



## Loudoun County, Virginia

### Department of Planning

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January 24, 2014

Lori Greenleif, Planner  
McGuire Woods LLP  
1750 Tysons Blvd, Ste. 1800  
Tysons Corner, VA 22102

**RE: SPEX-2013-0040, SPMI-2013-0010 & CMPT-2013-0015**  
**Loudoun Water 600 Zone – Red Hill Road**

Dear Ms. Greenleif:

This letter serves to inform you that the above referenced land development application has been officially accepted for processing as of January 24, 2014. I have been asked to serve as the Project Manager and look forward to working with your team. The following is a projected schedule for staff review, projected Planning Commission Hearing date and projected Board of Supervisors action date. These dates are approximate, nonbinding and contingent on both staff and the applicant meeting the deadlines as outlined in Section 6-1204 of the Revised 1993 Zoning Ordinance.

Table 1. Special Exception Review Schedule		
Action	Schedule	Projected Date
Initial referral review	Application acceptance plus 30 calendar days	2/23/2014
Referrals due to Applicant	Referral due date plus 10 calendar days	3/5/2014
Applicant Response to initial referrals	Referral report transmittal date plus 15 calendar days	3/20/2014
Second referral review (if needed)	Date of receipt of Applicant response plus 30 calendar days	4/19/2014
Second referrals to Applicant	Second referral due date plus 5 calendar days	4/24/2014
Applicant response to second referral	All review and action deadlines are suspended until receipt of the Applicant's response.	
Planning Commission Public Hearing	Typically 45 days after resubmission of the applicant's final documents or request to be scheduled for hearing.	May PCPH

Should you wish to review the public file, a hard copy is available in the file room located in the Department of Building and Development or to access documents electronically, please go to [www.loudoun.gov/lola](http://www.loudoun.gov/lola). This link also provides an additional opportunity for public input on active applications. If you have any further questions regarding the review and processing of this application, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Judi Birkitt". The signature is fluid and cursive, with the first name "Judi" and last name "Birkitt" clearly distinguishable.

Judi Birkitt  
Project Manager

cc: Van Armstrong, Land Use Review Program Manager, Department of Planning