

## **Glossary and Land Use Terminology**

### **A**

#### **Access Management**

Systematic control of the location, spacing, design, and operation of driveways, median openings, and street connections to a roadway.

#### **Affordable Housing**

Housing which has a sales price or rent within the means of a low or moderate-income household as defined by local, state, or federal legislation.

#### **AMI, Area Median Income**

Area Median Income (AMI) is the average income of persons and families living in a defined geographical area. This area could be a county or group of counties in rural areas or a Metropolitan Statistical Area (MSA) in urban areas. The AMI is determined and published annually by the Department of Housing and Urban Development (HUD). The local AMI is used to determine individuals' and families' qualifications for various Federal and state assistance programs, including affordable housing programs.

#### **Area Agency on Aging**

A County agency responsible for advocacy and education and coordination of programs and services for older adults in Manassas Park, Prince William County, and Manassas City. It also serves families and caregivers of seniors. This agency is one of more than 670 agencies in the national aging network of Area Agencies on Aging.

#### **Arterial Street**

A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

### **B**

#### **Best Management Practice (BMP)**

State of the art activities, practices, procedures, programs, or other conservation measures designed to prevent or reduce the discharge of chemical, physical, or biological pollutants directly or indirectly into surface water or groundwater to control soil loss and achieve water quality conservation goals.

#### **Buffer**

An area of land established to separate land uses, or a natural area design to intercept pollutants and manage other environmental concerns or provide for open space.

#### **Build-out**

The point at which all land eligible for development has been developed to its maximum allowed level.

## C

### **Canopy**

The leaf area of a tree.

### **Canopy Coverage**

The area underneath the drip-line of a tree, group of trees or forest.

### **CGA, Critical Groundwater Area**

This is an area identified with significant ground water declines and/or water quality degradation. Boundaries of a critical ground water area are configured based on the natural hydro-geologic boundary of an aquifer. The designation recognizes the existence of a water quality or quantity problem and encourages local interests to develop a plan of action to address the problems. This is a non-regulatory program, which focuses on conservation and education programs, such as tax incentives for the installation of water conservation practices.

### **Cluster Development**

A development design technique which concentrates buildings on a portion or portions of the site to leave the remainder undeveloped and used for agriculture, open space, or natural resource protection.

### **CIP, Capital Improvement Program**

The CIP is the capital infrastructure component of the City's fiscal plan, an important part of the City's Five-Year Budget Plan, and an implementation tool for the Comprehensive Plan.

### **Collector Street**

A road into which local roads funnel and which, in turn, carries traffic to an arterial road. Ideally a collector road would have few private entrances accessing it directly.

### **Complete Street**

Streets designed and operated to enable safe access for all users including pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. Complete streets exhibit the following qualities: they are great places for people; are defined by buildings and entrances, not roadway; enhance the places that they serve; and form community character and shape civic design.

### **Conditional Zoning**

As part of classifying land within a locality into areas and districts by legislative action, the allowing of reasonable conditions governing the use of such property, such conditions being in addition to, or modification of the regulations provided for a particular zoning district or zone by the overall zoning ordinance.

### **Conservation Easement**

A property interest or right granted by the landowner to a land trust to maintain in a natural state or limit the use of that land.

**Contiguous**

Abutting, adjoining, or touching and having a boundary, or portion thereof, that is shared (i.e. coterminous).

**CPTED, Crime Prevention Through Environmental Design**

A set of principles developed by the National Crime Institute for the design of buildings and sites in a way that can prevent or reduce crime.

**D****Density**

The average number of dwelling units per gross acre of land on a development site, including all land within the boundaries of the site for which the density is calculated.

**Design Standards**

Regulations adopted in the community's development code that sets forth criteria for the physical development of a site, including requirements pertaining to heights, landscaping, parking, setbacks, and other physical requirements. Design standards are mandatory, whereas design guidelines on the other hand, provide suggested direction.

**DEQ**

Virginia Department of Environmental Quality.

**Development**

The process of converting land from one use to another, including the rezoning of land; subdivision of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure; and any mining, excavation, or landfill.

**Drip Line**

A vertical projection to the ground surface from the furthest lateral extent of a tree's leaf canopy.

**E****ECA, Environmental Constraints Analysis**

A report required with a rezoning or conditional use permit application mapping natural site conditions to aid in the identification and protection of significant environmental resources.

**Economic Development**

Efforts that seek to improve the economic well-being of a community, including job creation and tax base growth.

**EDA, Economic Development Authority**

Serves as an advisory body to the city's governing body and professional staff regarding economic development issues in the city. In addition, for the purpose of promoting economic development, the EDA can buy, sell, exchange, lease, and otherwise convey rights in real property, and any facilities constructed thereon, and personal property, and can issue revenue bonds and provide loans and grants to certain entities.

**F****FAR, Floor Area Ratio**

A comparison of the total floor area of a building to the size of the land of that location.

**FCC, Federal Communications Commission**

The Federal Communications Commission (FCC) is an independent United States government agency, directly responsible to Congress. The FCC was established by the Communications Act of 1934 and is charged with regulating interstate and international communications by radio, television, wire, satellite, and cable. The FCC's jurisdiction covers the 50 states, the District of Columbia, and U.S. possessions.

**FEMA, Federal Emergency Management Agency**

The Federal Emergency Management Agency is an agency of the United States Department of Homeland Security (DHS). FEMA's purpose is to coordinate the response to a disaster which has occurred in the United States which overwhelms the resources of local and state authorities.

**Floodplain**

An area indicated on the Federal Emergency Management Agency (FEMA) maps that is subject to periodic flooding, which creates a hazard to construction located thereon and, if restricted, causes flooding of upstream properties.

**G****GDP, Generalized Development Plan**

A written, statement and graphic depiction of the uses intended for a subject property in a rezoning application.

**Goal**

A statement about the community's desired direction. Goals are general expressions of community values and, therefore, may not be quantifiable or time-dependent. Goals give decision-makers and residents a clear idea about the community's intended direction.

**GB, Governing Body of the City of Manassas Park**

The elected officials of the City consisting of the Mayor and city council members who formulate policy and direct the affairs of the City.

## H

### **Health District/Health Department**

Prince William Health District is part of the Virginia Department of Health. It provides services to residents of Manassas Park, Prince William County and the City of Manassas. With a main office in Manassas, the Division of Environmental Health operates a wide variety of programs including food sanitation, health menace abatement, rabies and communicable disease control, West Nile Virus surveillance, swimming pool sanitation, onsite sewage disposal evaluation and permitting, well permitting, ground water sampling and monitoring, and tourist establishment sanitation.

### **HUD (US Dept. of Housing and Urban Development)**

HUD's mission is to increase homeownership, support community development and increase access to affordable housing free from discrimination

## I

### **Implementation**

The act or process of carrying out or fulfilling plans and proposals.

### **Infill Development**

The development of housing or other uses on vacant parcels or sites within already built-up areas.

## J

### **Jurisdiction**

A unit of local government such as a county or town. Also used to refer to the legal authority to enact and administer zoning regulations.

## L

### **Land Use**

The branch of planning that oversees the use of real property, i.e. land, with focus on land use plans, zoning regulations, and growth management strategies.

### **Leadership in Energy and Environmental Design (LEED)**

Developed by the U.S. Green Building Council (USGBC) in 1998, LEED provides a suite of development standards for environmentally sustainable construction. LEED is also a certification that development professionals can acquire that identifies their environmentally sustainable construction expertise.

### **Local Street**

A street that serves primarily to provide direct access to abutting land and access to the higher order street systems. It offers most local level of mobility and service to through traffic movement is usually discouraged.

### **Low Impact Development (LID)**

Low impact development is a term that has come to describe best management practices for stormwater runoff management through on-site design, such as a rain garden. This contrasts with traditional stormwater techniques that divert water off a development site and into a traditional stormwater system.

## **M**

### **Manufacturing/Wholesale/Distribution**

Research facilities, as well as places of assembly, fabrication, warehousing, processing or distribution of goods and materials using processes that ordinarily do not create fumes, glare, odors, noise, smoke or health or safety hazards outside of the building in which the process takes place.

### **Map – Long-Range Land Use Plan**

A map that is a graphical component of Long-Range Land Use Plan Chapter that illustrates existing and potential development by land use classifications. This map, together with a general description of the classifications reflected thereon, provides general guidance in determining the level of consistency between a development request and these classes of uses.

### **MWCOG/COG, Metropolitan Washington Council of Governments**

COG is a regional organization of Washington area local government, composed of 21 local governments surrounding the nation's capital, plus area members of the Maryland and Virginia legislatures, the U.S. Senate, and the U.S. House of Representatives. COG provides a focus for action and develops sound regional responses to such issues as the environment, affordable housing, economic development, health and family concerns, human services, population growth, public safety, and transportation. Founded in 1957, COG is an independent, nonprofit association, supported by financial contributions from its participating local governments, federal and state grants and contracts, and donations from foundations and the private sector. Policies are set by the full membership acting through its board of directors, which meets monthly to discuss area issues.

### **Mixed-Use Development**

A building or development that incorporates two or more different uses such as, but not limited to, residential, office, retail, public, or entertainment.

Vertical mixed-use developments incorporate a mix of uses within the same building, typically with different uses on different floors. Horizontal mixed-use developments incorporate a mix of different uses within different buildings in a common development.

**Multi-Family Residential**

A residential classification in which multiple separate dwelling units are located within a single building, such as an apartment building.

**Municipality**

A city, town or community incorporated for local self-government.

**N****Needs**

Any data, information, policies, programs, or other needs identified during the planning process that should be addressed in future adopted implementation strategies.

**New Urbanism**

Also known as 'traditional neighborhood development,' 'neo-traditional,' or 'village-style' development, this type of development typically includes principles such as pedestrian-friendly road design, interconnection of new local streets with existing local streets and roads, connectivity of road and pedestrian networks, preservation of natural areas, satisfaction of requirements for stormwater management. This style also provides for mixed-use neighborhoods, including mixed housing types, reduction of front and side yard building setbacks, and/or reduction of subdivision street widths and turning radii at subdivision street intersections.

**NRHP, National Register of Historic Places**

Authorized under the National Historic Preservation Act of 1966, the National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources. Properties listed in the Register include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archeology, engineering, and culture. A set of criteria is used to evaluate resources for inclusion. The National Register is administered by the National Park Service, which is part of the U.S. Department of the Interior.

## **O**

### **Objective**

A specific end, condition, or state that is an intermediate step toward reaching a goal. It should be achievable and, when possible, measurable and time specific.

An objective may pertain to one particular aspect of a goal or it may be one of several successive steps toward goal achievement. Consequently, there may be more than one objective for each goal. Objectives provide specific guidance for elected and appointed officials, community leaders, staff, and administrators as they make decisions about development, programs, and capital investments in the community.

### **Office**

Any building or structure primarily used to conduct business, where no sales of stock-in-trade, manufacturing or warehousing occur. Offices may include attorneys' offices, daycare centers, doctors' group practices, office suites for individual businesses, real estate offices, sales offices and telemarketing centers.

### **Open Space**

Any parcel or area of water or land that is essentially unimproved and devoted to an open space use for the purpose of (1) the preservation of natural resources; (2) the managed production of resources; (3) outdoor recreation; or (4) public health and safety.

### **Overlay District**

A zoning district, applied over one or more other districts that contains provisions for special features or conditions, such as historic buildings, affordable housing, or wetlands, in addition to the requirements of the underlying zoning.

## **P**

### **Parks**

Land owned by a public entity intended for either passive or active recreation. Parks may include, but are not limited to, ball parks, hiking trails, municipal pools, nature preserves and playgrounds.

### **Perennial Stream**

As defined by the Chesapeake Bay Local Assistance Division (CBLAD), a perennial stream is a body of water that flows in a natural or man-made channel year-round during a year of normal precipitation. This includes, but is not limited to streams, estuaries, and tidal embayment's and may include drainage ditches or channels constructed in wetlands or from former natural drainage ways, which convey perennial flow. Lakes and ponds, with perennial streams flowing into, out of, or through them, are a part of the perennial stream. Generally, the water table is located above the streambed for most of the year and groundwater is the primary source for stream flow.

### **PC, Planning Commission**

An official board of residents appointed by the Governing Body that are responsible for reviewing and making recommendations to the Governing Body regarding land use decisions.

### **Plat**

A graphical representation of a parcel of land prepared by a licensed surveyor or engineer for land use or real estate purposes.

### **PRTC, Potomac and Rappahannock Transportation Commission**

This is a multi-jurisdictional agency representing Manassas Park, Prince William County, Stafford County, City of Manassas and Fredericksburg. PRTC provides commuter bus service along the I-95 and I-66 corridors to points north (OmniRide), and local bus services in Manassas Park, Prince William County and the City of Manassas (OmniLink). It also offers OmniMatch, a free ridesharing service. In addition, VRE is operated by PRTC in partnership with the Northern Virginia Transportation Commission (NVTC) to provide commuter rail service (Virginia Railway Express (VRE)) along the Manassas and Fredericksburg lines, connecting to transit providers at stations in Virginia and the District of Columbia. Fifteen commissioners comprise the PRTC Board of Commissioners. Eleven are locally elected officials from its five member jurisdictions: City of Fredericksburg (1), City of Manassas (1), City of Manassas Park (1), Prince William County (6), and Stafford County (2). Three of the commissioners are appointed from the General Assembly (one Senator and two Delegates). The other commissioner represents the Virginia Department of Rail and Public Transportation (VDRPT).

### **Policy**

A specific statement that guides decision-making. It indicates a commitment of the legal legislative body to a particular course of action. A policy is based on and helps implement a comprehensive plan's objectives. A policy is carried out by implementation measures. For a policy to be useful as a guide to action it must be clear and unambiguous. Clear policies are particularly important when it comes to judging whether or not zoning decisions, subdivisions, public works projects, etc., are consistent with the Comprehensive Plan.

**Principle**

An assumption, fundamental rule, or doctrine guiding general plan policies, proposals, standard, and implementation measures. Principles are based on community values. In practice, principles underlie the process of developing a comprehensive plan and may or may not need to be explicitly stated in the plan itself.

**Public Facility**

Land uses including schools, libraries, recreational centers, utility lines, power substations, fire stations, police/law enforcement stations, and government offices.

**Public Facilities Manual**

The technical design guidelines and standards that govern the design of all public utilities, streets, highways, and stormwater management accommodations that must be constructed in association with new development and with reconstruction/rehabilitation projects.

**Public Facilities zoning district**

The intent of this district is to provide for the appropriate location and development of public uses that serve the cultural, governmental, educational, recreational and public service needs of the community. These uses are recognized as being both necessary and convenient. It is further intended that, to the extent possible, the location of these uses be accomplished so as to ensure compatibility with surrounding uses. For the purposes of this section, the terms "government", "governmental" and "public" refer to federal, state, county and city governments, their departments and subdivisions, as well as public utilities, and to lands, facilities and structures owned, operated and/or maintained by any such entity.

**Public Infrastructure**

Facilities such as roads, water and sewer lines, treatment plans, utility lines, and other permanent physical facilities in the built environment needed to sustain industrial, residential, or commercial activities.

**R****Redevelopment**

The placement of reconstruction of buildings that are not making efficient and effective use of the land on which they are located, or are in substandard physical condition.

**Right-of-way**

A strip or portion of land that is dedicated or reserved for transportation, utility, or other public facility purposes.

## S

### **Safe Drinking Water Act**

The Safe Drinking Water Act (SDWA) was passed by Congress in 1974. It is the main federal law that ensures the quality of Americans' drinking water. Under SDWA, the Environmental Protection Agency sets standards for drinking water quality and oversees the states, localities, and water suppliers who implement those standards.

### **School Board**

The Manassas Park City School Board makes the policies that govern the school division. There are five members on the School Board. The Governing Body appoints School Board representatives, who serve four-year terms. The policies developed by the School Board for the operation of the school division cover instruction, administration, personnel, students and other areas. Copies of the Policy & Regulation Manuals are available on-line, the school division's central office, and all of the schools.

### **Single-Family Residential**

A residential classification in which a dwelling unit is intended for occupancy by one family. It may be independent from any other structure (detached) or that may share common walls with an adjoining structure (attached).

### **Site plan**

The proposal for a development or a subdivision including all covenants, grants or easements and other conditions relating to use, location and bulk of buildings, density of development, common open space, public facilities and such other information as required by the subdivision ordinance to which the proposed development or subdivision is subject.

### **Smart Growth**

A set of policies and programs designed to protect, preserve and economically develop communities and valuable natural and cultural resources by providing housing and transportation choices near jobs, shops and schools.

### **Strategic Plan**

A document designed to establish a blueprint for achieving the community's long-term vision. As such, it sets out a limited number of the community's high-priority goals in four-year increments. In doing so, the Strategic Plan provides crucial policy guidance for service delivery and resource allocation decisions.

### **Strategy**

Specific courses of actions to be taken to achieve the community's goals and objectives.

### **Stormwater Management Facility (SWM)**

Stormwater management is the management of stormwater runoff, often using water retention facilities, to provide controlled release into receiving streams.

### **Stormwater Runoff**

Stormwater runoff is water flowing overland into surface waters or that which is channeled into natural or man-made conveyance systems during and after rainfall or during snowmelt.

Unmanaged stormwater can cause erosion and flooding. It can also carry excess nutrients, sediment and other contaminants into our waters. Properly managed stormwater protects our lands from erosion, properties from flooding, waters from pollutants, and ensures our general health, safety and welfare.

*Quantity of Stormwater Runoff* – Compared with impervious surfaces, such as pavement or rooftops, pervious surfaces, such as meadows and woodlands, absorb and filter rainfall and reduce runoff. When meadows and woodlands are developed, the increase in impervious surfaces increases the amount of runoff that occurs when it rains. This increase in runoff can overwhelm waterways, causing erosion, localized flooding and property damage.

*Quality of Stormwater Runoff* - Pervious and impervious surfaces in urban areas collect pollutants, such as automobile oil, grease, sediment, bacteria from animal waste, excess nutrients and pesticides, and deposits from airborne pollutants. Stormwater runoff with high concentrations of these pollutants may enter nearby drinking water supplies and waterways when it rains.

### **Subdivision Ordinance**

A regulation relating to the manner in which a plot of land may be subdivided into multiple pieces and developed.

### **Sustainability**

The concept that a community meets the needs of the present population while ensuring that future generations have the same or better opportunities. The sustainability concept traditionally incorporates economic, social, and environmental themes and can be used as a way of guiding development policy within a community.

## **T**

### **Telecommunications Act of 1996**

This act of Congress was an overhaul of the 1934 act. The purpose of this act is to promote competition and reduce regulation in order to secure lower prices and higher quality services for American telecommunications consumers and encourage the rapid deployment of new telecommunications technologies.

### **TIA, Traffic Impact Analysis**

A study conducted to assess the impact of traffic generated by a new land use or change in use on the existing or future road network, and to obtain the required information in evaluating any potential road network improvements.

### **Traditional Neighborhood Development (TND)**

Also known as ‘new urbanism,’ ‘neo-traditional,’ or ‘village-style’ development, this type of development typically includes principles such as pedestrian-friendly road design, interconnection of new local streets with existing local streets and roads, connectivity of road and pedestrian networks, preservation of natural areas, satisfaction of requirements for stormwater management, mixed-use neighborhoods, including mixed housing types, reduction of front and side yard building setbacks, and/or reduction of subdivision street widths and turning radii at subdivision street intersections.

### **Transit-Oriented Development (TOD)**

Urban development designed to accommodate pedestrian and non-vehicular forms of transportation on-site with a mix of uses that support transit ridership.

### **Transportation Plan**

A plan that identifies transportation needs for a region or municipality and creates a framework for project priorities.

## **U**

### **UOSA, Upper Occoquan Sewage Authority**

The purpose of this authority is to acquire, finance, construct, operate, and maintain facilities for the abatement of pollution resulting from certain portions of the Occoquan River. This authority controls a major sewage treatment plant in Centreville, Virginia. The plant discharges into Bull Run, a major tributary of the Occoquan River in Fairfax County. The authority is made up of two members residing in and appointed by the governing bodies of each of the four political subdivisions – Manassas Park, Manassas City, Fairfax County, and Prince William County.

### **Urban Development Area**

An area designated by a locality that is appropriate for higher density development due to proximity to transportation facilities, the availability of a public or community water and sewer system, or proximity to a city, town, or other developed area.

## **V**

### **VDCR/DCR, Virginia Department of Conservation and Recreation**

A state agency that works with Virginians to conserve, protect, and enhance their lands and improve the quality of the Chesapeake Bay, rivers, and streams; promotes the stewardship and enjoyment of natural, cultural and outdoor recreational resources; and insures the safety of Virginia’s dams.

### **VDOT, Virginia Department of Transportation**

A state agency that is responsible for building, maintaining, and operating the state’s roads, bridges, and tunnels and through the Commonwealth Transportation Board it provides funding for airports, seaports, rail, and public transportation.

**Viewshed**

A viewshed is an area of land, water, and other environmental elements that is visible from a fixed vantage point. The term is used widely in such areas as urban planning, archaeology, and military science. In urban planning, for example, viewsheds tend to be areas of particular scenic or historic value that are deemed worthy of preservation against development or other change. The preservation of viewsheds is a goal in the designation of open space areas, green belts, and community separators.

**VRE, Virginia Railway Express**

A joint project of the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission to provide commuter rail service along the Manassas and Fredericksburg lines, connecting to transit providers at stations in Virginia and the District of Columbia.

**VUSBC/USBC, Virginia Uniform Statewide Building Code**

The USBC became effective in 1973. Since then, no locality within the Commonwealth may adopt or enforce any ordinance which regulates construction standards. It is promulgated by the Board of Housing and Community Development which is supported by the staff of the Department of Housing and Community Development Division of Building Regulation. The USBC requires all local governments to maintain a building department, issue construction permits and perform inspections in order to ensure compliance with the minimum requirements of the building code.

**VOP, Virginia Outdoors Plan**

The state's official document regarding land conservation, outdoor recreation and open space planning. It helps all levels of the public and private sectors meet needs pertaining to those issues. The plan provides guidance for the protection of lands through actions of the Virginia Land Conservation Foundation (VLCF), and the plan is required in order for Virginia to take part in the federal Land and Water Conservation Fund (LWCF) program.

**W****Walkable/ Pedestrian-Friendly Development**

Pedestrian-friendly developments are designed with an emphasis primarily on the sidewalk and on pedestrian access to the site and building, rather than auto access and parking areas. A walkable environment should have some of these characteristics: well-maintained and continuous wide sidewalks, well lighted streets, high street connectivity, a safety buffer between pedestrians and motorized vehicles (such as trees, shrubs, streetside parked cars, green space between pedestrians and cars), minimal building setbacks, cleanliness, and land use patterns characterized as mixed-use.

**Wetlands**

Wetlands are those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstance do support a prevalence of vegetation typically adapted for life in saturated soil (known as hydrophytes). Soils developed under these saturated conditions are considered to be hydric soils. Wetlands generally include swamps, marshes, bogs, and similar areas.

**Z****Zoning**

The process of classifying land within a locality into areas and districts, such areas and districts being generally referred to as "zones," by legislative action and the prescribing and application in each area and district of regulations concerning building and structure designs, building and structure placement and uses to which land, buildings and structures within such designated areas and districts may be put.

**Zoning Ordinance**

Written regulations and laws that define how property in specific geographic zones can be used. Zoning ordinances specify whether zones can be used for residential or commercial purposes, and may also regulate lot size, placement, bulk (or density) and the height of structures. Zoning ordinances are lengthy documents describing not only the acceptable use for specified areas of land, but also the procedures for handling infractions (including any penalties), granting variances and hearing appeals.