

APPLICATION FOR SEASONAL LANDSCAPE DEFERRAL

PART 1: INSTRUCTION SHEET

NOTE: Please be sure to read ALL instructions carefully.

Copies of this form are available from the project Site Inspector (703-324-1720), the Urban Forest Management Division (703-324-1770) and the Customer and Technical Support Center (703-222-0801).

1. This application consists of three parts:

- Part 1: The Instruction Sheet
- Part 2: The Application Form
- Part 3: The Performance Agreement*

**The Seasonal Landscape Deferral Performance Agreement (Part 3) should be detached from the application and retained by the applicant for future use in the process.*

2. Applicant fills out Part A of the Application Form and submits it to Customer and Technical Support Center (12055 Government Center Parkway, 2nd Floor, 703-222-0801) with the following information attached:

- a. One copy of a list of the plant material and barrier(s) that is required and not installed. The plant material list shall include size, species, and number of plants. Barrier requirements shall include barrier type and linear feet of barrier not installed.
- b. One complete set of approved plans including all revisions. The plan set will be returned to the applicant after the completion of Part B.

NOTE: If the application does not contain all of the required information it cannot be accepted for review.

3. The application is reviewed by the Urban Forest management Division *within three working days* of submission. When complete, the Urban Forest Management Division notifies the Applicant's contact by telephone to inform them of the deposit amount, completion date and when the application is ready to be picked up.

4. The applicant types all the required information above the dotted line on the Seasonal Landscape Deferral performance Agreement (Part 3).

5. The applicant retrieves the complete application form (Part 2) from the Urban Forest Management Division, attached the completed Performance Agreement (Part 3) and submits the package to Customer and Technical Support Center (12055 Government Center Parkway, 2nd Floor, 703-222-0801) along with the deposit amount (if required). Please make checks payable to 'Fairfax County'.

APPLICATION FOR SEASONAL LANDSCAPE DEFERRAL

PART 2: APPLICATION

NOTE: Please be sure to read ALL instructions carefully. Application must contain all required information

PART A- TO BE FILLED OUT BY APPLICANT

Project Name: _____ Project Number: _____

Name of Applicant: _____ Lot(s)/Bldg. or Area to be incl. _____

Applicant's Contact Name: _____ Contact's Telephone: _____

Name of LDS Site Inspector: _____ Inspector's Number: _____

I, _____, do hereby request that the Director of the Department of Public Works and Environmental Services grant a deferral of the requirements of Section 112-18-704, Item 3 of the Zoning Ordinance to defer installation of the required landscaping, screening and barriers. The attached agreement and deposit are executed to assure that all required landscaping and screening will be completed no later than the date specified by the County on the Seasonal Landscape Deferral Performance Agreement.

Required Attachments: (Please check that all required attachments have been provided)

_____ Plant/barrier list _____ copy of approved plans

Use of Existing Conservation Deposit: Please indicate if it is your intent to request that all or part of the existing conservation deposit be utilized to meet the requirement for the deferral deposit.

I request that _____ all OR _____ part of the existing conservation deposit of \$ _____ be utilized to meet the deferral deposit requirement. (Applicants can only request use of the conservation deposit funds posted by the applicant)

PART B- TO BE FILLED OUT BY URBAN FOREST MANAGEMENT DIVISION

Deposit Amount: \$ _____ (this amount is used on the Performance Agreement)

Calculated By: _____ Date: _____

Use of Conservation Deposit: _____ APPROVED OR _____ NOT APPROVED

Work to be completed by: ____/____/____ (date) Signed: _____

Comments: _____

PART C- TO BE FILLED OUT BY CUSTOMER & TECHNICAL SUPPORT CENTER

Conservation Deposit to be used to meet: _____ NONE or _____ ALL or _____ PART of the deferral deposit amount.

Conservation Deposit DE #: _____ Deferral Deposit DE#: _____

Amount of deposit required: \$ _____

Amount to be provided by existing conservation deposit: \$ _____

Amount posted with this application: \$ _____

SEASONAL LANDSCAPE DEFERRAL PERFORMANCE AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20____ by and between

a _____ hereinafter called the "Developer", and the Board of
(State and type of organization)
Supervisors of Fairfax County, Virginia, hereinafter called the "County":

WITNESSETH:

WHEREAS, the Developer desires issuance of a Residential/Non-Residential Use Permit, and
WHEREAS, the County desires to ensure the proper and timely installation of required landscaping on the project known as:
_____ Plan# _____

NOW, THEREFORE, for and in consideration of the foregoing premises and the following terms and conditions, and further
in consideration of the approval of the Residential/Non-Residential Use Permits for the work proposed to be done thereunder, the
parties hereto agree as follows:

- 1. The Developer has deposited with the County, and the County by this execution hereof acknowledges that it holds, the
sum of _____ dollars
(\$ _____) under and subject to the terms of this Agreement.
2. Developer agrees to install all required landscaping as per the approved plans and any approved revisions thereof by
_____, 20____. Plantings shall be of healthy plant materials, and shall be planted according
(Month and day)
to the specifications in the edition of the Fairfax County Public Facilities Manual most current at the time of planting.
3. Disbursement of this deposit shall be made only after written approval or acceptance of the required landscaping by the
Director, Department of Public Works and Environmental Services, or his/her agent.

IN WITNESS of this, the parties have executed this Agreement.

Developer
By: _____
Signature

Type Name and Title

Address: _____
IRS ID # _____ Telephone: (_____) _____

STATE OF _____ :
COUNTY OF _____ :

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____
Type or print (name of developer/owner and title, if applicable)

My commission expires: _____
NOTARY PUBLIC

BOARD OF SUPERVISORS OF FAIRFAX COUNTY, VIRGINIA
BY: _____
Director, Department of Public Works and Environmental Services

COMMONWEALTH OF VIRGINIA:
COUNTY OF FAIRFAX:
This _____ day of _____, 20____, appeared before me in my State and County aforesaid, _____,
_____, Director, Department of Public Works and Environmental
Services, and acknowledged signature.

My commission expires: _____
NOTARY PUBLIC

CONSERVATION DEPOSIT DE#: _____ DEFERRAL DEPOSIT DE#: _____