



**CITY OF POQUOSON
APPLICATION FOR LAND DISTURBING PERMIT
500 City Hall Avenue, Poquoson, Virginia 23662
(757) 868-3040 Fax (757) 868-3105**

An Erosion and Sediment Control (E&SC) Plan must be submitted to the Department of Community Development for approval before any land disturbance activity totaling more than one (1) acre can commence*. No person shall engage in any land disturbing activity until the plan has been approved. Once approved, the land disturbing activity shall be periodically inspected to ensure that all required measures are being met. **Please note that the application must be completed in full.** Processing of a complete application will occur within 45 days. The applicant will be notified immediately upon completion of the review. In addition to this application the following attachments may be required. Please check all that apply:

- | | |
|---|---|
| <input type="checkbox"/> 3 Copies of E&SC Plan | <input type="checkbox"/> General VPDES Permit (VAR10) |
| <input type="checkbox"/> Performance Guarantee | <input type="checkbox"/> DEQ Permit Fee Form |
| <input type="checkbox"/> City of Poquoson Fee Payment** | <input type="checkbox"/> DEQ Fee Payment |

**Single Family Residential projects should complete an Agreement in Lieu of a Stormwater and Erosion & Sediment Control Plan unless part of a larger development/subdivision*

For City Use Only:

Permit #: _____ Date of Application: _____

Effective Date: _____ Expiration Date: _____

E&SC Fee: _____ Received By: _____ Date: _____

(Program Administrator)

(Date)

(City Engineer)

(Date)

ADDITIONAL REQUIREMENTS:

As of July 1, 2019 waste receptacles/dumpsters must be covered at the end of each day and during rain events. In addition, the construction operator or designee must conduct a site inspection within 24 hours of a measureable (.25" or more in an hour) rain event.



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Please provide ALL requested information below:

Property Owner: _____
(Name) (Phone)

(Address) (e-mail)

Contractor: _____
(Name) (Phone)

(Address) (e-mail)

May we contact you via e-mail? Yes No

Erosion and Sediment Plan prepared by: _____

Type of Project: _____
(Name and Description, i.e., multi-family, commercial...)

Location: _____

Tax Map Parcel No.: _____ Disturbed Area: _____sq. ft.

Latitude: _____ Longitude: _____ HUC: _____
(This information is available on the City's online mapping site)

The following shall apply to all permits:

1. **ISSUANCE OF THIS PERMIT DOES NOT INDICATE THE ABSENCE OF WETLANDS ON THIS PROPERTY. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE THE SITE INSPECTED FOR TIDAL AND NON-TIDAL WETLANDS, AND TO PROTECT ANY WETLANDS THAT MAY BE PRESENT ON SITE.**
2. All projects shall conform to the laws of Virginia and the standards, specifications and other criteria adopted by the City of Poquoson unless a variance has been granted in writing by this locality.
3. A copy of this permit as well as the Virginia Stormwater Management Permit (VSMP) and Stormwater Pollution Prevention Plan (SWPPP) must be kept on the work site at all times and shown by request.
4. Other work (i.e. grading, excavating, filling or construction) on the project shall not commence until the appropriate E&SC features are in place as specified on the plan and inspected by the City Inspector. **The landowner or designee is responsible for requesting a preliminary inspection by calling 868-3025 once E&SC features are installed and a final inspection when the project is completed.**
5. The applicant is responsible for any and all damages to any other conservation measures already in place as a result of work covered by this permit.
6. The applicant must maintain the conservation measures in satisfactory operating condition until final, permanent stabilization is achieved.
7. This land disturbing permit may be revoked should the City determine that the project is not in compliance with the conditions of the approved plan.



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I, (property owner) _____, certify that I have read and understand the above requirements of this permit.

Section 34-75(e) of the City of Poquoson’s Erosion and Sediment Control Ordinance allows for a Performance Guarantee to be posted with the City in the amount determined by the City Engineer. Such Performance Guarantee shall be conditioned to ensure conformance of any work to approved standards and specifications as specified in the approved Erosion and Sediment Control Plan.

Final inspection of the project shall be made by the Program Administrator or designated agent. The release of any Performance Guarantee is contingent upon the findings of such inspection. Release of the Performance Guarantee shall occur within 60 days after the project site is deemed adequately stabilized by the Program Administrator. The amount of such Performance Guarantee is hereby set at \$_____.

I hereby attest that I meet the Virginia Department of Environmental Quality requirements for Responsible Land Disturbers:

Responsible Land Disturber (Print Name): _____

DEQ Certification No. or P.E./LLS License No.: _____

 (Signature of Responsible Land Disturber)

 (Date)

I hereby certify that I fully understand the provisions of the City of Poquoson Erosion & Sediment Control Program and that I accept responsibility for carrying out the Erosion & Sediment Control Plan for the above-referenced project as approved. I also certify that I will allow the City Inspector on my private property to perform any inspections related to this permit that the City deems necessary and understand that additional E&SC features may be required if deemed necessary by the inspector.

Property Owner: _____

(Signature)

(Date)

List of responsible person(s) and contact information for each pollution control measure in the SWPPP:

Name: _____ Phone: _____ E-mail: _____

Name: _____ Phone: _____ E-mail: _____

Name: _____ Phone: _____ E-mail: _____

Name: _____ Phone: _____ E-mail: _____