

# SMALL DEVELOPMENT PROJECTS



PLAN REVIEW FOR PROJECTS CREATING  
2,500 SQUARE FEET OR MORE OF LAND DISTURBANCE

# SMALL PROJECT DEFINITION



- Residential property improvement (single family detached)
- Not attached to an existing home structure
- Land disturbance exceeds 2,500 SF
- Does not include water main/ sewer main/ septic install



# WHY REQUIRE SMALL PROJECT PLAN REVIEW?

- State regulations require review of land disturbing activities for Erosion and Sediment Control adherence
- JCC Code requires
  - Review of plans with land disturbance > 2,500 SF
  - Land disturbing permits for land disturbance > 2,500 SF
  - Stormwater design for new impervious cover > 2,500 SF

# WHY REQUIRE SMALL PROJECT PLAN REVIEW?



- Ensures no adverse impacts to adjacent properties
- Ensures no adverse impacts to downstream waterways
- Ensures activities are properly executed
- Ensures activities in sensitive areas are properly vetted
- Provides a history of work performed on the property



# 3 PROJECT PARTS REQUIRED

- Building Permit (BLDR)
- Erosion & Sediment Control plan (E&SC)
- Land Disturbing Permit (LDSW)

# BUILDING PERMIT (BLDR)



- Authorization to begin construction, alteration, or demolition of a structure on the property
- Any multifamily or single family residential, commercial, or industrial structure \*\*
- Required for any improvement to property in a flood zone
- Required by Virginia Uniform Statewide Building Code and JCC Code
- Issued by BSP division

# EROSION & SEDIMENT CONTROL PLAN (E&SC)



- Details the proposed construction work for a property
- Identifies the possible sources of sedimentation
- Includes appropriate control measures for those sources
- Includes existing and proposed grades
- Required by State Regulations and JCC Code
- Approval is issued by the SRP Division

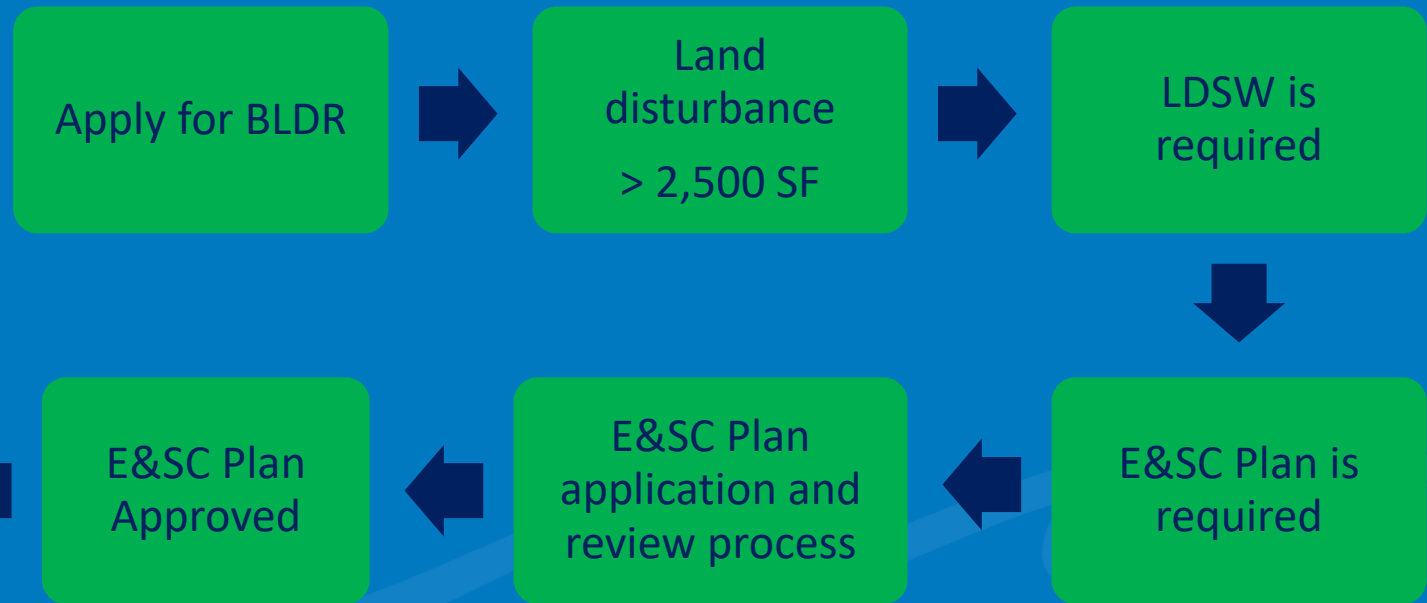
# LAND DISTURBING PERMIT (LDSW)



- Authorization to begin land disturbing construction activities that will exceed 2,500 SF
- Requires an approved E&SC plan for small projects
- Requires a surety (performance bond)
- Required by State Regulations and JCC Code
- Issued by the SRP Division



# PROCESS FLOW CHART - PAST



# PROCESS FLOW CHART - CURRENT



Apply for BLDR  
& E&SC PLAN



Land  
disturbance  
> 2,500 SF



E&SC Plan is  
processed and  
reviewed



Apply for LDSW



E&SC Plan  
Approved

# E&SC PLAN APPLICATION REQUIREMENTS



- Rendering of property (copy of survey or other surveyed plan)
- Existing structures and impervious areas noted
- Proposed improvements shown in bold/ color/ noted as proposed
- Existing and Proposed grading (spot elevations or contours)
- Drawing scale and distance ties to existing structure
- Delineate proposed work area and access path from street to work area (= limits of disturbance)

# E&SC PLAN APPLICATION REQUIREMENTS

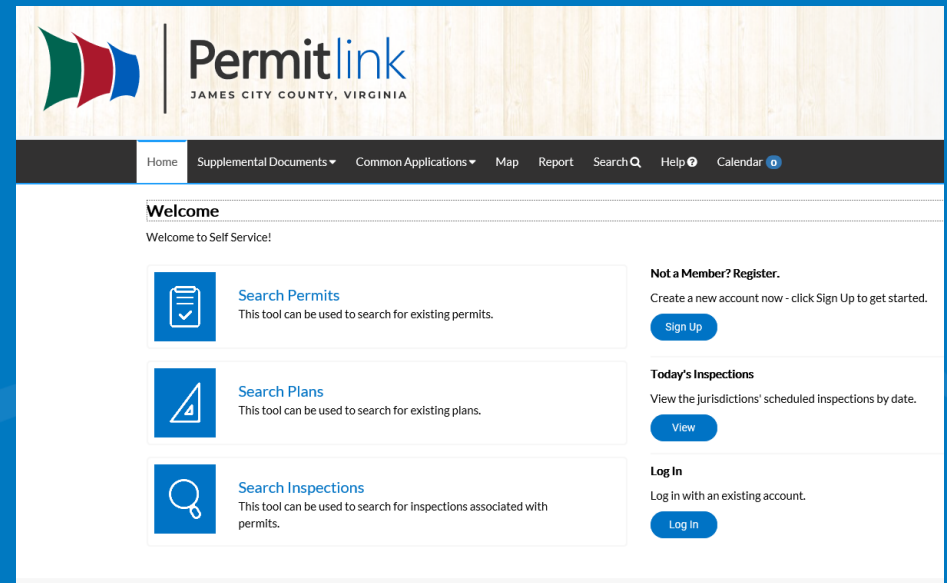


- Calculation of:
  - Existing impervious cover
  - Proposed impervious cover
  - Proposed work area (limits of disturbance)
- Narrative of proposed work
- Identify locations of E&SC measures
- Details of E&SC measures
- Sequence of construction (order of work to be performed)

# E&SC PLAN APPLICATION PROCESS



- Visit <https://jamescitycountyva.gov/permitlink>
- Create an account in PermitLink
- Apply for a BLDR
- Apply for an E&SC Plan
- Upload application documents



# E&SC PLAN REVIEW PROCESS



Apply through Permitlink



SRP reviews, adds fees, comments



Applicant revises per comments



Applicant uploads revision, pays fees



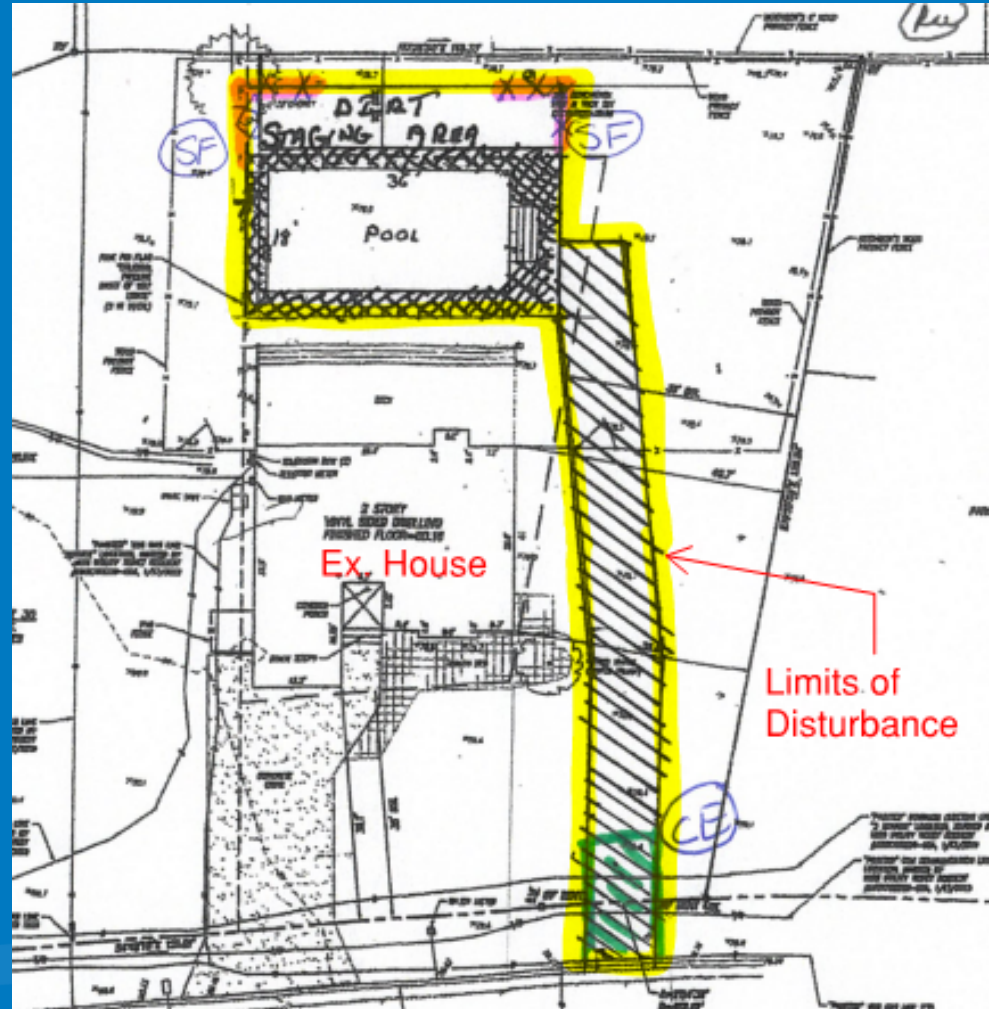
SRP posts approval letter (conditions)



Applicant may apply for LDSW



# EXAMPLE E&SC PLAN



# SMALL DEVELOPMENT PROJECTS



Questions?