



ENGINEERS & SURVEYORS INSTITUTE

2019 EDUCATION PROGRAMS

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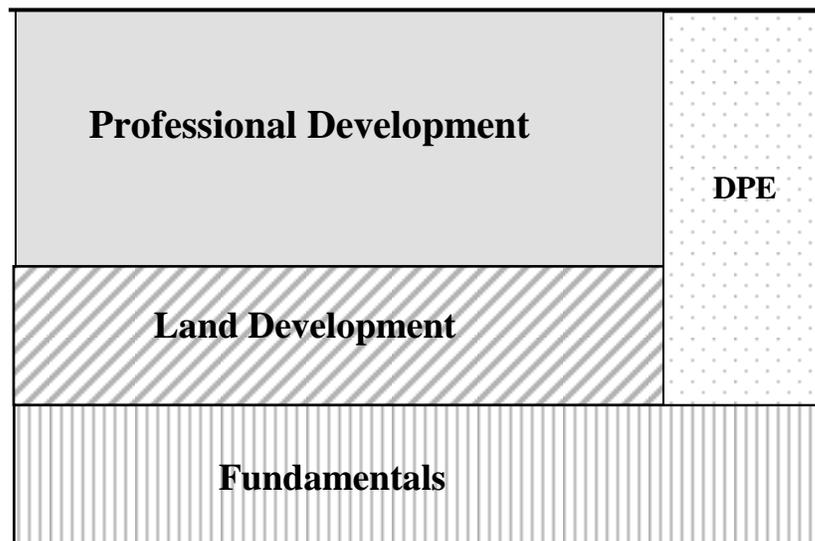
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INTRODUCTION TO ESI EDUCATION PROGRAMS

The continually changing demands of our industry require both public and private organizations to have employees with the skills and knowledge to respond to a variety of needs—often on short notice. To help these organizations stay abreast of these diverse educational demands, ESI has structured educational programs tailored for practicing professionals of all skill levels and technical disciplines.

ESI education programs use the **Knowledge for All Levels** approach, the organization of which is depicted in the figure below:



Put simply, our programs offer education opportunities for professionals throughout their lifetime of practice, from Fundamentals through Professional Development to Symposia and Seminars on “hot topics” as they arise.

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Which courses should I take?

FUNDAMENTAL EDUCATION PROGRAM

Land development professionals who have little experience working in Northern Virginia (or those who *work with* land development professionals) should explore the Fundamental Education Program. The two-day course, **Fundamentals of Land Development in Northern Virginia**, is tailored to individuals who have the technical knowledge base associated with an undergraduate degree, minimal practical experience, or a lack of familiarity with the policies and practices of Northern Virginia's jurisdictions. (See page 14 for more information on this course.)

LAND DEVELOPMENT ENGINEERING (LDE) PROGRAM

Land development professionals looking for a more comprehensive approach should consider the two-semester **Land Development Engineering (LDE) Program**. These classes provide a basic level of understanding of land development engineering associated with land development plan design and review. Successful completion of these two semesters, plus the one-day **LDE Jurisdictional Sequence** for each jurisdiction in which one intends to become certified, is required before applying to obtain the **Designated Plans Examiner (DPE) Certification** (detailed information regarding the DPE Certification Program begins on page 9). (See pages 14-17 for more information on the LDE Program.)

Note: Those interested in specific aspects of land development may enroll in **individual classes** (piecemeal sequence) or an entire semester in the Land Development Engineering Program. Contact ESI for details.

PROFESSIONAL DEVELOPMENT (PD) PROGRAM

Experienced land development professionals should consider the Professional Development Program. These classes, with annually changing topics requested by our members, provide information of a more advanced and detailed nature about the most relevant subjects within the land development and surveying professions. They address general and jurisdictional issues that directly relate to the practical application of the various professional skills associated with the industry. (Information on current PD offerings begins on page 18.)

GENERAL EDUCATION CLASSES (PD ELECTIVES) include various technical engineering, plan design, and surveying subjects that are of interest to the ESI membership. Some of these classes are specific to the local jurisdictions of Northern Virginia.

JURISDICTIONAL POLICY & PROCEDURE (P&P) UPDATE CLASSES address changes to the plan design and review policies, regulations, ordinances and procedures which have occurred over the last year in local jurisdictions, as well as common errors and misconceptions which impede plan approval in those jurisdictions.

SYMPOSIA & SEMINARS are offered as needed to quickly provide the latest information or techniques on key technologies, processes, and practices in land development design. These concentrated, fast-paced programs afford members a comprehensive conduit to the latest techniques and requirements surfacing in the land development arena.

ALTERNATE EDUCATIONAL OPPORTUNITIES provide additional options to members for receiving credit for General Education Classes (PD Electives). These opportunities require ESI approval, as indicated, for authorization to obtain credit as a PD Elective.

Note: ESI classes meet standards set forth in the Commonwealth of Virginia (and other states) to comply with continuing education requirements for professional licensing renewal or reinstatement. Professionals always have the responsibility to determine the relevance of any class to their areas of practice.

ENROLLMENT/CANCELLATION OF ENROLLMENT IN ESI CLASSES

Enrollment Instructions:

1. Go to <http://lms.esinova.org>.
2. In the top right corner, click Register.
3. Fill in information and click Create my new account.
4. Check your email for the confirmation link. Click the link, then click Continue in the window that opens.
5. On the left side, under Dashboard, click Courses.
6. Click the year.
7. Click the class category.
8. Click the class in which you wish to enroll.
9. Click the green Enroll Me button.

You will receive an email confirming your enrollment.

To Cancel Enrollment:

1. Go to <http://lms.esinova.org>.
2. On the left side, under Dashboard, click My courses.
3. Click class from which you wish to unenroll.
4. Under Administration, click “Unenroll me from (class number & name).”
5. To confirm, click Continue or Cancel.

Class Attendance Policy

Under its charter with the Commonwealth of Virginia to provide quality educational programs, it is important that ESI verify attendance of individuals at all classes. This requires maintaining an auditable system of attendance validation. ESI uses sign-in and sign-out rosters at the beginning and end of classes to accomplish this. Consequently, those enrolled in a class are requested to avoid conflicts which may require them to arrive late or leave early.

Class Cancellation Fees

Individuals who must miss a class are requested to cancel their enrollment **at least one business day in advance of the class** (see instructions for cancelling on page 7.) Those who fail to do so may be **charged a \$75 administrative fee** to help defray the resulting cost of additional time and effort incurred by staff.

Class Assessments

Assessments are important activities administered during ESI classes to determine the student's success in understanding the main points of the presentation and achieving its learning objectives. These assessments may be comprised of, although are not limited to, quizzes, practical exercises, group work, presentations, and exams.

Make-Up Class Fees

A \$75 administrative fee may be charged per Make-Up Class to fulfill annual education requirements for maintaining DPE status. This fee helps defray the additional time and expense incurred by staff to produce Make-Up Classes.

DPE CERTIFICATION PROGRAM

The Engineers and Surveyors Institute (ESI) operates under a Commonwealth of Virginia charter to promote the production of quality engineering plans and the expedited plan review process in jurisdictions throughout Virginia. Key to this process is the role of the Designated Plans Examiner (DPE).

DPE Certification

The **Designated Plans Examiner** certification verifies that the holder is competent in the design, preparation, and submission of land development plans, thus allowing participation in an expedited process not available to non-certified practitioners.

From the *education* perspective, there are two categories of DPE status.

1. **DPE-Eligible**: An individual who has completed the initial education requirement, but who has not yet applied for and/or been approved as a DPE, is considered “**DPE-eligible**.”
2. **DPE-Certified**: An individual who has completed the initial education requirement and all other applicable prerequisites, and has applied for, been approved, and has received a DPE number, is considered “**DPE-certified**” and is simply referred to as a DPE.

Before applying to obtain the Designated Plans Examiner (DPE) certification, professionals must meet the following criteria:

- Possess a **BS degree in Civil Engineering** (or a related field) or six years of experience in plan design or review.
- Successfully complete the **Land Development Engineering Program**, which includes **Semesters 1 & 2** and the appropriate **Jurisdictional Sequence(s)**.
- Perform the specified number of hours of **Peer Review** in the appropriate jurisdiction(s).
- Accrue two years of **plan design or review experience** in the appropriate jurisdiction(s)—which meets the approval of the appropriate APE Board(s). (This is in addition to the six years required in lieu of a degree in Civil Engineering or a related field.)

Education Requirements to Establish DPE Status (Eligibility)

Each member who wishes to become DPE-eligible, and subsequently, DPE-certified, must satisfy an initial education requirement. (After DPE status has been established, an annual education requirement must be fulfilled in order to maintain it.)

Initial (one-time requirement) to Establish DPE-Eligibility:

Successfully complete the Land Development Engineering (LDE) Program

- **LDE Semester 1 & Semester 2:** These semesters provide the information necessary for certification as a Designated Plans Examiner (DPE). They consist of engineering, planning, and design classes that prepare the student to perform those tasks necessary to successfully design, prepare, and submit land development plans. (An individual who takes a class or semester by itself may not receive credit toward DPE-eligibility.)
- **LDE Jurisdictional Sequence(s):** This one-day session provides the student with all relevant jurisdictional material and lessons learned for *each* jurisdiction in which the member intends to seek certification.

Note: Please contact ESI to determine if all applicable prerequisites have been met prior to applying for DPE certification. After professionals meet all necessary requirements in the desired jurisdiction, they may apply for certification. The jurisdiction will review each application and award the Designated Plans Examiner status to those qualified.

Annual Education Requirements to Maintain DPE Status (Eligibility/Certification) become effective in January of the year after successful completion of the LDE Program.

Education Requirements to Maintain DPE Status (Eligibility/Certification)

- Successfully complete three **General Education Classes (PD Electives)** from the **Professional Development Program** in subjects relevant to the plan design, preparation, and submission process or surveying.
- Successfully complete the annual **Jurisdictional Policy & Procedure Update Class** for *each* jurisdiction in which the member is eligible/certified.
- Perform the specified number of sessions of **peer review** for *each* jurisdiction in which the member is eligible/certified.

Attendance Requirements to Establish DPE-Eligibility

Those who enroll in the **Land Development Engineering Program** to satisfy initial DPE education requirements *may not miss more than one class per semester and must attend all classes in the appropriate Jurisdictional Sequence(s) to receive credit* for the program. Any additional missed classes must be made up, which may not be possible until the following year.

Semester 1 of the program is scheduled from February through May, and **Semester 2** is scheduled from September through November. Although either semester may be taken first, the two-semester format is offered as a complete program, and all seeking to establish DPE-eligibility should enroll in both semesters. Each **Jurisdictional Sequence** of this program will occur in a one-day course after Semester 2 (in December). Dates and times will be announced for each jurisdiction during Semester 2.

Assessment Requirements to Establish DPE-Eligibility

Those enrolled in the **Land Development Engineering Program** are administered assessments throughout the program. These include class quizzes, practical exercises, and group work. A student who fails to satisfactorily demonstrate understanding of the main points and achievement of the learning objectives of a class, as assessed by the instructor, may be required to repeat that class. A final exam is given at the end of each semester. Students must pass both final exams to successfully complete this program.

GENERAL CLASS CATALOG INFORMATION

CLASS FEE SCHEDULE

<u>Program</u>	<u>Members</u>	<u>Nonmembers</u>
Fundamental Education Program Fundamentals of Land Development in Northern Virginia	\$870	\$1,500

Land Development Engineering Program (For credit toward DPE-eligibility)

Semester 1	\$1,560	\$3,000
Semester 2	\$1,560	\$3,000
Jurisdictional Sequences (per County)	<u>\$ 840</u>	<u>\$1,500</u>
Total Course Fee	\$3,960	\$7,500

Land Development Engineering Program Classes

Piecemeal Classes* (per class)	\$240	\$500
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*May be taken for informational purposes but may not be applied toward DPE or DPE-eligible status.

Professional Development Program

All Classes**	\$240	\$500
Symposium	\$180	\$350

**Member organizations earning non-DPE educational credits may use their credits for these classes. For details, please contact ESI.

Note: If interested in individual or organizational membership, please contact ESI.

CLASS DETAILS

Class Descriptions: The descriptions of classes in this catalog are general representations of the content and level of the material that is intended for presentation. The exact information addressed is a function of each instructor's expertise and determination as to the best way to adequately cover material relevant to the topic of the class. The majority of ESI classes comprise lecture, interactive group activities, practical exercises, and assessments. As part of quality assurance, video monitoring devices may be used during instruction and activities.

Class Dates: The dates published for classes are the projected dates that the courses are scheduled to occur. Various circumstances beyond the control of ESI occasionally necessitate that a class be rescheduled or cancelled. In the rare instance that either is required, staff will alert those enrolled as early as possible.

Class Location: All classes will be held in the **ESI classroom, located at 4795 Meadow Wood Lane, Suite 115 East, Chantilly, VA 20151**, unless noted otherwise.

ACADEMIC YEAR 2019 COURSE SCHEDULE

FUNDAMENTAL EDUCATION PROGRAM

Fundamentals of Land Development in Northern Virginia

This two-day course helps practitioners new to the Northern Virginia area understand the practical side of the land development process as it occurs in one of the busiest regions in the state. This orientation course will give professionals the basic information they need to quickly become productive employees in a practical application environment.

Some topics to be covered: Overview of Plan Review Process in Fairfax & Loudoun Counties (including County Codes & Ordinances & Public Facilities Manual), **Wetlands & Environmental Quality Corridors (EQC), Sanitary Sewers & Septic Systems, & Plan Design Topics with Local & State Officials** (including Virginia Stormwater Management Program & VRRM Spreadsheet, Erosion & Sediment Control, Urban Forestry, Water Authority, Fire Regulations, & Transportation). *Enrollment includes all classes on both days.*

F101-19 Wednesday, October 2 9:00 am – 4:30 pm

F102-19 Thursday, October 3 9:00 am – 4:30 pm

LAND DEVELOPMENT ENGINEERING PROGRAM

This two-semester program, similar to a college course, is designed to provide students with a basic operating knowledge of the procedural and technical aspects for accomplishing plan approval in the Northern Virginia land development process. These classes address all practical aspects of land development, often including interactive exercises.

Note: Professionals must successfully complete both Semesters and the appropriate Jurisdictional Sequence(s) to establish DPE-eligibility. (Land Development Engineering classes do not qualify as PD Electives.)

Land Development Engineering – Semester 1 (L100 series)

L101-19	Introduction to the Process of Land Development	Tuesday, February 5	3:30 – 6:30 pm
L102-19	Evolution of Land Development	Tuesday, February 12	3:30 – 6:30 pm
L103-19	Roles & Responsibilities of Key Players	Tuesday, February 19	3:30 – 6:30 pm
L104-19	Environmental Issues	Tuesday, February 26	3:30 – 6:30 pm
L105-19	Survey Mapping & Subsurface Utility Engineering	Tuesday, March 5	3:30 – 6:30 pm
L106-19	Comprehensive Planning & Zoning	Tuesday, March 12	3:30 – 6:30 pm
L107-19	Geometric Site Layout I	Tuesday, March 19	3:30 – 6:30 pm
L108-19	Geometric Site Layout II	Tuesday, March 26	3:30 – 6:30 pm
L109-19	Street Design I	Tuesday, April 2	3:30 – 6:30 pm
L110-19	Street Design II	Tuesday, April 9	3:30 – 6:30 pm
L111-19	Grading & Earthwork	Tuesday, April 23	3:30 – 6:30 pm
L112-19	Tree Conservation Plan Preparation	Tuesday, April 30	3:30 – 6:30 pm
L113-19	Floodplain Studies	Tuesday, May 7	3:30 – 6:30 pm
L114-19	Drainage Outfalls	Tuesday, May 14	3:30 – 6:30 pm
L115-19	Semester 1 Exam	Tuesday, May 21	3:30 – 6:30 pm

Land Development Engineering – Semester 2 (L200 series)

L201-19	Stormwater Planning Tuesday, September 3	3:30 – 6:30 pm
L202-19	Storm Drainage Design Tuesday, September 10	3:30 – 6:30 pm
L203-19	Stormwater Management—Quantity Tuesday, September 17	3:30 – 6:30 pm
L204-19	Stormwater Management—Quality Tuesday, September 24	3:30 – 6:30 pm
L205-19	Utilities—Wastewater Design Tuesday, October 1	3:30 – 6:30 pm
L206-19	Utilities—Water Distribution Tuesday, October 8	3:30 – 6:30 pm
L207-19	Erosion & Sediment Control Tuesday, October 15	3:30 – 6:30 pm
L208-19	Utilities—Dry Utilities Tuesday, October 22	3:30 – 6:30 pm
L209-19	Site Design Process: Steps & Procedures (Mandatory) Tuesday, October 29 (6-hour class)	12:30 – 6:30 pm
L210-19	Site Design Process: Steps & Procedures (Mandatory) Tuesday, November 5 (6-hour class)	12:30 – 6:30 pm
L211-19	Document Production—What & How Tuesday, November 12	3:30 – 6:30 pm
L212-19	Engineer’s/Surveyor’s Roles During Construction Tuesday, November 19	3:30 – 6:30 pm
L213-19	Final Exam Semester 2 Tuesday, November 26	3:30 – 6:30 pm

Land Development Engineering – Jurisdictional Sequences (L300 series)

Administrative Requirements for Plan Submission and Site Completion

Fairfax County Sequence (L310-19)

8:00 am--4:30 pm

This one-day course will be presented in the Herrity Building at the Fairfax County Government Center in Fairfax. December dates to be announced. (Required to establish DPE-eligibility in Fairfax County.)

L310-19

**LDS Introduction
Planning Process
Zoning Ordinance
Site Plans/Subdivisions/Infill Lots
Peer Review
Customer & Technical Support Center
Stormwater Code & Regulations
Tree Conservation Ordinance
Expedited Review**

Loudoun County Sequence (L320-19)

8:30 am--5:00 pm

This one-day course will be presented at the Loudoun County Government Center in Leesburg. December dates to be announced. (Required to establish DPE-eligibility in Loudoun County.)

L320-19

**Welcome to Loudoun County, Zoning
Legislative Process
Subdivision Process
Site and Construction Plan Process
Bonding Process
Expedited Review**

PROFESSIONAL DEVELOPMENT PROGRAM

GENERAL EDUCATION CLASSES (PD ELECTIVES)

P501-19 Smart Cities

Overview of smart city development, drivers, barriers and trends, especially in North America based on data from past three years Readiness Challenge. Review practical applications in terms of site and infrastructure planning and engineering. Starting at the district level, the class will cover innovative plans for smart districts, infrastructure networks, parking districts, and first & last mile to transit. The presentation will cover site plans such as mixed-use developments and smart city technology to include mobility hubs, AV shuttles, signage, and smart intersections. At the building level, we will look at latest trends in planning for shared-use and autonomous vehicles, drone deliveries and the implications for architecture and engineering.

Thursday, January 24

3:30 – 6:30 pm

P502-19 Environmental Site Assessments

Topics planned for inclusion: The history of the environmental site assessment process, the reason(s) for conducting an environmental site assessment, why an assessment should be conducted for a particular site, the various phases of the process, how they correlate and their significance, what is and is not included in the various phases of the process, as well as regulatory & other requirements both general and site specific. The class will include real-world examples and lessons learned from various facets of the studies.

Thursday, January 31

3:30 – 6:30 pm

P503-19 Developing Effective Leaders

Today's workplace is continually evolving, and leaders (both tenured and those entering leadership roles) must develop new skills to keep up with the pace. In this class, we will look at the practice of leadership and management in today's workplace and how these roles may be evolving. We will review trends in recruiting, performance management, employee relations, onboarding, and ways to develop the skills needed to keep up with those changes.

Thursday, February 7

3:30 – 6:30 pm

P504-19 Achieving Sustainability Through Infrastructure

Topics planned for inclusion: Sustainability and the Envision framework, planning and implementation of infrastructure projects, costs and benefits of sustainable projects, community involvement in public works development, and environmental impacts of infrastructure.

Thursday, February 14

3:30 – 6:30 pm

P505-19 Managing the Millennial Alongside their Grandparents

Topics planned for inclusion: What drives each generation, building relationships, shifts in work/life priorities, stereotypes, leveraging generational differences in communication (social media, email, phone, in-person), team building techniques, and managing the millennial and grandpa!

Thursday, February 21

3:30 – 6:30 pm

P506-19 Civil Constructability Review

Topics planned for inclusion: Blasting, pre-blast requirements; soil conditions; utility depths, benching; utility conflicts, wall construction; earthwork; and safety.

Thursday, February 28

3:30 – 6:30 pm

P507-19 Project Financing & Alternative Delivery Methods

Topics planned for inclusion: Discussion on value; expected rates of return; cap rates and risk and time value of money; $V=NOI/r$; real estate capital markets (debt & equity, capital stack); lender underwriting (DSCR, LTV/LTC); real estate finance process (predevelopment, short term construction financing, interim financing, permanent financing); alternative delivery methods (Design Bid Build, Design Build, CDA's, P3).

Thursday, March 7

3:30 – 6:30 pm

P508-19 Preventing Project Delay: Natural & Cultural Resource Constraints

This class will increase awareness of natural (wetlands, streams, steep slopes, buffer systems, RPAs, endangered species) and cultural (archeological, historic architectural features and districts) resources that cause spatial, economic and time constraints to private development and public sector infrastructure projects; help people involved in the planning of land developments and public infrastructure projects improve how they work with these constraints; and keep projects in compliance with these constraints through planning, design and implementation.

Thursday, March 14

3:30 – 6:30 pm

P509A-19 Fairfax County ePlans User Training

In early 2019, Fairfax County will start reviewing site plans, minor site plans and their revisions electronically. The new ePlans system promotes better communication, offering real-time status updates and increased transparency. This class will introduce participants to the Avolve Project Flow software, demonstrating how to upload plans, receive and respond to comments, submit revisions and other tasks associated with the ePlans system. This class will also address review process changes, including the ESI review, that were made as a result of moving to the ePlans system.

NOTE: This class will be held in the Herrity Building, 12055 Government Center Parkway, Rooms 1033 A & B.

Monday, March 18

3:30 – 6:30 pm

P509B-19 Fairfax County ePlans User Training

Due to limited seating, the same material as in P509A-19 is being offered a second time. **NOTE: This class will be held in the Herrity Building, 12055 Government Center Parkway, Rooms 1033 A & B.**

Monday, March 25

3:30 – 6:30 pm

P510-19 Project Management & Planning

Topics planned for inclusion: Project outline and tasks; project scheduling from the owner, engineer, reviewer, and contractor perspectives; coordination between team members and agencies; as well as developing cost estimates.

Thursday, March 21

3:30 – 6:30 pm

P511-19 Subdivision Site Plans in Fairfax County, Part 1

This two-part class offers a unique background of the Fairfax County subdivision ordinance and process and will better equip students with a knowledge and understanding of the various provisions of the Subdivision Ordinance. They will gain a better understanding of the genesis of some of the more commonly cited Subdivision provisions and why these provisions are in the Code, as well as enable them to better design a proposed subdivision and determine the specific provisions that must be met for the subdivision to be legally created. (Enroll in P516-19 for Part 2.)

Thursday, March 28

1:00 – 4:00 pm

P512-19 VDOT Acceptance Process of Existing and New Roads

Topics planned for inclusion: review process (sequence and timing of submittals, required documentation); surety bond review (bonding of standard and non-standard items, supplementary agreements, perpetual bond, bonding case study); SWM devices (technical requirements/B2, bonding and agreements); road widenings/turn lanes (acceptance process, pavement design and pavement marking requirements); crosswalks (requirements, justification studies, approval process); driveway entrances (standards, design criteria, other requirements); technical requirements for new roads; SSAR (connectivity/waivers, public service, design standards); jurisdictional nuances for processes in Fairfax, Loudoun and Prince William Counties; field inspection (common punch list items, steps to final acceptance).

Thursday, April 4

3:30 – 6:30 pm

P513-19 VDOT-Led Site Visit

A site visit to observe some of the common field issues discussed in P512-19. Location TBD.

Thursday, April 11

3:30 – 6:30 pm

P514-19 Introduction to Asset Management and Total Cost of Ownership (TCO)

A large portion of an asset’s life cycle cost is locked in during the project conception. As such, it is important to keep the domino effect of the upfront decisions in the forefront of our mind as we go through the phases of design, permitting, and commissioning. This class is meant to make students aware of the basic steps in asset management and provide an owner’s point of view.

Thursday, April 25

3:30 – 6:30 pm

P515-19 Entitlement Process

Topics planned for inclusion: a broad overview of the governmental land entitlement process from a legal and planning viewpoint.

Thursday, May 2

3:30 – 6:30 pm

P516-19 Subdivision Site Plans in Fairfax County, Part 2

This class is a continuation of P511-19. Enrollment in P511-19 is not mandatory but certainly beneficial for a comprehensive understanding.

Thursday, May 9

3:30 – 6:30 pm

P517-19 Conventional and Alternative On-site Sewage Disposal System Design

Topics planned for inclusion: site and soil conditions that determine the type of design, conventional on-site sewage disposal system design, pump sizing, alternative trench on-site sewage disposal system design, drip and mound on-site sewage disposal system design, and maintenance of an on-site sewage disposal system.

Thursday, May 16

3:30 – 6:30 pm

P518-19 Dry Utility Advanced Discussion Topics

An interactive “example-based” investigation of the key dry utility project management milestones and issues encountered during the site development process. Commercial and residential examples will be explored. Sample topics include: brief dry utility services overview, ALTA survey review, existing conditions analysis, conflicts & relocations, new service design coordination, and utility easement coordination.

Thursday, May 30

3:30 – 6:30 pm

P519-19 Innovative Interchanges and Intersections

Innovative and alternative intersections are becoming more commonplace. This course will introduce various interchange and intersection configurations and road treatments. Cloverleaf interchanges are being replaced with more urban-type interchanges that accommodate pedestrians, while roundabouts may be preferred over signalized intersections. The single point urban diamond, tight urban diamond, echelon, diverging diamond and other interchange types will be discussed. An emphasis will be placed with on-grade intersections that include displaced left turns (DLT), median U-turn, restricted U-turn and growing use and installation of roundabouts.

Thursday, May 23

3:30 – 6:30 pm

P520-19 BMP Design and Construction—Feedback from a Maintenance Perspective

This class will explore a few common facility types in the green infrastructure arena and discuss design and construction lessons learned from a maintenance perspective. Facilities to be covered include Bioretention Facilities, Porous Surfaces, and Enhanced Extended Detention Facilities.

Thursday, June 6

3:30 – 6:30 pm

P521-19 Focus Group Workshop

This critical four-hour workshop helps develop ESI’s Professional Development curriculum for the next academic year. Under the direction of the Chair of the

Education Committee, participants will consider classes suggested by ESI's membership and consolidate them into a prioritized list of courses, identifying class titles, topics to be covered, and subject matter experts. Participants are subject to approval of Director of Education, Education Committee, and/or Executive Director to ensure sufficient knowledge base of ESI curriculum and adequate representation from both the public and private sectors.

Wednesday, June 12

9:00 am – 1:00 pm (includes lunch)

JURISDICTIONAL POLICY & PROCEDURE (P&P) UPDATE CLASSES

County Policy & Procedure (P&P) Update Classes (P600 series)

These classes feature local and state officials who will address the changes to plan design and review policies, regulations, ordinances, and procedures occurring during the past 12 months within their jurisdictions. They may also include information about the types of jurisdictional resources available, Internet links, common mistakes on plans, and unwritten policy practices. DPEs and DPE-eligibles are required to take the classes for all jurisdictions in which they maintain DPE status. These sessions are typically scheduled in the fall, and members will be notified by email when they are available for enrollment. (Instructions for enrollment in these classes will be attached.) (P&P Classes do not qualify for credit as PD Electives.)

P611-19 Fairfax County P&P Update Class

P621-19 Loudoun County P&P Update Class

P631-19 Prince William County P&P Update Class

SYMPOSIA & SEMINARS

ESI periodically offers seminars and symposia as rapidly developing opportunities for current technology or process information updates intended to provide responsive access to the membership. They are typically concentrated, fast-paced and information distribution oriented, affording members a comprehensive conduit to the latest techniques and requirements surfacing in the land development arena. Members will be notified by email when such classes are available. (As information distribution conduits, symposia or seminars may not qualify for credit as PD Electives.)

ALTERNATE EDUCATIONAL OPPORTUNITIES (may qualify for credit as PD Electives if appropriate approval, as indicated, is granted).

Note: ESI's acceptance of any of the following "Alternate Educational Opportunities" as one of the three annually required PD Electives to maintain DPE status does not guarantee its approval as credit for continuing education in professional license renewal/reinstatement.

Guidelines for Acceptance of an Alternate Educational Activity (other than Class Attendance) for Credit as a PD Elective

(See **P900-19** for information on Participation in an Alternate Class)

- Members may (with appropriate ESI approval) receive continuing education credit for an elective under the Professional Development Program by participating in an educational activity (other than class attendance) that meets the following criteria:
 - Has a stated content area, purpose, and observable and measurable objectives
 - Provides for the maintenance, improvement, or expansion of professional skills and knowledge in land development
 - Has an established duration
- Members interested in participating in an alternate activity for PD Elective credit should contact the Director of Education for further information before participating.

- Any alternate educational opportunity tentatively approved for credit as a PD Elective will require the member to submit evidence of successful completion of the activity to the Director of Education before final approval is granted.

P800-19 Participation in a Technical or Process Study

Members may perform study research and coordination regarding a topic identified by the Executive Director. The study shall include a study plan that identifies a statement of objectives, a desired result product, and a work schedule. The study shall have a final report identifying the work process and study results. The member shall provide the format outline for the proposed study to the Executive Director no later than 30 days after enrolling in this class.

P801-19 Participation in a Jurisdiction Support Study

Members participating in support efforts for jurisdictions, as identified by the Executive Director, may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Executive Director.

P802-19 ESI Executive Committee

Members of the Executive Committee may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Executive Director.

P803-19 Technical Issues Study – Leesburg

Members of the Technical Issues Study -- Leesburg Committee may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Executive Director.

P804-19 Education Review Committee

Members of the Education Review Committee may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Director of Education.

P805-19 Advisory Plans Examiner Board (APEB)

Members of the Advisory Plans Examiner Board may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Executive Director.

P810-19 Engineering Standards Review Committee (ESRC)

Members of the Engineering Standards Review Committee may enroll in this class. Credit is contingent on meeting product and attendance requirements identified by the Executive Director.

P900-19 Participation in an Alternate Class

If a member seeks approval to use participation in an alternate class as credit for one of the three annually required electives to maintain DPE status, the member shall provide the following to the Director of Education, who may refer it to the Education Committee for review:

1. Evidence that the class is from an accredited academic institution or an institution that is state or federally certified as a continuing education credit provider/sponsor.
2. The course description and learning objectives of the alternative class, which shall address a topic comparable to one addressed by ESI classes.
3. If the course is tentatively approved as an acceptable alternate class, the member will also provide evidence of successful completion of the course to the Director of Education before final approval to receive credit is granted.

P910-19 ESI Instruction (ESI Instructors Only)

An ESI instructor who teaches a block of instruction in any of the ESI Education Programs in the current year may enroll in this class. Instructors may enroll in P910 only once per year. Approval by the Director of Education is required.

P920-19 ESI Curriculum Development (ESI Instructors Only)

An ESI instructor who develops a new block of instruction, or substantially updates one, in any of the ESI Education Programs in the current year may enroll in this class. Instructors may enroll in P920 only once per year. Approval by the Director of Education is required.

