

Fauquier High School Turf Field Site Development Plan- Minor Amendment

- First Submission of plan received **May 6, 2025**
- First submission review comments provided to engineer on **May 22, 2025** (* **Typical 1st submission review is 60 days. Turnaround was 16 days**).
- Second submission of plan received **June 2, 2025**
- Second submission comments sent to applicant on June 9, 2025 (* **Typical 2nd submission review is 45 days. Turnaround was 7 days**).
- Post-Comment review meeting on June 12, 2025.
 - Email follow up sent June 12, 2025, by Land Development staff indicating the additional items needed for the Land Disturbance Permit and Easement Plat submittals. ****To date, staff has not received an easement plat submittal.**
- Third submission (**Digital Only**) received on **June 26, 2025**
- Third submission staff comments sent same day **June 26, 2025** (* **Typical 3rd submission review is 45 days. Turnaround was same day**).
- Fourth submission (**Digital Only**) received on **June 30, 2025**
- Staff provided 4th review comments via email on **June 30, 2025** (* **Typical 4th submission review is 45 days. Turnaround was same day**).
- Land Disturbance Permit application submitted via email by Engineer to Land Development staff on **June 30, 2025**
- Land Development staff responded on **June 30, 2025**, indicating an application had already been submitted, and staff would add Stormwater permit fees to the existing application.
- Engineer responded on June 30, 2025, indicating Stormwater permits fees had been paid online via the permit portal.
- Stormwater Administrator sent follow-up email to Contractor and School Facilities staff on June 30, 2025, regarding remaining items needed for issuance of the Land Disturbance Permit.
 - Confirmation of Construction General Permit Coverage Letter
 - Nutrient Credit Proof of Purchase Letter for .21 lbs.
 - Stormwater Maintenance Agreement to be reviewed, approved, and recorded.
 - Easement Plats to be reviewed, approved, and recorded.
 - Bonding required to be reviewed, approved, and posted based on the approved plan.
- Stormwater Administrator received email on **July 2, 2025**, from School Facilities staff with a draft Stormwater Agreement requesting review.
- Stormwater Administrator reviewed the document and responded on **July 2, 2025**, that the agreement was in conformance with requirements. She advised the deed book and page reference would need to be updated and the originally signed document would need to be provided to the Town so it could be routed for signatures of Town staff.
- Stormwater Administrator inquired to School Facilities staff about the status of the easement plat by email on July 2, 2025.
- School facilities staff responded on July 2, 2025, that they would need to work that out with Hellas Construction (contractor) if the Town was requiring an easement plat. They

indicated the easement plat should be something Hellas Construction provides them for a “full turnkey turf installation”.

- Signature set received July 1, 2025
- Site Development Plan approved by Land Development staff on July 1, 2025.
- Stormwater Administrator emailed School Facilities staff after discussions with Hellas Construction regarding the bonding required for Erosion and Sediment Control and Stormwater. She indicated in her email that Hellas construction was going to post the bond. She provided all bonding forms for their use and cc'd the Land Development staff for questions regarding the bonding. She indicated the pre-construction meeting was scheduled for July 8, 2025.
- Land Development staff received an email from Contractor with general questions about the bond estimate on July 2, 2025.
- Land Development staff coordinated with the contractor regarding bonding questions via email on July 2, 2025.
- Contractor submitted revised bond estimate for review prior to obtaining bond from bonding company on July 2, 2025.
- Stormwater Administrator requested via email that the contractor work with Land Development staff regarding the bonding requirements on July 3, 2025.
- Land Development staff responded via email on July 3, 2025, attaching the bond agreement and bond contract forms requesting that the bond amounts on the agreement and contract match the bond estimate that was previously reviewed and approved. Land Development staff explained the process once the signed bond contract/bond documents were submitted. (Routing for signature, etc.)
- Land Development staff received email from Contractor on July 3, 2025, with red-lined edits to the standard bond contract to strike “Developer” and replace with “Contractor” throughout the document.
- Land Development staff responded to the contractor on July 7, 2025, requesting confirmation that no other changes are being requested to any other bond forms prior to sending to the Town Attorney’s office for review.
- Received response from contractor on July 7, 2025, indicating that was the only change.
 - Town staff transmitted the changes to the Town Attorney’s office on July 7, 2025.
- Land Development staff responded to the contractor on July 10, 2025, indicating the Town Attorney has reviewed and accepted the changes to the bond contract. Staff requested a fully executed copy of the bond contract be submitted for routing to the Town Manager, Town Clerk, and Town Attorney for final signature.
- Land Development staff received email from contractor on July 10, 2025, asking if Town staff will be adding a signature block for the School District under Article 8 of the bond contract.
 - School Facilities staff interjected with an email response on July 10, 2025, asking the contractor when they were going to show a sense of urgency since the project is a month behind schedule. School Facilities staff continued in their email response to state, *“If the Town is agreement with what you redlined, sign it so you can get your permit and get dirt moving.”*
 - Hellas Construction (Contractor) responded via email on July 10, 2025, acknowledging the project is behind and that they understand the frustration. They indicated that the legal documentation for the project needs to be correct.

- Land Development staff responded on July 11, 2025, that any additional signature areas needed would need to be added by the contractor prior to submitting for signature set due to the revisions being requested by the contractor rather than the Town itself.
- Land Development staff received email on July 11, 2025, from the contractor with a digital scan of the signed bond contract. They advised they would provide the original via overnight shipment to the Town staff to route for signature once they received it.
- Land Development staff received the executed bond contract on July 15, 2025, for signature from the Town Attorney, Town Manager, and Town Clerk.
- Land Development staff Fed-Ex'd the bond contract to the Town Attorney's office on July 16, 2025 with an estimated delivery date of July 17, 2025.
- Land Development staff received an email on July 17, 2025, from the Town Attorney's office indicating he had signed the bond contract and was sending it back to us via FedEx.
- Bond contract signed by Town staff on July 18, 2025, contractor and school facilities staff notified via email on same date and provided digital signed copy for their records.
- Land disturbance permit was issued July 18, 2025.
- Erosion and Sediment Control inspections are ongoing. Last inspection was conducted on September 2, 2025.