



# LAND DISTURBANCE PERMIT APPLICATION COUNTY OF GOOCHLAND, VIRGINIA

Environment & Land Development Office

P.O. Box 103

Goochland, VA 23063

Phone: (804) 556-5860

Web: [www.goochlandva.us](http://www.goochlandva.us)

FAX: (804) 556-5654

### First Submittal Requirements

The following forms must be filled out completely and submitted or the application may be considered incomplete and not accepted:

Office Use Only:  
LDP-

1. A Land Disturbance Permit Application with a response to every statement and question. The application must be signed by the property owner.
2. **Three (3)** sets of stamped plans – Plans must include four (4) coordinate points in the Virginia State Plane South coordinate system on every plan sheet. Do not submit additional plans if you are also applying for a Plan of Development. **Please provide an electronic submittal to [environmental@goochlandva.us](mailto:environmental@goochlandva.us)**
3. Applicable fee – see attached fee schedule
4. Signatory authority is required for an individual signing on behalf of a corporation or limited liability company.

Signatory authority is usually set forth in an operating agreement or in a corporate resolution.

### Property Owner Information

Full legal name of Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

\_\_\_\_\_ Cell phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Applicant Information (if not the Property Owner)

Full legal name of Developer/Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

\_\_\_\_\_ Cell phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of Engineer/Firm: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Cell phone: \_\_\_\_\_

\_\_\_\_\_ E-mail: \_\_\_\_\_

### Property Information

Street Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

GPIN Number: \_\_\_\_\_ Lot Acreage: \_\_\_\_\_ Zoning: \_\_\_\_\_

Tax Map Number: \_\_\_\_\_ Disturbed Area: \_\_\_\_\_

Is this application filed for a project currently under Zoning or POD review?  Yes  No

If so, provide case #: \_\_\_\_\_

Project Description: \_\_\_\_\_

**APPLICANT INFORMATION**

- If your project involves any land disturbance activity which disturbs 1 acre or more, you may also be required to obtain a Stormwater Permit.
- The review process will not begin without the proper applications and initial fees paid in full.
- Plans must be drawn and stamped by a Certified Engineer, Land Surveyor or Architect.
- The application may require an **Erosion & Sediment Control bond**. Final approval will not be given until all bonds and fees have been paid, **Responsible Land Disturber** form is completed, and **Erosion and Sediment Control Agreement** is completed.
- Erosion bond will not be released until the site is stabilized to the satisfaction of the County Environmental inspector.
- After final approval, PDFs of approved plans are required.

**If you have any questions, please contact the Environmental & Land Development Office at 556-5860.**

**PROPERTY OWNER AGREEMENT & SIGNATURES**

- All information in this application is required, unless specifically waived by Goochland County staff. Additional submittal materials may be required.
- Applicants and/or property owners may be required to post bonds or sureties for any improvement shown on the plan including: landscaping, paving, road construction, and erosion and sediment control.
- I agree to establish the conservation practices according to the specifications and schedule as submitted in my Erosion and Sediment Control Plan, pursuant to the Guidelines established in Virginia Erosion and Sedimentation Control Handbook Third Edition and the County Erosion Control Ordinance. In the event I change my schedule of land disturbing activities, I agree to establish any necessary temporary erosion control measures according to the specifications in the above referenced Handbook. (If needed, technical assistance may be available from one of the following sources: Monacan Conservation District, Local Soil Conservation Service Office, Engineers, Soils Scientists, Landscape Architects, County Engineer, Extension Service, Forestry Service, etc.)

*I, the **property owner**, hereby state that the information provided in this application, and all accompanying information, is accurate, true and correct to the best of my knowledge, and that the attached plans contain all information required by the checklist.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Signature

**Fee Schedule**

Limited Residential – Agreement in lieu of obligations defined by professionally produced plans (only applicable to building permits for SFDs).....\$100.00  
 Agricultural Land Disturbance Plan .....\$900.00  
 Residential/Subdivision Road Plan Review.....\$900.00  
 Commercial (Less than 2 acres).....\$900.00  
 Commercial (2-5 acres).....\$1,500.00  
 Commercial (over 5 acres)\* .....\$2,250.00  
 \*plus an additional \$50.00 per acre for each additional acre

|                        |                            |
|------------------------|----------------------------|
| <b>Office use only</b> | Fee paid: \$               |
| Application File Date: | Application Complete Date: |

**GENERAL NOTES**

All standards refer to those of the Virginia Department of Transportation (VDOT) and/or the County of Goochland, Virginia.

The contractor shall secure all necessary permits for this project from VDOT and/or the County of Goochland, Virginia.

Any sign in excess of eight (8) square feet requires a permit which must be obtained from the Building Inspections Department. Temporary construction signs shall not be erected without owner's approval.

Location of existing sewers, water and gas pipes, conduits and other structures across underneath, or otherwise along the line of proposed work are not necessarily shown on plans, and if shown are only approximately correct. The contractor shall be liable for all damage done to any structures or property through his negligence or carelessness. Contractor shall verify location and elevation of all underground utilities shown on plan in areas of construction prior to starting work. Contact Engineer immediately if location or elevation is different from that shown on plan or upon discovery of any utility not shown on plan. For assistance in locating existing utilities, call "Miss Utility" at 1-800-552-7001 - 48 hours prior to excavation.

The Department of Community Development must be notified:  
 48 hours prior to the pre-construction conference  
 24 hours prior to the commencement of land disturbing activity  
 48 hours prior to the final inspection

## CHECKLIST FOR EROSION AND SEDIMENT CONTROL PLANS

\_\_\_\_\_ \*Minimum Standards – Minimum Standards noted in 9VAC25-840-40 must be listed and addressed. <https://law.lis.virginia.gov/admincode/title9/agency25/chapter840/section40/>

### NARRATIVE

\_\_\_\_\_ Project description – Briefly describes the nature and purpose of the land-disturbing activity, and the area (acres) to be disturbed.

\_\_\_\_\_ Existing site conditions – A description of the existing topography, vegetation, and drainage.

\_\_\_\_\_ Adjacent areas – A description of neighboring areas such as streams, lakes, residential areas, roads, etc., which might be affected by the land disturbance.

\_\_\_\_\_ Off-site areas – Describe any off-site land-disturbing activities that will occur (including borrow sites, waste or surplus areas, etc.) Will any other areas be disturbed?

\_\_\_\_\_ Soils - A brief description of the soils on the site giving such information as soil name, mapping unit, erodibility, permeability, depth, texture and soil structure.

\_\_\_\_\_ Critical areas – A description of areas on the site which have potentially serious erosion problems (e.g., steep slopes, channels, wet weather/underground springs, etc.).

\_\_\_\_\_ Erosion and sediment control measures – A description of the methods which will be used to control erosion and sedimentation on the site. (Controls should meet the specifications in Chapter 3 of the Virginia Erosion & Sediment Control Handbook.)

\_\_\_\_\_ Permanent stabilization – A brief description, including specifications, of how the site will be stabilized after construction is completed.

\_\_\_\_\_ Stormwater runoff considerations - Will the development site cause an increase in peak runoff rates? Will the increase in runoff cause flooding or channel degradation downstream? Describe the strategy to control stormwater runoff.

\_\_\_\_\_ Calculations – Detailed calculations for the design of temporary sediment basins, permanent stormwater detention basins, diversions, channels, etc. Include calculations for pre-and post-development runoff.

### SITE PLAN

\_\_\_\_\_ Vicinity map – A small map locating the site in relation to the surrounding area. Include any landmarks which might assist in locating the site.

\_\_\_\_\_ Indicate north – the direction of north in relation to the site.

- \_\_\_\_\_ Limits of clearing and grading – Areas which are to be cleared and graded.
- \_\_\_\_\_ Existing contours – The existing contours of the site.
- \_\_\_\_\_ Final contours – Changes to the existing contours, including final drainage patterns.
- \_\_\_\_\_ Existing vegetation – The existing tree lines, grassed areas, or unique vegetation.
- \_\_\_\_\_ Soils – the boundaries of different soil types.
- \_\_\_\_\_ Existing drainage patterns – The dividing lines and the direction of flow for the different drainage areas. Include the size (acreage) of each drainage area.
- \_\_\_\_\_ Critical erosion areas – Areas with potentially serious erosion problems. (See Chapter 6 of the Virginia Erosion & Sediment Control Handbook for criteria.)
- \_\_\_\_\_ Site Development – Show all improvements such as buildings, structures, access roads, riding rinks, pole barns, etc.
- \_\_\_\_\_ Location of practices – The locations of erosion and sediment controls and stormwater management practices used on the site. Use the standard symbols and abbreviations in Chapter 3 of the Virginia Erosion & Sediment Control Handbook.
- \_\_\_\_\_ Off-site areas – Identify any off-site land-disturbing activities (e.g., borrow sites, waste areas, etc.). Show location of erosion controls. (Is there sufficient information to assure adequate protection and stabilization?)
- \_\_\_\_\_ Detail drawings – Any structural practices used that are not referenced to the E&S handbook or local handbooks should be explained and illustrated with detail drawings.
- \_\_\_\_\_ Maintenance – A schedule of regular inspections and repair of erosion and sediment control structures should be set forth.

## **EROSION CONTROL NOTES**

1. Unless otherwise indicated, all vegetative and structural erosion and sediment control practices will be constructed and maintained according to minimum standards and specifications of the Virginia Erosion and Sediment Control Handbook and Virginia Regulations 9VAC25-840 Erosion and Sediment Control Regulations.
2. All erosion and sediment control measures are to be placed prior to or as the first step in clearing. If during construction, additional erosion control devices are found necessary, they shall be installed as directed by the Department of Community Development.
3. A copy of the approved erosion and sediment control plan shall be maintained on the site at all times.
4. No disturbed area will be denuded for more than 14 calendar days.
5. All storm and sanitary sewer lines not in streets are to be mulched and seeded immediately after backfill. No more than five hundred (500) feet of trench are to be open at one time.

6. Electric power, telephone, and gas supply trenches are to be compacted, seeded and mulched immediately after backfill.
7. All temporary earth berms, diversions, and silt dams are to be mulched and seeded for vegetative cover immediately after grading. Straw or hay mulch is required. The same applies to all soil stockpiles.
8. During construction, all storm sewer inlets will be protected by silt traps, maintained and modified as required by construction progress.
9. Any disturbed area not paved, sodded, or built upon by November 1st, is to be seeded on that date with oats, abruzzi, rye or equivalent and mulched with hay or straw mulch. Modify as applicable depending on proposed time of construction.
10. The contractor shall inspect all erosion control measures periodically and after each runoff-producing rainfall event. Any necessary repairs or cleanup to maintain the effectiveness of the erosion control devices shall be made immediately.
11. During dewatering operations, water will be pumped into an approved filtering device.
12. Prior to commencing land disturbing activities in areas other than indicated on these plans (including, but not limited to, off-site borrow or waste areas), the contractor shall submit a supplementary erosion control plan to the owner for review and approval by the Department of Community Development.