



SUBDIVISION PLAN FIRST SUBMISSION CHECKLIST



Site Development and Inspections Division
Fairfax County Land Development Services
12055 Government Center Parkway, Suite 535, Fairfax, VA 22035
Phone: 703-324-1720, TTY 711

www.fairfaxcounty.gov/landdevelopment

Plan Name: _____ Record Number: _____
District: _____ Review Date: _____
Submitting Firm: _____ Contact Name: _____ Phone Number: _____

This checklist is to be used for Gateway review of Subdivision Plans submitted by non-ESI member firms.

The submitting engineer must provide the corresponding sheet number for each checklist item and check the appropriate column (YES, N/A, or NO). If "NO" is selected, an explanation must be provided in the designated explanation section at the end of the checklist. Every line must be completed for the checklist to be considered complete.

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
		COVER SHEET				
1	112.1-8101.4.B(1)	The current edition of the cover sheet is used, and all information is completed. The cover sheet is sealed and signed by the appropriate professionals. Follow the instructions provided with the cover sheet. Verify that the sheet index matches the sheets included in the plan.		☐	☐	☐
		Plan Approval Information Table				
2	LDS Policy	Plan Approval Information completed. All rows should be checked "Required" or "Not required". When an item is required, provide County Record ID number, sheet number, or other notes to explain how the requirement is met. When sheet number is provided, verify the information is on that sheet.		☐	☐	☐
3	112.1-8101.4.B(35) PFM 6-1701.3 Tech Bulletin 22-01	Line 6: Site specific RPA delineation is required when there is county RPA on the parcel. RPA delineation study must have been submitted or approved.		☐	☐	☐
4	118-4-2 118-5, 118-6 Tech Bulletin 06-07	Line 7&8: Either RPA Exception or WQIA is required when there is disturbance in the RPA. When required separately, the WAIV or WQIA must have been submitted or approved.		☐	☐	☐
5	112.1-5105.2.A	Line 10: Floodplain Use Determination (FPUD) is required when there is disturbance in the floodplain. It must have been submitted or approved. FPUD is not required when the encroachment is approved through a Special Exception (SE).		☐	☐	☐
6	107-1-3 112.1-8101.4.B(34) PFM 4-0206.5.A PFM 6-1605.1B & 2A	Line 12: Soils report requirement indicated if construction is proposed in class III or IVA soils or a dam is proposed requiring a report per PFM Plate 48-6. Limited soils report requirement is indicated if construction is proposed in a IVB soil. Limited report must be included in the 1st submission plan.		☐	☐	☐
7	PFM 2-0202.7	Line 15: Letter of permission is required when there is offsite disturbance. List the parcel numbers where there is offsite disturbance.		☐	☐	☐
8	LDS Policy Tech Bulletin 23-06	Line 19/20/21: Provide the zoning case number along with the approval date, unless concurrent processing is approved. The Clerk's letter must match the zoning case number.		☐	☐	☐
9	112.1-8101.4.B(28) Tech Bulletin 17-02	Line 22: Proffer and development conditions are in the plan. Proffer compliance submitted in the form of Proffer Matrix. The Proffer Matrix shall be emailed to LDSPROFFERS@FAIRFAXCOUNTY.GOV		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
10	Tech Bulletin 23-06	Line 23: Applicable interpretation letters for approved zoning cases (RZ, SE, SP, VAR) included in the plan. No exhibits are required.		☐	☐	☐
11	Tech Bulletin 03-05	Line 29. Identify the sheet where downstream impoundment statement and analysis is shown.		☐	☐	☐
		Zoning Requirements Tabulation				
12	112.1-8101.4.B(13) 112.1-8101.4.B(28) LDS Policy	Zoning Requirements Tabulation filled in completely. If plan is associated with a zoning application, check the correct "source of zoning requirements".		☐	☐	☐
		Subdivision Plan (SD) Tabulation				
13	LDS Policy	Subdivision Plan (SD) Tabulations filled in completely. Information shown is consistent with the plan.		☐	☐	☐
14	112.1 Article 2 112.1-5100.2.E	Proposed density, lot area and width conform to zoning requirements. Proposed density does not exceed allowable density for both the new and parent subdivisions. Density calculations for the new, the residue, and the parent subdivision are included in the plan.		☐	☐	☐
		Other Cover Sheet Requirements				
15	LDS Policy	Information Regarding Activities in a Resource Protection Area filled in and match the encroachment shown on the grading plan.		☐	☐	☐
16	124.1-3-2.C.5	Stormwater Information. All proposed stormwater management facilities must be listed.		☐	☐	☐
17	PFM 8-0201.6	Vicinity map should clearly show the site boundary and include a north arrow. Identify maintenance responsibility for each proposed sidewalk/trail as VDOT, County or private maintenance.		☐	☐	☐
18	112.1-8101.4.B(4)	Vicinity map shows street names and route numbers for adjoining streets.		☐	☐	☐
19	LDS Policy	Tax map reference number(s) filled in correctly.		☐	☐	☐
20	112.1-8101.4.B(5)	Name, contact information and address of the owner and developer filled in correctly. Identify type of representation.		☐	☐	☐
21	LDS Policy	Magisterial district filled in correctly.		☐	☐	☐
22	112.1-8101.4.B(8)	Provide an accurate soils map based on the current Fairfax County Soils Map. Clearly identify the project site and include a north arrow.		☐	☐	☐
		GENERAL PLAN REQUIREMENTS				
23	PFM 2-0201.2 Tech Bulletin 21-03	Plans are legible and readable at the submitted scale. Linework, labels, leaders, legends, and text are clear, properly placed, and do not overlap or obscure information. Existing and proposed features are clearly distinguishable, and line types/weights are readily differentiated. Text is a minimum of 0.1 inch and is not blurred or obscured. Plans are submitted in grayscale (black and white); if color is used, all information remains legible and distinguishable.		☐	☐	☐
24	112.1-8101.4.B(2)	All sheets have the engineer's, surveyor's, and/or landscape architect's seal and signature.		☐	☐	☐
25	112.1-8101.4.B(3)	Plan is drawn at a scale of at least 1" = 50'. Match lines are shown where sheets join.		☐	☐	☐
26	112.1-8101.4.B(6)	Boundary and topographic survey notes are provided.		☐	☐	☐
27	112.1-8101.4.B(6)	North arrow is shown on all sheets. Plans are referenced to Virginia Coordinate System (VCS 83) and a reference note is provided. Please note NAD 83 is not acceptable.		☐	☐	☐
28	112.1-8101.4.B(6) PFM 2-0208.11	Vertical datum note is provided, and references NGVD 1929.		☐	☐	☐
29	112.1-8101.4.B(24)	A statement is provided regarding any grave, object, or structure marking a place of burial on the site.		☐	☐	☐
30	112.1-8101.4.B(21)	A statement is provided certifying that all outdoor lighting complies with Section 5109 of the Zoning Ordinance.		☐	☐	☐
31	PFM 7-0306.12	Smooth grade note is provided.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
32	PFM 7-0302.2D	Guardrail note is provided.		☐	☐	☐
33	PFM 7-0306.13	Roadway notes are provided for all streets and service drives in R-1 through R-5 zone.		☐	☐	☐
34	112.1-8101.4.B(23) PFM 7-0306.14	Private street notes are provided if private streets are proposed.		☐	☐	☐
35	112.1 Article 6 112.1-8101.4.B(16)	The parking/loading tabulation shows the parking rate for each use and the required and provided vehicle, bicycle, and accessible parking spaces. Accessible parking is provided separately for each parking facility (surface, EV, and structured).		☐	☐	☐
36	LDS Policy Zoning Plan	For phased projects, a running tabulation is provided to show compliance with the approved Zoning Plan for each phase.		☐	☐	☐
SITE AND GRADING PLANS						
37	LDS Policy	Demolition is clearly shown with labels and/or legend.		☐	☐	☐
38	112.1-8101.4.B(6)	Two adjacent corners or two points with coordinate values and metes and bounds are shown on existing conditions, layout, and grading plan sheets.		☐	☐	☐
39	112.1-8101.4.B(10) 112.1-8101.4.B(11) 112.1-8101.4.B(19) 124.1-3-2.C.8(e) PFM 2-0106.1	Existing and proposed contours are shown at maximum 2' intervals. Where existing slope is less than 2%, additional spots or 1-foot contours are provided. Sufficient elevation numbers shown on existing and proposed contour lines. Adequate offsite topo should be provided to verify drainage, grade tie-in, and disturbance.		☐	☐	☐
40	112.1-8101.4.B(12)	Provide owners, zoning, and present use of all adjoining properties.		☐	☐	☐
41	PFM 2-0208.11	The location, elevation, and description of two benchmarks which are properly correlated to the plan elevations are shown on the plan		☐	☐	☐
42	LDS Policy Zoning Plan	Layout, including clearing limits, is in general conformance with the Zoning Plan, otherwise an interpretation or coordination with Zoning Evaluation Division is submitted (if approved, include in the plan). Proposed construction limits and retaining wall heights do not exceed from what is shown on the approved Zoning Plan. Dimensions for setbacks are shown at the same location as on Zoning Plan and are equal or exceed the Zoning Plan setback requirements.		☐	☐	☐
43	112.1-8101.4.B(35) PFM 2-0208.22	Buildable area is delineated and dimensioned on each lot in accordance with the PFM, based on applicable zoning setbacks, RPA and floodplain, and easements.		☐	☐	☐
44	112.1-8101.4.B(12) LDS Policy	All existing easements are shown and labeled with deed book and page numbers. Proposed easements are shown and identified as "proposed".		☐	☐	☐
45	LDS Policy	Easement is proposed for sidewalks and trails outside of the ROW.		☐	☐	☐
46	112.1-8101.4.B(15) LDS Policy	Location, type, size, and height of any fencing and retaining walls are shown. Top of wall and bottom of wall grades are provided. Footing of wall is within construction limits. Adequate space is provided between wall footing and limits of construction for installation of perimeter controls.		☐	☐	☐
47	112.1-8101.4.B(16) PFM 2-0208.20 PFM 7-0602.4 Plate 30A-7 and 30B-7	Parking/loading/accessible spaces are delineated with dimensions. Van-accessible spaces and proposed EV spaces are identified if proposed. Accessible parking spaces include the required access aisles and curb ramps. Accessible parking signage details are provided.		☐	☐	☐
48	101-2-2(2) 112.1-8101.4.B(12) PFM 7-0105.1 PFM 7-0201.1A RDM Appendix F	Existing state-maintained streets are labeled with the road name, route number, functional classification, ADT and posted speed limit, and proposed streets are labeled with the street name, functional classification, design speed, and ADT. Street width, pavement width/type, curb type, and right-of-way width are shown for existing and proposed streets.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
49	RDM Section 2D, Appendix F	Right-of-way lines, driveway entrances, intersections, medians, curbs, stop signs, crosswalks, parking signs, and edges of pavement are shown and labeled on both sides of existing and proposed roadways.		☐	☐	☐
50	PFM 7-0301.1A & 1B PFM 8-0101.8 VDOT IIM-LD-55	Curb ramps are provided wherever an existing or proposed pedestrian access route crosses a curb, with a curb ramp provided for each direction of pedestrian travel at intersection crossings, to both public and private streets.		☐	☐	☐
51	PFM 7-0301 VDOT IIM-LD-55 VDOT IIM-TE-376.1	Where curb ramps are proposed, the ramp type is identified and sufficient spot elevations are provided to verify ramp and landing slopes, gutter transitions, and compliance with all other applicable curb-ramp grading criteria.		☐	☐	☐
52	PFM 7-0304	Centerline stationing shown in plan and profiles of existing and proposed streets. Centerline stations indicated every 100', at points of curvature, points of intersection and point of tangency; at centerline intersections, at subdivision or section limits and at turnaround radius points		☐	☐	☐
53	PFM 7-0101.2 PFM 7-0304 RDM Section 2D.8, Appendix A-1	Profiles are provided for all proposed streets and proposed widening and turn lanes on existing streets. Roadway profiles should show existing and proposed grading, utility crossings, grade and curve data. Where a proposed street extends or connects to an existing street, the existing centerline profile extends a minimum of 200 feet to demonstrate the proposed grade tie.		☐	☐	☐
54	PFM 7-0306.6B PFM 7-0402 VDOT Pavement Design Guide RDM Appendix A-1, A(1), B(1)	Typical sections are provided for each proposed street, proposed widening of an existing street, and existing road where a sidewalk or shared-use path is proposed. Typical sections show applicable roadway dimensions, street category, pavement design, and design speed. Where a sidewalk or shared-use path is proposed, its width, roadway buffer width, and maintenance-strip width to the right-of-way line are dimensioned.		☐	☐	☐
55	PFM 7-0303 RDM Appendix F Section 4	Entrance type, width, grade, and throat length are shown and dimensioned, and curb radii are labeled.		☐	☐	☐
56	PFM 7-0306.7 PFM 7-0702.1 PFM Plate 6-7	Cul-de-sacs must be provided at the ends of all dead-end streets and all pipestem driveways serving three or more lots.		☐	☐	☐
57	112.1-5107.3.A(3)	Each private street is 600 feet or less in length, or a waiver has been requested/approved.		☐	☐	☐
58	PFM 7-0402.3 PFM 7-0403 VDOT Road and Bridge Standards	Pavement designs and typical sections are provided for sidewalks, trails, parking surfaces, and pipestem driveways.		☐	☐	☐
59	PFM 7-0403.1A RDM Section 2D-10, Appendix F	Private driveway entrances on curb and gutter streets conform to VDOT standards. CG-9D is preferred.		☐	☐	☐
60	PFM 7-0403.1A RDM Appendix F	Private driveway entrances on streets with no curb and gutter conform to VDOT Standards (PE-1)		☐	☐	☐
61	PFM 7-0402.5 RDM	Single family residential subdivisions with average lot size < 18,000 sf and when the street serves more than 5 units: the geometric design meets VDOT standards for curb and gutter section streets and PFM Plate 2-7.		☐	☐	☐
62	PFM 7-0402.4A RDM	Single family residential subdivisions with average lot size 18,000 sf or more and when the street serves more than 5 units: the geometric design meets VDOT standards for shoulder and ditch section streets and PFM Plate 1-7.		☐	☐	☐
		VDOT				

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
63	VDOT Policy	The latest applicable version of the VDOT General Notes is included on the plans.		☐	☐	☐
64	PFM 7-0201.1C PFM 7-0304.13	All proposed street construction is shown within existing or proposed dedicated street right-of-way, including all sidewalks, shared use paths, and curb ramps to be maintained by VDOT. VDOT maintenance responsibility is identified on the cover sheet.		☐	☐	☐
65	RDM Appendix F Section 3	The lengths of all existing and proposed turn lanes and tapers are dimensioned.		☐	☐	☐
66	RDM Appendix F Section 2	Centerline-to-centerline distances between existing and proposed intersections and driveways are dimensioned. On existing divided roadways, the distance from the proposed access/intersection to the nearest intersection or median break in each direction is dimensioned.		☐	☐	☐
67	24VAC30-92-All Sections	The profile of each proposed stub street extends beyond the property line a sufficient distance to demonstrate that the street can be extended in the future.		☐	☐	☐
68	24VAC30-73-80.A 24VAC30-73-90.A PFM 7-0305 RDM Appendix A(1)/B(1)/B(2)/F	Sight-distance plans and profiles are provided and required sight distances are dimensioned and are clear of identified obstructions, including landscaping and parked vehicles.		☐	☐	☐
69	RDM Appendix A(1)/B(1)/B(2)/F	Where a required sight line extends outside the right-of-way, an existing or proposed sight-distance easement is shown. The sight-distance easement is consistently shown on the layout, grading, tree preservation, and landscape plans, as applicable.		☐	☐	☐
STREETLIGHTS & SITE LIGHTING						
70	PFM 7-0803.5A	Plan View: All existing utility poles and streetlights within 300 feet of the site's frontage must be shown. Existing lights are labeled with fixture style, luminaire size, and mounting height. (e.g., EX-RF-1-88-12(35))		☐	☐	☐
71	PFM 7-0803.5B	Plan View: All proposed streetlights must be shown and labeled. Standard streetlights should be labeled with fixture style, luminaire size, and mounting height. (E.g., RF-1-88-12(35))		☐	☐	☐
72	PFM 7-0803.5E PFM 7-0804.5B	Photometric Plan: When there are proposed streetlights, a photometric plan is provided unless simple spacing method is used. Photometric plan identifies the calculation zone and includes the average illuminance in footcandles and uniformity. Road classification and pedestrian activity level are clearly indicated.		☐	☐	☐
73	PFM 7-0803.5F	Plan View-Simple Spacing Method. When the simple spacing method is used, the distance between poles is labeled. Road classification and pedestrian activity level are clearly indicated.		☐	☐	☐
74	PFM 7-0802.1	For subdivisions with an average lot size less than 18,000 square feet, streetlights are provided along frontage of the subdivision, at entrance to the subdivision and along all streets within the subdivision. Streetlights are not required along private roadways.		☐	☐	☐
75	PFM 7-0802.1	For subdivisions with an average lot size of 18,000 square feet or greater, a minimum of two streetlights are provided at proposed entrance into the subdivision.		☐	☐	☐
EROSION AND SEDIMENT CONTROL						
76	PFM 11-0104.1	Two-phased E&S Plan provided for erosion and sedimentation control. Minor land disturbing activities, such as some PI plans, may only need one phase.		☐	☐	☐
77	PFM 11-0304, 11-0305	Standard conservation notes applicable to the site must be provided.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
78	PFM 11-0104.2 VSMH 4.3.2.6.1	Include a site-specific Erosion and Sediment Control narrative that has all elements listed in the checklist in VSMH 4.3.2.6.1 including but not limited to project description, existing site condition, adjacent areas, off-site areas, critical area, soils, erosion and control measures, construction sequence, and permanent stabilization.		☐	☐	☐
79	9VAC25-875-560 (MS-19) PFM 6-0202.11 VSMH 4.3.2.6.1 VSMH 5.3.2.1	Stormwater Runoff consideration: Describe the strategy to control the stormwater runoff based on the drainage patterns and outfalls created by the installation of the Phase 1 erosion and sediment controls and after the site has been cleared. Minimum C factor to be used for disturbed areas during construction must be 0.6.		☐	☐	☐
80	LDS Policy	Add Excess Material Hauling Note: "The grading/excavation contractor for the subject site is required to notify, in writing, the assigned site inspector regarding any excess material proposed to be hauled offsite prior to hauling. The notification must indicate the quantity of material to be moved offsite, identification of the receiving site where the excess will be taken, and all information necessary to show that such receiving site has been properly permitted and has E&S Controls installed".		☐	☐	☐
81	PFM 2-0203.1C PFM 2-0208.12	Limits of clearing and grading shown and includes all work to be done (offsite, utility extensions, outfalls, etc.) and matches between grading, erosion and sediment control, landscape plans		☐	☐	☐
82	DEQ GM No. 25-2008	A statement requiring the contractor to contact the inspector at the following phases of the project: (i) Prior to the start of LDA; (ii) Upon completion of the installation of perimeter controls, but before proceeding with any other LDA or grading; (iii) Prior to the start of another phase of construction; and (iv) Prior to the removal of perimeter controls.		☐	☐	☐
83	PFM 12-0305.1B	Show all erosion and sediment control measures within the limits of disturbance (LOD). Locate perimeter controls outside the proposed graded area as necessary to accommodate grading operations, but within the LOD. Tree-protection fencing and inlet protection may be located outside the LOD when their installation and maintenance will not cause land disturbance outside the LOD.		☐	☐	☐
84	9VAC25-875-560 (MS-4) PFM 11-0104.1	The Phase 1 E&S Plan proposes to install controls needed with minimal clearing. Sediment basins and traps, perimeter controls, and other measures intended to trap sediment are proposed in Phase 1.		☐	☐	☐
85	124.1-6-2.A.1	Drainage divides are shown for pre/post development conditions. Each drainage area should be closed with labels of the area and runoff coefficient of the contributing area. Adequate offsite contours are shown to justify drainage divides.		☐	☐	☐
86	VSMH C-ECM-04 (DD) VSMH C-SCM-04 (IP) VSMH C-SCM-11 (ST)	Drainage divides are shown for E&S measures. Maximum allowable drainage areas are: • Inlet Protection (IP): 1 acre • Diversion Dike (DD): 5 acres • Sediment Trap (ST): 3 acres		☐	☐	☐
87	VSMH BMP Construction	Positive drainage provided into all E&S control measures, including along diversion dikes and temporary conveyance channels.		☐	☐	☐
88	9VAC25-875-560 (MS-2)	Soil stockpiles are provided and protected with sediment trapping measures.		☐	☐	☐
89	LDS Policy	SSF (VSMH C-PCM-04-3) must be used adjacent to Floodplains, RPA, and steep slopes.		☐	☐	☐
90	PFM 12-0305.1.B VSMH C-PCM-01	Tree protection fencing must be provided at the limits of clearing wherever other control devices are not shown. Safety fence may be used in lieu of tree protection fence.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
91	PFM 6-1303.9.B VSMH-P-FIL-04, 6.1	E&S Control measures are shown on E&S Phase 1 Plan around the areas of proposed infiltration facilities.		☐	☐	☐
92	PFM 11-0106.2 VSMH Chapter 7	Details of all proposed E&S measures provided. Computation provided for sediment trap, sediment basin, and any conveyance channel or pipes.		☐	☐	☐
93	PFM 11-0106.2D	The minimum length for a temporary gravel construction entrance is dimensioned 75 feet on the detail. If wash rack is proposed, the source of tire wash water is identified.		☐	☐	☐
94	PFM 11-0104.3 VSMH C-SSM-09 VSMH C-SSM-10	Region specific temporary and permanent seeding tables provided.		☐	☐	☐
95	Tech Bulletin 11-08	Priority Rating Form for E&S control is shown, and physiographic province is correctly identified.		☐	☐	☐
96	PFM 11-0106.2G	Storm drain inlet protection measures shown on -VSMH Plates C-SCM-04-2, C-SCM-04-5, and C-SCM-04-6, which completely block the drain throat or entrance cannot be used.		☐	☐	☐
STORM DRAINAGE						
97	112.1-8101.4.B(32)	Plan View: Existing and proposed stormwater infrastructure, including pipes, swales, and culverts, is shown and clearly labeled. Flow arrows are provided for existing and proposed storm sewer pipes. Other utilities are shown on the same plan view to identify utility crossings.		☐	☐	☐
98	112.1-8101.4.B(32) PFM 6-0202.5	Plan View – Easements: Storm sewer or storm drainage easements are provided when drainage is conveyed from one property onto or through another property, including for single-family detached and attached developments. Concentrated surface runoff is not discharged off-site without an easement unless discharged to a natural watercourse or other appropriate discharge point.		☐	☐	☐
99	PFM 6-0905.4 PFM Plate 62-6	Profile: Profiles are provided for all proposed storm sewer pipes. Profiles show existing and proposed grades, utility crossings with vertical separation dimensions, depth of cover, and hydraulic grade lines (HGLs).		☐	☐	☐
100	PFM 6-1200	Calculations – Culverts: Culvert analysis calculations are provided to demonstrate adequate hydraulic capacity.		☐	☐	☐
101	PFM 6-1000	Details and Calculations – Swales: Swale cross sections and supporting calculations are provided to demonstrate adequate hydraulic capacity.		☐	☐	☐
102	PFM 6-0902.2P	Details – Loading Plane: Where a storm sewer is located within 15 feet of a building, a loading plane diagram is provided.		☐	☐	☐
103	PFM 6-0904 PFM 6-0905 PFM 6-1109	Calculations: Storm sewer, hydraulic grade line, and storm inlet design calculations are provided. Storm drainage systems are designed for the 10-year storm event.		☐	☐	☐
104	PFM 6-1501 PFM 6-1502	Plan View and Narrative – Overland Relief: An overland relief narrative is provided, and the location and approximate extent of overland relief paths are shown near buildings. Flow paths are clearly identified, such as with overlay arrows. Where flow paths are near buildings, transparent shading or similar graphics are used to show the approximate extent of flow and demonstrate that buildings are not flooded by the 100-year flow.		☐	☐	☐
STORMWATER MANAGEMENT PLAN						
Water Quality						
105	124.1-3-2.C.3&5	Narrative: A narrative is provided describing existing and proposed site conditions, existing and proposed stormwater management facilities, and how applicable water quality and quantity control requirements are met.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
106	124.1-3-2.C.8 PFM 6-0402.8	Drainage Area Maps – Water Quality: Pre- and post-development water quality maps are provided. Maps identify the drainage area served by each BMP facility and categorize land cover as impervious, turf, mixed open, or forested.		☐	☐	☐
107	124.1-4-2	Calculations – Water Quality: Water quality calculations are provided using the current version of the Virginia Runoff Reduction Method (VRRM).		☐	☐	☐
108	124.1-3-2.C.9 124.1-4-5	Document: When off-site BMPs or credits are used for water quality compliance, a letter of availability from the off-site provider is provided.		☐	☐	☐
109	124.1-4-2.B Tech Bulletin 15-01	WSPOD: For projects located within the WSPOD, off-site credits are not used for water quality compliance, and calculations are provided to demonstrate compliance with applicable WSPOD requirements.		☐	☐	☐
		Detention				
110	124.1-4-4.D	Narrative – Detention: A description is provided explaining how detention requirements for the 2- and 10-year storm events are met, and for the 100-year storm event where applicable.		☐	☐	☐
111	124.1-3-2.C.8	Drainage Area Maps – Water Quantity: Pre- and post-development water quantity maps are provided. Maps identify off-site drainage areas, supporting topographic, land use, and soil information, and the drainage area served by each stormwater detention facility.		☐	☐	☐
112	124.1-4-4.D, F, & G 124.1-3-2.C.6 124.1-4-6.A PFM 6-0802.1 PFM 6-0803.2, 6-0803.4, PFM Table 6.12	Hydrologic Calculations: Hydrologic analyses are provided for pre- and post-development conditions, including applicable runoff parameters and calculations (e.g., Tc, CN, C). NOAA Atlas 14 Type C rainfall distribution is used.		☐	☐	☐
113	124.1-3-2.C.6 PFM 6-1301.7	Calculations – Release Rates: Allowable release rate calculations are provided.		☐	☐	☐
114	124.1-3-2.C.6	Calculations – Routing: When routing computations are provided, input data includes basin hydrographs, pond stage-storage data, and outlet/discharge stage-discharge data. Output includes routed hydrographs for the applicable design storms.		☐	☐	☐
115	PFM 6-0402.8	Details – Outlet Structure: Details of each proposed outlet structure are provided, including dimensions, elevations, and outlet components.		☐	☐	☐
		Outfall and Downstream Adequacy				
116	124.1-3-2.C.1 PFM 6-0204.1	Narrative – Outfalls: A description is provided for each site outfall, identifying the type and location of concentrated and non-concentrated stormwater discharges, downstream receiving waters and drainage facilities, areas receiving sheet flow, and an assessment of the existing condition of these features.		☐	☐	☐
117	124.1-3-2.C.8	Drainage Area Maps – Outfalls: Pre- and post-development drainage area maps are provided for each outfall location, with the limit of analysis clearly identified for each concentrated outfall.		☐	☐	☐
118	PFM 6-0203.3 PFM 6-0204.1B	Calculations – Concentrated Outfalls: Sufficient cross sections, supporting graphs, and calculations are provided to demonstrate the adequacy of each concentrated outfall.		☐	☐	☐
119	124.1-4-4.E PFM 6-0202.6	Calculations – Sheet Flow: Where sheet flow is discharged onto lower-lying properties, pre- and post-development runoff calculations demonstrate that there is no increase in peak flow.		☐	☐	☐
120	PFM 6-0204.1B(5)	Certification: A written opinion regarding the adequacy of the downstream drainage system is provided and is certified, signed, and sealed by the submitting licensed professional.		☐	☐	☐
		BMP details				

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
121	PFM 6-1300 VSMH Chapter 8	BMP Details: Complete design details are provided for each proposed BMP/SWM facility, including plan views, cross sections, dimensions, elevations, inlet and outlet components, pretreatment features, underdrains, overflow/bypass provisions, maintenance access, and other applicable design features.		☐	☐	☐
122	PFM 6-1300 VSMH Chapter 8	BMP Details: Provide seasonal high water table (SHWT) and bedrock elevation for infiltration, permeable pavement, bioretention, vegetated swale, wet swale, filtering devices, constructed wetlands, wet ponds, and extended dry detention ponds.		☐	☐	☐
123	PFM 6-1300 VSMH Chapter 8	BMP Details: Provide infiltration test results for infiltration practices and bioretention with infiltration features.		☐	☐	☐
		RPA and Floodplain				
124	112.1-8101.4.B(35)(36) Tech Bulletin 22-01	Plan View: Resource Protection Area (RPA) and floodplain (FP) limits are shown and labeled on all applicable sheets, including Existing Conditions, Site, Grading, E&S, and Landscape plans. The source of the RPA and floodplain information is identified in the label or in a separate note.		☐	☐	☐
125	112.1-5105.5	Plan View – Floodplain Setback: The horizontal distance from the floodplain limit to each proposed building is shown and labeled.		☐	☐	☐
126	PFM 6-1405	Plan View – Easement: Existing or proposed floodplain and drainage easements are shown and clearly labeled to include all floodplain. The following note also must be clearly shown: "No use shall be made of, nor shall any improvements be made in, the floodplain easement without specific authorization from Fairfax County."		☐	☐	☐
		SANITARY SEWER				
127	PFM 10-0102.5A(4) & (5)	Vertical and horizontal separation between sanitary sewer mains, waterlines, and storm sewer lines is shown.		☐	☐	☐
128	PFM 10-0102.5A(7) PFM 10-0102.5L.1 PFM 10-0102.5M PFM 10-0103.7(A)	Public gravity sewers must use PVC SDR-25 (or thicker), or DIP. Sanitary sewer pipe deeper than 18' is DIP or PVC DR 14. Sanitary sewer lines crossing streams are DIP. Sanitary sewer lines in fill areas are DIP.		☐	☐	☐
129	PFM 10-0102.5B	Sanitary sewer main extends to the nearest property line of the last lot to be served. Easements extend to the property line where adjoining areas must be served.		☐	☐	☐
130	PFM 10-0102.5C	Sanitary sewers must be at least 15' from all buildings unless a loading plane analysis demonstrates that the pipe is at least 5' from the building's loading plane, measured perpendicular to that plane. Sanitary sewers are not located under retaining walls.		☐	☐	☐
131	PFM 10-0102.8D	Sanitary sewer grade is at least 1% to terminal manhole		☐	☐	☐
132	PFM 10-0104. 2F	Sanitary sewer profiles are provided for all proposed sewers. Sanitary profiles are on the same sheet as the plan.		☐	☐	☐
133	PFM 10-0104.2C	Bearings and distances on centerlines of sanitary sewers are shown.		☐	☐	☐
134	PFM 10-0104.2G	Sewer sizes, manhole numbers, and stationing are shown on the plan and profile. Use the county designated manhole ID for existing manholes. Manhole ID is available in "Digital Map Viewer-Sanitary Sewer Map", and begin with the Tax Map number followed by a three-digit identifier (e.g., # 029-2-172)		☐	☐	☐
135	IPC Table 702.3 PFM 10-0104.5	Building laterals meet the IPC material requirements. PVC Schedule 40, SDR-35, and SDR-26 are allowed. PVC SDR-25 cannot be used.		☐	☐	☐
136	PFM 10-0104.2B	Proposed public sewer easements are at least 10' wide.		☐	☐	☐
		FAIRFAX WATER (FW)				
137	FW Policy	Fairfax Water – Water Main Construction Standard Notes are included		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
138	112.1-8101.4.B(31) PFM 9-0102.2 PFM 9-0202.2	Plan View: The location, size, and material of all existing and proposed water mains, fire lines, service lines, and water meters are shown and clearly labeled.		☐	☐	☐
139	112.1-8101.4.B(31) PFM 9-0102.2 PFM 9-0202.2	Plan View: Fire hydrant locations and corresponding hydrant numbers are shown and clearly labeled. Hydrant numbers begin with the Tax Map number followed by a three-digit identifier (e.g., FH# 056-1-052) Hydrant information is available by FW Map Request.		☐	☐	☐
140	PFM 9-0102.3D PFM 9-0102.3G PFM 9-0103.12	Plan View: Existing and proposed FCWA easements are shown and clearly labeled, including deed book and page numbers. No permanent structures are shown within public water supply easements.		☐	☐	☐
141	PFM 9-0102.3	Plan View: Proposed tie-ins to the existing water system are shown and labeled with all applicable callouts.		☐	☐	☐
142	PFM 9-0102.3	Plan View: Existing and proposed utilities and structures, existing and proposed grading, and water main stationing are shown. All utilities within 50 feet of proposed water mains and the points of connection to existing water mains are shown.		☐	☐	☐
143	PFM 9-0102.3V	Plan View: Utility test pit locations for existing utility crossings are shown and clearly labeled.		☐	☐	☐
144	PFM 9-0102.3	Profile: Profiles are provided for all proposed water mains and fire hydrants.		☐	☐	☐
145	PFM 9-0102.3	Profile: Independent stationing provided for all proposed water mains. Existing and proposed grade lines are shown.		☐	☐	☐
146	PFM 9-0102.3	Profile: All fittings, valves, and bends are shown with corresponding callouts and stationing.		☐	☐	☐
147	PFM 9-0102.3	Profile: Test pit locations are shown where grading is proposed over existing water facilities with corresponding callouts and stationing.		☐	☐	☐
148	PFM 9-0102.3	Profile: Utility crossings, including sanitary laterals, are shown and labeled with minimum clearance callouts and stationing.		☐	☐	☐
149	PFM 9-0102.3	Profile: Water main crossings are shown on storm and sanitary profiles		☐	☐	☐
150	PFM 9-0102.3	Profile: Water mains have 4' of cover unless otherwise noted. Proposed cover is labeled.		☐	☐	☐
		FIRE MARSHAL				
151	PFM 9-0202.1F PFM Table 9.1	Fire hydrants are located at least 50' away and no more than 500' from each building to be protected.		☐	☐	☐
152	PFM 9-0202.1G	No obstructions (plantings, fences, retaining walls, etc.) of fire hydrants within 4 ft.		☐	☐	☐
153	PFM 9-0202.1H	The FDC is within 100 feet of a fire hydrant, if shown.		☐	☐	☐
154	PFM 9-0202.1G PFM 9-0202.1K	FDCs are located on the street-facing, address side of buildings with no obstruction within 10 ft.		☐	☐	☐
155	PFM 9-0202.2 SFPC 503.3	Location of fire lanes including signs and markings are shown. Fire lanes are at least 20' wide.		☐	☐	☐
156	PFM 9-0202.2I	Emergency vehicle access is provided within 100' of the main or principal entrance of each building.		☐	☐	☐
157	PFM 9-0202.2I	All building entrances are shown, and the main entrance identified.		☐	☐	☐
		FOREST CONSERVATION				
158	PFM 12-0204.3 PFM 12-0305.1A	Tree protection measures are shown and identified on the E&S plan. If a demolition plan is provided, tree protection measures are also shown on the demolition plan.		☐	☐	☐
159	PFM 12-0300.1 PFM 12-0300.3 PFM 12-0304.1B PFM 2-0208.12	Tree conservation plan is provided for all land disturbing activities. Engineering and layout information, including the limits of clearing and grading matches the layout/grading plan.		☐	☐	☐
160	PFM 12-0301.1B PFM 12-0306	Existing Vegetation Map (EVM) is provided.		☐	☐	☐

LINE	CODE SECTION	REQUIREMENT	SHEET	YES	N/A	NO
161	PFM 12-0301.1C PFM 12-0302.1B PFM 12-0308 PFM 12-0309	Tree preservation plan, target calculations, and narrative are provided. Table 12.3 is included. Deviation request is provided if checked "yes" on the cover sheet.		☐	☐	☐
162	PFM 12-0301.1D PFM 12-0310	10-year tree canopy calculations are provided. Existing trees within easements or ROW are excluded. Table 12.9 is provided.		☐	☐	☐
163	PFM 12-0302.1A PFM 12-0304.1A PFM 12-0307	Tree inventory and conditions analysis is provided if existing trees will be removed or preserved. Existing tree line for groups of trees is clearly shown with graphic key provided.		☐	☐	☐
164	PFM 12-0302.1F PFM 12-0315	Landscape plan is provided if planting is required to meet the 10-year tree canopy requirements.		☐	☐	☐
165	PFM 12-0315.1A,B	Landscape plan is legible and uses the same scale as the site/grading plan sheets.		☐	☐	☐
166	PFM 12-0315.1E	Landscape plan plant schedule must include all Table 12.11 elements and symbols must be included.		☐	☐	☐
167	112.1-5108.4 PFM 12-0314.4 PFM 12-0314.5	Interior parking lot landscaping calculation is provided where a parking lot with 10 or more parking spaces is proposed. Trees indicated for interior parking lot landscaping are shown.		☐	☐	☐

Submitting Engineer's Explanations

Line #	Notes

References

Fairfax County, Virginia – Code of Ordinances:

Chapter 107	Problem Soils
Chapter 112.1	Zoning Ordinance
Chapter 118	Chesapeake Bay Preservation Ordinance
Chapter 124.1	Erosion & Stormwater Management Ordinance

Other Codes/Regulations/Policies:

PFM	Fairfax County Public Facilities Manual
Tech Bulletin	Land Development Services Technical Bulletin
VAC	Virginia Administrative Code
VSMH	Virginia Stormwater Management Handbook
IPC	International Plumbing Code
SFPC	Virginia Statewide Fire Prevention Code
RDM	VDOT Road Design Manual
VDOT IIM	VDOT Instructional and Informational Memoranda
LDS Policy	Current practice or policy established by this document