

Application Date	Plan No. <b>LDIS-</b>
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**City of Richmond, Virginia**  
**APPLICATION FOR LAND DISTURBING PERMIT**



**THIS IS AN APPLICATION ONLY. IT IS NOT AUTHORIZATION TO START ANY WORK.  
 NO WORK SHALL START UNTIL A PERMIT IS POSTED AND APPROVED PLANS ARE AVAILABLE ON THE JOB SITE.**

**Instructions:** Please type or print legibly in ink. Incomplete or illegible forms will not be processed. The Fee for plan review and inspection for this permit is **\$300.00** for the first acre of land disturbance or fraction thereof, plus **\$100.00** for each additional acre or fraction thereof not to exceed **\$1,000.00**. For the review: A pdf version of the proposed plans, prepared in accordance with the VESCH, and a pdf of a complete DPU Water Resources Division Plan Review Checklist, must be submitted to Planning and Development's Microsoft OneDrive OR directly to the Water Resources Division Project Management Analyst. The permit application fee will be invoiced to the applicant registered with the City's Online Permit Portal and must be paid with a credit or debit card.

<b>Project Address (Street &amp; Number)</b>			<b>Disturbed Area in Acres</b>
Contractor Name	License Type	Class <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	State License No.
Contractor Street Address			Contractor Telephone No.
City/State/Zip Code		<b>Contractor Email</b>	
Property Owner Name			Owner Daytime Telephone No.
Property Owner Street Address		<b>Owner Email</b>	
City/State/Zip Code			
<b>Project Name and Description</b>			
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Applicant/Contact Name			Applicant/Contact Telephone No.
Applicant/Contact Street Address			
City/State/Zip Code			
<b>Applicant/Contact e-mail registered with permit portal to whom invoices shall be addressed</b>			
Plan prepared by			Plan Preparer Telephone No.
<b>Plan preparer e-mail</b>			
(For Office Use) Intake Initial:		Date:	Permit Fee: \$
Watershed HUC:		Ches. Bay:	Inspector:
		Flood Zone:	Sewer Type:

**I, (signature of Landowner) \_\_\_\_\_, hereby certify that I fully understand the provisions of the City of Richmond Erosion and Sediment Control Ordinance and Program, and that I accept responsibility for carrying out the Erosion and Sediment Control Plan for the above-referenced project as approved by the City of Richmond.**

(Continued on side 2 – please print two-sided)

I further grant the right-of-entry onto this property, as described above, to the designated personnel of the City of Richmond for the purposes of inspecting and monitoring for compliance with the aforesaid Ordinance.

Section 14-151 of the Richmond City Code may require that a bond or Surety be posted with the Department of Public Utilities in the amount determined by the Water Resources Division, Department of Public Utilities. Such Bond shall be conditioned to conform any work to approved standards, specifications and criteria as set out in the approved Erosion and Sediment Control Plan.

Final inspection of the project shall be made by the Permit Issuing Authority. The release of Bonds and Sureties is contingent upon the findings of such inspection. Release shall occur within 60 days after disturbed areas are deemed permanently stabilized by the Inspector (that is, when 80% vegetation has been established).



The following general statements shall apply to all Permits:

1. All projects shall conform to Chapter 14, Article III of the Code of the City of Richmond unless the Permit Issuing Authority has granted a variance in writing.
2. **The LDIS permit and the approved plans must be kept on the work site and shown when requested.** Substantial changes, as determined by the Permit Issuing Authority, shall not be made to plans except upon submission of supporting documentation by the applicant and approval by the Permit Issuing Authority.
3. The City must be notified at least two working days in advance when work commences, when work is expected to be suspended for more than 30 calendar days, when work is restarted, and when the project is completed.
4. Other work (grading, excavating, and construction) on the project shall not commence until the sediment controls are in place as specified in the plan.
5. Applicant agrees to be responsible for any and all damages to other installations already in place as a result of work covered by this permit.
6. Applicant agrees to maintain the work in the manner approved upon its completion.
7. A Permit may be denied to any applicant, and all permits issued by the City may be revoked, whenever in the opinion of the Director of Public Utilities or designated agent, the safety, use or maintenance of the property so requires.

