



TOWN OF
VIENNA
Public Works

TO: Vienna Construction Industry
FROM: Department of Planning and Zoning, Department of Public Works
CC: Department of Public Works, Department of Parks and Recreation, Town Manager
DATE: August 11, 2020
SUBJECT: Large-Scale Residential Occupancy Review (20-003 LTI)

Please note that effective August 17, 2020, applicants for residential certificates of occupancy for new homes and additions that require a new occupancy will be able to submit for review via the Town's plan review software (vienna.idtplans.com) prior to Fairfax County finaling out building permit inspections. Certificates of occupancy will not be issued until Fairfax County has completed and passed final inspections. Applicants will be responsible to notify staff that Fairfax County has completed inspections by requesting the "Fairfax County Final Building Inspection Review" through the plan review software.

All site work should be completed including final stabilization, all stormwater management facilities complete and certified, and all public improvements complete prior to requesting occupancy through IDT.