



Resource Protection Area Exemption/Exception Request Coversheet

(Does not require a Public Hearing)



Site Development and Inspections Division
Fairfax County Land Development Services
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www.fairfaxcounty.gov/landdevelopment

Associated Plan #: _____ Exception #: _____
Project Name: _____ Magisterial District: _____
Project Address: _____ Tax Map #: _____
Applicant Name: _____ ☐ Owner ☐ Developer ☐ Agent ☐ Engineer
Mailing Address: _____ City, State, ZIP: _____
Phone Number: _____ Email Address: _____

Please Check a category that best describes your project:

CHECK	COUNTY CODE (PLUS Record Type)	EXEMPTION/EXCEPTION/SUBMISSION DESCRIPTION
	§118-2-1 (WQIA)	Allowed Use – Uses and structures allowed in the RPA (water-dependent development, redevelopment, non-exempted roads and driveways, flood control and stormwater management facilities) \$0 Review Fee <ul style="list-style-type: none">Submit a Water Quality Impact Assessment (WQIA) Application WQIA Application must be submitted either separately or as part of the site plan, subdivision plan, or grading plan. Also see Technical Bulletin 06-07 for “WQIA for Water Dependent Development”.Submission of this form is optional. If it is submitted, it could also include a “Letter of Justification” describing compliance with the criteria in §118-2-1. The form and letter of justification would be submitted as supporting documents to the WQIA.
	§118-3-3(e)(1) (WAIV)	Buffer Area – (Request to remove/restore natural vegetation) Applies to sight lines, general woodlot management, habitat management or other authorized uses \$0 Review Fee <ul style="list-style-type: none">Refer to the Removing Vegetation in a Resource Protection Area webpage and submit as a “WAIV” record type in PLUS. for requests under 118-3-3(e)(1)(iii).Separate WQIA Application Form is not required.Submission of this form is optional.
	§118-3-3(i)(WAIV)	Exemption – Living Shorelines \$0 Review Fee <ul style="list-style-type: none">Qualifying living shorelines may be exempt from submission of WQIA. Include a “Letter of Justification” describing compliance with the criteria in 118-3-3(i), including a complete Resilience Assessment as described in CBPO 118-4-3(g), along with this form.
	§118-5-1 (WAIV)	Exemption – Nonconforming uses and structures \$0 Review Fee <ul style="list-style-type: none">Submission of this form is optional. If it is submitted, it must include a “Letter of Justification” describing compliance with the criteria in §118-5-1 along with this form.WQIA Form is not required.

CHECK	COUNTY CODE (PLUS Record Type)	EXEMPTION/EXCEPTION/SUBMISSION DESCRIPTION
	§118-5-2 (WAIV)	Exemption – Public utilities, railroads, public roads, and facilities \$0 Review Fee <ul style="list-style-type: none"> Submission of this form is optional. If it is submitted, it must Include a “Letter of Justification” describing compliance with the criteria and additional conditions in accordance with §118-5-2 along with this form. WQIA Form is not required.
	§118-5-3 (WAIV)	Exemption - Water wells, site amenities for passive recreation (e.g., access paths), historic preservation, and archeological activities. \$0 Review Fee <ul style="list-style-type: none"> Submission of this form is required. Include a “Letter of Justification” describing compliance with the criteria listed in §118-5-3 along with this form. WQIA Form is not required.
	§118-5-4(a) (WAIV)	Exception - Loss of buildable area in RPA for lots recorded prior to October 1, 1989, where encroachment (i.e., limits of clearing and grading) does not extend into the seaward 50' of the RPA buffer area. \$204 Review fee per lot + \$324 or \$432 Review Fee for WQIA plus technology surcharge fee. <ul style="list-style-type: none"> Submit “Water Quality Impact Assessment Application”, and Submit this form with proposed grading plan, and a “Letter of Justification” describing compliance with the criteria listed in §118-5-4.
	§118-5-4(b) (WAIV)	Exception - Loss of buildable area in RPA for lots recorded between October 1, 1989, and November 17, 2003, where encroachment (i.e., limits of clearing and grading) does not extend into the seaward 50' of the RPA buffer area. \$204 Review Fee per lot + \$324 or \$432 Review Fee for WQIA plus technology surcharge fee. <ul style="list-style-type: none"> Submit “Water Quality Impact Assessment Application”, and Submit this form with proposed grading plan and a “Letter of Justification” describing compliance with the criteria listed in §118-5-4.
	§118-5-5(a) (WAIV)	Exception – Minor additions in RPA (does not include accessory structures/uses) to houses that were established (RUP issued) prior to July 1, 1993. For land disturbance exceeds 2,500 square feet, <ul style="list-style-type: none"> Submit “Water Quality Impact Assessment Application”, and Submit this form with proposed grading plan and a “Letter of Justification” describing compliance with the criteria listed in §118-5-5(a) and §118-5-5(c). \$204 Review Fee per lot + \$324, or \$432 Review Fee for WQIA plus technology surcharge fee. <i>[For addition projects disturbing less than 2,500 square feet, refer to the “Minor Additions webpage and submit as a “WAIV” record type in PLUS. \$0 Review Fee]</i>
	§118-5-5(b) (WAIV)	Exception – Minor additions in RPA (does not include accessory structures/uses) to houses that were established (RUP issued) between July 1, 1993, and November 17, 2003. For land disturbance exceeds 2,500 square feet, <ul style="list-style-type: none"> Submit “Water Quality Impact Assessment Application”, and Submit this form with proposed grading plan and a “Letter of Justification” describing compliance with the criteria listed in §118-5-5(b) and §118-5-5(c). \$204 Review Fee per lot + \$324, or \$432 Review Fee for WQIA plus technology surcharge fee. <i>[For addition projects disturbing less than 2,500 square feet, refer to the “Minor Additions webpage and submit as “WAIV” record type in PLUS. \$0 Review Fee]</i>

If your application does not fit any of the above categories, it does not qualify for administrative review. Consider an application in accordance with [§118.6](#), which may be granted by the Exception Review Committee, or by the Board of Supervisors in conjunction with a rezoning or special exception approval. Please see more information in "[Exception for Public Hearing](#)" form. A [pre-application meeting](#) with a stormwater specialist at Site Development and Inspections Division is strongly recommended.

LETTER OF JUSTIFICATION REQUIREMENTS

Address how approval of the proposed encroachment within the RPA satisfies the applicable qualifications and criteria. (For example, for Loss of buildable area refer to [§118-5-4\(a or b\)](#)). In addition, this letter may be used to describe and add any other information that is relevant to the application.

WATER QUALITY IMPACT ASSESSMENT (WQIA) REQUIREMENTS

WQIA is required for any land disturbance, development or redevelopment within the RPA unless exempt pursuant to [§118-5-1](#), [§118-5-2](#), or [§118-5-3](#). Complete WQIA Application including all elements per CBPO [§118-4-3](#) and [Technical Bulletin 20-02](#).

APPLICANT/AGENT SIGNATURE: _____ DATE: _____

HOW TO SUBMIT:

1. Submit the application form and all required documentation through our online permitting portal [PLUS](#). For PLUS instructions, visit [LDS PLUS SUPPORT](#).
2. Where "WAIV" is the listed "Record Type", this form, or other form as noted above, and associated letter of justification should be submitted as a "Site" Record with "Record Type" "Waiver" in PLUS. It will appear under your submission records like "WAIV-2023-00001" with the year of submission and number assigned to the project. For more information, visit [LDS Permit Library-Waivers](#).
3. Where "WQIA" is the listed "Record Type", the Water Quality Impact Assessment (WQIA) should be submitted as a "Site" Record with "Record Type" "Water Quality Impact Assessment" in PLUS. It will appear under your submission records like "WQIA-2023-00001" with the year of submission and number assigned to the project. For more information, visit [LDS Permit Library-WQIA](#).
4. For applications submitted pursuant to §118-5-4, the RPA Encroachment Request and WQIA are submitted as a combined application as a WAIV record in PLUS. A separate WQIA record in PLUS is no longer required.
5. Fees listed in the form are based on the most recently adopted version of the Land development Services Fee Schedule. CLICK [HERE](#) to view the most current fee schedule for Waiver and WQIA submissions..