

**From:** [Amber Heflin](#)  
**To:** [Darrell Caison](#); [Douglas Cofer](#); [Rhodes, Dena](#); [Graham, David](#); [Johnston, Joshua](#); [Luke Fetcho](#); [Edwards, Thomas](#); [Evan Newman](#)  
**Cc:** [Heather Jenkins](#); [Rob Walton](#); [Frank Cassidy](#)  
**Subject:** RE: Taylor MS (SDP-24-7) - Signature Set Notification  
**Date:** Tuesday, October 1, 2024 12:47:00 PM  
**Attachments:** [FINAL- SDP-24-7-Conditions of Approval Taylor Middle.pdf](#)

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Good afternoon,

The signature sets have been approved and are ready for pick-up at the Community Development front counter located on the first floor of Town Hall (21 Main Street).

Please let me know if you have any questions or concerns. I have also attached the conditions of approval that are attached to each copy of the site plan.

Thank you,

**Amber N. Heflin, CZA, COSS**

Zoning Official

Community Development Department



21 Main Street  
Warrenton, VA 20186  
(540) 347-1101 x142  
[warrentonva.gov](http://warrentonva.gov)

**See the progress on the Town's Zoning Ordinance update here:**

<https://www.warrentonzoningordinanceupdate.com/>

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**From:** Darrell Caison <Darrell.Caison@timmons.com>  
**Sent:** Friday, September 20, 2024 1:26 PM  
**To:** Heather Jenkins <hjenkins@warrentonva.gov>  
**Cc:** Douglas Cofer <dcofer@rrmm.com>; Rhodes, Dena <drhodes@FCPS1.ORG>; Graham, David <dgraham@FCPS1.ORG>; Johnston, Joshua <Joshua.Johnston@FCPS1.ORG>; Luke Fetcho <Luke.Fetcho@timmons.com>; Amber Heflin <aheflin@warrentonva.gov>; Edwards, Thomas <tedwards@fcps1.org>; Evan Newman <Evan.Newman@timmons.com>  
**Subject:** RE: Taylor MS (SDP-24-7) - Signature Set Notification

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Good Afternoon Heather,

We are submitting the signature sets today - five (5) signed/sealed paper copies of the site plan. As in the past, due to the size of the set (84 sheets in each set), one set will be folded and four rolled. Also, along with the site plan, the consolidated comment response letter and signed/sealed paper copies of the bond estimate will be provided, with a flash drive containing PDF of all documents. These should be to your office in the 3 o'clock hour this afternoon.

As noted, we are providing the PDF version of the files via a flash drive with the submission, but for others cc'd on this email as applicable - Please find a PDF copy of the site plan, the bond estimate, and comment response letter in a .zip file at the following link:

<https://www.sendthisfile.com/I09rLOZxkKZ1k5wbEqjErhV>

Your notes below regarding the SWM maintenance agreement; the easement/ROW reservations; performance bond; and SWM & land disturbance permits are noted.

Please let us know if you have any questions.

Thank you,

**Darrell Caison, PE**

*Project Manager*

**TIMMONS GROUP** | [www.timmons.com](http://www.timmons.com)

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**From:** Heather Jenkins <[hjenkins@warrentonva.gov](mailto:hjenkins@warrentonva.gov)>

**Sent:** Thursday, September 19, 2024 8:25 AM

**To:** Darrell Caison <[Darrell.Caison@timmons.com](mailto:Darrell.Caison@timmons.com)>

**Cc:** Douglas Cofer <[dcofer@rrmm.com](mailto:dcofer@rrmm.com)>; Rhodes, Dena <[drhodes@FCPS1.ORG](mailto:drhodes@FCPS1.ORG)>; Graham, David <[dgraham@FCPS1.ORG](mailto:dgraham@FCPS1.ORG)>; Johnston, Joshua <[Joshua.Johnston@FCPS1.ORG](mailto:Joshua.Johnston@FCPS1.ORG)>; Luke Fetcho <[Luke.Fetcho@timmons.com](mailto:Luke.Fetcho@timmons.com)>; Amber Heflin <[aheflin@warrentonva.gov](mailto:aheflin@warrentonva.gov)>

**Subject:** Taylor MS (SDP-24-7) - Signature Set Notification

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Good morning,

At this time all comments have been addressed. Please submit signature sets of the site plan for approval, to include a minimum of five (5) sets of the site plan, signed and sealed, a printed copy of the final bond estimate certified by the plan engineer, and a PDF copy of both the plan and bond estimate on a thumb drive.

Please be aware that prior to release of the site plan to authorize construction, that the stormwater management maintenance agreement and any required easements or reservations must be recorded, the performance bond must be provided, and both the stormwater and land disturbance permit must be issued. To avoid any delays between plan approval and release that could impact construction, I recommend submitting all required agreements, plats, deeds and permit documents as soon as possible so that the review and approval process of these items can begin. If you have any questions, please contact either me or Amber Heflin, as copied on this email.

Thank you,  
Heather

**Heather E. Jenkins, PLA, CZA**

Zoning Administrator

Community Development Department



21 Main Street  
Warrenton, VA 20186  
(540) 347-1101 x144  
[warrentonva.gov](http://warrentonva.gov)

**The Town Zoning Ordinance is being revised – stay up to date here:**

<https://www.warrentonzoningordinanceupdate.com>.