



Building Division (BD)
Land Development Services (LDS), Fairfax County
Pre-submission Meeting Worksheet

Date:
December 2, 2021

Reviewer:

Please note items discussed during the meeting do not constitute a plan review or approval; the plans will be reviewed for compliance when submitted.

Pre-submission meetings are limited to one hour in duration.

The design team shall be responsible for taking meeting minutes. The meeting minutes shall be sent to the county for acceptance or comment within five business days of the meeting.

Any items not resolved during the meeting may be followed up in the meeting minutes or by email.

PROJECT INFORMATION

Project Name: _____

Street Address: _____

Submitting Firm _____ Submitting Time: _____

Contact Person: _____

Scope of Work: _____

BUILDING INFORMATION

CODE INFORMATION

Code Year: _____

Occupancy Classification(s) (Ch. 3): _____

Type of Construction (Ch. 6): _____

Gross Area Per Floor(SF): _____ Height(ft): _____ Number of Stories: _____ High-Rise Building: Yes / No

FIRE PROTECTION SYSTEMS

Sprinklers: Yes / No Fire Alarm: Yes / No Standpipe: Yes / No Fire Control Room: Yes / No

SITE INFORMATION

Site plans: Yes / No Lot lines: Yes / No Proffers: Yes / No Rezoning: Yes / No

Note: Any building proffers must be incorporated into the architectural plans prior to plan approval.

SPECIAL PROGRAMS

Modified Processing: Yes / No Peer Review: Yes / No Revitalization District: Yes / No

Green Building: Yes / No Adaptive Reuse: Yes / No HD: Yes / No

VIRGINIA CONSTRUCTION CODE

Building Code	Subject	Comments
CHAPTER 3 & 4	USE AND OCCUPANCY	
CHAPTER 5	BUILDING HEIGHTS & AREAS	
CHAPTER 6	TYPES OF CONSTRUCTION	
CHAPTER 7	FIRE & SMOKE PROTECTION	
CHAPTER 9	FIRE PROTECTION SYSTEMS	
CHAPTER 10	MEANS OF EGRESS	
CHAPTER 11	ACCESSIBILITY	
	OTHERS	

VIRGINIA EXISTING BUILDING CODE

Building Code	Subject	Comments
CHAPTER 3	GENERAL PROVISIONS & SPECIAL DETAILED REQUIREMENTS	
CHAPTER 4	ACCESSIBILITY	
CHAPTER 5	REPAIRS	
CHAPTER 6	ALTERATIONS	
CHAPTER 7	CHANGE OF OCCUPANCY	
CHAPTER 8	ADDITIONS	
	OTHERS	