



Streamlined Processing Pilot for Submission of DPE Plans



In partnership with senior Loudoun County leadership, and after a series of discussions with ESI staff and industry on how to streamline review of DPE plans submitted to Loudoun County for approval, ESI will begin a pilot pre-submission (First Submission Review) process of DPE plans submitted to ESI beginning on November 1, 2018.

The essential changes in processing during the pilot will include:

1. Elimination of the back-check review of first submission plan and/or geotechnical report submission comments by the ESI Peer Review process. Following the first peer review, ESI's plan review comments will be provided to the submitting professional for action to address those deficiencies, along with an Admissible Transmittal Letter.

Once the engineer has completed addressing the comments provided by ESI, the plan may be submitted to Loudoun County along with the ESI Admissible Transmittal Letter, ESI Peer Review comments and a comment response letter detailing how those comments have been addressed, along with all other required documents.

2. Elimination of the ESI Peer Review of second submission plans prior to re-submission to the County. Unless specifically required by the County due to factors including complexity of the plan, significant changes that may have occurred following first submission, or other compelling reasons, no subsequent submissions during the pilot will require a prior review by ESI Peer Review.

To avoid confusion during the early stages of this pilot, first submission plans which have been submitted as of the above implementation date, and which are currently within the first submission Peer Review or back-check processes should continue as before until either an Acceptable Transmittal Letter is provided, or the plan is otherwise withdrawn. Once submitted to the County and while this pilot continues, the plan may then follow the subsequent processing as outlined under paragraph number 2, above.

The processing of Non-DPE plans will continue unchanged.

ESI will meet periodically with senior Loudoun County leadership to review and assess the progress and outcomes of the pilot.

Thank you for your attention to these important processing changes for submission of DPE plans to Loudoun County. If you have questions or concerns pertaining to these changes, please do not hesitate to contact ESI for further clarification or discussion.

For specific questions relating to these processes, please contact ESI staff at either the ESI Leesburg (703-771-8488) or Chantilly (703-263-2232) offices.