



**Chesapeake Bay Resource Protection Area
Exception Request
Pre-Application Questionnaire
County of Henrico, Virginia
Department of Public Works**

Henrico Public Works Web Site: www.co.henrico.va.us/works

Public Works Office, County of Henrico, Virginia, P.O. Box 27032, Richmond, Virginia 23273-7032** Phone 804-501-4393 Facsimile 804-501-7470
**Use P.O. Box for all mail. Street address is 4305 E. Parham Road, Richmond, Virginia 23228 for deliveries only.

Project Address [Click or tap here to enter text.](#)
[Click or tap here to enter text.](#)

Project Description (Include use, number of stories, building area, number of units)

[Click or tap here to enter text.](#)

Applicant Information

Name: _____
Address: _____
City/State: _____ Zip _____
E-Mail _____
Phone: _____

Interviewer Information

Name: _____
Title: _____
E-Mail _____
Phone: _____

Signature/Date

Signature/Date

An answer of NO to any of the following *italicized* questions indicates the request must be considered and acted upon by the Planning Commission. A Chesapeake Bay Resource Protection Area Exception Application and all applicable information must be submitted to the Permit Center.

Other requests will be considered and acted upon by the Department of Public Works upon submission and review of appropriate information.

Water-Dependent Facilities

Is the proposed RPA encroachment a result of a water-dependent facility (i.e., boat ramp, boat dock, marina, shoreline erosion control, etc.)? NO YES

If YES,

Is the proposal consistent with the comprehensive plan? NO YES

Does/will the proposal comply with all applicable Chesapeake Bay Preservation Area development standards and general performance criteria? NO YES

Are all nonwater-dependent components located outside the RPA? NO YES

Is disturbance the minimum necessary (i.e., one point of access, etc.)? NO YES

Redevelopment

Is the proposed RPA encroachment located on a previously developed site?..... NO YES

If YES,

Is encroachment in the RPA limited to the area previously developed?..... NO YES

Is impervious cover within the RPA limited to the area previously developed?..... NO YES

Does/will the proposal comply with all applicable Chesapeake Bay Preservation Area development standards and general performance criteria?..... NO YES

Roads and Driveways

Is the proposed RPA encroachment a result of a road or driveway?..... NO YES

If YES,

Is the proposed road/driveway located along the only reasonable alignment for minimizing RPA encroachment and impacts to water quality?..... NO YES

Does/will the proposal comply with all applicable Chesapeake Bay Preservation Area development standards and general performance criteria?..... NO YES

Flood Control and Stormwater Facilities

Is the proposed RPA encroachment a result of a flood control or stormwater management facility that treats water from multiple development projects or from a significant portion of a watershed?..... NO YES

If YES,

Has the Director of Public Works determined the location of the facility within the RPA is the optimum location?..... NO YES

Is the facility the minimum necessary to provide the required level of flood control, stormwater management or both?..... NO YES

Is the proposed facility consistent with a comprehensive stormwater management plan that has been developed and approved in accordance with 9VAC25-875-660 of the Virginia Erosion and Stormwater Management Program regulations?..... NO YES

Does/will the proposal comply with all applicable Chesapeake Bay Preservation Area development standards and general performance criteria?..... NO YES

Removal of Vegetation

Does the proposed activity involve only the removal of indigenous vegetation from the RPA?..... NO YES

If YES,

Is the purpose of the activity to provide for reasonable sight lines, pedestrian ways or general woodlot management?..... NO YES

Does the proposed activity include replacing any removed trees with supplemental plantings equally effective in retarding runoff, preventing erosion, and filtering nonpoint source pollution?..... NO YES

Will any and all paths in the RPA be constructed and surfaced to effectively control erosion?..... NO YES

Will the removal of dead, diseased or dying trees or shrubs and noxious weeds be conducted in accordance with sound horticultural practices?..... NO YES

Residential Lots

Is the proposed RPA encroachment on a residential lot recorded before March 1, 2002?..... NO YES

If YES,

*Is the proposed encroachment the minimum necessary to achieve a reasonable buildable area for a principal structure (the dwelling and **attached** additions) and necessary utilities?.....* NO YES

Is a compensating area equal to the area of encroachment that will maximize water quality protection and mitigate the effects of the encroachment provided elsewhere on the lot?..... NO YES

Is the lower 50 feet of the RPA buffer protected from all encroachment/disturbance?..... NO YES

The Exception Process

1. The applicant schedules a pre-application meeting with the Department of Public Works to review the proposed development and determine the need for an exception. Contact PW_CBPA_Wetlands@henrico.gov or 804-727-8325 to schedule this meeting.
2. If required, the applicant submits a completed application, this completed RPA Exception Pre-Application Questionnaire, the required site plan(s), supporting documentation, and the required fee of \$300.00 through Henrico County's Build Henrico website (<https://henrico.gov/build/>).
3. The Department of Public Works reviews all submitted information and makes a recommendation to the Director of Planning regarding the application, including recommended conditions.
4. The Planning Office schedules the application for a public hearing before the Planning Commission and prepares the required notices.
5. The Planning Commission holds a public hearing on the application and grants, grants with conditions, or denies the application.