



**COUNTY OF CHARLES CITY, VA**

**CHARLES CITY COUNTY DEPARTMENT OF PLANNING  
10900 COURTHOUSE ROAD  
CHARLES CITY, VIRGINIA 23030  
804-652-4707**

***Agreement in Lieu of Erosion and Sediment Control Plan - Single Family Home***

Tax Map Parcel Number: \_\_\_\_\_

Building Permit Number \_\_\_\_\_

Phone \_\_\_\_\_

In lieu of submitting an erosion and sediment control plan for the construction of a single family dwelling, the Owner/Agent whose signature appears below does hereby agree to install reasonable environmental controls to prevent soil erosion and to control sediment runoff. As a minimum measures are: 1) all bare areas on the lot shall be stabilized within seven days of final grading with permanent vegetation or a protective ground cover suitable for the time of year; and, 2) All entrance locations to the public traveled way shall also be covered with stone sufficient in thickness, width and length to prevent mud and other debris from being carried from the lot to the public roadway. 3 Silt fencing may be required to control runoff of solids.

No approval for a permanent certificate of occupancy will be granted until the entire site is stabilized with either sustainable vegetation or a suitable protective ground cover (as determined by the Program Administrator for Charles City County). Approval for a Temporary Certificate may be granted at the owner/agents request but will be limited to an initial sixty (60) day period. A second temporary certificate of occupancy may be requested for an additional sixty (60) days if the site is not stabilized. Failure to meet this time limit could result in legal action. A permanent certificate of occupancy shall be required to be in place at the end of this 120 day period, if the site stabilization is not achieved. The owner shall then convert this "agreement in lieu of plan" to an Erosion and Sediment Control Plan. This change will consist of providing surety in the dollar amount necessary and reasonable to reclaim the site. The owner/agent will then be issued a soil and erosion control permit. Release of this surety to the property owner once adequate site stabilization is achieved will occur within 60 days of the owner's request.

The County Soil Erosion and Sediment Control Program Administrator shall have unaccompanied access as to enter upon the property to insure that such standards are satisfied.

Responsible Land Disturber/Certification Number \_\_\_\_\_

Signed (Agent/Owner) \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Approved By: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_



**COUNTY OF CHARLES CITY, VA**

**CHARLES CITY COUNTY DEPARTMENT OF DEVELOPMENT  
10900 COURTHOUSE ROAD  
CHARLES CITY, VIRGINIA 23030  
804-652-4707**

**MINIMUM STANDARDS FOR CERTIFICATE OF OCCUPANCY FOR SINGLE FAMILY RESIDENCE**

Tax Map Parcel Number: \_\_\_\_\_

Building Permit Number \_\_\_\_\_

Phone \_\_\_\_\_

- \_\_\_\_\_ 1. Is final lot grading complete?  
Does lot drain away from House foundation at a rate of at least 6 inches per first 10 feet from foundation line?
- \_\_\_\_\_ 2. Is lot stabilized within seven days of final grading with permanent vegetation suitable for the climate and soils conditions? And/or,
- \_\_\_\_\_ 3. Protective ground cover suitable for the time of year been installed? Protective ground cover in nearly all instances in the County has been limited to the appropriate seeding and mulching of all areas. Standards are:
- a) Mulch if hay or straw @ 80 to 100 pounds (1.5 to 2 bales) of clean weed free straw spread uniformly throughout each 1000 square foot of bare soil area. Straw is to be crimped to hold it to place.
  - b) Seed application for perennial grasses per 1000 square foot is: Fescue @ 4-6 pounds; Perennial Rye @ 3 to 5 pounds; Bermuda grass (hulled) @ 1 - 1.5 pounds
  - c) Nurse crop of annual species per acre could include Annual rye in cooler months and Millet in the warmer season. Specific rates are available from the Virginia Erosion and Sediment Control Handbook 1992.
- \_\_\_\_\_ 4. Is access road stabilized appropriately with commercial grade aggregate at the entrance? And, is full length of driveway appropriately stabilized with gravel and drainage installed?
- \_\_\_\_\_ 5. Are all Building permit conditions satisfied as detailed by Development Department?

Signed (Agent/Owner) \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Approved By: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_



COMMONWEALTH OF VIRGINIA  
COUNTY *of* CHARLES CITY



Re: Policy for Residential Land Disturbance

1. The Program Administrator for the Charles City Soil and Erosion Control program routinely receives individual citizens' request for a permit for land clearance in order to either prepare a home site for future construction activities or clear enough of the site to allow the Environmental Health Specialist adequate open area to conduct a soils evaluation. This evaluation may be necessary before a Health Department Permit can be issued
2. The County Soil and Erosion Control Ordinance states that *"no person shall engage in or continue in any land-disturbing activity in Charles City County until that person has submitted to the Administrator an erosion and sediment control plan for such land-disturbing activity and until that plan has been reviewed and approved by the Administrator."* Land Disturbing is considered *"clearing, filling, excavating, grading or transporting, or any combination thereof upon the approval of the Erosion and Sediment Control Plan by the Plan Approving Authority"* Additionally *"In the case of a land-disturbing activity for the construction of a single family dwelling, the Administrator may waive the requirement for a full erosion and sediment control plan as set forth in this Ordinance. In most cases such a waiver would be granted unless the Administrator determines that because size, extent or other unusual characteristics of the proposed construction, a full erosion and sediment control plan is necessary. In the case of granting of such a waiver by the Administrator, an Agreement in Lieu of an Erosion and Sediment Control Plan, which is signed by the applicant and approved by the Administrator, shall constitute authorization under this Ordinance to conduct land-disturbing activity allowed by that Agreement. Such Agreement shall set forth all conservation measures to be carried out and maintained, shall grant right-of-entry, be subject to all review, inspection and enforcement provisions of this Ordinance which apply to approved erosion and sedimentation control plans."*
3. The applicant must demonstrate that he/she does qualify for the permit waiver allowed by County Ordinance. A building permit application or Virginia Department of Health application has historically been the proof necessary to justify a waiver of the full requirements. Effective July 15<sup>th</sup> of 2005, the Charles City County Building Officials Office no longer is accepting Virginia Department of Health applications for onsite wastewater systems and wells. Such applications are to be submitted to the Virginia Department of Health Environmental Health Specialist located within the VDH offices on Adkins Road. **These Virginia Department of Health permits are to be issued before the applicant can apply for a Building Permit from Charles City County.**

4. To continue to allow citizens to qualify for the waiver, it is necessary that the future homeowner prove that they are proposing to build within 18 months once the construction permit is issued. Proof could consist of a construction contract with a builder, contract with a manufactured home retailer, or other items acceptable to the program administrator. Should there be no need for land disturbance, no permit is required.
5. The intake procedure follows:
  - a. Apply to the Virginia Department of Health for a construction permit for onsite wastewater.
  - b. Should land disturbance be required or desired before any additional permits are to be issued (building permit, onsite septic etc) applicant must obtain from CC Planning Office a waiver permit. **Such waiver will not be allowed unless applicant can demonstrate that he/she is placing a residence on the property within 18 months.**
  - c. Should applicant not wish to build within 18 months, a full permit will be required with the appropriate bonds etc.