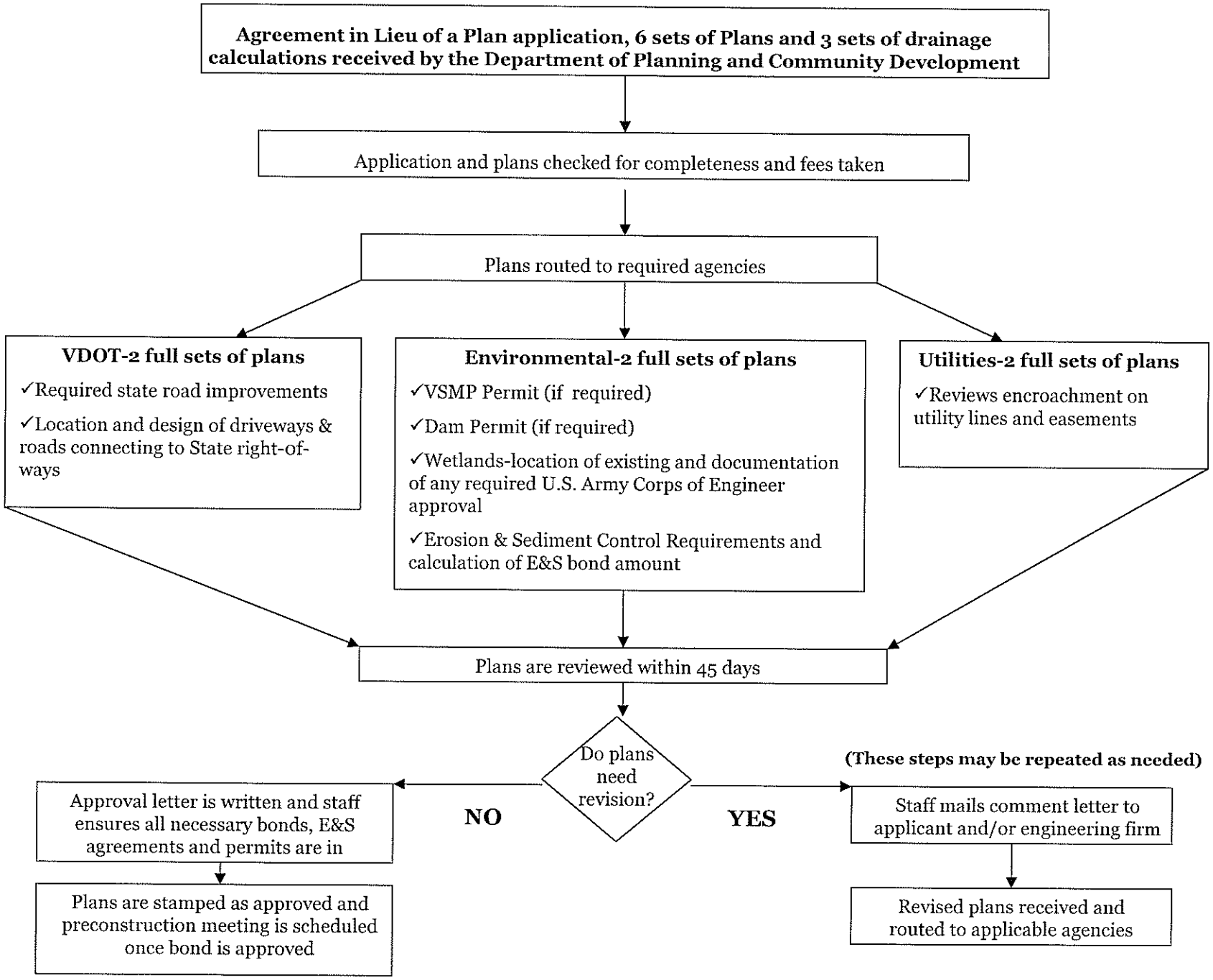
Agreement in Lieu of a Plan application, 6 sets of Plans and 3 sets of drainage calculations received by the Department of Planning and Community Development
Application and plans checked for completeness and fees taken
Plans routed to required agencies
VDOT-2 full sets of plans
✓Required state road improvements
✓Location and design of driveways & roads connecting to State right-of-ways
Environmental-2 full sets of plans
✓VSMP Permit (if required)
✓Dam Permit (if required)
✓Wetlands-location of existing and documentation of any required U.S. Army Corps of Engineer approval
✓Erosion & Sediment Control Requirements and calculation of E&S bond amount
Utilities-2 full sets of plans
✓Reviews encroachment on utility lines and easements
Plans are reviewed within 45 days
Do plans need revision?
NO
YES
(These steps may be repeated as needed)
Approval letter is written and staff ensures all necessary bonds, E&S agreements and permits are in
Plans are stamped as approved and preconstruction meeting is scheduled once bond is approved
Staff mails comment letter to applicant and/or engineering firm
Revised plans received and routed to applicable agencies