



CITY OF LYNCHBURG, VIRGINIA
www.lynchburgva.gov
 Zoning & Natural Resources Division
 Community Development Department
 900 Church Street • Lynchburg, VA 24504
 (434) 455-3903 • Fax (434) 845-7630 vsmp@lynchburgva.gov

SINGLE FAMILY LAND DISTURBANCE PERMIT APPLICATION

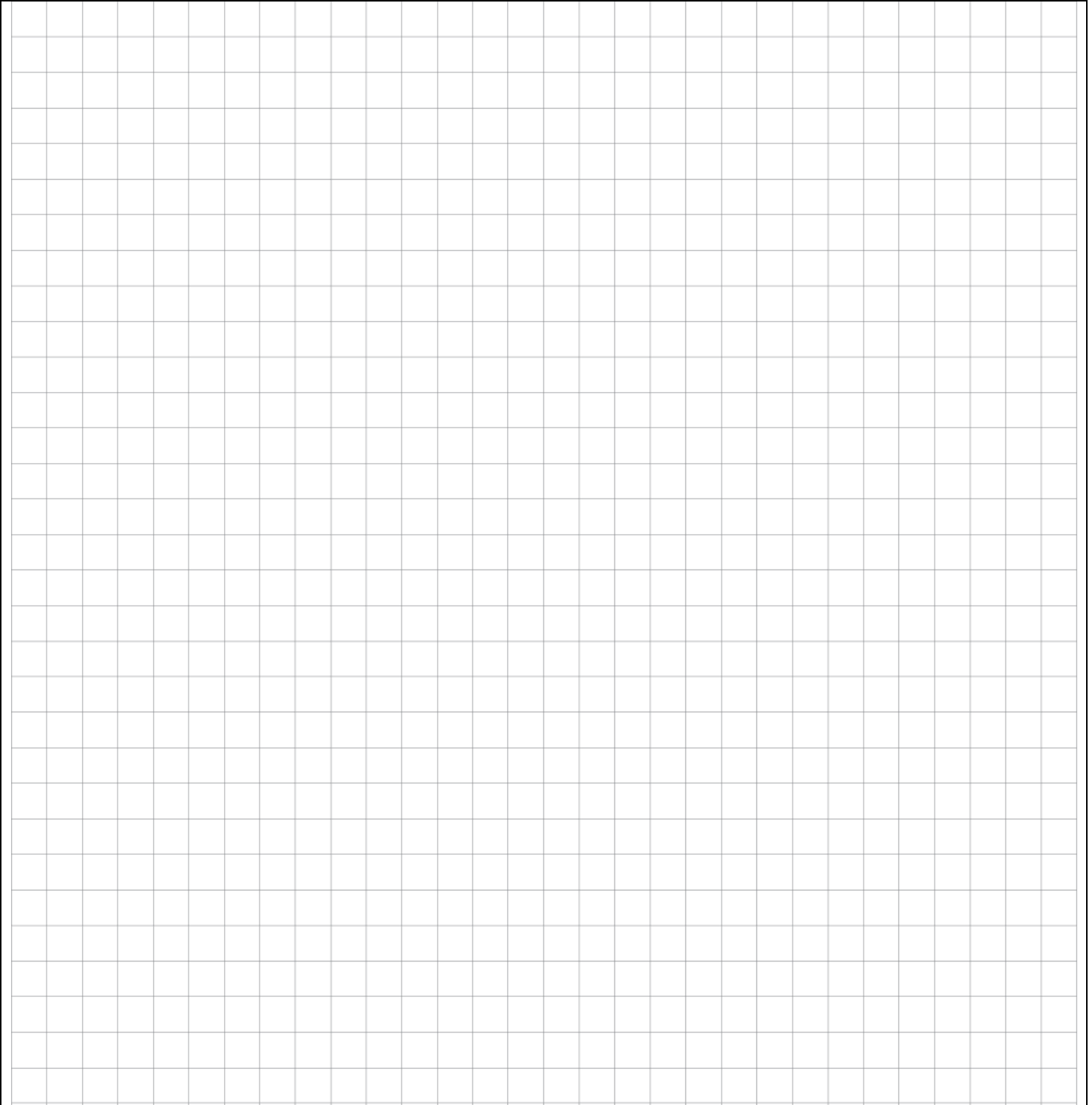
Please complete all applicable sections. For instructions on how to complete this application, see page 8. Please be aware of your responsibility to obtain all technical information necessary to complete this application. For legal reasons, City of Lynchburg staff cannot provide engineering or technical support for your project. You may find it necessary to consult with a licensed professional engineer.

Owner/Applicant Information	
Name: _____	Applicant: _____
Address: _____ _____	Address: _____ _____
Phone: _____	Phone: _____
Email <i>required</i> _____	Email <i>required</i> _____

Project information	Tax Map/Parcel # _____
Location of project: _____	
Subdivision Name: _____	Lot No. _____
Disturbed Area: (acres) _____	Impervious Area: (acres) _____
Directions to project: _____ _____	

Section A: Responsible Land Disturber:	<i>REQUIRED FOR ALL LAND DISTURBANCE PROJECTS.</i>
Name: _____	
Certification Number: _____	
Expiration Date: _____	
Phone: _____	
Email (optional): _____	
Please continue to Section <u>A-1</u> to complete your application.	

Section A-1. Section Erosion and Sediment Control Plan *(Please provide a sketch of your project; include house location, driveway, drain field and all applicable erosion controls)*



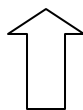
LEGEND:

Silt Fence: **SF** x—x—x

Construction Entrance: **CE**

Stabilization: **PS** (grass w/straw mulch)

Culvert Protection: **CIP**



North

In order to determine the necessary requirements of your permit, including fees, please answer the questions below and proceed to the applicable sections of this application.

1. Is your project part of a Common Plan of Development/Sale? *If you are not sure, see instructions on page 8.

__ **YES** > VSMP permit coverage required. Continue to **Section B**. Fee is \$209.

__ **NO** > go to question #2.

2. Does your project disturb 1 acre or greater of land?

__ **YES** > VSMP permit coverage required. Continue to **Section B**. Fee is \$209

__ **NO** > Continue to **Section C**. Fee is \$50.

Please include all disturbed areas including driveway, septic systems and yard areas etc.. to the nearest tenth of an acre.

Section: B VSMP STORMWATER COMPLIANCE:

Because the construction of the single family detached dwelling is located within a Common Plan of Development or Sale, established on or after July 1, 2004, or, is disturbing 1 acre or greater of land, Stormwater Management Compliance for Quality and Quantity is required.

In order to continue with your project, the following information shall be required. **Items 1-5 will be required at the time of application submittal.**

1. Completed Stormwater Permit Application.
2. Payment of Fees.
3. The identification of a Responsible Land Disturber with valid certification. (**Section A**)
4. An erosion and sediment control plan. (**Section A-1**)
5. A Stormwater Pollution Prevention Plan. (SWPPP Template)
6. Stormwater Management Compliance Worksheets. (**Section B**) these worksheets shall:
 - a. identify all post construction Best Management Practices (BMPs) that will be utilized to achieve water quality/quantity compliance.
 - b. include all applicable design calculations supporting each of the proposed post construction BMPs that will be utilized for this project
 - c. be accompanied with a stormwater management exhibit locating the BMPs on the property.
7. A Stormwater BMP maintenance schedule.
8. A Stormwater Maintenance Agreement.

This agreement is not required when submitting your permit application. It will be required prior to the issuance of any permit. This is a legal binding agreement between the landowner and Campbell County. It shall run in perpetuity with the land and shall be recorded in the Clerk of Courts Office.

 - a. Include a check made payable to **City of Lynchburg Circuit Court** in the amount of **\$27.00** for recordation.

Resources:

Below is a link to resources that will guide you through the permitting process.

Please be aware of your responsibility to obtain all technical information necessary to complete this application. For legal reasons, City of Lynchburg staff cannot provide engineering advice or technical support for your project. The link below will direct you to helpful information; however, you may find it necessary to consult a licensed professional engineer.

[DEQ- Stormwater Management.](#)

Continue to Section B-1.

B-1: Stormwater Compliance Worksheet

Please list the post-construction stormwater management controls (Best Management Practices/BMPs) that will be incorporated for this project. Certain BMPs will require sizing calculations to ensure full compliance with regulations. You may find it necessary to consult a licensed professional engineer to design your project to meet the water quality and quantity standards as set forth in **9VAC25-870-63** of the Virginia Stormwater Management Regulations. [DEQ- StormwaterManagement- VSMP Permits](#)

Section B-2: Parcel Information *(post development build-out conditions)*

Area in acres, round to the nearest tenth.

Lot Size: _____ Total Area of Impervious cover: _____ Total Area of Managed Turf/lawn: _____

Total Area of forest/undisturbed open space: _____ ***(Total land area shall equal lot size)***

Soils Type: C *(Soil type conditions may be altered based upon specific soils data, submitted to the locality for verification.)*

Name of Receiving Water(s) with HUC Codes.

- 1.
- 2.
- 3.

B-3: BMP Selection (Please list each BMP.)

A list of all Best Management Practices for water quality and quantity can be found on the Virginia Stormwater BMP Clearinghouse website.

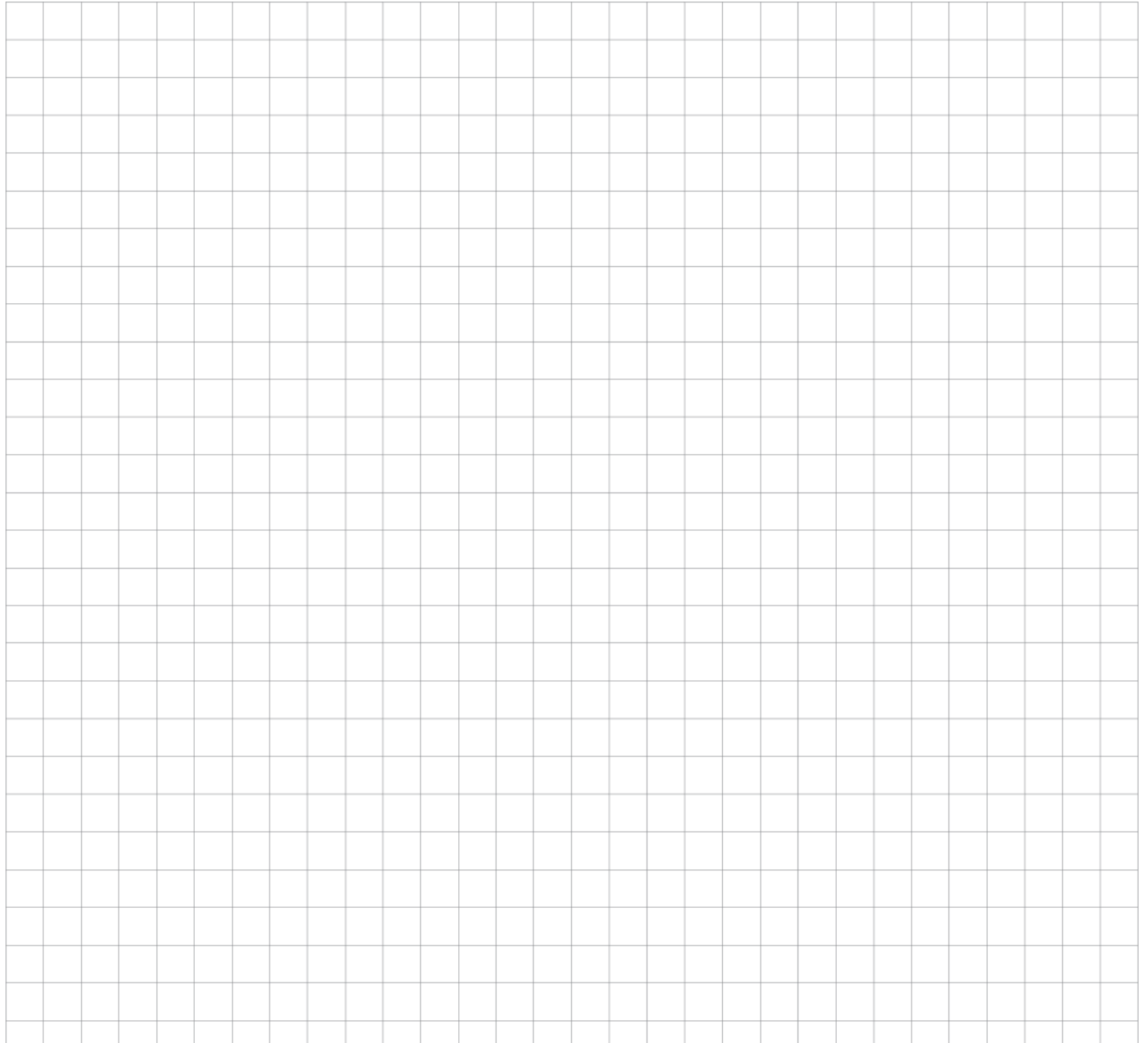
- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

B-4 Design Calculations:

Please submit with this application all design calculations for each of the proposed BMPs listed in Section B-3

Continue to B-5.

Section B-5: Stormwater Management Exhibit: *(Please provide a sketch of your project; include house locations and all post-construction BMPs and their locations. This should be consistent with content in B-3.)*

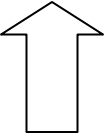


Legend:

BMP 1

BMP 2

BMP 3



North

Continue to Section C.

Section C: Terms and Conditions of Permit

I hereby agree to comply with the City of Lynchburg Erosion-Sediment Control and Stormwater Ordinance. These requirements shall be based upon the conservation standards contained in the Virginia Department of Environmental Quality Erosion-Sediment Control Handbook, the Virginia Department of Environmental Quality Stormwater Management Handbook and the Virginia Stormwater BMP Clearinghouse.

-No land disturbing/construction activities on the property shall commence until a Land Disturbance Permit has been approved and issued.

-If it is determined your project requires VSMP coverage after construction has started, you will be subject to all of the requirements in this permit application.

As a minimum, I understand the following measures shall be addressed:

1. Silt fencing shall be properly installed along the low sides of all disturbed areas and around soil stockpiles.
2. Construction entrances shall consist of a coarse stone aggregate installed at any access point off existing public or private right-of-way. **(#57 and Crush-r-Run stones are not acceptable).**
3. All denuded areas shall be stabilized with permanent seeding within 7 days of final grading. Denuded areas left bare for more than 14 days shall be temporarily seeded. All seeding shall be covered with straw mulch.
4. Inlet and outlet protection shall be provided for all culverts.
5. All erosion controls shall be installed prior to any land disturbing activity.
6. All post construction BMPs shall be subject to applicable inspections, please coordinate with City of Lynchburg Environmental staff. vsmp@lynchburgva.gov or 434.455.3900.
7. All post construction BMPs shall not be installed until all upslope contributing drainage area(s) have achieved vegetative stabilization. Installation of BMPs prior to stabilization may jeopardize the functionality, resulting in non-compliance. At the discretion of City of Lynchburg, BMPs shall be repaired or replaced if found not in full compliance with the design standards.
8. City of Lynchburg shall conduct periodic inspections to ensure all required measures and practices have been implemented and are being properly maintained.
9. Failure to comply with this permit could result in enforcement actions for violation(s) of the Code of City of Lynchburg. Enforcement actions include but are not limited to, Stop Work Order, revocation of permit, and criminal/civil charges and penalties.

Initials: _____

Continue to Section C-1

Section C-1: Certification

“I certify under penalty of law that I have read and understand the contents of this document and all attachments. The information submitted is, to the best of my knowledge, true, accurate, and complete. I am aware there are significant penalties for submitting false information.”

Name: (print) _____

Signature: _____

Date: _____

Schedule of Fees:

Projects **requiring VSMP Coverage: \$209.00** (Make check payable to “City of Lynchburg”)

Projects **not requiring VSMP Coverage: \$50.00** (Make check payable to “City of Lynchburg”)

<p>VSMP Authority Only:</p> <p>Checklist Completed by: _____</p> <ol style="list-style-type: none">1. Fees Collected \$50.00_____ or \$209.00(VSMP) _____2. Responsible Land Disturber: Section A (required) _____3. Erosion-Sediment Control Plan: Section A-1 (required) _____4. Pollution Prevention Plan: (VSMP required) _____5. Stormwater Management Compliance Worksheets: Section B (VSMP required) _____ or documents prepared by a licensed design professional. _____6. Certification: Section C-1 (required) _____ <p>Accepted for Technical Review _____ Declined for Technical Review _____</p> <p>Reasons for not being accepted _____</p> <p>Date: _____</p>

<p>VSMP Authority Review:</p> <p>Review completed by: _____</p> <p>Comments:</p> <p>Application Approved: _____</p> <p>Permit Issued: _____</p> <p>Environmental Manager/Designee: _____</p>
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INSTRUCTIONS:

In order to obtain a land disturbance permit for the construction of a single family detached dwelling, you must complete all applicable sections of this application and submit to City of Lynchburg. This application shall be used for projects that require coverage under the Construction General Permit, **VSMP Permit Coverage**. Please read all sections of this permit as it will help you determine if your project needs VSMP Permit Coverage.

*"Common Plan of Development or Sale" is defined as a contiguous area where multiple separate and distinct construction activities may be taking place at different times on different schedules under one plan.

- a. Example: any land that has been subdivided into smaller parcels or lots for development or sale platted on or after **July 1, 2004**.

"Land disturbance" or "land-disturbing activity" means a manmade change to the land surface that potentially changes its runoff characteristics including clearing, grading, or excavation. Please include all areas of your project that will be disturbed for your project including areas for: driveway, septic systems, and yard areas.

Section A-1 Erosion and Sediment Control Plan:

Please use the attached graph to provide a sketch drawing of your property that shall include all areas that will be disturbed. Locate the structure(s), driveway, and septic systems. Show basic topography of the land and where your erosion control measures will be installed. This sketch does not have to be to scale.

Section B Stormwater Compliance:

5. Stormwater Pollution Prevention Plan (SWPPP). This separate document shall be developed and included as part of your permit application. ***For legal reasons, City of Lynchburg staff cannot provide engineering advice or technical support for your project. You may find it necessary to consult a licensed professional engineer.***

7. BMP Maintenance Schedule: Please describe how the proposed BMPs will be maintained once installed.

8. Stormwater Management Agreement. This document shall be completed, signed, and notarized. This agreement will be required prior to permit issuance. This is a legal binding document that will be recorded with the Clerk of Courts.

Section B-2 Stormwater Compliance Worksheet, Parcel Information:

"Impervious Cover" means a surface composed of material that significantly impedes or prevents natural infiltration of water into soil. This shall include the total footprint of structure(s) including accessory building(s) and driveway. This area shall be computed to the nearest 1/10th of an acre.

"Managed turf" means any disturbed areas that will be planted in grass and routinely maintained. This shall include all yard areas, or areas to be routinely mowed. This area shall be computed to the nearest 1/10th of an acre.

"Forested/open space" means any portions of your property that will not be disturbed or impacted during construction. This shall include areas such as wooded areas, fields that are not routinely maintained, or any other undisturbed, vegetated areas. This area shall be computed to the nearest 1/10th of an acre.

Sections B-3, B-4, and B-5. Stormwater Compliance Worksheets:

These sections shall be used to demonstrate how your project will comply with the stormwater regulations for water quantity and quality. It is recommended this information be completed by a licensed design professional. ***For legal reasons, City of Lynchburg staff cannot provide engineering advice or technical support for your project. You may find it necessary to consult a licensed professional engineer.***