City of Alexandria, Virginia

MEMORANDUM

MEMORANDUM TO INDUSTRY NO. 01-08

DATE: MAY 2, 2008

TO: DEVELOPERS, ARCHITECTS, ENGINEERS & SURVEYORS

FROM: EMILY A. BAKER, P.E., DEPUTY DIRECTOR/ENGINEERING
TRANSPORTATION & ENVIRONMENTAL SERVICES

SUBJECT: ESI PEER REVIEW DEPOSIT CHANGE

Effective immediately, the standard deposit amount for ESI Peer Review is $5,000, although larger plans may require an additional deposit. Deposits are to be in the form of a check made payable to the City of Alexandria and submitted with the Minimum Submission Review to the Planning and Zoning Department. This change in process will help ensure that the City is providing the most efficient service to complete reviews for site plans.

cc: Richard J. Baier, P.E., Director, Transportation & Environmental Services
Shanna Sizemore, Site Plan Coordinator
Jeffery Farner, Division Chief, Planning & Zoning