Street Acceptance Guidelines

Fairfax County

Guidelines
Flowcharts and Examples

July 2013
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**Overall Procedure**

1. Record Deeds and Plats at Fairfax County Courthouse
2. Area Sketch & Memo from Fairfax County GIS & Mapping (Page 12-14)
3. Submit Initial Street Acceptance Package (Page 3-4)
4. Complete Roadway Construction
5. Submit As-Built Utility Package (Page 5)
6. Submit Post Construction Package (Page 6-7)
7. Pre-VDOT Inspection
8. Joint VDOT/Fairfax County Inspection
9. Acceptance Letter & Maintenance Fee Schedule
10. Submit Final Street Acceptance Package (Page 8)
11. Fairfax County Board of Supervisors Resolution
12. VDOT Final Acceptance (Central Office)

**Contact Information**

Fairfax County: (703) 324-7329; [www.fairfaxcounty.gov](http://www.fairfaxcounty.gov)

Fairfax County Circuit Court: (703) 246-2366; [www.fairfaxcounty.gov/courts/circuit/cpan.htm](http://www.fairfaxcounty.gov/courts/circuit/cpan.htm)

Fairfax County GIS & Mapping: (703) 324-2712; [http://www.fairfaxcounty.gov/maps/](http://www.fairfaxcounty.gov/maps/)

Fairfax County Department of Public Work & Environmental Services: (703) 324-5033; [http://www.fairfaxcounty.gov/dpwes/](http://www.fairfaxcounty.gov/dpwes/)


**Street Acceptance Package Submittals:**

Site Development and Inspections Division (SDID): (703) 324-1720

12055 Government Center Parkway, Suite 535

Fairfax, VA 22035-5503

**Color Legend**

- **Fairfax County**
- **Developer**
- **VDOT**
Initial Street Acceptance Package

From: Developer’s Engineer
To: Fairfax County
When:

[Site Plans]:
Simultaneous with VDOT Permit Application Package Submittal to VDOT-Fairfax Permits Office

[Subdivision Plans]:
Before First Bond Extension/Reduction at Fairfax County

**Site Plans**

- Fairfax County Plan Approval
- Tie-In Permit to VDOT
- Initial Package to Fairfax County
- Fairfax County Reviews/Submits Initial Package to VDOT
- VDOT Reviews/Approves Tie-In Permit
- VDOT Reviews/Approves Initial Street Acceptance Package
- Developer begins Construction

**Subdivision Plans**

- Fairfax County Plan Approval
- Tie-In Permit to VDOT
- VDOT Reviews/Approves Tie-In Permit
- Developer begins Construction
- Initial Package to Fairfax County
- Fairfax County Reviews/Submits Initial Package to VDOT
- VDOT Reviews/Approves Initial Street Acceptance Package
- First Bond Extension/Reduction
Initial Street Acceptance Package (Continued)

Place all listed items below in a letter sized pocket folder, then into a sealed 12”x15½” mail envelope (see page 10) with a completed “Initial Submittal Checklist” taped to the front (page 11):

- CD labeled with project name, plan number, engineering firm name and contact information (see example on page 10) containing the following documents in PDF format:
  - Memo from Fairfax County GIS & Mapping (page 13).
  - Colored “Area Sketch” (page 14).
  - Completed “Street Acceptance Form for BOS Resolution” (page 15).
  - Completed “Project & Road Segment Data Sheets” (page 16&17).
  - Recorded Deed(s) of Dedication (page 18).
  - Redlined Recorded Plat (page 19).
  - Composite redlined plat if recorded plat has more than 3 drawing sheets or in case of multiple recorded plats.
  - Folder on the CD Named “Plans” with project plan sheets in Group 4 TIFF format:
    - Complete plan set is required.
    - Each file must be named: plan number_sheet number (i.e. 5124-SP-02-3_01.tif).
    - Cover Sheet must have all Approval Signatures.
- Paper copies of all documents listed above except plan sheets.
As-Built Utility Package

From: Developer
To: Fairfax County
When: Upon Receipt of “Roadway Construction Complete” Letter from Fairfax County

Roadway Construction Completed
County Issues Roadway Construction Completion Letter to Developer
Developer Submits As-Built Utility Package to Fairfax County
Fairfax County Reviews/Approves and Submits As-Built Utility Package
VDOT Reviews/Approves As-Built Utility Package

Place all listed items below in a letter sized manila folder, then into a sealed 12”x15½” mail envelope with a completed “As-Built Submittal Checklist” taped to the front (page 20):

- Completed “As-Built Utility Verification Checklist” (page 21).
- Fairfax County “Roadway Construction Complete” Letter (page 22).
- For each utility (Gas, Communications and Electric) submit one of the two items listed below. The Item submitted must reference the project name and street names that are affected.
  - An original letter from the utility company verifying that there are “No Facilities” in the dedicated right-of-way.
  - In-Place Permit Application signed by the utility company and one (1) plan set/sketch showing the facilities within the dedicated right-of-way; a legend/description of the facilities must be provided as well.
- If landscape/planting/special features within the dedicated right-of-way; Permit Application and recorded maintenance agreement signed by responsible entity; subject to VDOT Fairfax Permits approval.
- Paper copies of recorded quitclaims; in case of easements within the dedicated right-of-way.
Post Construction Package

From: Developer
To: Fairfax County Inspector
When: After VDOT Approval of As-Built Utility Checklist Package

1. Developer submits Post Construction Package to Fairfax County
2. Fairfax County Reviews/Approves Post Construction Package
3. Pre-VDOT Site Inspection (Developer and County Inspector)
   - If Project Site is READY for VDOT Inspection; County Inspector submits Post Construction Package to VDOT
     - VDOT Reviews/Approves Post Construction Package
       - Joint VDOT/Fairfax County Site Inspection
         - Inspection Approved
         - Deficiencies Punch List
           - Acceptance Letter & Maintenance Fee Schedule (if Applicable) Sent by VDOT to County Inspector
Post Construction Package (Continued)

Place all listed items below in a letter sized pocket folder, then into a sealed 12”x15½” mail envelope with a completed “Post Construction Submittal Checklist” taped to the front (page 23):

- All geotechnical reports must be sealed, signed & dated by professional engineer; including:
  - “Final Report of Roadway Construction Inspections”
  - Geotechnical reports (CBR, asphalt compaction & concrete compressive strength) covering work within VDOT right-of-way only (if applicable).
  - Summarized report for soils, sub-grade and sub-base compaction testing might be submitted in lieu of detailed reports.
  - Fort the asphalt layers (intermediate & surface); the roller pattern, control strip and test section Reports must be provided.

- Fairfax County “Inspection Request” letter; signed & dated by county inspector. (page 24).

- Water Authority Final Approval Letter, signed and dated.

- CD to include following plan sheets in Group 4 TIFF format (if applicable).
  - Revised pavement design
  - Plan revisions that affect VDOT right-of-way
  - Pavement Marking/Striping/Signage Plan approved by VDOT Traffic Engineering

- DVD of all storm structures and pipe runs within VDOT right-of-way. DVD must show recording date, location (street name), structure numbers and pipe sizes. A full view (360°) of each joint is required. Existing hairline cracks or any other deficiencies must be clearly shown/investigated by the camera. The recording date must be within maximum sixty (60) days from submittal to VDOT.
Final Street Acceptance Package

From: Developer
To: Fairfax County
When: After VDOT Acceptance Letter & Maintenance Fee Schedule

- Developer Submits Maintenance Fee Check to Fairfax County
- Fairfax County Project Certification Letter
- County Submits Final Package to VDOT
- VDOT Reviews/Approves and Forwards the Project to Fairfax County for Obtaining a Board of Supervisors Resolution
- BOS Resolution Passed
- VDOT Final Acceptance
- Fairfax County Bond Release

Place all listed items below in a letter sized pocket folder, then into a sealed 12”x15½” mail envelope with a completed “Final Street Acceptance Submittal Checklist” taped to the front (page 26):

- Fairfax County “Project Certification” letter (page 27).
- Applicable Fees Payment must be a Cashier’s or Certified Check, Payable to “Treasure of Virginia”.

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Page 8 of 27
**Submittal Folders Examples**

12”x15½” Envelope

Letter Sized Expandable Pocket
Data CD Example

Example of Correctly Labeled Data CD

Initial Package
Marshy Mountain Subdivision
Section 3
1234-SD-001-2

My Engineering Firm
Jane Smith
(703) 222-5678
Jane.Smith@MEF.com

Screenshot of Example Data CD Contents

“Plans” Folder

0349-SD-03-2_01.tif
0349-SD-03-2_02.tif
0349-SD-03-2_03.tif
0349-SD-03-2_04.tif
0349-SD-03-2_05.tif
0349-SD-03-2_06.tif
0349-SD-03-2_07.tif
0349-SD-03-2_08.tif
0349-SD-03-2_09.tif
0349-SD-03-2_10.tif
0349-SD-03-2_11.tif
Initial Street Acceptance Submittal Checklist Example

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Street Acceptance - Fairfax County
Initial Package - Submittal Checklist

Place all items below in a letter sized pocket folder and place the folder in a 12"x15.5" envelope
Complete this checklist, tape to the front of the sealed envelope
Deliver to Fairfax County Site Development & Inspections Division (SDID)

Date
Subdivision Name: __________________________
Developer: __________________________
Developer Contact Name: __________________________
Developer Address: __________________________
Developer City/State/Zip: __________________________
Engineer Contact Name: __________________________

District: __________________________
Fairfax County Plan #: __________________________
Email: __________________________
Phone: __________________________

Print Form
Print this form and complete the section below by hand. Check all items included.

CD labeled with Project Name, Plan Number, Engineering Firm and Contact information;
containing the following in Adobe PDF Format:
Memo from Fairfax County GIS & Mapping.
Colored Area Sketch from Fairfax County GIS & Mapping.
Completed "Street Acceptance Form for Board of Supervisors Resolution".
Completed "Project Data Sheet".
Completed "Road Segment Data Sheet".
Recorded Deed(s).
Recorded and Redlined Plat.
Composite Redlined Plat; in case of dedications shown on 3 sheets or more of the recored plat or
having multiple recorded plats.
Folder on the CD named (Plans) with each site plan sheet in Group 4 TIFF Format.
- Each file must be named: plan number_sheet number (i.e. 5124-SP-002-3_01.tif).
- Coversheet must have all Approval Signatures.

Hardcopies of the Following:
Memo from Fairfax County GIS & Mapping.
Area Sketch from Fairfax County GIS & Mapping; Colored in Pencil Only.
Completed "Street Acceptance Form for Fairfax County Board of Supervisors Resolution".
Completed "Project Data Sheet".
Completed "Road Segment Data Sheet(s)".
Recorded Deed(s).
Recorded and Redlined Plat.
Composite Redlined Plat; if applicable.

SKETCH and MEMORANDUM PROCEDURES

To obtain a sketch and memorandum from the Fairfax County GIS and Mapping Office for your VDOT Acceptance Package, you will need to submit the following:

1. One Copy of the Recorded Deed Of Dedication
2. One Red-line copy of the Dedicated Plat that shows the street dedication

Both items will be returned along with the sketch and memorandum. No appointment is necessary, there is a 3 to 4-day turn around, and you will receive a call when everything is ready.

Any questions please call the number above.
FAIRFAX COUNTY, VIRGINIA
MEMORANDUM

TO: Dorothy Purvis, Engineering Manager
    Virginia Department of Transportation

FROM: Robert A. Farrimond
       Supervising Manager

DATE: 11/16/05

The Right of Way of streets shown on Plan Name MARSHY MELLOW SUBDIVISION, County Plan Number 8261-505-002-3, Have been dedicated to Public use to the with and distance indicated and recorded in the following Deed Book and Pages of the records of Fairfax County, Virginia.

DEED BOOK 51125  PAGE NUMBER 44-94 (12/15/02)
11668  155-417 (04/22/02)
Area Sketch from Fairfax County GIS & Mapping Example

Obtain the Blank Sketch from Fairfax County GIS & Mapping (Directions on page 12):

Color the Dedication in Red with PENCIL, color the Existing State Roads in Blue with PENCIL, and mark the Appropriate Sidewalk/Trail Maintenance Symbols along the Dedication in Black PENCIL.
**Street Acceptance Form for Board of Supervisors Resolution Example**

- “Subdivision Plat Name” must match the Name on the Recorded Plat.
- Shaded Areas are for VDOT Use Only.
- The Reference Distance in “FROM” Field should be measured to the Nearest State Intersection.
- For Sidewalks and/or Trails: the Length, Type and Maintenance Responsibility of the Walkway must be listed in the “Notes” Section.
- Mileage must be in hundredths.
- For Dedications of “Additional Right-of-Way Only”; the Mileage should be “0.0”.

---

**Street Acceptance Form For Board Of Supervisors Resolution - June 2005**

<table>
<thead>
<tr>
<th>FAIRFAX COUNTY BOARD OF SUPERVISORS FAIRFAX, VA</th>
<th>VIRGINIA DEPARTMENT OF TRANSPORTATION - OFFICE OF THE ENGINEERING MANAGER, FAIRFAX, VIRGINIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pursuant to the request to inspect certain streets in the subdivisions as described, the Virginia Department of Transportation has made inspections, and recommends that same be included in the secondary system.</td>
<td>REQUEST TO THE ENGINEERING MANAGER, FOR INCLUSION OF CERTAIN SUBDIVISION STREETS INTO THE STATE OF VIRGINIA SECONDARY ROAD SYSTEM.</td>
</tr>
<tr>
<td>ENGINEERING MANAGER: D.A. Purvis</td>
<td>PLAN NUMBER: 91635D-01</td>
</tr>
<tr>
<td>BY:</td>
<td>COUNTY MAGISTERIAL DISTRICT: Lee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STREET NAME</th>
<th>LOCATION</th>
<th>TO</th>
<th>LENGTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Willowfield Way</td>
<td>CL Franconia Road (Route 644): 322' SW CL Roso Street (Route 1320)</td>
<td>645' N to Section Line (Beginning Dedication of Highgrove Estates Section 2)</td>
<td>0.12</td>
</tr>
<tr>
<td>Franconia Road (Route 644) (Additional Right-of-Way Only)</td>
<td>162' SW CL Roso Street (Route '320)</td>
<td>230' SW to Section Line</td>
<td>0.0</td>
</tr>
</tbody>
</table>

**EXAMPLE**

<table>
<thead>
<tr>
<th>NOTES:</th>
<th>TOTALS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Willowfield Way: 952' of 4' Concrete Sidewalk on Both Sides to be maintained by VDOT.</td>
<td>0.12</td>
</tr>
</tbody>
</table>
Complete “Project Data Sheet” once for Each Project.

Street Acceptance - Fairfax County

Project Data Sheet

The Engineer shall complete this Form for Each Street Acceptance Project, then submitted as part of the "Initial Street Acceptance Package."

Project Data

Subdivision Name
Developer
Developer Contact Name Phone#
Developer Address
Engineering Company
Engineer Address
Engineer Contact Name Phone#
County Inspector Name

County Plan # Plan Approval Date

Recorded Plat(s): Deed Book # Page Numbers Recrodation Date

Tax Map #

Number of Segment Data Sheets Attached

Print Form

All Fields must be completed
Road Data Information – Segment Data Sheet Example

- Complete one “Segment Data Sheet” for Each Segment of Road (Segments are Divided by Intersecting Streets).
- Instructions for completing the “Segment Data Sheet” are at the Bottom of the Form.

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Street Acceptance - Fairfax County

Segment Data Sheet

The Engineer must complete this form for each segment of dedicated road(s); segments are divided by intersecting streets. All segment sheets must be combined and attached to a "Project Data Sheet", then submitted as part of the "Initial Street Acceptance Package."

<table>
<thead>
<tr>
<th>Road Data - Segment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subdivision Name</td>
</tr>
<tr>
<td>Street Name</td>
</tr>
<tr>
<td>From (1)</td>
</tr>
<tr>
<td>To (2)</td>
</tr>
<tr>
<td>Segment Mileage (3)</td>
</tr>
<tr>
<td>Existing Route # (4)</td>
</tr>
<tr>
<td>ROW Width (Feet)</td>
</tr>
<tr>
<td>Number of Lanes</td>
</tr>
<tr>
<td>Public Service</td>
</tr>
<tr>
<td>Travel Surface Width (Feet) (6)</td>
</tr>
<tr>
<td>Total Pavement Width (Feet)</td>
</tr>
<tr>
<td>Shoulder Width (Feet) (Left)</td>
</tr>
<tr>
<td>(Right)</td>
</tr>
<tr>
<td>Curb &amp; Gutter Info (7) None</td>
</tr>
<tr>
<td>Sidewalk/Trail Info (8) None</td>
</tr>
<tr>
<td>Median Width (Feet)</td>
</tr>
<tr>
<td>Median Type</td>
</tr>
<tr>
<td>Walkway Description</td>
</tr>
<tr>
<td>Notes/Comments</td>
</tr>
</tbody>
</table>

(1) Starting point of this segment, referenced to the nearest intersecting street
i.e. "CL Cx Road (Rt 123) - 1,123’ S CL Lee Jackson Memorial Hwy (Rt 50)"
i.e. "Existing Point Place (Rt 10093) - 128’ W CL Braddock Rd (Rt 820)"

(2) Ending point of this segment, referenced to the nearest intersecting street
i.e. "400’ N to end of cul-de-sac" or "233’ S to CL Sutter St (Rt 5567)"

(3) Mileage of this segment, including cul-de-sac offset and radius

(4) If there is no route number assigned to the road, leave blank.

(5) Number and type of facility this segment serves (i.e. 8 houses, 1 school, etc.)

(6) Width of travelable portion of roadway measured to the face of curb.

(7) Side(s) of the road with curb and gutter: "Left", "Right", "Left and Right", "Median", etc.

(8) Side(s) of the road with sidewalk or trail: "Left", "Right", "Left and Right", "Median", etc.

(9) Linear footage, type of walkway, maintenance responsibility, and side of road
(i.e. "26’ of sidewalk on N side to be maintained by VDOT")

All Fields must be completed

Print Form
Recorded Deeds of Dedication Example

- Obtain Recorded Deeds from Fairfax County Land Records. For more Information; visit www.fairfaxcounty.gov/courts/circuit/cpan.htm
- Deeds must be Complete; all Pages Including the Recorded Plat.

EXAMPLE
**Redlined Recorded Plats Example**

- Redline Distances of Centerline from Intersection to Intersection – Each Segment is a Separate Distance.
- For all Cul-de-Sacs include Offset (if applicable) and Radius to the End of Cul-de-Sac.
- Professional Engineer Certification must be shown in Red.
- For New Roads; include Reference Distance in Both Directions from Centerline of Intersection to the Nearest State Intersections.
- Show Right-of-Way Width for all Street Segments and Each Distance from Centerline.
- Show each Line Length, Radius and Arc Length on a Street Segment and show Total Distance to Intersection.
- For Additional Right-of-Way Dedications; show Reference Distance to the Nearest State Intersection, Total Length and Variable Width.
As-Built Submittal Checklist Example

- Complete the Top Section entirely.
- Check Each Item Included in the Envelope or write “N/A” if an Item does not apply.

07/2013

Street Acceptance - Fairfax County
AsBuilt Utility Package - Submittal Checklist

Place all items below in a letter sized manila folder and place the folder in a 12”x15.5” envelope
Complete this checklist and tape to the front of the sealed envelope
Deliver to Fairfax County Site Development & Inspections Division (SDID)

Date
District
Subdivision Name
Developer
Fairfax County Plan#
Developer Contact Name
Email
Developer Address
Developer City/State/Zip
Fairfax County Inspector

Fill All Applicable Fields

Check all items that are included. Write “N/A” for items that do not apply.

- Completed “Asbuilt Utility Verification Checklist” Form.
- Roadway Construction Complete Letter from Fairfax County Inspector.
- Permit Application for Gas Lines within the Dedicated Right-of-Way and one (1) plan (highlighted) defining the facilities locations and description or a Letter from the Gas Company if there are "No Facilities".
- Permit Application from each company with Communication Lines within the Dedicated Right-of-Way and one (1) plan (highlighted) defining the facilities locations and description, or a Letter from Each Communication Company if there are "No Facilities".
- Permit Application for Electric Lines within the Dedicated Right-of-Way and one (1) plan (highlighted) defining the facilities locations and description, or a letter from the Electric Company if there are "No Facilities".
- Permit Application for Landscaping or Privately Maintained Items shown on the Site Plan within the Dedicated Right-of-Way and copy of signed, notarized and Recorded Covenant of Perpetual Maintenance. (a Continuous Bond might be required)
- Copies of Recorded Quitclaims for Easements within the Dedicated Right-of-Way.

As-Built Utility Verification Checklist Example

- Complete the Top Section entirely and List Each Street Name that has Dedication.
- If applicable, write “Additional Right-of-way Only” Underneath the Street Name.

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Street Acceptance - Fairfax County
Asbuilt Utility Verification Checklist

Complete the Top Section and list the Names of the Streets within the Dedicated Right-of-Way.
Shaded boxes are to be completed by VDOT.

<table>
<thead>
<tr>
<th>Date</th>
<th>District:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subdivision Name</th>
<th>Fairfax County Plan #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developer Contact Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developer Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developer City/State/Zip</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fairfax County Inspector</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ROUTE #</th>
<th>STREET NAMES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|         |              |
|         |              |

|         |              |
|         |              |

|         |              |
|         |              |

|         |              |
|         |              |

VDOT Signature: [ ] Date: [ ]

All Fields must be completed
Joyce Perrott  
NOVA Fairfax Permits  
Virginia Department of Transportation

Project Name: SHAKER GROVE

Project Number: 9260-SD-01

Dear Ms. Perrott:

The construction of the roadways in the subject project is complete and ready for acceptance into the Virginia Department of Transportation’s secondary roadway system for maintenance. The utility checklist may be submitted.

Sincerely,

[Signature]

Senior Engineering Inspector

cc:
VDOT / Fairfax County Street Acceptance Process

Post Construction Submittal Checklist Example

07/2013

Street Acceptance - Fairfax County
Post Construction Package - Submittal Checklist

Place all items below in a letter sized pocket folder and place the folder in a 12"x15.5" envelope
Complete this checklist and tape to the front of the sealed envelope
Deliver to Fairfax County Site Development & Inspections Division (SDID)

All Fields must be completed

Date __________________________
Subdivision Name __________________________
Developer __________________________
Developer Contact Name __________________________ Email __________________________
Developer Address __________________________ Phone __________________________
Developer City/State/Zip __________________________
VDOT Tie-in Permit # __________________________ Completion Date __________________________
Fairfax County Inspector Name __________________________

Print Form

Print this form and complete the section below by hand.

Check all items that are included. Write "N/A" for items that do not apply.

_____ CD labeled with Project Name, Plan #, Engineering Firm and Contact Information containing the
following Plans in Group 4 TIFF Format (For Revisions; All Revised Plan Sheets are Required):

_____ Plan Sheets for Revised Pavement Design

_____ Plan Sheets for Revisions that affect VDOT Right-of-Way

_____ Pavement Marking/Striping/Signage Plans Approved by VDOT Traffic Engineering.

_____ Video/DVD recording of all Storm Structures and Pipes within VDOT Right-of-Way. Recording
must include Date (max. 60 days prior to VDOT submittal), Street Names, Structure Numbers and
Pipe Sizes.

Geotechnical Reports Sealed and Signed by a Professional Engineer; Pertaining to Construction within
VDOT Right-of-Way only; including the following:

_____ Geotechnical Engineer's "Final Report of Roadway Construction Inspections".

_____ Copy of Soils CBR Tests.

_____ Copy of Pavement Compaction Test Reports; Certified Testing Summaries for Base Layer are
Acceptable; For Asphalt Layers; Roller Pattern, Control Strip and Test Sections are Required.

_____ Copy of Concrete Compressive Reports.

_____ Water Authority Final Approval Letter.

_____ Fairfax County Inspection Request Letter.

Note: In case of Box Culvert Structures and Traffic Signal Construction within VDOT Right-of-Way;
Additional Documents will be required.

Signature of Fairfax County Inspector __________________________ Date __________________________

TO: Virginia Department of Transportation
FROM: Site Inspections Branch
SUBJECT: Request for Final Subdivision Inspection of Streets to be Accepted for State Maintenance

Inspection by the Virginia Department of Transportation of the following street(s) is hereby requested for acceptance in the State system:

SUBDIVISION NAME: Faircrest Road
STREET NAMES: Village Square Dr.

TAX MAP NO: 65-1
STATE TIE-IN PERMIT NUMBER: 947-66724
UTILITY PERMIT CHECK LIST RECEIPT: □ YES
DATE VDOT PERMIT RELEASED: 05/02/2007
FAIRFAX COUNTY INSPECTOR: Mike Ernst
AREA OFFICE AND LOCATION: Sully
FOR CONFIRMATION CALL: (703) 633-8525 / (703) 609-0356

SIGNED

15-L
Maintainance Fee Schedule Example

The Applicable Fees will be Calculated by VDOT and Emailed with the Acceptance Letter to the County Inspector after the Field Inspection Approval.

SURETY ADDENDUM

<table>
<thead>
<tr>
<th>Surety and Fees Data for the Street Inventory Listed Below</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surety Expiration</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Total Lane Miles for Fees: 0.24
1/10 mile Factor: 3

The dollar amounts shown in the table titled "Fees and Surety for the Street Additions Listed Below" were calculated in accordance with §24 VAC 30-51-140 of VDOT's Subdivision Street Requirements (SSRs). The amounts are based on the following described inspection approach and the listed inventory of streets proposed for acceptance in the captioned subdivision. The fee amounts reported here govern over those in Appendix 1 of the Subdivision Street Requirements, which is illustrative and presumes standard VDOT inspection. The Surety Expiration date, if shown, is (a) the earliest surety expiration date acceptable to VDOT, (b) based on the date of the Local Government's resolution requesting VDOT to accept the streets, and (c) may include a processing period for VDOT's final acceptance.

Surety and the Administrative Cost Recovery Fee is based on the following:
Standard VDOT inspection procedures were used. Costs associated with performed VDOT inspections are recovered under the standard fee structure for the Administrative Cost Recovery Fee.

Inventory of Streets Proposed for VDOT Acceptance

<table>
<thead>
<tr>
<th>Project or Subdivision:</th>
<th>Locality and Anticipated Resolution Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highgrove Estates Section 1</td>
<td>County of Fairfax</td>
</tr>
<tr>
<td></td>
<td>April 26, 2009</td>
</tr>
</tbody>
</table>

Route Number Street Name Termin Description and Length Lanes Median Type Fe Lanes Lanes Miles
8446 Willowfield Way From: CL Franconia Rd (Rte 644) - 322 SW CL Rosco 3R (Rte 1320) T PI 640 N to Section Line (Highgrove Estates Section 2). Length (mi): 0.24

ACR Fees $400.00
Maintenance Fees $450.00
TOTAL $850.00

Certified or Cashier's Check ONLY Payable to "The Treasurer of Virginia"

Certification of Institution Issuing Surety
This 'Surety Addendum' is hereby incorporated as part of our Surety Instrument __________, issued __________.

Name of Institution issuing surety

Signature of Authorized Institution Officer and Date

AMD Rev. 12-01-2007
Street Acceptance - Fairfax County
Final Package - Submittal Checklist

Place all items below in a 12"x15.5" Envelope
Complete this Checklist and tape to the Front of the Sealed Envelope
Deliver to FairfaxCounty Site Development & Inspections Division (SDID)

<table>
<thead>
<tr>
<th>Date</th>
<th>District:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Subdivision Name</th>
<th>Fairfax County Plan #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer Name</td>
<td>Email</td>
</tr>
<tr>
<td>Developer Address</td>
<td>Phone</td>
</tr>
<tr>
<td>Developer City/State/Zip</td>
<td></td>
</tr>
<tr>
<td>Fairfax County Inspector</td>
<td></td>
</tr>
</tbody>
</table>

Print Form: Print this form and complete the section below by hand.

Check all items included.

- [ ] Signed copy of Fairfax County “Project Certification” Letter.
- [ ] Certified or Cashier’s Check for the amount shown on the Maintenance Fee Schedule from VDOT.

Signature of Fairfax County Inspector Date

TO: District Administrator
Virginia Department of Transportation
14685 Avion Parkway, Suite 120
Chantilly, VA 20151

RE: Leroy Harris Property 6857-SD-11
Subdivision Name and Section

DATE: 6-23-09

We certify that streets on the attached Form I have been inspected by the Department of Public Works and Environmental Services. They have been completed to our satisfaction and conform with the approved subdivision plans and requirements of Fairfax County and the Virginia Department of Transportation.

Sincerely,

Pete Schumann, General Superintendent,
Environmental and Facilities Inspections Division

By: [Signature]
Environmental and Facilities Inspections Inspector