Local Roots, Global Reach
ISLE OF WIGHT COUNTY, VIRGINIA

Utility Services Department
Environmental Engineering Division
Post Office Box 80
Isle of Wight, VA 23397
(757) 365-1659

Checklist for Applicants for Single-Family Residences

When reviewing Single-Family Residential Erosion & Sediment Control Site Plans, the Engineering Division checks for the following items to be provided at a minimum:

_____ 1. Site identification information: (Tax Map No., and/or Address, Lot No.,)

_____ 2. A Legend that includes all Erosion and Sediment Control (ESC) measures that are called out on the Plan.

_____ 3. A North arrow with reference

_____ 4. A Graphic Scale

_____ 5. The total acres or square footage of the parcel

_____ 6. The total area of Land Disturbance. (Should be outlined on the plan visually and labeled in square feet or acreage. Includes all structures and limits of work where the soil will be disturbed, or the ground cover will be changed)

_____ 7. Impervious Cover, including existing and post-construction.
(Impervious surfaces constitute any surface that water does not penetrate. Includes gravel and compacted driveways. This is often shown as a note, or table on the plan.

_____ 8. Existing and proposed elevations. (Proposed elevations should at a minimum include block corners and a finished floor elevation)

_____ 9. Existing Drainage features. (Pipes, ditches, wetlands, RPA, proximity to State waters, drainage easements etc.)

_____ 10. Builder/Developer contact information

_____ 11. Design Professional Seal, Signature, and Certification Number

_____ 12. Responsible Land Disturber (RLD) Designation. (Required for every project that will require a Land Disturbing Permit. Your Application will not be reviewed until this information is provided)

_____ 13. The following general notes should also be added to the plan:

- The Builder/Contractor will provide for positive drainage of the site without negatively impacting adjacent properties.
- The Builder/Contractor will verify grades on site prior to construction.

Please be advised that approval from other state and federal agencies may be required. This can vary depending on the scope of your project. Your reviewer will notify you if any other approvals are deemed necessary for your project.

Examples of State and Federal Permits may include but are not limited to:

- Virginia Department of Transportation (VDOT) Land Use Permit for construction or maintenance in the Right-of-Way
- Construction General Permit Registration Statement for Virginia for residential land disturbance projects greater than 1 acre (VA DEQ)
- Virginia Wetland Permitting or United States Army Corps of Engineers (USACE) Regional or Nationwide Permits

Please allow up to 10 business days for review time from the date of submittal. For questions or inquiries, please contact the department at 757-365-1659.