

# MIDDLESEX COUNTY

Department of Planning and Community Development

P.O. Box 428, Saluda, VA 23149

Phone: 804-758-3382

Fax: 804-758-0061

## RPA MODIFICATION PERMIT APPLICATION

In order to expedite the review of RPA Modification applications, please be sure that all of the following items have been included in your permit application. Please return this completed checklist with the application to assure that all items have been addressed. All RPA modifications must adhere to the regulations found in the Zoning Ordinance Article 4A: Chesapeake Bay Preservation District as mandated by the state and DCBLA (formerly CBLAD). In addition, all land disturbance activities and erosion and sediment control measures must adhere to the Minimum Standards for Land Disturbance.

1.  **Completed RPA Modification application**
2.  A Responsible Land Disturber (RLD) must be identified on the application if the project requires over 2,500 Sq Ft of land disturbance
3.  Describe the project in detail (including dimensions if applicable)
4.  Accurately complete the Water Quality Impact Assessment including the impacts on Existing Vegetation.
5.  **Site plans that show all of the following information (if applicable):**
  - a.  A boundary survey of the property, including easements, water bodies, parcel numbers, street names, route numbers, adjacent properties and other landmarks.
  - b.  The location of all Chesapeake Bay Preservation Act features, including the Resource Protection Area (RPA) and Resource Management Area (RMA).
  - c.  The limits of clearing and grading on the site.
  - d.  Location and nature of any proposed encroachment into the buffer area
  - e.  Type and location of proposed best management practices to mitigate the proposed encroachment
  - f.  Location of existing vegetation onsite: trees, grassed areas, or unique vegetation
  - g.  Type and location of replacement vegetation
  - h.  The location of any areas with potentially serious erosion problems.
  - i.  The location of all proposed erosion and sediment controls and stormwater management practices located on site. Standards symbols and abbreviations found in Chapter 3 of the Virginia Erosion and Sediment Control Handbook (1992 edition) shall be used. Any structural practices used that are not referenced to the Handbook should be explained and illustrated with detailed drawings.
6.  **RPA Modification Permit application fee of \$175**
7.  **The project must be properly flagged or staked on site, this includes all modifications in the RPA such as vegetation to be removed, the extent of land disturbance, the extent of encroachment, the length and width of access paths and stairways, etc**

A surety bond, in an amount determined by the Planning Department, will be required for all projects over 2,500 sq ft and will be based on site conditions and level of disturbance.

The RPA Modification plan will have to be designed by a licensed architect, engineer or surveyor if environmentally sensitive areas, most notably wetlands and steep banks, will be significantly impacted by the proposed modification OR if deemed appropriate by the Planning Department based on the size and impact of the disturbance.

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### CERTIFICATION:

I hereby certify that the attached plans and this completed application form contain all the required information for a RPA Modification Permit in accordance with the Middlesex County Zoning Ordinance Article 4A: Chesapeake Bay Preservation District as mandated by the state and DCBLA (formerly CBLAD) requirements. I understand that the submission of incomplete or inaccurate information may delay the processing of this RPA Modification Permit.

\_\_\_\_\_  
Applicant's Signature

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*This modification request is only applicable for permitted modifications to the 100-foot Resource Protection Area (RPA) buffer as outlined in Article 4A, Section 4A-8 of the Middlesex County Zoning Ordinance.*

### OFFICE USE ONLY

Application #: \_\_\_\_\_ Application Fee:  \$175  
Tax Query:  Current  Delinquent Surety Amount: \$ \_\_\_\_\_  
Zoning Decision:  Approval  Denied E & S Decision:  Approval  Denied  
Conditions/Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Zoning Administrator Signature Date Expiration Date  
\_\_\_\_\_  
E & S Administrator Signature Date

### APPLICANT/AGENT INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

### RESPONSIBLE LAND DISTURBER (Required if over 2,500 SF of land disturbance)

Name: \_\_\_\_\_ RLD Number: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

### PROJECT INFORMATION

Parcel Number: \_\_\_\_\_ E911/Street Address: \_\_\_\_\_  
Magisterial District: \_\_\_\_\_ Zoning District: \_\_\_\_\_  
Lot Size (in Acres): \_\_\_\_\_ CBPA District: \_\_\_\_\_  
Existing Land Use: \_\_\_\_\_

Purpose of Modification:  Sight Lines and Vistas  Shoreline Erosion Control (VMRC #: \_\_\_\_\_)  
 Access Paths  General Woodlot Management

Please describe the modification requested. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**WATER QUALITY IMPACT ASSESSMENT**

A. *Total Lot Area (ft<sup>2</sup>):* \_\_\_\_\_

B. *Total Amount of Disturbed Area (ft<sup>2</sup>):* \_\_\_\_\_

C. *Total Amount of Clearance (ft<sup>2</sup>):* \_\_\_\_\_

D. *Total Amount of Grading (ft<sup>2</sup>):* \_\_\_\_\_

E. *Impacts on Existing Vegetation:*

Total Amount of Underbrush Removed (ft<sup>2</sup>): \_\_\_\_\_ Number of Healthy Trees Removed: \_\_\_\_\_

Number of Trees Limbed or Pruned: \_\_\_\_\_ Number of Dead/Dying/Diseased Trees Removed: \_\_\_\_\_

F. *Proposed Erosion and Sedimentation Control Practices:*

- |  |  |
|--|--|
| <input type="checkbox"/> Silt Fencing                | <input type="checkbox"/> Temporary Construction Entrance |
| <input type="checkbox"/> Straw Bale Barrier(s)       | <input type="checkbox"/> Inlet Protection                |
| <input type="checkbox"/> Temporary/Permanent Seeding | <input type="checkbox"/> Mulching                        |
| <input type="checkbox"/> Tree Protection             | <input type="checkbox"/> Sediment Trap                   |
| <input type="checkbox"/> Other: _____                |  |

G. *Proposed Mitigation Measures:*

Number of New Trees Proposed: \_\_\_\_\_ Number of New Shrubs Proposed: \_\_\_\_\_

H. *Proposed Best Management Practices:*

- |  |  |
|--|--|
| <input type="checkbox"/> Vegetated Filter Strip(s) | <input type="checkbox"/> Grass Swale(s)          |
| <input type="checkbox"/> Dry Well(s)               | <input type="checkbox"/> Infiltration Trench(es) |
| <input type="checkbox"/> Other: _____              |  |

**SITE DRAWING**

*A site drawing, which shows the following, must be attached to this water quality impact assessment:*

1. Location of the components of the RPA, including the 100-foot buffer area;
2. Location and nature of any proposed encroachment into the buffer area, including, type of paving material; areas of clearing or grading; location of any structures, drives, or other impervious cover; and sewage disposal systems or reserve drainfield sites;
3. Type and location of proposed best management practices to mitigate the proposed encroachment;
4. Type and location of proposed erosion and sedimentation control devices;
5. Location of existing vegetation onsite, including the number and type of trees and other vegetation to be removed in the buffer to accommodate the encroachment or modification; and
6. Type and location of proposed replacement vegetation.

## APPLICANT STATEMENT

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Middlesex County Zoning Ordinance as written and also with the description contained in this application.

\_\_\_\_\_  
Applicant's Signature (if not Property Owner)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature (if not Property Owner)

\_\_\_\_\_  
Date

## PROPERTY OWNER(S) STATEMENT

I hereby certify that I/we own the above described property, that the information given is complete and correct to the best of my knowledge, and that the above person(s), group, corporation or agent has the full and complete permission of the undersigned owner(s) to make application for RPA Modification Permit approval as set forth in the Middlesex County Zoning Ordinance as written.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

## CONDITIONS

1. This permit application is not valid unless all property owner(s) signatures are affixed and dated.
2. All permit application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted. All checks for payment should be made payable to Middlesex County.
3. Any approval of a RPA Modification Permit is issued on the basis of plans and applications approved and authorizes only the use, arrangement and construction set forth in such approved plans and applications. Any deviations from the plans and applications submitted shall render an approved RPA Modification Permit null and void.