



801 Crawford Street, Portsmouth, Virginia 23704

# Chesapeake Bay Resource Protection Area (RPA) Buffer Modification Application Form

[www.portsmouthva.gov/181/Planning-Department](http://www.portsmouthva.gov/181/Planning-Department)

- Notes:**
1. Applicants are encouraged to consult the City's Chesapeake Bay Ordinance ([Chapter 9.1 of the City Code](#)) prior to submitting their application.
  2. Applicants are also encouraged to consult the [Virginia Riparian Buffers Modification & Mitigation Guidance Manual](#).
  3. Staff may require mitigation for the removal of vegetation in the Resource Protection Area (RPA) 100 foot buffer as prescribed in the Buffer Guidance Manual.

## 1. General Project Information

Submission Date:			
Project Address:			
Tax Parcel Identification Number:			

## 2. Buffer Modification Request Information

**Please check which type(s) of activities best describes your request. Specify details in Description of Work.**

<input type="checkbox"/> Pruning for sightlines/vistas/woodlot management	<input type="checkbox"/> Access Paths	
<input type="checkbox"/> Removal of dead/dying/diseased tree(s)	<input type="checkbox"/> Shoreline Erosion Control Project	
<input type="checkbox"/> Removal of noxious/invasive vegetation	<input type="checkbox"/> Other (specify details in Description of Work below)	
Size of the land disturbance	<input type="checkbox"/> less than 2,500 square feet	<input type="checkbox"/> greater than 2,500 square feet
Total square footage of the project		

## 3. Description of Work

**Describe in detail all proposed activity in the buffer. Use additional sheets and attach manufacturer's information sheets where appropriate.**

## 4. Primary Point of Contact (Applicant) Information

Primary Point of Contact Name:			
Mailing Address:			
Phone Number(s):			
Email Address:			

## 5. Contractor Information (if applicable)

Contractor Name:			
Mailing Address:			
Phone Number(s):			
Email Address:			

**7. Property Owner Information** (if different from primary point of contact)*The property owner must sign the property owner consent box. See item number 8 below.*

Property Owner Contact Name:			
Mailing Address:			
Phone Number(s):			
Email Address:			

**8. Property Owner Consent***The names, addresses, telephone numbers, and signatures of all owners of the property are required.**Please attach additional sheets as needed.**If a legal representative signs for a property owner, please attach an executed power of attorney.*

By signing this application below, I, as the owner of the property under review, give my endorsement of this application.

<b>Property Owner Signature:</b>		<b>Date Signed:</b>	
----------------------------------	--	---------------------	--

**9. Applicant Signature**

By signing this application below, I hereby attest to the truth and accuracy of all facts and information presented with this application.

<b>Applicant Signature:</b>		<b>Date Signed:</b>	
-----------------------------	--	---------------------	--

**Submittal Requirements***Submit digital copies of all required documents. Hard copies of some documents may be required.***A. GENERAL INFORMATION**

	Written project narrative including existing uses, proposed uses, and all site operations and activities. Include details regarding proposed number of dwelling units, proposed density, number of employees, hours of operation, etc. and all other pertinent details
	Written correspondence for a Certified Arborist that confirms the condition of tree(s) proposed to be removed.

**D. SITE PLAN**

A current physical survey of aerial map that provides the following:

	Chesapeake Bay Resource Protection Area Delineations including the seaward and landward buffers (if applicable)
	Wetland Areas (if applicable)
	All easements with dimensions and designation as to type (if applicable)
	Location and description of all existing man-made structures and site features (including utilities, monuments, etc.) both above and below ground (if applicable)
	All proposed alterations and improvements, limits of land disturbance, and location of construction fencing.
	Landscape plan with components as required by <a href="#">City Code Section 9.1-11(6)(d)(3)</a>
	Any additional information determined to be required by the Planning and Engineering Departments