



SINGLE FAMILY/RESIDENTIAL
LAND DISTURBANCE
APPLICATION REQUIREMENTS
COUNTY OF NEW KENT, VIRGINIA
WEB SITE: WWW.CO.NEW-KENT.VA.US

OFFICE USE ONLY
All of the required information has been submitted.
Staff Initials

Environmental Department ♦PO Box 150♦New Kent, VA 23124♦Phone 804-966-8580♦Fax 804-966-8531
♦Street Address for deliveries: 12007 Courthouse Circle, New Kent, VA 23124♦

Please be advised that you are required to submit a Land Disturbance Permit application to the Environmental Department if you are disturbing 2,500 square feet or more. The permit application must be accompanied by a site plan/survey of the property.

The Site Plan must include the following information:

- Location of any RMA/RPA (if applicable)
House Location
Primary Drainfield & Reserve Drainfield (if applicable)
Well Location (if applicable)
Existing Conditions (existing tree lines, structures, roads or access, etc.)
Limits of Clearing
Erosion and Sediment Controls (Silt Fence, Construction Entrance, etc.)
Any culverts and/or stormwater pipes outside the VDOT right-of-way (if applicable)
Stamp of Architecture Review Board (if applicable)

Make sure that the following signatures are on the Land Disturbance Permit Application:

- Signature and contact information of the Responsible Land Disturber
Signature of Owner

The following required information must be submitted with your Land Disturbance Permit

- A copy of the recorded deed
Health Department Permit
Historical Significance Inventory
Agreement in Lieu of Plan if substituted for an Erosion and Sediment Control Plan
Virginia Department of Transportation Land Use Permit
Virginia Stormwater Management Permit (VSMP)

I, \_\_\_\_\_ (Print Name of Owner or Applicant) hereby certify that I have provided all of the required information for the submission of my Land Disturbance Permit as indicated above.

Signature of Applicant or Owner Date



# SINGLE FAMILY/RESIDENTIAL LAND DISTURBANCE APPLICATION

**COUNTY OF NEW KENT, VIRGINIA**  
**WEB SITE: WWW.CO.NEW-KENT.VA.US**

OFFICE USE ONLY	
Project File #:	_____
Date Received:	_____
<b>Fee:</b> \$210 base:	\$ _____
+ \$20 per acre/fraction:	\$ _____
Inspection Fee \$75.00	\$ _____
+ \$10 per acre/fraction:	\$ _____
Restoration Fee: \$25.00	\$ _____
SWPPP: \$290.00	\$ _____
<b>TOTAL PAID:</b>	\$ _____

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### PROPERTY OWNER

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

### APPLICANT AND/OR CONTACT

Name: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

### PROJECT LOCATION

Location: \_\_\_\_\_  
 GPIN: \_\_\_\_\_ Tax Map: \_\_\_\_\_  
 ♦ *If you are disturbing over 2,500 square ft, you will need a VSMP permit from DEQ!* ♦  
 Project Description: \_\_\_\_\_ Parcel Area: \_\_\_\_\_ acre(s)  
 Health Department Permit Number: \_\_\_\_\_ Disturbed Area: \_\_\_\_\_ acre(s)  
**Health Permit must be issued prior to applying for land disturbance permit.**

### RESPONSIBLE LAND DISTURBER

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Cert. No./Type: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Signature of Land Disturber: \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_ (*Print Name of Owner*) hereby certify that I fully understand the provisions of The NEW KENT COUNTY 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 location as approved by the County. I grant the right of entry onto this property, as described above, to the designated personnel for NEW KENT COUNTY for the purpose of inspecting and monitoring for compliance with the aforesaid Ordinance. I further understand that this permit is valid for six (6) months following the date of issue, unless closed sooner. Renewal fees must be submitted ten (10) business days prior to permit expiration.

\_\_\_\_\_  
Signature of Owner Date

**Upon signature by the local program administrator, the application is approved, and becomes the permit.**

**~THIS PERMIT OR THE LAND DISTURBANCE CARD MUST BE POSTED ON THE PROPERTY~**

**Approved:** \_\_\_\_\_

**Local Program Administrator** **Date**

**IF CHECKED, PERMIT IS APPROVED WITH CONDITIONS.**