Madison County Inspections Department
Erosion and Sediment Control
PO Box 1206, Madison, VA 22727
Telephone: (540) 948-6102
madisonco.virginia.gov

Erosion and Sediment Control Plan Application Checklist

___ Submit Competed Land Disturbing Permit Application and 2 set of Plans
Date Received:_____
Fee:_____
Comments:

___ Review Application and Plans For Completeness
Approved For Completeness:_____
Date sent to CSWCD for Review:_____

___ Receive comments or approval letter
Comments Received from CSWCD:_____
Comments Sent to Plan Preparer:_____
Comments Addressed:_____
Approval of Plans:_____

___ Estimate for Erosion & Sediment construction costs
$_____

___ Receive approval from Madison County Board of Supervisors along with an approved site plan if applicable (land zoned R-3, B-1, M-1 or M-2 require Board approval)

___ Obtain and submit a copy of VSMP permit (projects greater than 1 acre)

___ Submit a copy of all other applicable permits (Army Corps of Engineers, DEQ, etc.)

___ Post erosion and sediment control performance bond set by administrator or Madison County Board of Supervisors
Date Received:_____
Type:_____

___ Pay land disturbing permit fee and submit three (3) copies of approved plans

___ Pick up copy of approved permit and plans

___ Schedule a preconstruction conference

Plan Title/Description_____

Permit No._____

CULPEPER SWCD EROSION & SEDIMENT CONTROL CHECKLIST

Revised January 2014

Below is a checklist of all necessary components required to complete all Erosion and Sediment Control Plans submitted to the Culpeper Soil and Water Conservation District (CSWCD) as in accordance with the Virginia Erosion and Sediment Control Law, Title 62.1, Chapter 3.1, Article 2.4 of the Code of Virginia; 62.1-44.15:51 and Virginia's Erosion and Sediment Control Regulations (9VAC25-840 et. al.). The Plan preparer must sign, date, and attach the checklist to any Erosion and Sediment Control Plan to be reviewed by CSWCD.

The 1992 Virginia Erosion and Sediment Control Handbook, 3rd Edition may be obtained online at http://www.deq.virginia.gov/Programs/Water/StormwaterManagement/Publications/ESCHandbook.aspx

I. Minimum Standards:

___ **Narrative** provides all 19 Minimum Standards (9VAC25-840-40)

___ If a Minimum Standard is not addressed with a specific practice in the plan, the intent to satisfy must be documented in writing with a **VARIANCE REQUEST**.

___ **MS 1:** Temporary and Permanent stabilization.
- ____ Practices and limits of clearing shown on plan; Details and Seeding Specifications included
- ____ Specified in Construction Sequence and Management Strategies Narrative

___ **MS 2:** Soil stockpiles and borrow areas stabilized and protected
- ____ Specified in Management Strategies Narrative
- ____ Temporary protection and Permanent Stabilization identified

___ **MS 3:** Requirements for establishment of permanent vegetation specified
- ____ Specified in Management Strategies and Maintenance Narrative

___ **MS 4:** Perimeter control, sediment trapping measures specified as first step.
- ____ Practices shown on plan; Details and Specifications included
- ____ Specified in Construction Sequence and Management Strategies Narrative

___ **MS 5:** Earthen structures stabilized immediately after installation
- ____ Specified in Construction Sequence and Management Strategies Narrative

___ **MS 6:** Sediment traps and basins properly sized.
- ____ Detailed and Specifications provided; design calculations included

___ **MS 7:** Design of cut and fill slopes minimize erosion.
- ____ Practices shown on plan; Details and specifications included
- ____ Specified in Management Strategies Narrative

___ **MS 8:** Concentrated runoff on cut and fill slopes contained in conveyance
- ____ Practices shown on plan; Details and Specifications included;
- ____ Specified in Management Strategies Narrative

___ **MS 9:** Potential water seeps from slope faces
- ____ Specified in Construction Sequence and Management Strategies Narrative

___ **MS 10:** Inlets, Culverts, and Filtering BMPs protected during construction
- ____ Practices shown on plan; Details and Specifications included

___ **MS 11:** Channel linings and outlet protection specified
- ____ Practices shown on plan; Details and Specifications included

___ **MS 12:** In-stream construction practices shown and details provided

___ **MS 13:** Temporary stream crossings provide non-erodible materials
- ____ Practices shown on plan; Details and Specifications included

___ **MS 14:** Evidence of local, state and federal permits for in-stream and wetland
____ Judicial determination; wetland permit; water withdrawal permit provided
___ **MS 15:** Stabilization of bed and banks of a live water course
____ Practices shown on plan; Details and Specifications included
____ Specified in Construction Sequence and Management Strategies Narrative
___ **MS 16:** Underground utility lines addressed
____ Practices shown on plan; Details and Specifications included
____ Specified in Construction Sequence and Management Strategies Narrative
___ **MS 17:** Transport of sediment onto public roadways controlled
____ Practices shown on plan; Details and Specifications included
____ Specified in Construction Sequence and Management Strategies Narrative
___ **MS 18:** Timely removal of temporary erosion and sediment control measures
____ Specified in Construction Sequence and Management Strategies Narrative
___ **MS 19:**
____ a. Downstream Analysis at Outfall of Open Channel and/or Pipe System
____ b. Adequacy of all channels and pipes shall be verified accordingly:
____ 1. Total drainage area to point of analysis is 100 times greater than the contributing drainage area or;
____ 2a. 2-year velocity and depth maintained within banks of natural channel or;
____ 2b. 2-year velocity and 10-year depth maintained within banks of manmade channel or;
____ 2c. Pipe systems must pass the 10-year storm and have adequate discharge channel.
____ c. Channel inadequate:
____ 1. Improve the channel to meet design storms
____ 2. Improve pipe system to meet design storms
____ 3. Site design that provides detention that meets design storm requirements
____ 4. Combination of measures that are acceptable to the VESCP authority
____ d. Evidence of permission to make improvements (Drainage/Construction Easements and Agency Permits)
____ e. Hydrologic analyses based on existing watershed and ultimate development
____ f. Plan sets forth maintenance requirements and responsible party
____ g. Detention outfall shall discharge to a channel and provide energy dissipaters
____ h. All on-site conveyances adequate (culverts, storm sewers, ditches)
____ i. Increase flows that may cause erosion diverted to adequate outfall or channel
____ j. Stormwater runoff criteria applied to whole development
____ k. All practices implemented to minimize impacts on the physical, chemical and biological integrity of rivers and streams of the state.
____ l. Prior to July 1, 2014, 48 hr drawdown of WQV; 1-yr 24-hr extended detention; and reduction in 1, 2, and 10 year peak flows to forested condition
____ m. After July 1, 2014, water quantity controls shall satisfy the stormwater law and attendant regulations, unless such activities are Grandfathered in accordance with 9VAC25-870-48. Satisfy the following regulations (9VAC25-870):
___ Channel Protection (9VAC25-870-66B)
___ Flood Protection (9VAC25-870-66C)
____ n. Satisfying 9VAC25-870-66 satisfies minimum standard 19

II. Plan Narrative:

(Contractors should be able to refer to all activities and specifications in the Plan Narrative).

____ 1. Describe the nature and PURPOSE of the land disturbing activity, the amount of grading involved, and number of disturbed acres

____ 2. Describe the EXISTING CONDITION; topography, vegetation, and drainage.

____ 3. Describe NEIGHBORING AREAS such as rivers, streams, lakes, residential areas, roads, etc., which might be affected by the land disturbance and post development drainage patterns.

____ 4. Describe the SOILS on site including soil name, mapping unit, erodibility, permeability, depth, texture, structure, and hydrologic group of each soil.

____ 5. Describe the CRITICAL AREAS on site that have potential to cause erosion or water quality problems due to the proposed land disturbing activity.

___ 6. Describe any local, state or federal PERMITS obtained or applied. This includes any permits for wetland and stream impacts or dam safety.

____ 7. Describe the CONTROL MEASURES which will be used to control erosion, sedimentation, and excessive runoff from the site.

____ 8. Describe how site will be STABILIZED during and after construction with permanent and/or temporary control measures.

____ 9. Describe how the site will be balanced between cut and fill areas, off-site areas, borrow area, and SOIL STOCKPILES.

____ 10. Describe schedule of regular MAINTENANCE inspections and repair of erosion and sediment control structures.

____ 11. Increases in STORMWATER RUNOFF volume, velocity and peak flow rate shall discharge to an adequate stormwater conveyance system or natural channel. (9VAC25-840-40 19.)

___ Complete Culpeper SWCD STORMWATER MANAGEMENT CHECKLIST

III. SITE PLAN

____ 1. Provide engineer (s) / surveyor(s) / landscape architect (s) / names, address, telephone number, and registration seal.

____ 2. Provide the owner (s) and/or developer (s) name, address, and telephone number.

____ 3. Provide copy of APPLICABLE PERMITS including VSMP with authorization signatures on COVER PAGE.

____ 4. Provide a SMALL SCALE MAP locating the site (and access) in relation to the surrounding area. Include any landmarks which might assist in locating the site.

____ 5. Provide ORIGINAL PLAN DATES and all REVISION DATES with a brief description of the items revised.

____ 6. Provide TITLES and numbering for all sheets.

____ 7. Provide plan SCALE sufficient to clearly convey the characteristics of the site and control measures.

____ 8. Show the location, width, and recordation information for all existing DRAINAGE EASEMENTS.

____ 9. Provide EXISTING CONTOURS at intervals no greater than five (5) feet.

____ 10. Provide FINAL CONTOURS at intervals no greater than two (2) feet.

____ 11. Show EXISTING VEGETATION (tree lines, and unique vegetation).

____ 12. Show boundary of different SOIL TYPES.

____ 13. Provide a NORTH ARROW on all sheets.

____ 14. Clearly show CRITICAL AREAS which have potential to present serious erosion or water quality problems.

____ 15. Provide a DRAINAGE MAP showing EXISTING and FINAL DRAINAGE DIVIDES (include: number of acres, direction of flow, "C" / CN numbers, rainfall, and discharges).

____ 16. Provide a CONSTRUCTION SEQUENCE narrative specifying implementation of perimeter controls, sediment trapping structures, stabilization, and removal. Including how transitions from Phase I to Phase II will occur.

____ 17. Show the Location and Description of all existing and proposed drainage structures, pipes, roof drains, swales, ditches, curbs and channels and the direction of flow in each.

____ 18. Provide CALCULATIONS SUMMARY TABLE for pre and post runoff rates, and drainage structure design parameters.
___ Complete Culpeper SWCD STORMWATER MANAGEMENT CHECKLIST

____ 19. Show locations of erosion and sediment CONTROL PRACTICES using symbols in the 1992 Virginia Erosion and Sediment Control Handbook.

____ 20. Show LIMITS OF LAND DISTURBANCE.

____ 21. Show locations of STOCKPILES AND BORROW AREAS with adequate protection measures included. If these locations are off-site, an addendum to the plan must be submitted to show the areas.

____ 22. Illustrate DETAIL DRAWINGS AND SPECIFICATIONS in accordance with the VESCH containing all dimensions and specifications of any structural practices used.

CERTIFICATION OF PLAN PREPARER:

I certify that the above checklist items are fulfilled in the attached erosion and sediment control plan, unless I have attached a written variance request for the omitted components.

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(signature of plan preparer) (date)

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(print name) (phone number)

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Erosion & Sediment Control
Land Disturbing Permit Application

OWNER INFORMATION:

Name:_____

Address:_____

_____

Phone #_____

Mobile #_____ Email_____

PARCEL INFORMATION:

Tax Map #_____

Parcel_____

Disturbed Area:_____ sq. ft.

Plan Prepared by:_____

Project Name & Description_____

_____

AGENT INFORMATION:

Name:_____

Address:_____

_____

Phone #_____

Mobile #_____ Email_____

RESPONSIBLE LAND DISTURBER:

Name:_____

Address:_____

_____

Phone #_____

Mobile #_____

RLD License #_____ Expiration Date____

I hereby certify that I fully understand the provisions of the Madison County Erosion and Sediment Control Ordinance and Virginia Erosion and Sediment Control Regulations and that I accept responsibility for carrying out the Erosion and Sediment Control Plan for the above reference project. I further agree to comply with any additional requirements deemed necessary by a Madison County inspector.

I further grant the right-of-entry onto this property, as described above, to the designated personnel of Madison County for the purpose of inspecting and monitoring for compliance with the foresaid Ordinance.

The following general statements shall apply to all permits:

- All project shall conform to the Virginia Erosion and Sediment Control Handbook(VESCH), 1992 Edition and the Virginia Stormwater Management Handbook, Volumes I and II dated 1999, as amended and current Virginia Erosion and Sediment Control and Stormwater management Law and Regulations.
- This permit and approved set of plans must be kept on the work site and shown when requested.
- Before work is performed on-site the Madison County Erosion and Sediment Program Administrator must be notified (24 hrs. in advance) to schedule an on-site meeting.

Review Permit No. _____

Disturbance Permit No._____

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- Applicant agrees to be responsible for any and all damages to any other installations already in place as a result of work covered by this permit.
- Applicant agrees to maintain the work in the manner approved upon its completion.
- The land-disturbing permit may be revoked, should the Board of Supervisors or their designated agent determine that the project is not in compliance with the conditions of the approved plan.
- Applicant agrees to obtain all necessary permits and adhere to all regulations per Madison County Code and all other applicable state and federal agencies.
- **Any construction site 1 acre or greater in size requires the issuance of a Virginia Stormwater Management Permit (VSMP).** VSMP permit #_____ Date issued_____

I, applicant, certify that I have read and understand the above requirements of this permit.____**Initial**

Section 9B of the Madison County Erosion and Sediment Control Ordinance requires that a Bond or Surety be posted with the County in the amount determined by the plan-approving authority. Such Bond shall be conditioned to conform any work to approved standards and specifications as specified in the approved Erosion and Sediment Control Plan.

Final inspection to the project shall be made by the Program Administrator or designated agent. The release of any Bond is contingent upon the findings of such inspection. Release of the Bond shall occur within 60 days after the project site is deemed adequately stabilized by the Program Administrator.

The amount of such surety is hereby set at $_____.

The plan, application and plan review fee should be submitted at plan review. Three copies of the approved plan and the permit fee must be submitted before the permit is issued.
The permit will expire one year from date issued.

Submitted:

_____ _____
Applicant signature **Date**

OFFICE USE ONLY

APPROVED: _____ _____ **to** _____
Program Administrator **Date**

FEE: _____ **DATE PAID:** _____

Review Permit No. _____

Disturbance Permit No. _____