

MAJOR SITE PLAN & PLAN REVISION

APPLICATION



OCTOBER 2018

Stafford County Department of Planning & Zoning

1300 Courthouse Road
P.O. Box 339
Stafford, VA 22555-0339

Phone: (540) 658-8668
Fax: (540) 658-6824

www.staffordcountyva.gov

NOTICE

Stafford County treats all applications and applicants equally. The County does not discriminate against religion, or on the basis of race, sex, age, national origin, or disability, in its planning, permitting, utilities, and land use processes.

Under the laws of the United States and the Commonwealth of Virginia, no government may discriminate against any religion or on the basis of race, sex, age, national origin, or disability, in its planning, permitting, utilities, and land use processes.

Under the Religious Land Use and Institutionalized Persons Act (“RLUIPA”), no government may apply its zoning or land use laws, or its policies and procedures in a manner that unjustifiably imposes a substantial burden on the religious exercise of a person, assembly, or institution.

RLUIPA also provides that no government may apply its zoning or land use laws in a manner that treats a religious assembly or institution on unequal terms with a non-religious institution or assembly.

Finally, RLUIPA provides that no government may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.

Stafford County does not discriminate in its planning, permitting, utilities, and land use processes, practices, and policies. Stafford County treats all applications and applicants equally.

Major Site Plan Process

Per Stafford County Code, Section 28-25 “Definitions of Specific Terms” states a major site plan is “Any nonresidential development involving construction and/or land disturbance greater than or equal to two thousand five hundred (2,500) square feet, or any residential development not subject to Chapter 22 of the subdivision ordinance.”

1. Submittal deadline is 4:30 PM on the Monday one month prior to the meeting. Refer to the TRC schedule on the website for **TRC Meeting Dates** and **Application Filing Dates** at <https://staffordcountyva.gov/940/Technical-Review-Committee>
2. Once a complete application has been submitted to the CDSC/Permit Center, the application and fees are verified, logged and a project number is assigned.
3. The plan is initially reviewed and discussed with the applicant and /or engineer at the semi-monthly Technical Review Committee (TRC) meeting, held on the 2nd and 4th Wednesday of each month. All County departments’ plan review and comments can be viewed on the Integrated Web Response System (IWR) at <http://hello.stafford.va.us>.
4. The engineer/surveyor amends the plan as requested at TRC. The applicant resubmits plans for every outstanding review plus one (1) for the file for a second review with a comment response letter listing and addressing each outstanding comment. Changes to the plans shall be submitted within 120 days of last County comments received per Sec. 28-251.
5. Prior to plan signature: A **stormwater management agreement** must be submitted and recorded. Any necessary deeds and plats of dedication for off-site easements and/or right-of-way improvements must be approved and recorded.
6. Once plans are reviewed and determined by staff that all review comments are addressed, submit twelve (12) full sets of the plan for final signature.
7. Approved copies of the plan shall be picked up by the applicant, and the remaining copies are distributed by staff to appropriate agencies.
8. Applicant applies for **grading/ building permits** and bonding in the Department of Public Works (540) 658-8650.
9. **Securities** are required for SWM, Grading and E&S prior to Grading Permit issuance.
10. All **on-site easements** are required to be **dedicated and recorded** prior to occupancy permit.
11. **Landscaping** is required to be **installed** prior to final occupancy permit, unless securities posted prior to occupancy permit.
12. Securities Section in the Department of Public Works accepts posting, releasing and reducing required securities.
13. Zoning Site **As-built Plan** application must be submitted to the Department of Planning and Zoning at least one week prior to issuance of an occupancy permit, Contact the Department of Planning and Zoning (540) 658-8668 for information.

Application Submittal Checklist

- Completed “**Project Information & Primary Contacts**” Form
- Complete “**Detailed Project Description**” form with description of project: Example: Description & Location of Project: A site plan for xxx sq ft addition to (name of project), located south of Smith St and approx. 1,000 ft east of Jones Dr., within the xx Election District.
- Completed “**Major Site Plan Review Fee Calculation**” Sheet and appropriate fees payable to the “County of Stafford” **including 2.75% TECHNOLOGY FEE.**
- Signed “**Statements of Understanding**” from the owners and applicant
- Completed List “**Certification of Notice to Adjoining Property Owners**”
- “**Certified Mail Receipts**” of adjacent property owner’s letters per Section 28-250 of the Zoning Ordinance
- Completed “**Major Site Plan Checklist**” signed by the engineer who prepared the plan.
- Thirteen (13) 24”x 36” sets of plans (**ONLY ON 1ST SUBMISSION**)
- Four (4) 11”x 17” sets of plans (**ONLY ON 1ST SUBMISSION**)
- PDF of overall plan**
- All County Projects require a journal entry form at time of plan submission
- Relief from Right-of-Way Dedication Requirement, if applicable

RECEIVED:

DATE: _____ INITIALS _____

OFFICIALLY SUBMITTED:

DATE: _____ INITIALS _____

Relief from Right-of-Way Dedication Requirement

SUBMISSION REQUIREMENTS: PER SECTION 28-256 (ORDINANCE O16-29)

- Request for relief shall be in writing and accompany the site plan application;
- Justification required stating extent and reason for relief;
- Graphic must identify the difference in the right-of-way being required versus the relief being requested;
- Public Works, Transportation Division will prepare Board of Supervisors Agenda Item as New Business for the next available Board meeting in consultation with the Staff Project Manager, VDOT and the Zoning Administrator;
- Planning and Zoning Department will send notice(s) to the applicant advising of the Board of Supervisors meeting(s) including a copy of the staff report;
- Planning and Zoning Department will send notice(s) to the applicant of the Board of Supervisor's action with a copy of the appropriate resolution;
- If the request for relief is granted, a copy of the approving resolution shall be embedded in the plan and shall reflect the approval according to the Board of Supervisors decision prior to final site plan approval;
- If the request for relief is not granted, the development shall provide the entire required right-of-way on the plan prior to final site plan approval.

Project Information & Primary Contacts
MAJOR SITE PLAN

<u>PROJECT INFORMATION</u>		<u>PROJECT #</u> _____
_____		_____
PROJECT NAME		SECTION
_____		_____
ADDRESS (IF AVAILABLE)		TOTAL SITE ACREAGE
_____	_____	_____
TAX MAP /PARCEL(S)	ELECTION DISTRICT	ZONING DISTRICT
DESCRIPTION AND LOCATION OF PROJECT:		

<u>APPLICANT/AGENT</u>		Primary Contact Person <input type="checkbox"/>
_____		_____
NAME		COMPANY
_____		_____
ADDRESS	CITY	STATE ZIP
_____	_____	_____
PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
_____	_____	_____

<u>OWNER (Provide attachments if multiple owners)</u>		Primary Contact Person <input type="checkbox"/>
_____		_____
NAME		COMPANY
_____		_____
ADDRESS	CITY	STATE ZIP
_____	_____	_____
PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
_____	_____	_____

<u>PROFESSIONAL (Engineer, Surveyor, etc.)</u>		Primary Contact Person <input type="checkbox"/>
_____		_____
NAME		COMPANY
_____		_____
ADDRESS	CITY	STATE ZIP
_____	_____	_____
PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
_____	_____	_____

Detailed Project Description

CLEARLY INDICATE ALL INFORMATION THAT APPLIES TO THIS PROJECT:

Is this a **REVISION** to a previously approved Major Site Plan? YES NO

If YES, please provide Major Site Plan Project #: _____

If YES, please provide Major Site Plan Revision Description: _____

REQUIRED CALCULATIONS

_____ # of Impervious Acres
_____ # of Disturbed Acres
_____ # of Buildings
_____ # of SWM Facilities
_____ # of Building Sq. Ft.
_____ # of Dwellings
_____ # of Stories

- :
- Water (additional fee required)
 - Sewer (additional fee required)
 - Well
 - Septic
 - Public Streets
 - Private Streets
 - Fire Lane (additional fee required)

INFRASTRUCTURE INFORMATION

BUILDING USE:

Are/were there any **CONDITIONS** associated with this application?

Please provide Project Application Number:

Conditional Use Permit(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Resolution(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Rezoning(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Ordinance(s)/Proffers	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Zoning Appeal(s), Variance(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Special Exception(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO
Waiver(s), Appeal(s), Exception(s)	<input type="checkbox"/> YES, # _____	<input type="checkbox"/> NO

MAJOR SITE PLAN
Review Fee Calculation
(DO NOT ROUND)

*** Total application fee includes **ONLY** 1st & 2nd Reviews, for administrative process/review & does not constitute approval

A. Base Fee		<u>\$ 7,400.00</u>
B. General Fee		
(_____ Impervious Acres) x (\$625.00) =		\$ _____
(total acres to the nearest hundredth)		
C. Disturbed Acres Fee		
< 1 disturbed acre	(\$250.00)	\$ _____
1 – 5 disturbed acres	(\$350.00)	\$ _____
\$75.00/per add'l acre > 5 acres=		\$ _____
D. Stormwater Management / E&S Review Fee		<u>\$ 3,300.00</u>
E. Utilities Review Fee		<u>\$ 850.00</u>
F. Transportation Review Fee		<u>\$ 475.00</u>
G. Fire Lane Fee		<u>\$ 200.00</u>
	SUBTOTAL	\$ _____
	+ 2.75%	\$ _____
	GRAND TOTAL	<u>\$ _____</u>

All 3rd and subsequent Review Fees are as follows:

Planning & Zoning	(\$3,100.00)	Transportation	(\$160.00)
SWM / E&S	(\$1,700.00)	Fire & Rescue	(\$125.00)
Utilities	(\$ 240.00)		
		+ 2.75%	\$ _____
		GRAND TOTAL	<u>\$ _____</u>

THE ABOVE FEES ARE TO BE MADE PAYABLE TO: **COUNTY OF STAFFORD**

MAJOR SITE PLAN
Review Fee Calculation
ADDITIONS TO EXISTING BLDGS ONLY

BUILDING ADDITION Greater than 2,500 sq. ft. AND Less than 10,000 sq. ft.
ORDINANCE O15-26

A. Building addition >2,500 & < 10,000 sq. ft. Base Fee		\$ <u>4,500.00</u>
B. Utilities**	(\$365.00)	\$ _____ .00
C. Fire**	(\$125.00)	\$ _____ .00
D. Transportation**	(\$160.00)	\$ _____ .00
E. SWM & E/S**	(\$1,700.00)	\$ _____ .00
IF APPLICABLE PER ORDINANCE O15-26 SUBTOTAL		\$ _____
		+ 2.75% \$ _____
GRAND TOTAL		\$ _____

All 3rd and subsequent Review Fees are as follows:

Planning & Zoning	(\$3,100.00)	Transportation	(\$160.00)
SWM / E&S	(\$1,700.00)	Fire & Rescue	(\$125.00)
Utilities	(\$ 240.00)		
		+ 2.75%	\$ _____
GRAND TOTAL			\$ _____

MAJOR SITE PLAN
Review Fee Calculation
REVISIONS

See Section 28-254 of the Zoning Ordinance for qualifications of any revision to a Major Site Plan.

MAJOR REVISION TO MAJOR SITE PLAN

A. Major Site Plan REVISION Base Fee		\$ <u>4,500.00</u>
B. Utilities**	(\$365.00)	\$ <u>.00</u>
C. Fire**	(\$125.00)	\$ <u>.00</u>
D. Transportation**	(\$160.00)	\$ <u>.00</u>
E. SWM & E/S**	(\$1,700.00)	\$ <u>.00</u>
IF APPLICABLE	SUBTOTAL	\$ <u>.00</u>
	+ 2.75%	\$ _____
	GRAND TOTAL	\$ _____

All **3rd** and subsequent **Review Fees** are as follows:

Public Works	(\$160.00)	Utilities	(\$180.00)
SWM / E&S	(\$1,700.00)	Fire & Rescue	(\$125.00)

MINOR REVISION TO MAJOR SITE PLAN

A. Major Site Plan MINOR REVISION Base Fee		\$ <u>2,100.00</u>
B. Utilities**	(\$365.00)	\$ <u>.00</u>
C. Fire**	(\$125.00)	\$ <u>.00</u>
D. Transportation**	(\$160.00)	\$ <u>.00</u>
E. SWM & E/S**	(\$1,700.00)	\$ <u>.00</u>
IF APPLICABLE	GRAND TOTAL	\$ _____

All **3rd** and subsequent **Review Fees** are as follows:

Transportation	(\$160.00)	Utilities	(\$180.00)
SWM / E&S	(\$1,700.00)	Fire & Rescue	(\$125.00)

	+ 2.75%	\$ _____
IF APPLICABLE	GRAND TOTAL	\$ _____

Statements of Understanding

I, as owner/co-owner of the property subject to this application, do hereby certify that I have read and understood the requirements of this submission of the Major Site Plan for review and approval as provided under the Code, and, further, that this submittal is in compliance with the requirements and applicable provisions of the Zoning Ordinance, Chapter 28 of the Stafford County Code for the zoning districts in which this project is located.

Signature of Owner/Co-Owner	Printed Name	Date
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Signature of Owner/Co-Owner	Printed Name	Date
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Signature of Owner/Co-Owner	Printed Name	Date
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ENGINEERS CERTIFICATION OF PLAN COMPLETION:

I, as applicant or agent for the owner(s) of the property subject to this application, do hereby certify that I have read and understood the requirements of this submission of the Major Site Plan for review and approval as provided under the Code, and, further, that this submittal is in compliance with the requirements and applicable provisions of the Zoning Ordinance, Chapter 28 of the Stafford County Code for the zoning districts in which this project is located.

Signature of Applicant/Agent	Printed Name	Date
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Certificate of Notice to Adjoining Property Owners

In accordance with the policies of the Stafford County Department of Planning and Zoning, attached are the postmarked certified mail receipts that will serve as proof of notification of the adjacent property owners.

Signature of Applicant/Agent

Printed Name

Date

Listed below are the names and addresses of the adjoining property owners notified.

Provide additional pages if needed.

TAX MAP / PARCEL	NAME	
ADDRESS		
CITY	STATE	ZIP

TAX MAP / PARCEL	NAME	
ADDRESS		
CITY	STATE	ZIP

TAX MAP / PARCEL	NAME	
ADDRESS		
CITY	STATE	ZIP

Notification Letter to Adjoining Property Owners

Date

Dear _____,

This is to notify you that a Major Site Plan Application will be submitted for approval to the Stafford County Department of Planning and Zoning located at the Stafford County Administration Center, 1300 Courthouse Road, Stafford, VA 22555 on _____.

You may review the application at the above-mentioned address or call (540) 658-8668.

The following information is supplied for your convenience:

Name of Project: _____

Name of Applicant: _____

Address of Applicant: _____

Telephone #: _____

Name of Engineer: _____

Type of Use: _____

Specific Location: _____

Additional Information: _____

Sincerely,

Signature

Printed Name

Major Site Plan Checklist

This checklist is to be completed, signed and certified by the engineer/plan preparer and shall be submitted as part of the application. Refer to the appropriate sections of the County Code and the DCSL.

N/A COMPLETE

<input type="checkbox"/>	<input type="checkbox"/>	Table of Uses and Standards
<input type="checkbox"/>	<input type="checkbox"/>	28-34 PURPOSE OF DISTRICT
<input type="checkbox"/>	<input type="checkbox"/>	28-35 BUILDING HEIGHT
<input type="checkbox"/>	<input type="checkbox"/>	28-35 FLOOR AREA RATIO
<input type="checkbox"/>	<input type="checkbox"/>	28-35 OPEN SPACE RATIO
<input type="checkbox"/>	<input type="checkbox"/>	28-35 SITE INTENSITY
<input type="checkbox"/>	<input type="checkbox"/>	28-35 TABLE 3.1 USES/STANDARDS
<input type="checkbox"/>	<input type="checkbox"/>	28-35 SETBACKS

N/A COMPLETE

		Submission Requirements for Major Site Development Plans
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A NAME OF PROJECT
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A ASSESSORS PARCEL #
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A DATE (INCL REVISIONS)
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A MAG.DIST/CNTY/STATE
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A NAME/ADDR OF APPLICNT
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A NAME/ADDR OF OWNER
<input type="checkbox"/>	<input type="checkbox"/>	28-248.A NORTH INDICATOR ARROW
<input type="checkbox"/>	<input type="checkbox"/>	28-248.B SCALE (1"=50' OR >)
<input type="checkbox"/>	<input type="checkbox"/>	28-248.C # OF SHEETS OF PLAN
<input type="checkbox"/>	<input type="checkbox"/>	28-248.C INDICATE MATCH LINES
<input type="checkbox"/>	<input type="checkbox"/>	28-248.D OVERALL SHEET W/ PG INDICATORS
<input type="checkbox"/>	<input type="checkbox"/>	28-248.E 10 COPIES PLAN
<input type="checkbox"/>	<input type="checkbox"/>	28-248.F SHEET SIZE (42" MAX)
<input type="checkbox"/>	<input type="checkbox"/>	28-248.F SPECIAL STUDIES AS REQ
<input type="checkbox"/>	<input type="checkbox"/>	28-248.G HORIZONTAL DIMENSIONS

N/A COMPLETE

		Contents of Site Development Plans
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.1 LOCATION OF SITE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.2 VIC MAP (1"=2,000')
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.2 NAMES / RT # RDS / SUBD / RR / ETC
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.3 TOPO NOT > 5'
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.4 BOUNDARY SURVEY
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.5 PROPOSED STREETS / ESMTS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.5 BLDG SETBACKS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.6 FLOODPLAINS / RPA
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.7 PROPOSED UTILITIES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.8 EXISTING ROADS / ESMTS / ETC
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.8 ADJACENT ZONING
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.8 PROFFERS / CONDITIONS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.8 PROFFERS IMPLEMENTATION
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.8 ZONING DESIGNATION OF ABUTTING PROPERTIES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.11 SOURCE OF TITLE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN FIRE MARSHALL
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN FOR HEALTH
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN FOR UTILITIES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN LINE FOR E&S/STORMWATER MGMT ADMIN
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN LINE FOR VDOT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.12 SIGN LINE FOR AGENT

N/A	COMPLETE	
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.13 ADJ OWNER NAMES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.13 ADJ PROPERTY TAX MAP
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.13 ADJACENT USE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.13 ADJACENT PROP LOC
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.14 BLD DISTANCE FROM PROP LINE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.14 BLDG_SETBACK LINES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.15 STREET TYPE, SIZE & LOC
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.15 STREET ACCESS PTS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.15 TYPICAL SECTION ST
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.16 RET WALL LOC/WIDTH/SIZE/HGT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.17 EXISTING TOPOGRAPHY (2'INTRVLS)
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.17 PROP FINISH GRADE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.17 TYPE & LOCATION
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.19 OFF STREET PARKING
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.19 OFF STREET LOADING
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 NAME & RTE#/OR LR# OF ROW
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 LR# OF EXISTING ESMTS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 MAINTENANCE OF ESMT PUB/PVT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 PURPOSE OF ESMTS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 LOCATION/SIZE/WIDTH OF ESMT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.20 ROW WIDTH
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 EXSTNG/PROPOSED ST
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 SIGHT DISTANCE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 ST CURVE DATA
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 STREET GRADES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 STREET LOCATION
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 STREET NAME
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.21 STREET WIDTH
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.23 LOC OF SEWER LINES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.23 LOC/DIM OF UTILS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.23 PT OF SEWR CONNECT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.23 SANITARY SEWER FAC
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.24 HYDRANT LOCATIONS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.24 WATER SYSTEMS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.24 LOC OF WTR MNS/VALV
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.25 LOC OF RECPTACLES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.25 METHOD OF COLLECTION
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 TOTAL ACREAGE OF SITE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 ACREAGE FOR EA TYPE OF USE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 PROP USE FOR EA BLDG
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 # MULTFMLY DWLNGS
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 LOC&USE OF STRUCTURES
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.26 STRUCTURES DIM/SZ & HGT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.27 LOC REC/OPEN SPCE AREA
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.27 SIZE OF OPEN SPACE
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.28 PROPERTY ADDRESS ON BLDG FOOTPRINT
<input type="checkbox"/>	<input type="checkbox"/>	28-249.B.29 PROFFERS/IMPLEMENTATION PLAN
<input type="checkbox"/>	<input type="checkbox"/>	28-256.B ENG CRTFD COST EST
<input type="checkbox"/>	<input type="checkbox"/>	28-256.C.1 ROW DED PLAT&DEED
<input type="checkbox"/>	<input type="checkbox"/>	28-256.C.2 ST/HWY STNDS REFER TO SUBD ORD
<input type="checkbox"/>	<input type="checkbox"/>	28-256.C.3 TRAVEL LANES WIDTHS

N/A COMPLETE

- 28-256.C.3 INTERPCL ACCESS
- 28-256.C.4 CUL-DE-SAC
- 28-256.C.5 PAVING WAIVERS
- 28-256.C.5 PAVEMENT TYPE/VDOT STANDARDS
- 28-256.C.6 ESMT FOR DRAINAGE/UTILITIES
- 28-256.C.7 LOC OF SEPTIC FLDS
- 28-256.C.7 SEPTIC SYSTEMS
- 28-256.C.7 SOIL EVALUATION
- 28-256.C.12 DETAILED LIGHTING PLAN
- 28-250.A MAIL RECEIPTS

N/A COMPLETE

Overlay Districts

- 28-35 HERITAGE INTERPRETATION
- 28-57 FLOOD HAZARD
- 28-58 HISTORIC RESOURCE
- 28-59 HIGHWAY CORRIDOR
- 28-62 CHESAPEAKE BAY PRESERVATION
- 28-63 MILITARY FACILITY IMPACT
- 28-64 AIRPORT IMPACT
- 28-65 HISTORIC GATEWAY CORRIDOR

N/A COMPLETE

Performance Regulations

- 28-38.A BUFFER YARDS
- 28-38.B CORNER LOTS
- 28-38.C ACCESSORY BLDGS /STRCT
- 28-38.D EXCPT TO HEIGHT
- 28-38.E SETBACKS APPRV IND PRKS
- 28-38.F SETBACK REQ FOR STRT IMPRV
- 28-38.G OUTDOOR DISPLAY / STRG
- 28-38.H DENSITY (MULTI-FAM)
- 28-38.I FAR
- 28-38.J EXCPT TO OPEN SPACE RATIO

N/A COMPLETE

Special Regulations

- 28-39.A FENCES
- 28-39.B.1 INDUSTRIAL SCREENING
- 28-39.H GOLF COURSES / DRIVING RANGES STANDARD
- 28-39.I.2 RBC ARCHT DESIGN
- 28-39.I.3-7 RBC LIGHT / SIDEWLK / PED AREAS
- 28-39.I.8 RBC DRIVE THROUGH SCREENING
- 28-39.I.9 RBC SRV BAY
- 28-39.I.10 RBC GROSS AREA
- 28-39.I.11 RBC DRV THROUGH BUFFERS
- 28-39.I.17 RBC OUTDOOR STORAGE SCREENING
- 28-39.I.18 RBC DUMPSTER PAD SCREENING
- 28-39.I.19 RBC LOADING SPACE SCREENING
- 28-39.I.20 RBC ARCHITECTURAL DESIGN
- 28-39.I.21 RBC NOTE: SERVICES ENCLOSED
- 28-39.I.22 RBC OVERNIGHT STORAGE
- 28-39.I.23 RBC CURB & GUTTER REQ FOR ALL TRAVEL LANES
- 28-39.I.24 RBC COLLECTOR RD CONSTRUCTION REQUIREMENT
- 28-39.I.24 RBC LANDSCAPING W/IN MEDIAN
- 28-39.I.25 RBC PARKING

N/A	COMPLETE	
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.26 RBC PARKING LOT CURB & GUTTER
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.27 RBC PARKING LOT ISLAND LANDSCAPING
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.28 LANDSCAPING PLAN
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.29 RBC HELISTOPS
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.30 RBC AUTO / VEHICLE SERVICE / SALES
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.31 RBC CONVIENIENCE CENTERS
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.32 RBC LIGHT INDUSTRIAL / MANUFACTURING
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.33 RBC CEMETERY
<input type="checkbox"/>	<input type="checkbox"/>	28-39.I.34 RBC HISTORIC SITES
<input type="checkbox"/>	<input type="checkbox"/>	28-39.K RBC CAR / TRUCK WASH
N/A	COMPLETE	Flood Hazard Overlay District (FH)
<input type="checkbox"/>	<input type="checkbox"/>	28-57.F.1 FLD PLN & SRCE DATA
N/A	COMPLETE	Highway Corridor Overlay District (HC)
<input type="checkbox"/>	<input type="checkbox"/>	28-59.E CONDITIONAL USES
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F1 ACCESS/ CIRCULATION
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F2 PEDESTRAIN CIRCULATION
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F3 OUTDOOR STORAGE SCREENING
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F4 PAVED PKING/DRIVEWAYS
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F5 PKING/BERM/SETBACK
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F6 UTILITY LOCATIONS
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F7 SCREENING LOADING/BAYS/ETC
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F8 DUMPSTER SCREENING
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F9 ARCHTICURAL TREATMENT
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F10 HEIGHT OF BLDGS
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F10 REDUCE SETBACK ALLOWANCE
<input type="checkbox"/>	<input type="checkbox"/>	28-59.F11 LANDSCAPING & PLANTING PLAN
<input type="checkbox"/>	<input type="checkbox"/>	28-59F12 HC EXEMPTIONS
N/A	COMPLETE	Chesapeake Bay Requirements: Minimize Land Disturbance
<input type="checkbox"/>	<input type="checkbox"/>	27B-8 (a) (1) MINIMIZE LAND DISTURBANCE
<input type="checkbox"/>	<input type="checkbox"/>	27B-8(3) INFILTRATION OF STORMWATER INTO GROUND
<input type="checkbox"/>	<input type="checkbox"/>	11-3(B) EROSION CONTROL APPLIED TO ENTIRE DISTURBANCE
<input type="checkbox"/>	<input type="checkbox"/>	21.5-6(B) SWM PROVIDED TO THE ENTIRE DISTURBANCE
<input type="checkbox"/>	<input type="checkbox"/>	21.5-9(B) SWM TECHNICAL CRITERIA APPLIED TO ENTIRE DISTURBANCE
N/A	COMPLETE	Chesapeake Bay Requirements: Preserve Indigenous Vegetation
<input type="checkbox"/>	<input type="checkbox"/>	27B-8 (a) (2) JUSTIFICATION OF IND. VEG. PRESERVED
		DCLS 140 (D)(C)(F) LAND DISTURBANCE W/IN 10' OF DRIPLINE
N/A	COMPLETE	Chesapeake Bay Requirements: Minimize Impervious Cover
<input type="checkbox"/>	<input type="checkbox"/>	28B-8(A)(3) JUSTIFICATION OF IMP. COVER MINIMIZED
N/A	COMPLETE	Chesapeake Bay Requirements: RPA Development Criteria 27B-9
<input type="checkbox"/>	<input type="checkbox"/>	27B-9 (A) 22 & 28: COMPLIES W/ SUBD & ZONING ORD
		21.5 SWM PLAN
		11 EROSION & SED CTRL PLAN
		27B-9 (A) INDIVIDUAL CRPA SITE LOC PLAN
<input type="checkbox"/>	<input type="checkbox"/>	27B-9(B) WETLAND DELINEATION, ENV SITE ASSESSMENT & PLAN
<input type="checkbox"/>	<input type="checkbox"/>	27B-9(C)PLANT SPEC & MAINTENANCE PLAN
<input type="checkbox"/>	<input type="checkbox"/>	27B-9(D) SWM PLAN IN ACCORDANCE TO CH 21.5
<input type="checkbox"/>	<input type="checkbox"/>	27B-9(E) CRPA INDIVIDUAL SITE LOC
<input type="checkbox"/>	<input type="checkbox"/>	27B-9(F)(1) -(6): COE APPVD WETLAND DELINEATION, CRPA/ BUFFER, WETLAND PERMIT, BMP MAINTENANCE, SEWAGE PUMP DISPOSAL SYSTEM & BUFFER UNDISRUBED

- 27B-9(G)(1) & (2) COA ISSUANCE UPON SATISFACTION OF LANDSCAPE , SWM & OTHER SPEC SATISFIED
- 27B-7(1) ~6 CRITERIAS MET: WATER DEPEDENT FACILITY, REDEVELOPMENT, NEW USE MTNG 27B-8(B), RDS, D/W & WQIA
- 27B-14(D) OF 27B-14(D) (SPECIAL EXCEPTION) REVIEWED 5 FINDINGS OF 27B-14(D) SATISFIED (NO SPECIAL PRIVILIGE, NOT SELF-CREATED, MIN RELIEF, CONSISTENT W/ 27B, CONDITIONS IMPOSED)

N/A COMPLETE

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Required Landscaping / Buffers

- 28-82.A SZ BUFFR/LNDSCPD AREA
- 28-83 BUFFR HISTORIC PROP/DIST
- 28-86.A PARK LOT LANDSCAPING

N/A COMPLETE

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Design and Construction Standards for Landscaping

- DCSL 110.1 STREET BUFFERS/INTERSTATE
- DCSL 110.2 STREET BUFFERS/ARTERIAL MAJ HWY
- DCSL 110.3 TRANSITIONAL BUFFER
- DCSL 120.1 INTERIOR PARKING LOT LANSCAPING
- DCSL 120.2 PERIMETER PARKING LOT LANDSCAPING
- DCSL 120.3 VEHICLE ACCESS DRIVE LANDSCAPING
- DCSL 120.4 STREET LANDSCAPING
- DCSL 130 SCREENING
- DCSL 140 CREDITS
- DCSL 141 SUBSTITUTIONS PERMITTED
- DCSL 142 ALTERNATIVE COMPLIANCE
- DCSL 143 DEPARTURE FROM DESIGN STANDARDS
- DCSL 152 TYPE OF PLANTS/SIZE/CHARACTERS
- DCSL 153 PLANTING SCHEDULES
- DCSL TABLE 3.0 PERMITTED PLANTINGS

N/A COMPLETE

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Outdoor Lighting Standards

- 28-87 PARKING LOT LIGHTING

N/A COMPLETE

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Screening Standards for Appurtenances

- 28-88.1-9 SCRNING OF RECPTICLS

N/A COMPLETE

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Parking, Loading, Road and Access Requirements

- 28-102.1 PKING SIZE
- 28-102.2 PKING AISLES
- 28-102.3 PKNG LOCATION
- 28-102.4 REQ PKING SPACES
- 28-102.5 VEHICLE SALES LOTS
- 28-102.6 OTHER USES NOT LISTED
- 28-102.7 COMPS/FRACTION SPACES
- 28-102.8 DRIVE-THRU REQ
- 28-102.9 USE OF REQ PKING SPACES
- 28-102.10 SPECIAL EXCEPTIONS
- 28-102.11 IN/EGRESS LOADING/PKING REQ
- 28-102.12 COMMERCIAL PKING
- 28-102.13 SHARED PKING
- 28-102.14 PKING CREDITS
- 28-103 HC PKING
- 28-104 OFF-ST LOADING SPACE
- 28-105 CLEAR SITE TRIANGLE

<input type="checkbox"/>	<input type="checkbox"/>	28-106 ROW PROTECTION
<input type="checkbox"/>	<input type="checkbox"/>	TABLE 7.1 REQ PKING SPACES
<input type="checkbox"/>	<input type="checkbox"/>	TABLE 7.2 REQ HC SPACES
<input type="checkbox"/>	<input type="checkbox"/>	TABLE 7.3 REQ LOADING SPACES
N/A	COMPLETE	Fees
<input type="checkbox"/>	<input type="checkbox"/>	28-246 PRO-RATA SHARE REQ

Checklist for Major Site Plan (SWM & Erosion Control)

Stafford County Code, Stormwater Management Design Manual & VA Erosion/Sediment Control Hdbk

N/A	COMPLETE	
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Management Design Plans, SWM Design Manual, Chapter
<input type="checkbox"/>	<input type="checkbox"/>	Drainage Area Map, SWMDM, 6.3.3
<input type="checkbox"/>	<input type="checkbox"/>	Soils Map, SWMDM, 6.3.3
<input type="checkbox"/>	<input type="checkbox"/>	Plan Views, SWMDM, 6.3.4
<input type="checkbox"/>	<input type="checkbox"/>	Drainage System Design, SWMDM, 6.3
<input type="checkbox"/>	<input type="checkbox"/>	Profile Views, SWMDM 6.3.5
<input type="checkbox"/>	<input type="checkbox"/>	Cross Section Views, SWMDM, 6.3.5
<input type="checkbox"/>	<input type="checkbox"/>	Retention & Detention Basins, SWMDM, 6.3.4 & 6.3.5
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Management Facilities, SWMDM, 6.3.5.2 thru 6.3.6
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Management Agreement, SWMDM, 6.4
<input type="checkbox"/>	<input type="checkbox"/>	Erosion & Sediment Control (E&SC) Plan SWMDM, 6.3.7 and VA ESCH

ENGINEER'S CERTIFICATION OF PLAN COMPLETION:

I, _____
duly licensed / certified in the Commonwealth of Virginia, do hereby certify that the plan submitted with these checklists conforms to the requirements of the Stafford County Code, Stafford County Zoning Ordinance, Stafford County Stormwater Management Design Manual and the Virginia Erosion and Sediment Control Handbook. I further certify that the above checklists are complete and accurate.

Signature	Certification	Date
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