

# SITE DRAINAGE PLAN REVIEW CATEGORY 2 PROJECTS

(Allow 7-10 business days for review)

(Definition of Category 2: Land disturbing activities of less than 1 acre and within a permitted project)

Date: \_\_\_\_\_

All permits applied for through the City of Richmond Permits & Inspection department that are located inside the corporate limits of the City of Richmond or within the two mile fringe jurisdiction of the City of Richmond are required to submit for a site drainage plan review.

Any and all changes to the site plan located at the address below will be submitted to the RSD Engineer's office at least 7 days in advance with a complete copy of the required drainage plans and submittals. Any changes may require a Stormwater Permit to be issued shall be kept on file in the Department of Planning, Permits and Inspections after review.

OWNER NAME: \_\_\_\_\_  
JOB ADDRESS: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Permitted Project Name \_\_\_\_\_  
Permitted Project N.O.I. \_\_\_\_\_  
Section/Township/Range: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

The Richmond Sanitary District considers your project a priority and strives to complete reviews as quickly as possible. We ask that you plan for a minimum review time of 7-10 business days to allow our office to conduct a full review of your project, although not every submittal will require the full minimum allowable review time. The more accurate and complete the application is, the more likely a quicker turnaround time can be realized. This review is independent of any other permit or state building release and can be submitted (directly to RSD) prior to or in conjunction with these applications.

**SITE DRAINAGE PLAN REVIEW**  
**CATEGORY 2 PROJECTS**

Definition of Category 2:     *Land disturbing activities of less than 1acre and within  
A permitted project*

Name of Project: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Lot Name / Lot Number: \_\_\_\_\_

Location and Description: \_\_\_\_\_

\_\_\_\_\_

Owners Information

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Design Professional Information (Architect/Engineer/Surveyor)

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

General Contractor Information

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

(See General Requirements on Page 3)

Submitted by Applicant or Agreed to by Applicant	For City Use Only		<b>General Requirements</b>
	Adequate	Deficient	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Stormwater Pollution Prevention Plan from Permitted Project</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>General Requirements of Lot Plan</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General layout of lot and position of building
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Graphic and written scale
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stable construction site access
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appropriate perimeter erosion and sediment control

This checklist is not intended to be comprehensive. The Stormwater Design Criteria Ordinance and the Ordinance for Erosion and Sediment Control, along with other sections of the Stormwater Development Manual, shall be referenced to assure all required elements are integrated into the submittal package.

The following person is the responsible party for the Stormwater Prevention Plan (SWPPP). This person will be available onsite throughout the project, and has the owner’s authority to make corrections to the plan as needed. The responsible party also agrees to the following:

1. Sediment discharge and tracking from lot shall be minimized throughout the land disturbing activities until permanent stabilization is achieved.
2. Sediment that is tracked or washed shall be redistributed or disposed of in a manner that is in compliance with all applicable statues and rule. Sediment shall not be flushed from the streets with water.
3. Adjacent lots disturbed by the lot operator shall be stabilized with temporary or permanent surface.
4. Final stabilization shall be installed prior to certificate of occupancy is issued.

Signature and Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_