



# FAIRFAX COUNTY PARK AUTHORITY



## EASEMENT APPLICATION

Revised December 2025

Send to: [FCPALANDMANAGEMENT@FAIRFAXCOUNTY.GOV](mailto:FCPALANDMANAGEMENT@FAIRFAXCOUNTY.GOV)

### APPLICANT INFORMATION

Resident     Developer     Business     Utility     Other \_\_\_\_\_

If Government:     Wastewater     Stormwater     Capital Facilities     Transportation

Name \_\_\_\_\_ Title \_\_\_\_\_

Company/Agency \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City, State \_\_\_\_\_ Phone \_\_\_\_\_

### PROJECT SCOPE OF WORK

Project Name: \_\_\_\_\_

Scope of Work: *(Provide a detailed description of the overall scope of work for the project. Explain the purpose and/or need for the project to occur. Explain the public benefit of the project, if any)*

Has a design plan been submitted to FCPA for review?     Yes     No

If yes, provide the plan number and/or PLUS number: \_\_\_\_\_

Describe what phase the design plan is in and if all FCPA comments have been addressed:

\_\_\_\_\_  
If no, describe why:

### LOCATION AND DESCRIPTION OF PROPOSED EASEMENT

Park Name(s): \_\_\_\_\_

List Of Affected Properties:

| Tax Map ID | Type of Easement | Area in Square Feet | Temporary or Permanent |
|------------|------------------|---------------------|------------------------|
|            |                  |                     |                        |
|            |                  |                     |                        |
|            |                  |                     |                        |
|            |                  |                     |                        |
|            |                  |                     |                        |

Impacted features that are within the proposed easement(s) (check all that apply)

- Trail  Trees  Bridge  Parking Lot  Green Space  Stream  Playground  Pavillion  
 Athletic Field/Court  Telecommunications Tower  Other: \_\_\_\_\_

*Note: Park name and features can be located within [JADE](#). Use the map to find and select the correct property. Under the Layers tab, select "Community" and expand the tab to check the "Recreation" box. This will display the park name and other park features on the map.*

Have you explored options other than an easement on FCPA property?  Yes  No

Describe why the easement is necessary and how it serves public interest or resolves a specific issue:

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Describe the anticipated impact on park land, its environment and public use:

*Note: If the work will impact trees (including impacts to root systems or canopy), include a Tree Protection Plan and/or Mitigation Plan. A tree inventory and condition analysis is required for all trees 6 inches in diameter and larger that fall onto FCPA property within the proposed limits of disturbance and 25 feet outside the limit. A tree appraisal for impacted trees may be required as part of the easement payment pending further review.*

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Describe a plan or proposal for mitigating any adverse impacts and other restoration efforts:

#### LIST OF ATTACHMENTS

Please check all the following attachments to be provided with this application:

- Map or design plan of all planned work on FCPA property, including limits of disturbance, tree impacts, staging and access with proposed easement limits clearly shown
- Proposed Deed of Easement
- Proposed Easement plat
- Any other relevant document(s) \_\_\_\_\_

#### APPLICANT SIGNATURE

I hereby certify that I am the owner or the authorized agent of the owner or have the permission of the owner to obtain this easement. I hereby agree to abide by all conditions expressed or implied, on this application and in FCPA Policy 210 - Easements. I agree that I will obtain a permit and/or easement prior to starting any construction or maintenance activity on FCPA land. I understand that this is an application only and does not serve as permission to conduct any special activity in the park until authorized by the appropriate FCPA Director. I understand all fees and charges must be paid and all required monetary assurances must be posted before any permits or easements are issued or granted.

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Name (printed)

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Signature

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Title

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Date