

TOWN OF VIENNA

MEMORANDUM

TO: Vienna Construction Industry

FROM: Dennis Johnson, Department of Public Works Director

DATE: November 7, 2014

SUBJECT: Winter Site Stabilization Waiver Bond

The purpose of this document is to explain how the Town of Vienna administers 90-day 'winter waiver' temporary occupancy permit due to weather conditions that prevent final stabilization of ground cover for final occupancy. Waivers will only be considered when requested when this is the only unresolved issue in the staff inspection process. Consideration and approval of a winter waiver shall be at the discretion of the Director of Public Works, or his/her designee.

If a winter waiver temporary occupancy permit is granted, the applicant shall:

- Have all other site work complete including but not limited to sidewalks, curbs, and driveways.
- Have all erosion and sediment devices in good working condition and all denuded areas be provided with temporary stabilization per the latest VESCH.
- The applicant shall post a 90-day bond (cash or surety) covering permanent stabilization for the site.
 - o To compute the bond for permanent stabilization the applicant shall: (1) use the latest Town of Vienna Tree Preservation and Planting Specifications Manual to **compute cost for proposed trees for canopy coverage**, plus (2) a rate of **\$4.00 per square yard of sod**.
 - o If after 90 days, final stabilization is not provided, the owner / applicant will be notified and the entire bond will be forfeited to the Town and the Town will use the bond money to complete final stabilization. Any additional charges for completing the stabilization shall be borne by the applicant.
 - o Bond will be released upon a passing inspection of the final stabilization.