

**ARTICLE 19**  
**BOARDS, COMMISSIONS, COMMITTEES**  
**TABLE OF CONTENTS**

<b>PART 1</b>	<b>19-100 PLANNING COMMISSION</b>
SECTION	
19-101	Purpose
19-102	Authority and Establishment
19-103	Membership
19-104	Officers
19-105	Meetings
19-106	Records
19-107	Duties
<b>PART 2</b>	<b>19-200 BOARD OF ZONING APPEALS</b>
SECTION	
19-201	Purpose
19-202	Authority and Establishment
19-203	Membership
19-204	Officers
19-205	Meetings
19-206	Referral to Planning Commission
19-207	Records
19-208	Periodic Report
19-209	Powers and Duties
19-210	Limitations
19-211	Decisions Subject to Judicial Review
<b>PART 3</b>	<b>19-300 ARCHITECTURAL REVIEW BOARD</b>
SECTION	
19-301	Purpose
19-302	Authority and Establishment
19-303	Membership
19-304	Officers
19-305	Meetings
19-306	Records
19-307	Powers and Duties
<b>PART 4</b>	<b>19-400 HEALTH CARE ADVISORY BOARD</b>
SECTION	
19-401	Purpose
19-402	Authority and Establishment
19-403	Membership
19-404	Officers
19-405	Meetings
19-406	Records
19-407	Powers and Duties

FAIRFAX COUNTY ZONING ORDINANCE

**PART 5                    19-500 TREE COMMISSION**

SECTION

- 19-501 Purpose
- 19-502 Authority and Establishment
- 19-503 Membership
- 19-504 Officers
- 19-505 Meetings
- 19-506 Records
- 19-507 Powers and Duties

**PART 6                    19-600 GEOTECHNICAL REVIEW BOARD**

SECTION

- 19-601 Purpose
- 19-602 Authority and Establishment
- 19-603 Membership
- 19-604 Officers
- 19-605 Meetings
- 19-606 Records
- 19-607 Powers and Duties

**PART 7                    (DELETED BY AMENDMENT #90-194, ADOPTED AUGUST 6, 1990,  
EFFECTIVE AUGUST 7, 1990, 12:01 AM)**

**PART 8                    (DELETED BY AMENDMENT #89-171, ADOPTED MARCH 13, 1989,  
EFFECTIVE MARCH 14, 1989, 12:01 AM)**

**ARTICLE 19**  
**BOARDS, COMMISSIONS, COMMITTEES**

**PART 1     19-100   PLANNING COMMISSION**

**19-101     Purpose**

The Planning Commission shall advise the Board of Supervisors on all matters related to the orderly growth and development of Fairfax County, and it shall approve or disapprove the location, character and extent of all public facilities in the County.

More specifically, the Planning Commission, with the advice and assistance of the County staff, shall:

1. Prepare and recommend a comprehensive plan for the physical development of the County, and review said plan at least once every five (5) years.
2. Prepare and recommend amendments to the Zoning Ordinance.
3. Prepare and recommend amendments to the Subdivision Ordinance.
4. Prepare and recommend amendments to a Capital Improvement Program.
5. Prepare and recommend amendments to an Official Map.
6. Review and make recommendations on all amendments to the Zoning Map.
7. Review and make recommendations on applications for special exceptions filed with the Board, and when deemed necessary on appeals and applications for special permits filed with the BZA.
8. Approve final development plans in accordance with the provisions of Sect. 16-402.
9. Approve or disapprove the general or approximate location, character and extent of streets, parks or other public areas, public buildings, public structures, public utilities, or public service corporations other than railroads, whether publicly or privately owned.

**19-102     Authority and Establishment**

The Planning Commission was established in conformance with a resolution adopted by the Board of Supervisors on July 6, 1938 pursuant to the provisions of Article 2, Chapter 22, Title 15.2 of the Code of Virginia.

The Planning Commission heretofore established shall continue as the Planning Commission for the purpose of this Ordinance.

The official title of this Commission shall be the 'Fairfax County Planning Commission'.

## FAIRFAX COUNTY ZONING ORDINANCE

### **19-103 Membership**

1. The Planning Commission will consist of not less than five nor more than fifteen members, appointed by the Board, all of whom are residents of the County, qualified by knowledge and experience to make decisions on questions of community growth and development; provided that at least one-half of the members so appointed are Fairfax County landowners. There must be one member from each District.
2. Members shall be appointed for four (4) years and terms of appointment shall be staggered. Members of the Commission may receive such compensation as may be authorized by the Board.
3. Any vacancy in membership shall be filled by appointment by the Board. It shall be for an unexpired term only. Any appointed member may be removed by the Board for malfeasance in office.

### **19-104 Officers**

1. The officers of the Planning Commission shall consist of a Chairman, a Vice-Chairman, a Secretary and a Parliamentarian.
2. The officers of the Planning Commission shall be elected from the members for a one (1) year term by the Commission at its first regular meeting after January 1 each year; provided, however, if an appointment to the membership by the Board is pending, such election shall be held at the first meeting following such an appointment.
3. A candidate receiving a majority vote of the entire membership of the Commission shall be declared elected. He shall take office immediately and serve for one (1) year or until his successor shall take office.
4. Vacancies in office shall be filled immediately by regular election procedures.

### **19-105 Meetings**

1. Regular meetings of the Planning Commission are held two (2) times each week, as the work of the Commission may require, at a time and place to be designated by resolution by the Commission. When a meeting date falls on a legal holiday, the meeting shall be held on the day following unless otherwise designated by the Commission.
2. All regular meetings and adjourned meetings shall be open to the public except as provided for in the Freedom of Information Act.
3. Special meetings of the Commission may be called by the Chairman or by two (2) members upon written request to the Secretary.
  - A. The Secretary shall cause to be mailed to all members, at least five (5) days in advance of a special meeting, a written notice fixing the time and place and purpose of the meeting.

## BOARDS, COMMISSIONS, COMMITTEES

- B. Written notice of a special meeting shall not be required if the time of the special meeting has been fixed at a previous regular meeting or if all members are present at the special meeting or if they filed a written waiver of the required notice.
- 4. Special meetings may be either open to the public or may be closed, but no official action on any matter shall be taken by the Commission at any closed meeting.
- 5. All public hearings conducted by the Planning Commission shall be in accordance with the provisions of Sect. 18-109.
- 6. A majority of the membership of the Commission shall constitute a quorum.
- 7. No action of the Commission shall be valid unless authorized by a majority vote of those present and voting.

### **19-106      Records**

The Planning Commission shall keep minutes of all its proceedings, showing evidence presented, the names and addresses of all witnesses giving testimony, findings of fact by the Commission, and the vote of each member upon each question, or if absent or failing to vote, such fact. These minutes shall be a public record.

### **19-107      Duties**

The Planning Commission shall have the following duties:

- 1. The election of officers from its own membership.
- 2. The general supervision of, and the making of regulations for, the administration of its affairs.
- 3. The adoption of its own bylaws and procedures, consistent with the ordinances of the County and the general laws of the State.
- 4. The employment or contract for secretaries, clerks, legal counsel, consultants and other technical and clerical services within the limits of funds appropriated by the Board.
- 5. The supervision of its fiscal affairs and responsibilities, under rules and regulations as prescribed by the Board.
- 6. The preparation and submission of an annual budget in the manner prescribed by the Board.
- 7. The conduct of public hearings on specific items.
- 8. The hearing and decision on all matters referred to and upon which it is required to pass by this Ordinance and the Code of Virginia.
- 9. The performance of those activities set forth in Sect. 101 above.

## FAIRFAX COUNTY ZONING ORDINANCE

10. The preparation, publication and distribution of reports, ordinances, and other material relating to its activities.
11. The preparation and presentation to the Board of an annual report concerning the operation of the Commission and the status of planning within the County.
12. The preparation and presentation to the Board of a report, at intervals of not greater than five (5) years, on whether or not a general revision of this Ordinance should be undertaken. If the Commission should recommend such a revision, it shall describe the conditions which it believes indicate the desirability thereof, outlining in general the respects in which the Ordinance can better be adapted to such conditions. Further, it shall indicate the scope of the revisions that it believes to be advisable.
13. The establishment of advisory committees when it is deemed advisable.

BOARDS, COMMISSIONS, COMMITTEES

**PART 2 19-200 BOARD OF ZONING APPEALS**

**19-201 Purpose**

In recognition that many of the provisions of this Ordinance are of a nonspecific and general nature, and that they are not perfect and are subject to interpretation, the Board of Zoning Appeals is established to vary specific terms of the Ordinance to the end that the intent of the provisions may be effectuated, but only in a manner that the spirit of the Ordinance is maintained and upheld. In addition, the Board of Zoning Appeals is established to perform those duties as set forth in Article 7, Chapter 22, Title 15.2 of the Code of Virginia and those duties as set forth in the provisions of this Ordinance.

**19-202 Authority and Establishment**

The Board of Zoning Appeals was established pursuant to the provisions of Article 7, Chapter 22, Title 15.2 of the Code of Virginia. The Board of Zoning Appeals heretofore established shall continue as the Board of Zoning Appeals for the purpose of this Ordinance.

The official title of this Board shall be the 'Fairfax County Board of Zoning Appeals', and such body shall also be known by the abbreviation 'BZA'.

**19-203 Membership**

1. The BZA shall consist of seven (7) members appointed by the Circuit Court of Fairfax County, Virginia, and the members may receive compensation as may be authorized by the Board of Supervisors. All members shall be residents of the County.
2. The terms of office of the membership shall be for five (5) years, except that the original appointment of the first five (5) members shall be made for such terms that the term of one member shall expire each year. The original appointment of the additional two (2) members shall be for terms of one for two (2) years and one for three (3) years.
3. The Clerk of the BZA shall notify the Circuit Court at least thirty (30) days in advance of the expiration of any term of office and shall also notify the Court promptly of any vacancy. Appointments to fill such vacancies shall be only for the unexpired portion of the term. Members may be reappointed to succeed themselves.
4. A member whose term expires shall continue to serve until his successor is appointed and qualifies.
5. Members of the BZA shall hold no other public office in the County, except that one (1) member may be a member of the Planning Commission.
6. Any BZA member may be removed for malfeasance, misfeasance or nonfeasance in office, or for other just cause by the Court which appointed him, after a hearing held on at least fifteen (15) days' notice to the member sought to be removed.

**19-204 Officers**

## FAIRFAX COUNTY ZONING ORDINANCE

At its first meeting in January of each year, the BZA shall elect a Chairman and a Vice-Chairman by a majority vote of the entire membership, and shall appoint a Clerk, whose compensation shall be fixed by the Board of Supervisors.

### **19-205 Meetings**

1. The BZA shall hold at least one (1) meeting each month at a time and place to be designated by resolution of the BZA. When a meeting date falls on a legal holiday the meeting shall be held on the day following unless otherwise designated by the BZA.
2. Four (4) members of the BZA shall constitute a quorum but a lesser number may meet and adjourn.
3. Special meetings may be called by the Chairman provided at least five (5) days' notice of such hearing is given each member in writing.
4. The BZA may adjourn a regular meeting if all applications or appeals cannot be disposed of in the day set and no further public notice shall be necessary for such a meeting. Such adjournment shall be mandatory ten (10) hours after the start of a meeting.
5. Appeals shall be heard and applications considered in the order in which they are filed, except that an appeal or application may be advanced for a hearing by an order of the BZA for a good cause shown. The Clerk shall keep a calendar of cases to be heard in their proper priority.
6. All public hearings conducted by the BZA shall be in accordance with the provisions of Sect. 18-109. All hearings shall be open to the public, and any person affected may appear and testify at such hearing, either in person or by an authorized agent or attorney.

### **19-206 Referral to Planning Commission**

1. The Clerk of the BZA shall transmit to the Planning Commission a copy of every appeal or application made to the BZA and shall also notify the Commission of the date of the hearing thereon.
2. If, prior to the time of the hearing, the Planning Commission submits to the BZA a recommendation that an application for a special permit be denied, that specified conditions be prescribed in connection with a particular special permit or that specified conditions be prescribed in connection with a particular variance, the BZA shall not act contrary to such recommendation except by a majority vote of all the members of the BZA.

### **19-207 Records**

1. The BZA shall keep written records and minutes of all its proceedings, showing evidence presented, findings of fact by the BZA, and the vote of each member upon each question, or if absent or failing to vote, such fact.



## BOARDS, COMMISSIONS, COMMITTEES

2. Every decision of the BZA shall be recorded in accordance with standard forms prescribed by the BZA, and shall fully set forth the circumstances of the application and the findings on which the decision is based. Every decision of the BZA shall be made by resolution adopted by a majority of all of the members present, except as otherwise specifically provided in this Ordinance.
3. Each such resolution shall be filed by case number under one of the following headings: (a) interpretation, (b) variances, and (c) special permits, together with all documents pertaining thereto.

### **19-208 Periodic Report**

1. The BZA shall report to the Board of Supervisors periodically, at intervals of not greater than six (6) months, summarizing all appeals and applications made to it since its last previous report and summarizing its decisions on such appeals and applications. At the same time that each such report is filed with the Board, copies thereof shall also be filed with the County Executive, the Planning Commission, the County Attorney, and the Director.
2. At intervals of not greater than twelve (12) months, the County Attorney shall examine the records of the BZA, and shall submit to the BZA a written summary of his observations thereon, including any recommendations that he may deem to be advisable in order to assure full conformity with the requirements and limitations of this Ordinance pertaining to the jurisdiction and functions of the BZA. Copies of such summary and recommendations shall be filed with the Board of Supervisors, the County Executive, the Planning Commission and the Director.

### **19-209 Powers and Duties**

The BZA shall have the following powers and duties:

1. To hear and decide appeals from any order, requirement, decision, interpretation or determination made by the Zoning Administrator or any other administrative officer in the administration or enforcement of this Ordinance, all as provided in Part 3 of Article 18.
2. To authorize upon application in specific cases such variance from the terms of this Ordinance as will not be contrary to the public interest, when owing to special conditions, a literal enforcement of the provisions will unreasonably restrict the utilization of the subject property; provided that the purpose of the Ordinance shall be observed, all as provided in Part 4 of Article 18.
3. To hear and decide applications for such special permits as are authorized under Article 8 of this Ordinance.
4. To hear and decide applications for interpretation of the Zoning Map where there is uncertainty as to the location of a zoning district boundary. After notice to the owners of the property affected by any such interpretation, and after a public hearing thereon, the BZA shall interpret the Map in such a way as to carry out the purpose and intent of this Ordinance for the particular district in question. The BZA shall not have the power,

## FAIRFAX COUNTY ZONING ORDINANCE

however, to rezone property or to change substantially the location of zoning district boundaries as established by this Ordinance.

5. To hear and decide all other matters referred to and upon which it is required to pass by this Ordinance.
6. To make, alter and rescind rules and forms for its procedures, consistent with the ordinances of the County and the general laws of the State.
7. To prescribe procedures for the conduct of public hearings that it is required to hold.
8. To perform those additional activities set forth in this Part.
9. To employ or contract for, within the limits of funds appropriated by the Board of Supervisors, secretaries, clerks, legal counsel, consultants and other technical and clerical services.

### **19-210 Limitations**

All provisions of this Ordinance relating to the BZA shall be strictly construed. The BZA, as a body of limited jurisdiction, shall act in full conformity with all provisions and definitions in this Ordinance and in strict compliance with all limitations contained therein. Any action taken by the BZA beyond the authority specifically conferred by the provisions of this Ordinance and the limitations applicable thereto shall ipso facto be of no force and effect.

### **19-211 Decisions Subject to Judicial Review**

All decisions and findings of the BZA that resolve the merits of an appeal or application before the BZA, or dismiss such a filing with prejudice on a procedural basis, are final decisions and are, in all instances, subject only to judicial review in the manner provided by Article 7, Chapter 22, Title 15.2 of the Code of Virginia.

BOARDS, COMMISSIONS, COMMITTEES

**PART 3 19-300 ARCHITECTURAL REVIEW BOARD**

**19-301 Purpose**

The purpose of the Architectural Review Board shall be to administer the provisions of Part 2 of Article 7 and to advise and assist the Board of Supervisors in its efforts to preserve and protect historic, architectural, and archaeological resources in the County.

**19-302 Authority and Establishment**

The Architectural Review Board is established in accordance with the provisions of this Part 3 of Article 19. The Architectural Review Board heretofore established shall continue as the Architectural Review Board for the purpose of this Ordinance.

The official title of this Board shall be the 'Fairfax County Architectural Review Board' and such body shall also be known by the abbreviation 'ARB'.

**19-303 Membership**

1. The ARB shall be composed of eleven (11) voting members who shall be residents of the County. Ten (10) of the members shall be appointed by the Board of Supervisors as follows:
  - A. Two (2) licensed architects, at least one of whom must meet the Secretary of the Interior's Professional Qualification Standards for Historic Architecture as published in 36 CFR Part 61.
  - B. One (1) licensed landscape architect.
  - C. One (1) lawyer who is an active member in good standing with the Virginia State Bar.
  - D. One (1) archaeologist who meets the Secretary of the Interior's Professional Qualification Standards for Archaeology as published in 36 CFR Part 61.
  - E. One (1) historian who meets the Secretary of the Interior's Professional Qualification Standards for History as published in 36 CFR Part 61 or one (1) architectural historian who meets the Secretary of the Interior's Professional Qualification Standards for Architectural History as published in 36 CFR Part 61.
  - F. The other members appointed by the Board of Supervisors shall be drawn from the ranks of related professional groups such as historians, architectural historians, architects, landscape architects, archaeologists, engineers, land-use planners, lawyers, and real estate brokers.

The eleventh member shall be an ex officio member from the Fairfax County History Commission, who shall be drawn from the ranks of related professional groups or who meets the Secretary of the Interior's Professional Qualification Standards for one of the disciplines cited in A, D, or E.

## FAIRFAX COUNTY ZONING ORDINANCE

2. Members other than the member from the History Commission, who is chosen by the History Commission, shall be appointed to serve for a term of three (3) years or until their successor has been appointed. Terms shall be staggered with three (3) members appointed every year except that four (4) members shall be appointed every third year. An appointment to fill a vacancy shall be only for the unexpired portion of the term. Members may be reappointed to succeed themselves.
3. Members shall exempt themselves from voting on any action in which their financial interests or those of their immediate family or employer are directly involved.
4. Members shall possess a demonstrated interest, competence, and knowledge of historic preservation.

### **19-304 Officers**

The officers of the ARB shall be established by majority vote of the entire membership.

### **19-305 Meetings**

Meetings of the ARB shall be called by the Chairman as needed. Meetings shall be held at a time and place to be designated by the Chairman, and all members shall be notified of such at least five (5) days in advance of the meeting.

A quorum of six (6) members present is required for consideration of any matter, and any action taken shall require the affirmative vote of a majority of the voting membership present.

### **19-306 Records**

The ARB shall keep records of all its proceedings, and such records shall be made available upon request for public inspection.

### **19-307 Powers and Duties**

The ARB will have the following powers and duties:

1. In a Historic Overlay District, to hear and decide applications for Building Permits and sign permits as provided for in Sect. 7-204.
2. To review and make recommendations on all applications for rezoning, special permit, special exception and variance, and any site plan, subdivision plat, and grading plan in Historic Overlay Districts.
3. To propose, as deemed appropriate, the establishment of additional Historic Overlay Districts and revisions to existing Historic Overlay Districts.
4. To assist and advise the Board of Supervisors, the Planning Commission, and other County departments and agencies in matters involving historically, architecturally, culturally or archaeologically significant sites and buildings such as appropriate land usage, parking facilities, and signs.
5. To assist the Zoning Administrator in the review of applications for new utility distribution or transmission poles 50-feet or lower in height proposed to be constructed within the right-of-way of a Virginia Byway, or on property that is both adjacent to a

## BOARDS, COMMISSIONS, COMMITTEES

Virginia Byway and listed on the County Inventory of Historic Sites. To assist the Zoning Administrator, the ARB may provide application specific recommendations or formulate general recommended criteria or design guidelines for the installation of such poles in these areas.

6. To advise owners of historic buildings or structures on problems of preservation.
7. To formulate recommendations concerning the establishment of an appropriate system of markers for Historic Overlay Districts and selected historic sites and buildings, including proposals for the installation and care of such markers.
8. To cooperate with and enlist assistance from the Fairfax County History Commission, the Virginia Department of Historic Resources, the National Trust for Historic Preservation, and other interested parties, both public and private, in its efforts to preserve, restore, and conserve historic, cultural or archaeological buildings, sites, or areas in the County.
9. To make available to the Fairfax County Library, on request, copies of reports, maps, drawings, and other documents bearing on the historical significance and architectural history of landmarks considered by or brought to the attention of the ARB, and permit copies thereof to be made for permanent keeping in the library's historical collection.
10. To employ secretarial assistance and pay salaries, wages, and other incurred necessary expenses, pursuant to appropriations by the Board of Supervisors.

FAIRFAX COUNTY ZONING ORDINANCE

BOARDS, COMMISSIONS, COMMITTEES

**PART 4 19-400 HEALTH CARE ADVISORY BOARD**

**19-401 Purpose**

The Health Care Advisory Board was created to be a citizen group which would develop expertise in all phases of health care and use that expertise to advise and otherwise assist the Board of Supervisors in the development and implementation of a comprehensive plan of health programs and facilities.

**19-402 Authority and Establishment**

The Health Care Advisory Board was established in conformance with a resolution adopted by the Board of Supervisors on July 11, 1973.

The Health Care Advisory Board heretofore established shall continue as the Health Care Advisory Board for the purpose of this Ordinance. The official title of this Board shall be the 'Fairfax County Health Care Advisory Board'.

**19-403 Membership**

The Health Care Advisory Board shall consist of nine (9) members serving four (4) year terms with at least one (1) physician or other health care provider appointed at large by the Chairman of the Board of Supervisors and the other eight (8) members appointed one from each District.

**19-404 Officers**

The Health Care Advisory Board shall establish such rules of procedure as it sees fit, and elect such officers as it deems necessary to the fulfillment of its duties.

**19-405 Meetings**

The Health Care Advisory Board shall hold such meetings as it deems necessary to the fulfillment of its duties.

**19-406 Records**

The Health Care Advisory Board is directly responsible to the Board of Supervisors and the records of its actions are maintained in the Office of the County Executive.

**19-407 Powers and Duties**

The powers and duties of the Health Care Advisory Board shall include, but are not limited to, the following. Such functions shall apply only insofar as they do not contradict with specifically outlined duties of the Fairfax-Falls Church Community Services Board.

1. Participation in the periodic review of a comprehensive health plan for the County, to include recommendations for the provision of health care facilities, as well as an evaluation of current health resources and an assessment of future program needs.
2. Initiation of an on-going health care information process in coordination with local, regional, state and federal agencies.

## FAIRFAX COUNTY ZONING ORDINANCE

3. Annual review of the County Executive's budget priorities for physical health-related County and contributory agencies.
4. Review of proposed medical care facilities, continuing care facilities, and adult day care centers in accordance with other provisions of this Ordinance.
5. Evaluation of the specifications and methodology of proposed County third party contracts for health service studies and programs.
6. Review of materials provided the County by the Fairfax Hospital Association pertaining to certain provisions of the Fairfax County/Fairfax Hospital Association Agreement and requiring the review and/or approval of the Board of Supervisors.
7. The undertaking of such other activities as become appropriate as the character of health care delivery evolves.



BOARDS, COMMISSIONS, COMMITTEES

**PART 5 19-500 TREE COMMISSION**

**19-501 Purpose**

The purpose of the Tree Commission shall be to provide advice to the Board of Supervisors, based on an annual reevaluation of the experience of the administration and implementation of the provisions set forth in Chapter 104 of The Code and Article 13 of this Ordinance relating to vegetation preservation and planting; to provide leadership in developing an understanding of the objectives and methods of tree conservation; and to assist the Urban Forestry Branch of the Department of Public Works and Environmental Services and Land Development Services in the development and maintenance of technical specifications and guidelines.

**19-502 Authority and Establishment**

The Tree Commission was established in conformance with an action adopted by the Board of Supervisors on June 18, 1973 and amended on July 30, 1973, which action became effective on August 1, 1973. The Tree Commission heretofore established shall continue as the Tree Commission for the purpose of this Ordinance, and the duration of the Tree Commission shall be determinable by the Board of Supervisors.

The official title of this commission shall be the 'Fairfax County Tree Commission'.

**19-503 Membership**

1. The Tree Commission members shall be appointed by the Board of Supervisors and shall be composed of fifteen (15) members. Ten (10) of the members shall be citizens of the County chosen for their knowledge and experience in the field of arboriculture or related fields. Five (5) of the members shall be representatives from the following offices and agencies: Fairfax County Environmental Quality Advisory Council; Northern Virginia Soil and Water Conservation District; Fairfax County Park Authority; Department of Extension and Continuing Education of Fairfax County; and Virginia Department of Forestry.
2. Citizen members shall be appointed to serve for a term of three (3) years or until their successor has been appointed. An appointment to fill a vacancy shall be only for the unexpired portion of the term. Members may be reappointed to succeed themselves.
3. If a member is absent for three (3) consecutive meetings without sufficient cause, a letter will be sent to the Chairman of the Board of Supervisors asking for replacement of that member.
4. The removal or resignation or withdrawal of any or all members of the Tree Commission shall not result in the dissolution of the Tree Commission.

**19-504 Officers**

1. The officers of the Tree Commission shall be Chairperson and Vice-Chairperson and such other officers that the Tree Commission shall from time to time elect.

## FAIRFAX COUNTY ZONING ORDINANCE

2. The Tree Commission shall elect its officers once each year or on the occasion of withdrawal of an officer from his post. An annual election meeting shall be held as soon as appropriate after regular annual appointments are made.
3. The duties of the officers shall be in general those defined in Robert's Rules of Order, modified as required to fit the purpose of the Tree Commission.

### **19-505 Meetings**

1. Meetings of the Tree Commission shall be called by the Chairperson as needed or upon the request of three (3) or more members. Meetings shall be held at a time and place to be designated by the Chairperson.
2. Proceedings of the Tree Commission shall be in accordance with Robert's Rules of Order.

### **19-506 Records**

The Tree Commission shall keep records of all its proceedings, and such records shall be made available upon request for public inspection.

### **19-507 Powers and Duties**

1. The Tree Commission shall have the power to do any lawful acts or things reasonably necessary to carry out its purposes.
2. The Tree Commission shall develop and disseminate technical information for professional groups, developers, and citizens and shall strive to inform the general public of the provisions of Chapter 104 of The Code and Article 13 of this Ordinance.
3. The Tree Commission shall assist the Urban Forestry Branch in the development and maintenance of Article 13 of this Ordinance, the policies, standards and guidelines in the Vegetation Preservation and Planting section of the Public Facilities Manual and other allied documents, which will provide guidance for persons involved in planting, preserving, protecting or replacing trees.
4. The Tree Commission shall present an annual report to the County Executive and Board of Supervisors, such report to include:
  - A. A description of activities conducted.
  - B. A report of activities ongoing and forecast.
  - C. An evaluation of the experience of the administration and implementation of the provisions set forth in Chapter 104 of The Code and Article 13 of this Ordinance, to include: an appraisal of the strength and comprehensiveness of the provisions; recommendations to improve implementation; and judgment as to how it is being interpreted by the public and by those affected by the requirements of these provisions.

## BOARDS, COMMISSIONS, COMMITTEES

5. The Tree Commission shall be furnished working facilities as provided by the County Executive. Where required, the Tree Commission shall be provided assistance from other County offices.
6. The Tree Commission may divide itself into ad hoc committees as the Chairperson may direct or the Tree Commission may resolve, and such ad hoc committees may acquire additional assistance from any sources as required to perform assignments so long as they are consistent with the provisions of Chapter 104 of The Code and Article 13 of this Ordinance.
7. The Tree Commission may enact bylaws as may be required to aid in its efficient operation and such bylaws shall be incorporated by reference in this Part.

FAIRFAX COUNTY ZONING ORDINANCE

BOARDS, COMMISSIONS, COMMITTEES

**PART 6 19-600 GEOTECHNICAL REVIEW BOARD**

**19-601 Purpose**

The purpose of the Geotechnical Review Board shall be to analyze soils reports and associated plans located within areas of problem soils and to give advice and recommendations to the Director of Land Development Services concerning these areas.

**19-602 Authority and Establishment**

The Geotechnical Review Board was established in conformance with an action adopted by the Board of Supervisors on May 12, 1975. The Geotechnical Review Board heretofore established shall continue as the Geotechnical Review Board for the purpose of this Ordinance.

The official title of this Board shall be the 'Fairfax County Geotechnical Review Board' and such body shall also be known by the abbreviation 'GRB'.

**19-603 Membership**

1. The GRB shall consist of three (3) members and three (3) respective alternates appointed by the Board of Supervisors. The respective alternate shall serve whenever that member cannot serve due to illness, conflict of interest or other reasons. Members and alternates shall be professional engineers registered in the State of Virginia, specializing in soil and foundation engineering, or engineering geologists, licensed to practice engineering in the State of Virginia.

Candidates or nominees shall be solicited from the American Society of Civil Engineers, the Consulting Engineers Council of Metropolitan Washington, the Association of Soil and Foundation Engineers, the Virginia Society of Professional Engineers, the Virginia Polytechnic Institute and State University, the American Institute of Professional Geologists, the Association of Engineering Geologists and from other sources.

2. Appointments shall be made for three (3) years and the terms shall be staggered.
3. Members of the GRB shall be compensated at the rate determined by the Board of Supervisors for work performed in connection with the review of projects assigned by the Director of Land Development Services.

**19-604 Officers**

The Director of Land Development Services shall serve as Secretary and shall be a non-voting member.

**19-605 Meetings**

Meetings shall be held at the request of the Director of Land Development Services.

## FAIRFAX COUNTY ZONING ORDINANCE

### **19-606      Records**

The records and soils reports for all meetings and correspondence for the GRB shall be maintained in the Office of the Director of the Department of Land Development Services.

### **19-607      Powers and Duties**

The GRB shall review reports, plans and specifications submitted to the Director of Land Development Services in accordance with the provisions of Article 17 of this Ordinance, the Public Facilities Manual, and Chapters 101 and 107 of The Code. The GRB shall recommend approval, approval with modifications or disapproval of said plans and specifications, which recommendations shall not be binding upon the Director of Land Development Services. Its review shall be limited to geotechnical aspects and foundation design.

BOARDS, COMMISSIONS, COMMITTEES

**PART 7 (DELETED BY AMENDMENT #90-194, ADOPTED AUGUST 6, 1990, EFFECTIVE AUGUST 7, 1990, 12:01 AM)**

FAIRFAX COUNTY ZONING ORDINANCE



BOARDS, COMMISSIONS, COMMITTEES

**PART 8 (DELETED BY AMENDMENT #89-171, ADOPTED MARCH 13, 1989, EFFECTIVE MARCH 14, 1989, 12:01 AM)**

FAIRFAX COUNTY ZONING ORDINANCE