For Office Use Only #_____

COUNTY of SUSSEX

Land Disturbance Application

Date _____

Applicant's Name: _____

Address: _____ City: _____ State: ____ Zip Code: _____

Telephone Number: (___) _____ (Work) (___) _____ (Home) (___) _____

Email Address: _____

District: _____ Tax Parcel ID Number: _____

MECHANICS LIEN AGENT:	NONE DESIGNATED:
ADDRESS:	
TELEPHONE NUMBER:	

ACREAGE/SQ FT DISTURBED: _____ **VALUE OF WORK:** _____

WETLAND DESIGNATION: _____ NO. OF CUTS _____ AMOUNT OF FILL _____

NUMBER OF DAYS TO COMPLETE _____ AMOUNT OF MATERIAL CUT _____

SITE WORK CONTRACTOR:	ADDRESS:
VA.STATE LICENSE NUMBER;	
CLASS / EXPIRATION:	COST ESTIMATE: $

E&S CONTROL PLAN PREPARED BY:	
ADDRESS:	PHONE & FAX:
	E&S CONTROLS COST ESTIMATED:
UTILITY CONTRACTOR:	ADDRESS:
VA. STATE LICENSE NUMBER:	
CLASS / EXPIRATION:	COST ESTIMATE: $

EROSION AND SEDIMENT CONTROL SITE PLAN COMPONENTS & CHECKLIST

*** A MUST HAVE FOR PLAN APPROVAL ***

_____ **MINIMUM STANDARDS** – All applicable Minimum Standards must be addressed and satisfied on every construction project, unless a specific variance is granted.

MS-01. Timing of Permanent or temporary soil stabilization.
MS-02. Protection of soil stockpiles on and off site.
MS-03. The establishment of a permanent vegetative cover.
MS-04. First step measures shall be made functional before upslope land disturbance takes place.
MS-05. Stabilization of earthen structures such as dams, dikes and diversions shall be done after installation.
MS-06. Sediment traps and basins shall be designed based upon the total drainage area being served.
MS-07. Cut and fill slopes shall be designed and constructed to minimize erosion.
MS-08. Concentrated runoff shall not flow down, cut or fill slopes unless contained. (channel or flume)
MS-09. Whenever water seeps from a slope face, adequate drainage or other protection shall be provided.
MS-10. All storm sewer inlets shall be protected from sediment-laden water.
MS-11. Before being made operational, all outlets shall be protected by temporary or permanent lining.
MS-12. Precautions shall be taken when working in live watercourses (WC) to minimize encroachment.
MS-13. When a live watercourse must be crossed, the crossing shall be made of non-erodible material.
MS-14. When crossing or working in a WC all applicable federal, state and local regulations shall be met.
MS-15. The bed and banks of a WC shall be stabilized immediately after work is completed.
MS-16. Underground utility lines are limited to **500 feet** at one time and any state or local codes.
MS-17. Construction access routes shall be made to minimize the transport of sediment by vehicles.
MS-18. All temporary E & S measures shall be removed within **30 days** after final site stabilization.
MS-19. Properties and waterways downstream shall be protected from sediment, erosion, and damage.

_____ ***NARRATIVE*** – A narrative is a written statement which explains the erosion and sediment control decisions made for a particular project and justification for those decisions.

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 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 E & S Handbook 1992).

_____ **PERMANENT STABILIZATION** – A brief description, including specifications of how the site will be stabilized after construction is completed.

_____ **STORM WATER 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 storm water runoff.

_____ **CALCULATIONS** – Detailed calculations for the design of temporary sediment basins, permanent storm water detention basins, diversions, channels, etc. Include calculations for pre- and post development runoff.

SITE PLAN

_____ **VICINITY MAP WITH AN ARROW INDICATING NORTH**

_____ **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 different drainage areas. Include the size (acreage) of each drainage area.

_____ **CRITICAL EROSION AREAS** – Areas with potentially serious erosion problems (See Chapter 6 for criteria.)

_____ **SITE DEVELOPMENT** – Show all improvements such as building, parking lots, access roads, utility construction, etc.

_____ **LOCATION OF PRACTICES** – The locations of erosion and sediment control and storm water practices on the site.

_____ **OFF-SITE AREAS** – Identify any off-site land disturbing activities (e.g., borrow sites, waste areas, etc.); show areas.

_____ **DETAIL DRAWINGS** – Any structural practices used that are not referenced should be explained and illustrated.

_____ **MAINTENANCE** – A schedule of regular inspections and repair of erosion and sediment control structures should be set forth.

CERTIFICATION OF RESPONSIBLE PARTY TO CARRY OUT EROSION AND SEDIMENT CONTROL PLAN

I do hereby certify, by my signature below, that I am the property / land owner, or the designated agent of the property / land owner, and that I fully understand the provisions of Sussex County Erosion and Sediment Control Ordinance Plan for the above referenced project as approved.

I further understand that, according to Section 12-75 (E) of the Sussex County Code of Ordinances, a performance bond, cash escrow, or an irrevocable letter of credit, acceptable to the E&S Program Administrator, in the amount of 125% of the E&S controls cost estimate, shall be submitted to the office of the County Treasurer Office before the commencement of work. Final inspection of the project shall be made by the Program Administrator or designated agent. The release of the performance guarantee is contingent upon the findings of such inspection. Release of the performance guarantee shall occur 60 days after the project is deemed adequately stabilized by the Program Administrator.

I also agree to the following;

1) No work shall commence until the appropriate erosion and sediment controls are in place and functioning as specified by the approved plan.
2) Any and all material(s) removed or transported from the project site, shall be subject to a separate erosion and sediment control plan. Documentation of such work for other localities or jurisdictions shall be submitted before any materials are removed or transported.
3) All work, associated with this project, shall conform to the standards and specifications and other criteria adopted by Sussex County, unless a variance has been requested in writing, and approved in writing by the Program Administrator.
4) The Land Disturbing Permit **shall be attached to the approved plans** and be kept on site and available upon request of any Sussex County Department of Inspection personnel.
5) Notification of the commencement and completion of the work shall be made by the responsible party to the Program Administrator.
6) Applicant accepts all liability for any and all damages to adjacent properties or any other conservation measures already in place, as a result of work covered under the permit.
7) Applicant will maintain the conservation measures in satisfactory condition until final, permanent stabilization is achieved.
8) The Land Disturbing Permit may be revoked, should the Program Administrator determine that the project is not in compliance with the conditions of the approved plan or the provisions of the Erosion and Sediment Control Program of Sussex County.

I further grant the right of entry onto the property, as described above, to the designated personnel of the Sussex County Department of Inspections for the purpose of inspecting and monitoring for compliance of all applicable codes and specifications.

Signature of responsible party :_____ Date: _____

State Certification Number: _____ Expiration :_____

Signature of land owner: _____ Date :_____

I hereby certify that I have the authority to make the foregoing application and that the application, to the best of my knowledge, is complete and correct and that the permitted construction will conform to the regulations of the Uniform Statewide Building Code and all applicable Ordinances.

SIGNATURE: _____ DATE:_____