



FAIRFAX COUNTY

Department of Public Works and Environmental Services
Office of Site Development Services
12055 Government Center Parkway
Fairfax, Virginia 22035-5503
Telephone: 703-324-1780

V I R G I N I A

July 13, 2001

01-05

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

SUBJECT: Optimizing the Processing of Development Agreements

These reminders are provided to minimize potential delays in the processing of development agreements submitted to the Environmental and Facilities Inspections Division, Bonds, Agreements and Administration Section.

Pursuant to the Public Facilities Manual, Section 2-0601.5, Developer Performance, and Section 2-0604.1A, Default Procedures, new development agreements submitted for review can not be considered for approval when it is revealed that there is an association with any previous agreement which has expired. Although not required, the County makes every effort to notify developers of the need to complete the project or request an extension of the development agreement at least 30 days prior to the expiration date of the agreement. Developers are urged to monitor the expiration dates of all your development agreements with the County in order to minimize delays in obtaining approvals for new development agreements.

Pursuant to the Public Facilities Manual, Section 2-0601.4A, Corporate Bonds, insurance companies furnishing the security for Corporate Bonds must be licensed to transact fidelity and security in Virginia. To reduce the time it takes to process proposed development agreements, proposed development agreement extensions and proposed development agreement replacements, please include with your submissions a current Certificate of Good Standing from the Virginia State Corporation Commission.

Additionally, documents submitted to the County for approval by a corporation, partnership, or other entity must be signed by persons who have the legal authority to bind the entity on behalf of which they are signing, and proof of such authority must accompany the document. Such proof may consist of a resolution by the entity's Board of Directors, the by-laws of the entity, a power of attorney, or some other document that clearly establishes that the person signing the document has the legal authority to do so.

If you have any questions related to these procedures, please contact the Bonds, Agreements and Administration Section, Environmental and Facilities Inspections Division at (703) 324-1590.

Sincerely,

SIGNATURE ON ORIGINAL

Michelle Brickner, Director

cc: David Stoner, Assistant County Attorney
Craig Carinci, Director, Environmental and Facilities Inspections Division, Office of Site Development Services, DPWES