



DEVELOPMENT ADVISORY – Number: 5
June 21, 2007

REMINDER – New Fees Effective July 1, 2007

There are several new development related fees that were approved by City Council on May 8, 2007. The new fees will be required effective July 1, 2007, are as follows:

1. E-911 Mapping Fees

a.	Preliminary Site Plans	\$395
b.	Preliminary Subdivision Plans	\$395
c.	Final (Construction) Site Plans	\$395
d.	Final (Construction) Subdivision Plans	\$395
e.	Change in Subdivision or Street Name	\$250

The E-911 Mapping Fees for preliminaries will be collected by Planning at the time the application is submitted. The E-911 mapping fees for Final (Construction) Subdivision and Site plans will be collected by Public Works when the plan is submitted for review. The Change in Subdivision or Street Name fee will be collected at the time of plat recordation reflecting the new subdivision or street names.

2. Approved Planned Unit Development master development plan deviations –
\$100 *plus advertising cost*

This fee is required upon submittal of applications for planned unit development deviations from the approved master development plans and development criteria.

Erosion & Sediment Control Plans

To comply with the Department of Conservation & Recreation requirements, the City of Chesapeake's Erosion and Sediment Control Plan Checklist has been updated to require additional information on plans.

You are encouraged to download the new checklist from the PFM website. In addition, the following note will be required on all Erosion and Sediment Control Plans starting July, 1, 2007;

“Whenever sediment-laden water is removed from a construction site by means of pumping, a temporary settling and filtering device shall be used to filter the sediment-laden water prior to the water being discharged off-site.”

Public Works recommends that design consultants update their E&S Control Narrative to include the new note and include a seeding schedule to satisfy the new requirements.

New Draft State Stormwater Regulations

The Department of Conservation & Recreation is proposing to amend the current State Stormwater Regulations. DCR has formed a Technical Advisory Committee to develop the new criteria. The Public Comment Period has not yet begun, however you can view the latest draft by visiting the following DCR link;

<http://www.dcr.virginia.gov/lawregs.shtml>

- ***Material from June 14, 2007, Technical Advisory Committee Meeting***
 - **Discussion Draft**

The new criteria will affect all future development projects in the state and you are encouraged to review this information.

Of particular interest is Part II Stormwater Management Program Technical Criteria. This section establishes riparian buffers along streams with a drainage area of 50 acres or more. Furthermore, this section also establishes new post-development pollutant loads for phosphorus and nitrogen.

If you have any concerns, please contact Mark Curry at (757)382-6283 by July 15, 2007.

Construction Plan Review Times

The City is continuing its effort to improve review times for construction plans, as requested by the development community. Since January we have improved our review time within guidelines from 37% to 13% in May. During our evaluation of the review time's guidelines, it has come to our attention that the specific review times for the 1st submittal of 2-5 lot and 6-50 lot subdivisions are inadequate. Given the high percentage of infill for this size subdivision, it has been difficult to perform a thorough review in this period of time. As many engineers have indicated, the small infill subdivision requires complex review to insure public facility compatibility, and adequacy with adjoining properties. Therefore, the City is considering extending the review times for these two categories one week. The proposed changes are reflected in red on the table below.

If you have any concerns, please contact Jay Tate at (757) 382-6263 or Mark Curry at (757)382-6283 by July 15, 2007. The new review times would be implemented in late summer.

Construction Plan Review Time Guidelines

The City will review all plans in conformance with state and local laws. The following represents review times for conforming construction plans.

Subdivision	1st Submittal	2nd Submittal	3rd Submittal	Plan Revisions
2 – 5 Lots	3 2 Weeks	2 Weeks	2 Weeks	2 Weeks
6 – 50 Lots	4 3 Weeks	2 Weeks	2 Weeks	2 Weeks
51 + Lots	5 Weeks	3 Weeks	2 Weeks	2 Weeks
Any project involving a new or highly modified pump station	5 Weeks	3 Weeks	2 Weeks	2 Weeks

Site	1st Submittal	2nd Submittal	3rd Submittal	Plan Revisions
Minor Addition	2 Weeks	2 Weeks	2 Weeks	2 Weeks
Site Within Master Planned Subdivision	2 Weeks	2 Weeks	2 Weeks	2 Weeks
Two-Acre Site Plan	3 Weeks	2 Weeks	2 Weeks	2 Weeks
Shopping Center /Multi-Family	4 Weeks	3 Weeks	2 Weeks	2 Weeks
Power Center	6 Weeks	4 Weeks	2 Weeks	2 Weeks

New Notary Public Requirements

The State code specifying Notary Public requirements was recently amended. These requirements become effective July 1, 2007. The new requirements that will have the most effect on your business with the City are as follows:

1. Notaries will be prohibited from notarizing any document without proper notarial certificate (acknowledgement) appearing on the same page as the affiant's (signer's) signature. This must include the name, expiration date and notary registration number.
2. Notaries must now use a photographically reproducible seal of office on each document notarized (a stamp instead of a seal), when seals are required.

The City Attorney's office is in the process of updating all the documents to insure the new State requirements are satisfied. We anticipate the updated documents will be on the web site in advance of the effective date. If you have any questions contact Richard Hartwick at (757) 382-6586.