



Mission
Facilitate the safe and sustainable building of our communities.

Land Development Services

Bill Hicks, Director
703.324.1780
Herrity Building, Suite 659
All telephone numbers are available in TTY by calling 711

Vision
Be the best partner in creating a thriving Fairfax County



Permit Application/Public Counter 703.222.0801

Permitting & Code Administration Division
Helman Castro, Director (Acting)
703.324.1780

Customer and Technical Support Center
Branch Chief: Betsy Smith, 703.324.1954

Site Technical Services

Manager: Paul Fernandes, 703.324.7190

- Site Application Center (SAC), manager: Lindsay Bowman, 703.324.1926
 - ✓ Site plan intake and distribution
 - ✓ Land disturbance permits
 - ✓ Utility permits
- Bond and Agreements Center (BAC), manager: Morgan Wolf, 703.324.1519
 - ✓ Bond submissions, extensions, releases
 - ✓ Conservation escrows
- Facilitation and Addressing Center (FAC), manager: Morgan Wolfe, 703.324.1519
 - ✓ Addressing
 - ✓ Proffer tracking

Permit Application Center (PAC)

Manager: Steve Kendrick, 703.324.1869

- PAC supervisor: Hivi Faraj, 703.324.2587
- PAC supervisor: Nicole McMahon, 703.324.1539
 - ✓ Building, trade and amusement devices permits
 - ✓ After-hours inspection requests

Records & Information Management

Main Line, 703.324.1895

Manager: Matthew Logie, 703.324.1816

- Site-related plans, waivers and other site records retention
- Building plan, permit, inspections and other building records retention
- Freedom of Information Services (VFOIA), manager: Orna Zaman, 703.324.2863
 - ✓ Public records access, requests: 703.324.1833

Post Occupancy Enforcement and Public Outreach

Manager: Melissa Smarr, 703.324.5175

- Post occupancy building code violations
- Unlicensed contractor violations
- Permitting Ombudsman: Jill West, 703.324.1528
 - ✓ Building permit facilitation
 - ✓ Universal design SME

Building Construction 703.631.5101

Building Division
Jay Riat, Director & Building Official
703.324.1017

Building Plan Review and Critical Structures Program

Branch Chief: Dan Willham, 703.324.2573

- Commercial building and structural plan review
- Building project managers: Tuong Nguyen, 703.324.1856 and Mac Gebresilliasie, 703.324.8447
- Critical Structures Program, Manager: Haval Barziny, 703.324.1921
 - ✓ Special inspections coordination
 - ✓ Shop drawing review

Mechanical, Electrical and Plumbing Plan Review

Branch Chief: Krishna Loomba, 703.324.4205

- Commercial MEP plan review
- MEP project managers:
 - ✓ Behrouz Hasheminejad, 703.324.1518
 - ✓ Lee Craft, 703.324.1839

Building Inspections

Branch Chief: Aaron Morgan, 703.324.1688

- Residential and commercial combination inspections
- Branch Supervisors:
 - ✓ Norm Carlson, 703.324.8632 (residential)
 - ✓ Scott Verbel, 703.324.1107 (residential)
 - ✓ Don Weyant, 703.324.8355 (residential)
 - ✓ Don Cassidy, 703.509.3654 (condo/multi-family)
 - ✓ Harold King, 703.509.1655 (commercial electrical)
 - ✓ William Dougherty, 703.539.9428 (mechanical plumbing)
 - ✓ Vacant, (commercial mechanical)

Technical Services

Branch Chief: James Anjam, 703.324.1637

- Residential Plan Review and Commercial Fast Track Program Manager: Anthony McMahan, 703.324.1086
- Residential Fast Track Program Manager: Kyle Kratzer, 703.324.1516
- Elevator Program Manager: Nick Kavanagh, 703.324.1778
- Cross Connections and Backflow Prevention Program Manager: Paul Hickman, 571.595.9714

Building Code Research and Development

- Branch Chief, building code SME: Vacant
- Mechanical, electrical, plumbing SME: Richard Grace, 703.324.1687
 - ✓ Code research and development, Code modifications
 - ✓ Liaison to the Board of Building Code Appeals
 - ✓ Building code training

Site Construction 703.324.1720

Site Development & Inspections Division
Matthew Hansen, Director
703.324.1698

Plan Review and Inspections - North

(Dranesville, Hunter Mill, Sully Districts)

Branch Chief: Bin Zhang, 703.324.7179

- Inspections Manager: Nak Chea, 703.324.2789
- Site Development Sr. Engineer: Kati Barczay, 703.324.1636
- Reston Projects Manager: Clinton Abernathy, 703.324.1654

Plan Review and Inspections - Central

(Braddock, Springfield, Providence Districts)

Branch Chief: Jeff Vish, 703.324.8452

- Inspections Manager: David Humphrey, 703.324.2795
- Site Development Sr. Engineer: Daun Klarevas, 703.324.5238
- Tysons Projects Manager: Vacant

Plan Review and Inspections - South

(Lee, Mount Vernon, Mason Districts)

Branch Chief: Bijan Sistani, 703.324.1797

- Inspections Manager: Ed Ballard, 703.658.3806
- Geotechnical Team: Behzad Faryar, 703.324.2582; Kanthan Siva, 703.324.1798

Residential Infill Development Branch

Branch Chief: Yosif Ibrahim, 703.324.2643

Review of non-bonded residential infill grading plans, additions, swimming pools

Environmental Compliance and Enforcement

Branch Chief: Brandy Mueller, 703.324.5175

- Land disturbance enforcement (greater than 2,500 sf)
- RPA and stormwater violations
- Federal, state and local environmental compliance and coordination
- Regulatory reporting (DEQ, MS4, et al.)

Site Code Research and Development

Branch Chief: Jan Leavitt, 703.324.1733

- Code/PFM amendments and interpretations
- Parking reduction reviews

Business Support Services

Operations Division
Helman Castro, Director
703.324.1780

Project Management Team

Branch Chief: Kirsten Munz, 703.324.7523

- Tysons Coordinator: William Marsh, 703.324.1972
- Reston Coordinator: Bree Fuller, 703.324.1861
- Nonprofit & Places of Worship Coordinator: Jennifer Josiah, 703.324.3013
- Revitalization Districts' Coordinator: Harvey Clark, 703.324.2544
- Site Project Manager: Ken Williams, 703.324.1757
- GIS support: Brett Martin, 703.324.7549
- Customer Experience Team: Michael Antonowics, 703.222.0801

IT Support

Branch Chief: Bill Edwards, 703.324.8459

Help Desk: 703.324.4487 or email

helpdeskLDSITServices@fairfaxcounty.gov

- Business support, application support, change management: Alanna Piccolo, 703.324.3365
- Infrastructure and hardware support, procurement review, system access: Jeff Putiyon 703.324.1827
- Website, FairfaxNet and special projects: Bill Edwards, 703.324.8459
- Software development, data support: Bushra Khan, 703.324.1032
- PLUS project management: Jill Huff, 703.324.1943

Special Programs

- Process and Business Administration: Ellen Gray (acting) 703.324.1859
 - ✓ Room reservations, space planning
 - ✓ Customer Information Center management
 - ✓ Emergency management, COOP plan
 - ✓ Vehicle Services
 - ✓ Safety Program
 - ✓ Safety administration: training, coordination
- Public Information Officer: Mary Mulrenan, 703.324.2743
 - ✓ Outreach, internal communications
 - ✓ Media relations
 - ✓ Herrity and emergency communications

Learning and Development

Branch Chief: Ellen Gray, 703.324.1859

- Leadership, management, employee development
- Coaching, organizational development, facilitation
 - ✓ Joint Training, Building Code and Site Code Academies

Financial Management

Branch Chief: Devi Ogden, 703.324.1848

- Revenue Manager: Vacant
 - ✓ Cashier operations and accounting
 - ✓ Proffer, bond, release transaction processing
 - ✓ Elevator billing
 - ✓ Revenue projections
- Procurement Manager: Lin Zhu, 703.324.1872
 - ✓ Expenditures, procurement
 - ✓ P-cards (purchase cards)
 - ✓ Payroll projections
- Cashier's Office Manager: Mattie Scott, 703.324.1571
 - ✓ Transaction and payment processing
 - ✓ Reconciliation

Human Resources

Branch Chief: Devi Ogden, 703.324.1848

HR Manager: Chris Morrison, 703.324.3927

- HR Generalist: Alvin Baptista, 703.609.3344
 - ✓ Payroll, FOCUS support, Benefits
 - ✓ Position descriptions and class specifications
 - ✓ Workforce planning
 - ✓ Recruitment
 - ✓ Employee relations
 - ✓ New employee processing, onboarding
 - ✓ HR policy development

Administrative Support

Administrative Assistant: Andrea Day, 703.324.1780