

V. COORDINATION WITH COUNTY GOVERNMENTS IN SITE PLAN REVIEW

The previous sections of the guide emphasized site plan review activities within VDOT. Coordination and communication with the county governments are strongly encouraged and should be responsive to the needs of the county and the respective residency and/or district offices. Communication between VDOT and the counties is important in facilitating site plan review activities and in resolving problems and misunderstandings. Agreement on county and VDOT interaction with the developer should be obtained. With the exception of Northern Virginia, a VDOT residency staff person should be designated to serve as a liaison with the county.

The field offices and counties are strongly encouraged to document their site plan review process. In this way, the process will be clearly outlined on paper to facilitate mutual understanding and expectations of the site plan review process. The process of developing the document will provide opportunities to resolve problems and misunderstandings. Updates or revisions of the process should be made as needed.

The field offices and counties should each have updated copies of all of the other's documents pertinent to site plan review.