



## Resource Protection Area (RPA) Modification Request Application

This application is to request the following minor modifications to the RPA buffer subject to approval by the Zoning Administrator in accordance with the Chesapeake Bay Preservation Area Ordinance (CBPAO). All other proposed buffer modifications must apply for an exception for a public hearing and approval by the Board of Supervisors.

Minor, and shoreline water quality impact assessment (WQIA) forms are required as indicated by each activity type. Forms may be found on the County’s website or in the Central Permitting Office. Other information may be required as indicated beside each activity type.

Please note that it is the applicant’s responsibility to ensure that the application is in compliance with all Federal, State and County regulations.

**Please check the box for the activity for which you are requesting approval:**

- Sightlines (requires site inspection and a landscaping plan with landscaping *agreement and bond\** for the replacement of vegetation to be removed)
- Removal of dead, diseased or dying trees or other woodlot management (requires site inspection and/ or potential confirmation by a professional arborist, a simple site plan(can be drawn on aerial or plat if available), diameter at breast height, species of tree, and cause for removal )
- Development in the fifty-foot landward RPA buffer ONLY for lots recorded prior to October 1, 1989, for principal structure and necessary utilities where no other buildable area exists (Minor WQIA form, physical survey with RPA delineation, landscaping plan with *landscape agreement and bond\** required)
- Shoreline Erosion Control project (Shoreline WQIA form, physical survey with RPA delineation, landscaping plan with *agreement and bond\** required)
- Water-dependent structure (pier, dock and/or boathouse) (must meet criteria in Section 4001.a of the CBPAO)
- Passive recreational trail, water well, or archeological preservation activity (must meet criteria in Section 3002.d of CBPAO)
- Private road or driveway (must meet criteria in Section 4001.a.3 and must provide physical survey with RPA delineation)

*\*Note landscaping agreement and bond are to be done after submittal to the environmental planner and all other departments have approved the application*

**PROPERTY INFORMATION (Project Site Location):**

**Address:** \_\_\_\_\_ **Tax Parcel #** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**APPLICANT INFORMATION:**

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

Address: \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION (IF DIFFERENT THAN APPLICANT):**

Property Owner Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPOSED USE OR ACTIVITY:**

\_\_\_\_\_

**SUBMITTAL CHECKLIST FOR RPA MODIFICATION REQUESTS**

**No application for a modification shall be accepted unless the following information is provided** *(Removal of dead, diseased or dying trees or other woodlot management is exempt from 5-7. However, a simple site plan is needed and must include everything as required on activity list on page 1):*

- 1. Original, executed application.
- 2. The appropriate fees have been submitted with the application. Checks should be made payable to: Treasurer, Isle of Wight County.
- 3. Statement of the reasons for seeking a modification.
- 4. All real estate taxes must be paid and current at the time of submittal; otherwise, the submittal will be refused
- 5. A physical survey of the site to show all existing and proposed physical improvements as required on activity list on page one of this application. Such document shall be drawn to scale and shall include a wetland and an RPA buffer delineation prepared by a professional engineer or surveyor.
- 6. A WQIA as indicated on the activity list on page one of this application. The required forms and additional information can be found on the County’s website or at the Central Permitting Office.
- 7. A Landscape plan shall be prepared as required on activity list on page one of this application
- 8. This checklist with an original signature.

**I, the undersigned, certify that this application is complete, accurate and contains all required and requested information, documents and other submittals, and that all statements made herein are, to the best of my knowledge, true and correct. I further certify that I have exercised due diligence to obtain the most recent, complete and correct information available. I understand that any section not completed in its entirety may delay processing of this application. I also understand that additional information may be required after the application is submitted.**

Applicants Name	Signature	Date
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Property Owner Name <i>if Different than Applicant</i>	Signature	Date
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