

Erosion and Sediment Control and Stormwater Management Program Complete Application Checklist

Applicability: Projects applying for DEQ Plan Review qualifying land disturbing activities where DEQ is the Virginia Erosion and Sediment Control Program (VЕСP) Authority and/or the Virginia Stormwater Management Program Authority (VSMP) are to complete this Checklist and submit it as part of the complete Erosion and Sediment Control (ESC) and Stormwater Management (SWM) Application Package.

For portions of projects applying for an alternative request, submit the Plan Submission Checklist and the Alternative Submission Checklist in addition to this Complete Application Checklist.

Disclaimer: Checklists are provided as a tool when applying for approval of an ESC and/or SWM Plan or requesting alternative review for SWM Waiver, ESC/SWM Exemption, ESC Variance or SWM Exception. Item numbers below do not correspond with regulation numbering. DEQ decisions will be made by applying the State Water Control Law, VSMP regulations, VЕСP regulations, and Program guidance to the site- and project-specific facts. Refer to the applicable Program regulations, program guidance, and other references noted herein for details of required information for complete applications.

DEQ's Ombudsman can provide assistance or redirection for questions about this checklist, please contact at timothy.wilke@deg.virginia.gov or 804-912-0989.

Application status may be viewed on the DEQ Permit Enhancement and Evaluation Platform ([PEEP](#)).

1. General Required Information:

a. Project Name:	Southeast Supply Enhancement Project				
b. Plan Title Name:	Soil Erosion and Sediment Control Plan, Post Construction Stormwater Management / Water Quantity Land Cover, Water Quality Land Cover, Grading, Stormwater, and Erosion Control Design Plan for Compressor Station 165				
c. Plan Date:	June 2025				
d. Project Regional Office (RO) Location:	<input type="checkbox"/> Northern (NRO)	<input type="checkbox"/> Southwest (SWRO)	<input type="checkbox"/> Tidewater (TRO)	<input type="checkbox"/> Valley (VRO)	<input checked="" type="checkbox"/> Central Office/Blue Ridge
e. PROJECT TYPE: Check all that apply to the Submission Request.	<input checked="" type="checkbox"/> SWM (new) <input checked="" type="checkbox"/> ESC (new)				

	<input type="checkbox"/> Plan Modification <input type="checkbox"/> ESC Solar (new) <input type="checkbox"/> Streamlined Review <input checked="" type="checkbox"/> ESC Variance Request <input checked="" type="checkbox"/> SWM Waiver Request <input type="checkbox"/> Expedited Review <input type="checkbox"/> Exception Request <input type="checkbox"/> Exemption Request
f. For modifications, provide the DEQ approved SWM Plan number and the Construction General Permit (CGP) Number (s) (VAR10XXX)	Previous DEQ Plan # (XRO-XX-XXX or 20XX-0XXX): CGP (VAR10XXX):
g. Total Land Disturbance (In acres):	Eden Loop: 468.56 Compressor 165: 97.86
h. Geographic Coordinates (decimal degrees)	Southern Terminus: 36.541649, -79.633208 Northern Terminus: 36.83159, -79.339396
i. Is the project part of a Common Plan of Development or Sale?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, include DEQ Plan and CGP Numbers.	Previous DEQ Plan and CGP Numbers:
j. Is or will the project owner be a state or federal entity that owns and/or operates a regulated Municipal Separate Storm Sewer System (MS4)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
k. Pre-Application Meeting Request	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
l. Do you need a VITAShare Guest Account?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

2. Project Owner and/or Operator (Applicant):

Operator/Owner Name:	Joseph Dean	SCC:	
Company Name:	Transcontinental Gas Pipe Line Company, LLC		
Mailing Address:	2800 Post Oak Blvd, Level 11, Houston, Texas 77056		
Phone:	281-433-8046	Email:	Joseph.Dean@williams.com

3. Designer (Agent): Eden Loop

Designer Name:	R. Craig Murphy, PE	SCC:	
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Company Name:	GAI Consultants, Inc.		
Mailing Address:	4701 Cox Road, Suite 125, Glen Allen, Virginia 23060		
Phone:	804-270-9357	Email:	R.Murphy@gaiconsultants.com

Designer (Agent): Compressor Station 165

Designer Name:	Michael E. Archer	SCC:	
Company Name:	Civil & Environmental Consultants, Inc.		
Mailing Address:	700 Cherrington Parkway, Moon Township, PA 15108		
Phone:	412-249-2337	Email:	marcher@cecinc.com

4. Application Package Documents: (Check all documents included with the submission packet):

- ☒ Completed Plan Submission Checklist (either as a cover sheet or separate attachment)
- ☒ Electronic Transmittal Document containing a list of documents included with the submission
- ☐ Plan Modification Memo
- ☒ SWM and/or ESC Plan - one complete electronic full-sized (minimum 24x36) construction plan set
- ☒ SWM and/or ESC electronic calculations packet if not included in the Plan set
- ☒ An electronic (excel) version of the VRRM Spreadsheet
- ☒ A nutrient credit letter of availability documenting the credits are reserved for the project, and, where applicable, confirmation there are no local water quality limitations for nutrient credit use, ([9VAC25-870-69.C.2](#)).
- ☒ Alternative Submission Checklist (Exemption, Exception, Linear Waiver, Variance)

General DEQ SWM and/or ESC Plan Review Application Process:

This Complete Application Checklist is intended to integrate DEQ's new Permitting Enhancement and Evaluation Platform (PEEP) to quickly create a PEEP record for critical plan review tracking purposes, to identify the nature of the request for the Applicant seeking Plan approval, and to assign the plan submission to the appropriate plan reviewer based on screening criteria. The information requested is the minimum necessary to create a DEQ plan review record and initiate the plan review process in PEEP. An incomplete Plan Application Package will result in delays to Plan record creation, plan reviews/approvals, and potentially delay CGP issuance.

This Checklist applies to public or private projects in localities where DEQ is the [VSMP Authority](#) or state or federal projects where DEQ is the VESCP/VSMP Authority not authorized under an approved Annual Standards and Specifications Program (AS&S). DEQ is the VESCP and VSMP for all state and federal entities.

Please begin the application process by completing this Complete Application Checklist along with gathering the **Package Application Documents** for initial submission to DEQ and submit the



applicable checklists via email to PlanReview@deq.virginia.gov. This Checklist can also be submitted for creation of a Guest VITAShare account OR to schedule a Pre-Application meeting prior to initial plan submission. Pre-Application meetings are highly encouraged but not required.

All Plans submitted to DEQ must be sent electronically through the file sharing service VITAShare. DEQ is unable to accept plans submitted through other file-sharing services at this time. Once this Checklist is submitted, DEQ staff monitoring the email inbox will respond within 48 hours or by the end of the following business day. Specific application instructions based on plan review type are listed in the subsections below.

Paper copies of the plans are not required for DEQ review but may be requested by the assigned Plan Reviewer in the regional office where they are located.

Once the Complete Application Package is submitted, a DEQ Plan Reviewer will be assigned to the project and a plan record will be created in PEEP. All plans submitted are reviewed for administrative completeness ([9VAC25-870-55](#)) and the assigned reviewer will provide a notification to the Applicant and Agent within 15 days of plan receipt.

All plans submitted are reviewed in the order they are received unless otherwise specified. Plans are assigned to Plan Reviewers across the Commonwealth and may or may not be in the subject Project Region.

The assigned Plan Reviewer will provide instructions for subsequent project specific resubmissions and correspondence. Project specific inquiries should be directed to the Plan Reviewer.

General Instructions:

1. General Required Information Section:

- a. Project Name: Intended Construction Activity Name
- b. Plan Name (if different): Exactly as it is written on the Plan cover sheet
- c. Plan Date: mm/dd/yyyy
- d. Project Regional Office (RO) Location: Select the RO where the Project is physically located. Please see VSMP Authority List for the appropriate RO if unknown.
- e. Project Type: Select all types of reviews DEQ will need to conduct.
 - i. Select SWM (new): for new projects proposing one acre or greater of land disturbance or less than one acre and part of a common plan of development or sale; OR for state projects in Chesapeake Bay Preservation Areas (CBPA) proposing 2,500 sq ft of land disturbance or greater.
 - ii. Select ESC (new): (State/Federal) for land disturbing applications at 10,000 sq ft or greater of disturbance or (for state projects) 2,500 sq ft inside the CBPA or a locality has a more stringent ESC ordinance.

- iii. Select ESC Solar (new): for Utility Scale Solar ESC Review Applications from the VESCP Authority.
 - iv. Select Plan Modification: for any modifications to the previous DEQ approved ESC and/or SWM plan set.
 - v. Select Streamlined Review: for projects certified by a Dual Combined Administrator (DCA) AND select the applicable ESC (new) and/or SWM (new) checkboxes.
 - vi. Select ESC Variance Request: for projects or portions of projects requesting an *ESC Variance* in accordance with [9VAC25-840-50](#)
 - vii. Select SWM Waiver Request: for linear projects or portions of linear projects requesting to *Waive* SWM requirements in accordance with [GM15-2003](#).
 - viii. Select Expedited Review: for qualifying SWM projects described below.
 - ix. Select Exception Request: for SWM projects or portions of projects requesting an *exception* to the SWM Regulations in accordance with [9VAC25-870-122](#).
 - x. Select Exemption Request: for projects or portions of projects requesting an *Exemption* in accordance with the SWM Act and/or the ESC Law.
- f. For ESC/SWM Plan Modifications: include all previous DEQ assigned Plan Review Numbers and CGP Numbers.
 - g. Total Land Disturbance: include the total amount of acres proposed for disturbance and ensure it matches the proposed ESC/SWM Plan set.
 - h. Geographic Coordinates: Provide central location coordinate in decimal degrees (6-digit format XX.XXXX,-XX.XXXX).
 - i. Common Plan of Development or Sale (CPOD): for proposed CPOD Comprehensive Stormwater Management projects or portions of previously approved CPOD projects, select Yes. This includes new residential, commercial, or industrial subdivision developments or subsequent parcels proposed to be developed under a previously approved common plan (excluding Single Family Home Agreement in Lieu). If Yes, include any previous or related Plan Numbers and/or CGP's.
 - j. Is or will the project owner be a state or federal entity that owns and/or operates a regulated Municipal Separate Storm Sewer System (MS4)? Select Yes if applicable.
 - k. Pre-Application Meeting Request: Select Yes if you would like to schedule a pre-application meeting to discuss the project and submit the form prior to submitting a complete Plan Application Package; select No if you have previously held a meeting or do not wish to have a meeting.



- I. Do you need a VITAShare Guest Account? Select Yes if you do not already have an account to upload the plans for review. Select No if you already have a guest account. **All Plans** submitted to DEQ must be sent electronically through VITAShare.
2. Project Owner and/or Operator (Applicant): Complete this section in its entirety and ensure the email is correct for the Applicant to receive project status notifications. If Operator information is unavailable at the time of plan application, include the Owner contact information in accordance with the definition of Owner ([9VAC25-870-10](#)).
3. Designer (Agent): Complete this section in its entirety and ensure the email is correct for the Agent to receive project status notifications.

Plan Modification Applications:

Previously approved ESC/SWM Plans modified and submitted to DEQ should include a description of the proposed plan changes for review along with the Plan Submission Checklist. The modified plan submission should be a complete full application package with updated final sign, seal and date as well as updated revision dates. Include revision clouds for ease of plan review.

Streamlined Plan Review Applications ([GM22-2011](#)):

Plans may be submitted under Streamlined review when the four (4) conditions listed in GM22-2011 are met, including the Plan Submission Checklist as the Cover Sheet to the plan set and certification from an active Dual Combined Administrator.

Once the Application is submitted, a DEQ Plan Reviewer will be assigned to the project. All plans submitted are reviewed for administrative completeness ([9VAC25-870-55](#)), and the assigned reviewer will provide a notification to the Applicant within 15 days of plan receipt.

Expedited SWM Plan Review Applications (2019 Budget Bill):

Expedited review is available a voluntary fee of \$30,000 for sites or areas within common plans of development or sale with land-disturbance acreage equal to or greater than 100 acres. Please be aware that for any individual or firm electing to pay the voluntary fee, the SWM plan review timeframe should not exceed 45 days, excluding any applicant's time in responding to questions.

The voluntary fee of \$30,000 should be submitted to ConstructionGP@deq.virginia.gov via wire transfer or check. Checks can only be processed within 24 hours of receipt from the date of the check. **It is imperative that the applicant notify DEQ prior to sending a check or DEQ may be required to return the check, resulting in delays for initiating expedited review.**

Expedited review cannot begin until a complete application is provided, and the fee is paid. Plans are assigned to Plan Reviewers across the Commonwealth and may or may not be located in the subject Project Region. The initial submission and each resubmission for expedited review will be placed at the top of the plan reviewer's queue until the 45-day timeframe ends or the SWM Plan is approved.



Expedited review and streamlined review cannot be combined due to conflicting regulatory review timeframes.

SWM Waiver Request Applications for Linear Utility Projects ([GM15-2003](#)):

SWM Waiver requests where DEQ is the [VSMP Authority](#) not authorized under an approved AS&S Program may be submitted for projects or portions of projects to DEQ for review and approval. Please submit AS&S Waiver request Applications to StandardsandSpecs@Deq.virginia.gov.

The SWM Waiver request submission should include applicable documents listed in the Plan Package Applications Checklist. In addition to this Checklist, please complete and submit the Alternative Submission Checklist.

ESC Variance, ESC/SWM Exemptions and/or SWM Exception Request Applications:

Variance, Exemption and/or Exception requests may be submitted for projects or portions of projects where DEQ is the VESCP/VSMP Authority. Please note that each of these terms apply to specific statutes within the Code of Virginia and should not be used interchangeably, links to appropriate statutes are included below for reference in this subsection. In addition to this Checklist, please complete and submit the Alternative Submission Checklist.

ESC Exemption ([§ 62.1-44.15:51](#). Definitions: Land Disturbing Activity); ESC Variance ([9VAC25-840-50](#)); SWM Exemption ([§ 62.1-44.15:34. C. 1-8](#)); SWM Exception ([9VAC25-870-122](#)).

Utility Scale Solar ESC Plan Review Applications:

DEQ provides ESC recommendations to Virginia Erosion and Sediment Control Program (VESCP) Authorities at the request of a locality where DEQ is the VSMP authority for Utility Scale Solar Projects exceeding 5 Megawatts in size.

VESCP Authorities requesting DEQ ESC Plan Review must directly submit a request to PlanReview@deq.virginia.gov prior to submission of each ESC Plan Set for each project.

Within five days of receipt of the ESC Plan Set, the VESCP Authority must forward the plans to DEQ for review. DEQ only accepts Solar ESC Plans for review from the VESCP Authority.