

# LANCASTER COUNTY – REVISED PERMIT/PUBLICATION FEES

Effective July 1, 2021

## Building

Minimum Fee—Any Permit	\$50
Refund Processing Fee	\$25
Reinspection fee when not ready	\$100
New Construction/Additions	\$.12 per square foot (Residential)
	\$.15 per square foot (Commercial)
Renovations (Materials & Labor)	\$50 plus
	\$2 per \$1000 (Residential)
	\$5 per \$1000 (Commercial)
Condition Crawl Space	\$50
Accessory Buildings	same as new construction
Manufactured Homes	\$200 Single or double wide
Mobile Offices	\$200
Demolition	\$25
Amusement Device	\$15 per ride
Signs	\$30 non-illuminated
	\$50 illuminated
Tent	\$50
Chimney/Flue	\$50
Fire Suppression System	\$.03 per sq ft
Underground Storage Tanks	\$50 per tank
Electrical Service	\$50
<u>Electrical</u> –Residential	\$50
–Commercial	\$50 plus \$5 per \$1000
<u>Plumbing</u> - Residential	\$50
–Commercial	\$50 plus \$5 per \$1000
<u>Mechanical</u> -Residential	\$50
–Commercial	\$50 plus \$5 per \$1000
Septic-Safe, Adequate & Proper Review	\$75
(Distribution box and tank top must be exposed for inspection)	
Swimming Pools	\$75 above, \$150 in-ground
Appeal to Building Code	
Board of Appeals	\$250
Moving a Structure	\$.03 per square foot
Reinspections	\$50
Permit Renewal	\$50
After-the-Facts	double original
Bulkheads/Piers/Rip Rap/Groins	\$200
<u>Site Plan</u> -Residential	\$50
–Commercial	\$100
Erosion and Sediment Control Plan	\$100 first acre, \$50 each additional acre
Erosion and Sediment Control Agreement	\$50
Stormwater Management Plan	\$100
Environmental Site Assessment	\$50
Subdivision	\$50 +\$20 per lot
Boundary Line Adjustment	no fee
<u>Communications Tower</u>	
–Co-location on existing tower	\$2000
–New tower	\$5000

## Zoning

Zoning	\$50
Special Exception	\$400
–Internet Antenna/Pole	\$200
–Manufactured Home	no fee
–Utility Scale Solar Facility	\$5,000
Rezoning	\$500
Ordinance Amendment	\$300
<u>Zoning Appeals</u>	
Request for Variance	\$400
(plus \$15 per adjoining property owner)	
Appeal Administrators Decision	\$400
<u>Bay Act Waiver</u>	\$300
<u>Wetlands</u>	
Wetlands-All	\$300
Permit Extension	\$100
Site Visit-Wetlands Delineation	\$50
<u>Publications</u>	
Comprehensive Plan	\$40
Code of Ordinances	\$40
Land Development Code	\$40
Monthly permits issued report	\$5
E-911 Address Assignment	no fee

*By Lancaster County Board of Supervisors*

*Attest: Don G. Gill*

*Don G. Gill, County Administrator*

**Adopted: September 28, 1989**    **Amended: October 26, 1989**  
**Amended: February 22, 1990**    **Amended: September 20, 1990**  
**Amended: October 25, 1990**    **Amended: November 29, 1990**  
**Amended: August 26, 1993**    **Amended: January 25, 2001**  
**Amended: December 28, 2005**    **Amended: May 29, 2008**  
**Amended: October 30, 2008**    **Amended: June 24, 2010**  
**Amended: December 30, 2010**    **Amended: June 27, 2019**  
**Amended: June 24, 2021**

**LAND DISTURBANCE APPLICATION  
(PLAN OF DEVELOPMENT)**

Lancaster Courthouse  
8311 Mary Ball Road  
Lancaster, Virginia 22503  
804-462-5129



Tax Map #: \_\_\_\_\_

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

Latitude (Decimal Degree): \_\_\_\_\_

Longitude (Decimal Degree): \_\_\_\_\_

**OWNER INFORMATION**

Owner       Developer       Lessee       Utility Company

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

Legal Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**CONTRACTOR INFORMATION**

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

Legal Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor License #: \_\_\_\_\_ Expires: \_\_\_\_\_

Responsible Land Disturber #: \_\_\_\_\_ Expires: \_\_\_\_\_

**PROJECT DESCRIPTION**

Describe work to be performed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Directions to project site (including route numbers): \_\_\_\_\_

\_\_\_\_\_

# Erosion & Sediment Control and Chesapeake Bay Preservation Act Worksheet

## PROJECT DETAILS

Square Footage Disturbed: \_\_\_\_\_

Cost of Job: \_\_\_\_\_

Cost of Land Disturbance: \_\_\_\_\_

Approximate Start Date: \_\_\_\_\_

Planned Completion Date: \_\_\_\_\_

## STORMWATER PERMIT INFORMATION

Any development created after July 1, 2004 requires the creation and approval of a Virginia Stormwater Management Plan and Permit (VSMP).

Was this parcel created after July 1, 2004?  Yes  No

Is this parcel in a common plan of development of three lots or more?  Yes  No

If you answered yes to either or both of these, you must obtain a VSMP permit.

VSMP permit coverage?  Yes  No

## Chesapeake Bay Act Site Plan Determination

Total square footage of parcel: \_\_\_\_\_

Existing square footage of impervious cover on parcel: \_\_\_\_\_ Percent \_\_\_\_\_%

Proposed new square footage of impervious cover on parcel: \_\_\_\_\_ Percent \_\_\_\_\_%

Total combined existing and proposed impervious cover: \_\_\_\_\_ Percent \_\_\_\_\_%

*If the total impervious cover exceeds 16%, a Chesapeake Bay Act Site Plan will need to be developed by a Professional Engineer, which details the required nutrient and stormwater reductions through the use of structural BMP(s).*

## WETLANDS INFORMATION

Has a wetland delineation been performed?  Yes  No If *no*, answer the following questions.

What is the soil type in the proposed disturbed area? \_\_\_\_\_

*(Othello, Dragston and Falsington are Lancaster hydric soils)*

What is the dominant plant type?

Trees \_\_\_\_\_ Shrubs \_\_\_\_\_ Groundcover \_\_\_\_\_

What is the hydrology (water regime) like?  wet  Well drained

*A wet area has standing water for long periods of time between rains.*

*If the development or disturbance will impact non-tidal wetlands in any way, a permit may be required from the Virginia Department of Environmental Quality or the Army Corps of Engineers.*

## Erosion & Sediment Control and Chesapeake Bay Preservation Act Worksheet

### FLOOD INFORMATION

Is the parcel(s) located in a FEMA mapped flood zone?  Yes  No

Is the proposed disturbed area in a FEMA mapped flood zone?  Yes  No

Is there a perennial stream or tidal waters on the parcel(s)?  Yes  No

a. Has a licensed Surveyor or Professional Engineer located and marked the 100' RPA buffer for further protection?

*\*If disturbance in the buffer is required, fill out a Water Quality Impact Assessment/Landscape Plan Agreement and submit for approval.*  Yes  No

b. If there is no prior approved 100' buffer footprint, has the buffer been flagged and signed for damage avoidance during construction?

Yes  No

**Erosion & Sediment Control and Chesapeake Bay Preservation Act Worksheet**

Site Sketch, AERIAL VIEW: (TO SCALE)

PROFILE VIEW (TO SCALE)

## Now that you have a permit, what's next?

- Post your permits so they are visible from the public right-of-way.
- Make sure the plans that have been stamped by the building official remain on site at all times.
- Install erosion control measures to include silt fencing and construction entrances if needed.
- Set back verification, Resource Protection Area, and initial flood elevation surveys, (when required), need to be received by the building office prior to inspections being called in.
- Permit holders are to schedule inspections by calling the **inspection line at 804-462-0241** with the following information; permit number, type of inspections, and contact phone number. Please note that inspections called in prior to 2:30 in the afternoon will be scheduled for the next business day.

### List of required inspections for typical single family residence construction

- **Footings and E&S** (erosion and sediment control) need to be ready for inspection and called in for the same day. E&S Inspections are done by the Zoning Office.
- **Foundation** (to include drain tile, waterproofing, projection)
- **Floor joist**
- **Under slab** trades inspections
- **Slabs**
- **Water and Sewer Laterals**
- **Veneer**
- **Service**
- **Framing** and trades rough-in inspections to include **electrical, plumbing, mechanical, gas, fireplaces, etc...**

The building office requests that framing and trades be scheduled at the same time. Note that framing typically can't be scheduled or inspected prior to trades rough-ins due to damage that can be done to framing during the installation of trades work. Also note that fire blocking and draft stopping should be ready at this time.

- **Insulation**
- **Health Department approval** and final **flood elevation certificates** need to be sent by the permit holder and received by the building office prior to scheduling final inspections.
- **Final Inspections** to include **building, trades, and E&S** (erosion and sediment control).

Certificates of Occupancy can not be issued until all finals are completed, 3<sup>rd</sup> party inspections are on file, and any accompanying documents are received.

*Brett Dawson*

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Building Official, Lancaster County VA

*Olivia Hall*

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Director of Planning and Land Use/Zoning Office



# WETLANDS – WHAT YOU SHOULD KNOW BEFORE YOU BUY OR BUILD

U.S. ARMY CORPS OF ENGINEERS

BUILDING STRONG®

The U.S. Army Corps of Engineers (USACE) and the U.S. Environmental Protection Agency (USEPA) define wetlands as follows, “*Those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.*”

Wetlands are areas that are covered by water or have saturated soils for long periods (a minimum of 14 consecutive days) during the growing season. Plants growing in wetlands are capable of living in saturated soil conditions for at least part of the growing season. Wetlands such as swamps and marshes are often obvious, but some wetlands are not easily recognized, often because they are dry during part of the year or "they just don't look very wet" from the roadside. **Caution: Many wetlands lack both standing water and saturated soils during at least part of the growing season.**

**There are no definitive maps of federally regulated wetlands or waterways.** Therefore, it is often difficult to determine USACE’s jurisdiction based solely on an in-office review. In most cases, a site inspection is the only definitive means of determining the presence/absence and extent of wetlands, streams, and other conveyances of water that may be present on a parcel. The USACE consults the following in-office resources to evaluate the potential for wetlands or waterways that may be present on a site:

- **U.S. Geological Survey (USGS) quadrangle maps** – <http://www.usgs.gov/pubprod> which typically indicate wetland and streams with unique symbols shown on the map legend.
- **National Wetland Inventory (NWI) maps** - <http://www.fws.gov/wetlands> **Use these maps with caution.** **Many federally regulated wetlands in Ohio are not on the NWI maps.** The NWI maps are published by the U.S. Fish and Wildlife Service as habitat maps *based on aerial photography*. These maps are not ground verified and mapped boundaries may not be consistent with wetland boundaries established according to the USACE 1987 Wetland Delineation Manual and associated Regional Supplements. These maps were not developed for use as confirmation as to the presence/absence of federally (USACE) regulated wetlands. Further, the absence of a mapped wetland on the NWI maps cannot be interpreted to indicate that no wetlands exist within the non-mapped area. As indicated above, the only definitive information usually results from a site inspection.
- **Natural Resources Conservation Service (NRCS) web soil survey** which has replaced County Soil Surveys - <http://websoilsurvey.nrcs.usda.gov/app/HomePage.htm> This tool will help identify the presence of hydric soils or soils with hydric inclusions/components. Hydric soils exhibit poorly and/or very poorly drained characteristics that typically occur in wetlands.
- **Other On-line Resources**  
<http://maps.google.com>  
<http://bing.com/maps/>

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U.S. ARMY CORPS OF ENGINEERS – BUFFALO DISTRICT

1776 NIAGARA STREET, BUFFALO, NEW YORK 14207-3199

[www.lrb.usace.army.mil](http://www.lrb.usace.army.mil)

January 2023

Aerial photography (various websites – see below)

Mapped indicators implying that wetlands or waterways may be present on a given parcel include, but are not limited to the following:

- Wetland or waterway symbols on the USGS maps
- Identified wetland types on the NWI or other wetland maps
- Hydric soils or partially-hydric (a non-hydric soil with hydric inclusions or components) indicated on the NRCS soil survey. Hydric soils are poorly and very poorly drained soils typically occurring in wetlands.
- Streams, drainageways, ponds or other water bodies indicated on the USGS map or NRCS Soil Survey.

If any of these indicators are mapped within a project site, the USACE recommends further investigation to determine if regulated wetlands or waterways exist and whether a Department of the Army permit may be required for the proposed work. It is not necessary that USACE personnel conduct the preliminary review of these resources. An individual can expedite the review process by conducting the initial review and compiling information which can be provided to the USACE in the event that further investigation is required. A review should be conducted on any land that is in an undeveloped “natural” state (e.g. wooded, scrub shrub, meadow, old field, etc.), that exhibits the mapped indicators noted above, or is not currently being cropped and designated as “Prior Converted” (PC) cropland by the U.S. Department of Agriculture/NRCS.

If your preliminary review indicates that wetlands and streams may be present on the parcel, you should engage an individual familiar with federal delineation, such as an environmental consultant, to conduct a formal delineation to identify all wetlands, streams, ditches, drainageways, etc. on the parcel. Delineation is the procedure used to flag and map the upland/wetland boundary and to identify and map all streams, drainages, other waterways/conveyances etc. on a parcel. Wetlands are required to be delineated in accordance with the 1987 Corps of Engineers Wetland Delineation Manual (Manual) and appropriate Regional Supplements to the Manual. Copies of the Manual and current versions of the Midwest Region or Northcentral and Northeast Regional Supplements can be obtained at:

[http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits/reg\\_supp.aspx](http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits/reg_supp.aspx)

After a wetland and waters delineation has been completed, a delineation report should be submitted to the USACE for review and verification. The report should contain a request that the USACE provide confirmation of the mapped location and boundaries of all aquatic resources identified and a request for determination of federal jurisdiction of the resources.

The delineation should be verified by the USACE **prior to finalizing any project design** for the site to ensure that no further modifications of project plans would be needed to comply with the 404(b)(1) Guidelines (Guidelines). These Guidelines require that all practicable steps are taken to avoid and minimize impacts to aquatic resources. These steps may include, but are not limited to, redesign of the project and consideration of alternative project sites that contain less or no aquatic resources.