



# County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods, and diverse communities of Fairfax County

**DATE:** June 26, 2009

**TO:** All Architects, Builders, Contractors, Developers, Engineers and Surveyors

**SUBJECT:** **Letter #09-07** – Green Building Priority Plan Review

## Summary

In order to promote Green building practices and in accordance with County initiatives to promote Green building practices, both residential and commercial development projects that will be designed to attain certain thresholds of green building design will be eligible for shorter waiting times during the site plan and building plan review processes. Permit technicians and plan reviewers will use the criteria below to determine whether a project is eligible for the Green priority review.

**Effective Date:** July 1, 2009.

## Policy Guidelines

**Commercial Projects:** For Commercial “Green” projects, LEED will be the accepted standard. To obtain priority status, projects should be designed to reach a LEED rating of silver or above.

For verification, the lead engineer/designer must provide a statement on the site-related and building plans stating what type of LEED certification they are seeking. Applicants should also submit to Building Plan Review a completed copy of the LEED checklist with the name of their LEED Accredited Professional (AP) on the project.

**Residential Projects:** There are a number of accepted standards currently used for “Green” residential projects. The accepted standards are listed below. For verification, the lead engineer/designer should provide a statement on the site-related and building plans stating that the project is designed to reach the following rating level:

- LEED Homes (Silver or above)
- National Green Building Standards (NGBS) (Silver or above)
- Earthcraft (“Select” and/or “Premium” status);
- Green Globes (3 to 5 number of “Globes” at concept design stage or construction document stage)

Applicants should submit to Building Plan Review the completed copy of the LEED, NGBS, Earthcraft, or Green Globes checklist/worksheet.



**Site Plan Review:** Pre-submission meetings will be offered to ensure a smooth first submission. Green projects with the required Green documentation will be given priority status and higher priority assignment. Project Manager/staff will be made aware that project is Green in order to expedite the project.

Staff recommends that plans be prepared as a DPE (Designated Plans Examiner) Plan. DPE plans benefit from expedited processes through ESI and other outside agencies. Staff also recommends that industry take advantage of simultaneous submission of bond package and simultaneous submission of the record plat with second submission to further expedite review time.

**Building Plan Review:** Green building projects with the required Green documentation will get placed at the head of the queue, reducing the wait prior to being assigned to a reviewer. There will also be an ombudsman, (Ellen Eggerton), available to help with the building plan review process and questions on LEED certification.

If you have any questions on building plan review, please contact Ellen Eggerton at 703-324-1861 and if you have any site plan submission questions, please contact Ken Williams at 703-324-1730.

Sincerely,

James W. Patteson, PE  
Director

cc: Jimmie D. Jenkins, Director, Department of Public Works and Environmental Services