

CITY OF CHARLOTTESVILLE

Neighborhood Development Services

610 E. Market St., P.O. Box 911, Charlottesville, Virginia 22902

Phone (434) 970-3182, Fax (434) 970-3359



E&S and SWM Plan Submittal Requirements Checklist

Applications

Yes	No	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E&S and SWM Plan Application (or Amendment Application)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration Statement (for sites over 1 acre of land-disturbing activity)

Checklists

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E&S and SWM Plan Submittal Requirements Checklist
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E&S Checklist
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engineering Checklist

Fees

Yes	No	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E&S Fee
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SWM Fee
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Construction Permit Fee

Plans General

Yes	No	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed E&S Plan (City Code Sec. 10-35)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed SWM Plan (City Code Sec. 10-53)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Agreement In Lieu of Plan (E&S and/or SWM)

Plans Specific

Yes	No	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erosion & Sediment Control measures and details (Sec. 10-35.c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applies appropriate technical criteria as required (Sec. 10-53.b)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General description of proposed SWM facilities (Sec. 10-53.c.1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General description of mechanism through which permanent SWM facilities will be maintained and operated (Sec. 10-53.c.1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner contact information (City Code Sec. 10-53.c.2)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TMP number where land-disturbing activity will occur (Sec. 10-53.c.2)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Narrative that describes current and proposed site conditions (Sec. 10-53.c.3)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type, location, and receiving water of SWM discharges (Sec. 10-53.c.4)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type, location (address, coord, and HUC), total area treated, impervious area treated, and lbs/yr of pollutant removal for the proposed SWM facility. (Sec. 10-53.c.5)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydrologic and hydraulic calcs including runoff characteristics (Sec. 10-53.c.6)

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| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation and calculation verifying compliance with water quality and quantity requirements (Sec. 10-53.c.7) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All contributing drainage areas (Sec. 10-53.c.8.a) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Existing streams, culverts, ditches, wetlands, surface waters and floodplains (Sec. 10-53.c.8.b) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Soil types, forest cover and other vegetative areas (Sec. 10-53.c.8.c) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Current land use to include structures, roads, utilities and easements (Sec. 10-53.c.8.d) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sufficient info on adjoining parcels to assess impacts of stormwater (Sec. 10-53.c.8.e) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Limits of clearing and grading and proposed drainage patterns (Sec. 10-53.c.8.f) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed land use, structures, roads, utilities and SWM facilities (Sec. 10-53.c.8.g) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Tabulation of percentages of area to be adapted for use to include but not limited to proposed locations of utilities, paved surfaces and easements (Sec. 10-53.c.8.h) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Description of proposed timing and/or phasing of development (Sec. 10-53.c.8.i) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other info as required by 9VAC25-870-55 and the City's Standards and Design Manual (Sec. 10-53.c.9) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Signature and seal by professional (Sec. 10-53.c.11) |