	Change in LRLUP designation to "Residential"	Approved (9/12/18)

Committees & Other Department Functions

Comprehensive Plans and Programs Committee (CPPC)

The Comprehensive Plans and Programs Committee (CPPC) is a committee of the Planning Commission whose primary responsibility is to formulate land use policies that shape the location, and timing of development throughout the County. In addition, the CPPC conducts studies of specific areas to develop guidelines for future land use within those areas. The CPPC also considers requests for amendments to the Comprehensive Plan.

The CPPC was involved in several projects during 2018. There were three (3) Comprehensive Plan Amendment (CPPA) applications submitted and reviewed in 2018. The proposed amendments were forwarded to the Board of Supervisors and ultimately two were approved for further study and one was not approved. The CPPC also reviewed the proposed 2019-2024 Capital Improvement Plan (CIP) and a proposed change to the *Eastern Frederick County Road Plan* of the 2035 Comprehensive Plan.

Development Review and Regulations Committee (DRRC)

The Development Review and Regulations Committee (DRRC) is a committee of the Planning Commission whose primary responsibility is to assess and formulate proposed changes to the Frederick County Zoning and Subdivision Ordinances that ranged from a variety of issues. This year, the DRRC reviewed **six (6)** items including: the use of shipping containers as accessory structures, allowing self-storage facilities in the RA (Rural Areas) zoning district, residential separation & zoning district buffers, protection of environmental systems (riparian buffers), and off-street parking. Proposed changes, as supported by the DRRC, may go forward to the Planning Commission and Board of Supervisors for additional discussion and action.

Transportation Committee (TC)

The Transportation Committee (TC) is responsible for transportation planning on a continuous basis and dealing with any additional transportation planning or implementation issues as they arise or are assigned by the Board of Supervisors. Some of the issues considered by the Transportation Committee in calendar year 2018 included:

- Update of *Interstate, Primary, and Secondary Road* plans.
- Render input on *VDOT Six Year Improvement Plan*.
- Render input on *MPO Unified Planning Work Program*.
- Transportation Section of the *Capital Improvement Program (CIP)*.
- Coordination with VDOT and public safety officials on transportation safety concerns
- Springdale Road Truck Restriction
- Oversight of County transportation projects including:
 - Crossover Boulevard (formerly Tevis Street extended)

- Northern “Y”
- Renaissance Drive
- Snowden Bridge Boulevard
- Jubal Early Drive
- Completion of SmartScale applications for 2018:
 - Route 11 South – Shawnee Drive
 - I-81 Exit 317
 - Route 11 North – Old Charlestown Road
 - Route 522 South – Costello Drive turn lanes
- Coordinate with VDOT and render input on *I-81 Corridor Study*
- Address safety concerns by numerous citizens throughout the County
- Hosted 4th Annual Transportation Forum at Winchester Regional Airport on October 25, 2018.

The Transportation Committee met monthly throughout 2018.

Historic Resources Advisory Board (HRAB)

The Historic Resources Advisory Board (HRAB) is a subcommittee that was established by the Board of Supervisors. It consists of nine (9) members, including one from each Magisterial District in the County, two “At-Large” members, and a chairman. Also serving on the Committee are a Planning Commission liaison and an architectural historian. The HRAB reviews land use applications that involve properties that are historically significant or may impact historic resources. Rezoning, master development plans, and conditional use permit applications that may have a potential impact on historical resources are reviewed by the HRAB.

The HRAB met, as needed, in 2018.

Conservation Easement Authority (CEA)

The Conservation Easement Authority was established in 2005 by the Board of Supervisors. It contains nine (9) members, including one Planning Commissioner and one Board Member. Historically, the Authority's primary role focus has been conservation easement education for landowners; however, in 2008 the Authority also took on the task of managing the County's Purchase of Development Rights Program which is funded through a state grant.

The CEA met, as needed, in 2018.

Board of Zoning Appeals (BZA)

The function of the Board of Zoning Appeals is to hear appeals from citizens relevant to zoning matters as established by the zoning ordinances of the County Code and interpreted by the Zoning Administrator. The Board of Zoning Appeals is composed of seven (7) members. A summary of applications approved by the BZA is provided in the preceding section.

Geographic Information Systems (GIS)

GIS in Planning continues to offer GIS and database support for department projects and public inquiries. There are online mapping applications available to both the planning staff and public that allow any user to look up relevant information for any question. These applications are constantly in a state of development and advancement to better assist the user, whether it is a staff member or citizen.

Going into another year with the Mobile GIS application that allows users to easily search parcel information, newer applications are constantly in development that will continue to aid in the daily operations of the staff. One application that is available is an updated Planning Access Terminal map. Along with viewing property information and planning layers (ex. Zoning, Land Use, Agricultural & Forestal Districts, TDR Properties, and Conservation Easements), the public can view current Planning Applications and their corresponding documents.

Below is a partial list of GIS projects completed this year:

- Updates to the Agricultural & Forestal Districts
- Updates to the Capital Improvements Plan (CIP)
- Participation in the Transfer of Development Rights (TDR) program
- Updates to the Long-Range Land Use Plan (LRLUP)
- Zoning and Re-Zoning GIS updates
- Updates to the 2035 Comprehensive Plan

2018 Frederick County Planning Commission

The Frederick County Planning Commission is composed of members appointed by the Board of Supervisors serving four-year staggered terms including two from each magisterial district, one member-at-large, a liaison from the Board of Supervisors, and a liaison from the City of Winchester. The Planning Commission serves in an advisory capacity to the Board of Supervisors on all planning, zoning, and land use matters.

<i>Kevin W. Kenney</i>	<i>Chairman, Gainesboro Magisterial District</i>
<i>Roger L. Thomas</i>	<i>Vice Chairman- Opequon Magisterial District</i>
<i>J. Rhodes Marston</i>	<i>Back Creek Magisterial District</i>
<i>Greg L. Unger</i>	<i>Back Creek Magisterial District</i>
<i>Charles E. Triplett</i>	<i>Gainesboro Magisterial District</i>
<i>Robert S. Molden</i>	<i>Opequon Magisterial District</i>
<i>Christopher Mohn</i>	<i>Red Bud Magisterial District</i>
<i>Kay Dawson</i>	<i>Red Bud Magisterial District</i>
<i>Lawrence R. Ambrogio</i>	<i>Shawnee Magisterial District</i>
<i>H. Paige Manuel</i>	<i>Shawnee Magisterial District</i>
<i>Gary R. Oates</i>	<i>Stonewall Magisterial District</i>
<i>William Cline</i>	<i>Stonewall Magisterial District</i>
<i>June Wilmot</i>	<i>Member-at-large (retired September 2018)</i>
<i>Alan L. Morrison</i>	<i>Member-at-Large (appointed December 12, 2018)</i>
<i>Shannon Trout (non-member)</i>	<i>BOS Liaison- Shawnee Magisterial District</i>
<i>Rod B. Williams (non-member)</i>	<i>Legal Counsel</i>

The regularly scheduled meetings for the Planning Commission are the first and second Wednesdays of each month, Board of Supervisors' Meeting Room, 107 North Kent Street, County Administration Building.

2018 Frederick County Board of Supervisors

Frederick County is governed by an elected Board of Supervisors composed of seven members, one from each magisterial district - Shawnee, Opequon, Gainesboro, Stonewall, Back Creek and Red Bud, and one Chairman-at-large. Supervisors are elected for four-year terms which are staggered at two-year intervals.

The Board of Supervisors is the policy-making body of the county and is officially known as the Frederick County Board of Supervisors. It is vested with all policy-making powers and responsibilities conferred by general law on county governing bodies. Functions of the Board of Supervisors include making land use decisions, establishing growth and development policies, setting operational policies, and reviewing and adopting the County's operational and capital budgets which set spending priorities.

<i>Charles DeHaven</i>	<i>Chairman-at-large</i>
<i>Gary Lofton</i>	<i>Vice-Chairman, Back Creek Magisterial District Supervisor</i>
<i>Robert Wells</i>	<i>Opequon Magisterial District Supervisor</i>
<i>Shannon Trout</i>	<i>Shawnee Magisterial District Supervisor</i>
<i>Blaine Dunn</i>	<i>Red Bud Magisterial District Supervisor</i>
<i>J. Douglas McCarthy</i>	<i>Gainesboro Magisterial District Supervisor</i>
<i>Judith McCann-Slaughter</i>	<i>Stonewall Magisterial District Supervisor</i>

The regularly scheduled meetings for the Board of Supervisors are the second and fourth Wednesdays of each month, Board of Supervisors' Meeting Room, 107 North Kent Street, County Administration Building.