



Dear Neighbors and Organization Leaders,

Loudoun County is in the final stages of a Zoning Ordinance Rewrite (ZOR) that will directly affect the future of development and resident quality of life. The time is NOW for your voice to be heard. Investing a few minutes today could better ensure the Vision of Loudoun County to:

While appreciating and acknowledging our rich history, Loudoun County strives to be a prosperous, inclusive, equitable and sustainable community where residents feel free to live, work, learn and play.

INSTRUCTIONS:

A list of SHARED COMMENTS has been prepared by many individuals and organizations. The goal is to send to the County as many comments as possible to represent your interests. As identical submissions may be only counted once, please note that comments should be rewritten in your own “voice” before submitting to the county.

- To Start: Watch the brief **TUTORIAL VIDEO** before coming to the meeting, found [HERE](#). Additional information can be found [here](#).
- Review/familiarize yourself in advance with the **SHARED COMMENT files** [HERE](#)
 - Refer to the SHARED COMMENTS sheet for the Chapter/Section number in the third column. [Note: The first digit is the *Chapter*, followed by the *Section number reference*.]
- **Pease bring a laptop, iPad, or other internet device for yourself** (and one to share if available). You can use a smartphone, but it is a little more difficult with the drop-down boxes.

To begin commenting, go to the ZOR website [HERE](#).

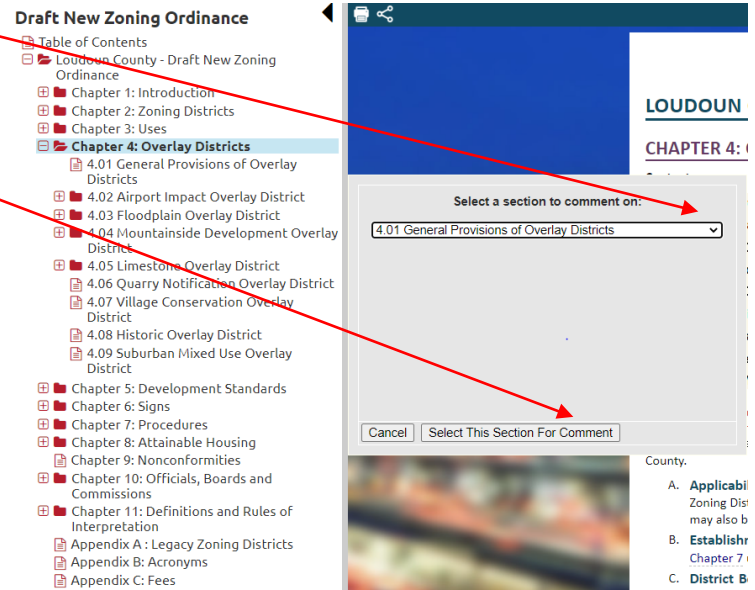
- In the left column, click on the **CHAPTER** for your comment. [Example: **Chapter 3: Uses**]
- Scroll down and click on **SECTION** for your comment. [Example: **3.04 Temporary Uses**]
- Near the center of the page, you will see a vertical box labeled “**COMMENTS.**”

- Click on the box to open.
- Enter your name, email and *revised* comments
- Click “submit.” The box will close.
- Repeat for each comment you have for the same section (you will submit each comment separately within a section.)
- **EXAMPLE:**
 - Chapter 3: Uses
 - 3.04 Temporary Uses
 - Click open Comments, enter comment, press submit.

The screenshot shows the 'Draft New Zoning Ordinance' website. On the left is a 'Table of Contents' with a tree view. 'Chapter 3: Uses' is expanded, and '3.04 Temporary Uses' is highlighted. On the right, a 'Comments on 3.04 Temporary Uses' form is open, containing fields for 'Name: (required)', 'Email: (required)', and a 'Comment:' text area. 'Cancel' and 'Submit' buttons are at the bottom of the form.

- For some larger SECTIONS you will be asked to **“Select a section to comment on”** from the dropdown window.

- Press the down arrow on the right of the comment box
- Select the topic / SECTION number for your comment.
- Click **“Select This Section for Comment”** at the bottom of the box.
- Enter your name, email and *revised* comment.
- Click “submit” for each comment.
- Repeat for each comment you have for the same section (you will submit each comment separately within a section.)
- EXAMPLE:
 - Chapter 4: Overlay District
 - Select a Section to Comment on
 - Click “Select This Section for Comment”
 - Open Comments, enter comment, press submit



In addition to using the Comment Box tool, you can also submit general comments online on the form provided [HERE](#).

During the ZOR Comment Posting event we will walk through the online process and attendees will be able to submit their comments at this time. Currently, unless extended by the BOS, comments on the ZOR must be received by July 18, 2022 to be counted for Round 3 Public Input.

Thank you for your support in this important matter. We must all work together to ensure Loudoun County remains a *“a prosperous, inclusive, equitable and sustainable community where residents feel free to live, work, learn and play.”*

Sincerely,

Maura Walsh-Copeland

