



Erosion and Sediment Control and Stormwater Management Alternative Submission Checklist

Applicability: Projects or portions of projects applying for DEQ Review of land disturbing activities where DEQ is the Virginia Erosion and Sediment Control Program (VЕСP) Authority and/or the Virginia Stormwater Management Program Authority (VSMP) that do not qualify for submission of an Erosion and Sediment Control (ESC) and/or Stormwater Management (SWM) Plan Application Package.

For portions of projects applying for an alternative request, submit the Plan Submission Checklist in addition to this 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@deq.virginia.gov or 804-912-0989.

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

Note: Items identified as "Optional" will assist DEQ in expediting your request.

General Information Required	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Complete Application Checklist	Y	0
2. The alternative request should include the following as a letter in writing from the Operator or Owner:		
2.a. Description of the land disturbing activity	Y	64 of PCSM/Water Quantity and Water Quality Maps
2.b. Applicable Statutory Reference	Y	64 of PCSM/Water Quantity and Water Quality Maps
2.c. Description of how the project meets 2.b. of this subsection.	Y	64 of PCSM/Water Quantity and Water Quality Maps
2.d. Supporting Plan view drawings and/or Calculations demonstrating 2.b-c of this subsection (optional).	Y	1-66 of PCSM/Water

General Information Required	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
		Quantity and Water Quality Maps

Alternative Request Specific Information (complete all subsections that apply):

ESC Variance Request 9VAC25-840-50	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Reference specific minimum standard(s) considered inappropriate or too restrictive for site conditions	Y	Transmittal letter
1.a. Description of site conditions	Y	Transmittal letter
1.b. Reasoning for modification or waiving of the minimum standard(s)	Y	Transmittal letter
1.c. Alternative methods proposed in lieu of the minimum standard(s) to ensure soil erosion, sediment deposition and runoff will be controlled during construction.	Y	Transmittal letter
2. Additional ESC Plan information:	Y	Transmittal letter
2.a. Variance information detailed in section 1 of this subsection.	Y	Transmittal letter
2.b. Site specific design details, specifications, materials, maintenance and/or construction sequencing sufficient to go to construction.	Y	Transmittal letter

ESC Exemption Request § 62.1-44.15:51 . Definitions: 'Land Disturbing Activity'	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Projects proposing tilling, planting, or harvesting of agricultural, horticultural, or forest crops, livestock feedlot operations, including agricultural engineering operations:	N/A	N/A
1.a. Description of the type of operations	N/A	N/A
1.b. Description of the construction proposed (i.e. terraces, terrace outlets, check dams, distilling basins, ditches, etc.)	N/A	N/A
1.c. Proof of reforestation plan approval from the Virginia Department of Forestry (as applicable).	N/A	N/A
2. Shoreline erosion control projects on tidal waters:	N/A	N/A
2.a. Proof of approval from local wetlands board, Virginia Marine Resources Commission (VMRC) <u>or</u> United States Army Corps of Engineers (USACE)	N/A	N/A

ESC Exemption Request <u>§ 62.1-44.15:51</u> . Definitions: 'Land Disturbing Activity'	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
2.b. Description of and acreages for any associated land disturbance outside of the area to be considered exempt (optional).	N/A	N/A
2.c. Plans submitted to the approving authority delineating exempt areas.	N/A	N/A

SWM Linear Utility Waiver Request <u>GM15-2003</u>	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Describe the type of qualifying linear utility, including descriptions of:	Y	See below
1.a. The project scope, including linear feet of the utility and disturbed acreage.	Y	1 and 2 of E&SCP
1.b. How the project meets the conditions described in GM15-2003.	Y	64 of PCSM/Water Quantity and Water Quality Maps
1.c. Pre-development and post-development runoff characteristics, including curve number assessments.	Y	1-66 of PCSM/Water Quantity and Water Quality Maps
1.d. How the project will be returned to pre-development condition.	Y	1-66 of PCSM/Water Quantity and Water Quality Maps
1.e. For portion of projects, include a breakout of acreage for project areas proposed for the SWM Waiver and acreages that do not qualify for a waiver (optional).	Y	1-66 of PCSM/Water Quantity and Water Quality Maps
2. Supporting information included on the ESC Plan (optional):	Y	See below
2.a. Pre- and post-development site maps consistent with the information described in section 1 of this subsection.	Y	1-63 of PCSM/Water Quantity and Water Quality Maps
2.b. A soil decompaction construction sequence and planting plan sheet for pervious areas disturbed during construction.	Y	89-96 of E&SCP

SWM Exemption Request <u>§ 62.1-44.15:34. C</u>	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Projects proposing tilling, planting, or harvesting of agricultural, horticultural, or forest crops, livestock feedlot operations, including agricultural engineering operations:	N/A	N/A
1.a. Description of the type of operations	N/A	N/A
1.b. Description of the construction proposed (i.e., terraces, terrace outlets, check dams, distilling basins, ditches, etc.)	N/A	N/A
1.c. Proof of reforestation plan approval from the Virginia Department of Forestry (as applicable).	N/A	N/A
2. For projects that discharge to a sanitary sewer or a combined sewer system, provide proof of discharge into the applicable system.	N/A	N/A
3. For activities under a state or federal reclamation program to return an abandoned property to an agricultural or open land use, provide:	N/A	N/A
3.a. Proof of coverage under the reclamation program.	N/A	N/A
3.b. Supporting information demonstrating the property will remain as an agricultural or open land use.	N/A	N/A
4. Projects considered routine maintenance, provide:	N/A	N/A
4.a. A description of how the construction activity will maintain the original line and grade, hydraulic capacity, <u>or</u> original construction of the project.	N/A	N/A
4.b. ESC Plans consistent with the proposed construction activity description in 4.a. of this subsection.	N/A	N/A

SWM Exception Request <u>9VAC25-870-122</u>	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
1. Description of project scope and reasoning for the exception, including descriptions of:	N/A	N/A
1.a. The specific IIB or IIC Technical Criteria referenced for exception.	N/A	N/A
1.b. The specific area(s) that cannot meet the technical criteria.	N/A	N/A
2. Description of how the exception request meets each of the conditions (i)-(iv) in accordance with the SWM regulation:	N/A	N/A
2.a. <i>The exception is the minimum necessary to afford relief;</i>	N/A	N/A
2.b. <i>Reasonable and appropriate conditions shall be imposed as necessary upon any exception granted so that the intent of the Act and this chapter are preserved;</i>	N/A	N/A
2.c. <i>Granting the exception will not confer any special privileges that are denied in other similar circumstances;</i>	N/A	N/A
2.d. <i>Exception requests are not based upon conditions or circumstances that are self-imposed or self-created.</i>	N/A	N/A

SWM Exception Request <u>9VAC25-870-122</u>	Included (Y, N, or N/A)	Page Number(s) Or Location(s)
3. Supporting information included in the SWM Plan and Hydrologic/Hydraulic Computations, including:	N/A	N/A
3.a. Site maps consistent with the information described in sections 1 and 2 of this subsection.	N/A	N/A
3.b. Computations demonstrating quantity technical criteria that cannot be achieved.	N/A	N/A

NOTE: Portions of projects considered as non-exempt land disturbance exceeding applicable thresholds are required to submit an ESC and/or SWM Plan to DEQ for review and approval.

How to Submit:

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

Please begin the application process by completing the 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 review type.

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.

All submissions are reviewed in the order they are received unless otherwise specified. Submissions are assigned to Plan Reviewers across the Commonwealth and may or may not be located 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.



"I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information."

Joseph Dean

Applicant Printed Name

A handwritten signature in black ink, appearing to read "Joseph Dean", is written over a horizontal line.

Applicant Signature

6/6/2025
Date