



Stormwater Facilities Inspection Fee Program

Requirement:

In accordance with Chapters 19 and 24 of the County Code, development projects applying for land disturbing permits after July 1, 2008, are subject to new stormwater inspection fees of \$900 per BMP and \$0.90 per linear foot of storm drain or channel, and are subject to increased construction inspection and oversight.

Fees:

The fees shall be collected for all projects that submit a Land Disturbing Permit application after October 1, 2008. The fee shall be collected by the Environmental Division prior to issuance of the permit.

The fees shall apply to any stormwater facility constructed for a development project except for drainage channels and pipe systems within an existing or proposed VDOT right-of-way or a drainage easement specifically dedicated to VDOT.

The fee shall be \$900 for each best management practice (BMP) included on the Environmental Division's *Worksheet for BMP Point System* completed to demonstrate the project's compliance with the James City County Chesapeake Bay Preservation Ordinance. If multiple low impact development (LID) practices are used to obtain compliance in a single site subwatershed of the project, only one fee of \$900 will be assessed in lieu of a charge for each LID practice. There will be no charge for a BMP that is an LID practice not necessary for compliance with the Chesapeake Bay Preservation Ordinance.

The fee shall be \$0.90 per linear foot of storm drain or channel that is part of the project's drainage system. The fee shall be assessed for all pipe systems unless located within a VDOT right-of-way or VDOT drainage easement. The open channels that will be assessed a fee in a subdivision are those outside of the VDOT right-of-way but contained within a drainage easement. For a site plan, all engineered drainage channels (those with design calculations and a section detail) will be assessed a fee.

A [Stormwater Facilities Data Sheet](#) shall be completed by the applicant and turned in with the Land Disturbing Permit Application. The total amount of the fees will be verified by Stormwater Division staff and the applicant will be notified of the amount, which must be paid prior to issuance of the Land Disturbing Permit. The Environmental Division shall notify the Stormwater Division when a Land Disturbing Permit is submitted and forward the stormwater facilities data sheet to Stormwater.

Preconstruction Meeting:

A Stormwater Division representative will attend all preconstruction meetings to discuss inspection, reporting and certification requirements for stormwater facilities.

The owner/developer must attend the preconstruction meeting. The owner/developer will also ensure that representatives of the general, site, and pipe contractors as well as a geotechnical engineer that will certify the stormwater facilities' installation are present at the meeting. The owner/developer will be responsible to coordinate the preconstruction meeting with all parties including County staff.

Inspection Requirements:

For the purposes of this program, all stormwater facilities shall be inspected by both James City County Stormwater Division (Division) representatives and the geotechnical engineer for compliance with the approved plans and specifications. This includes all BMP facilities, storm drain pipes, inlets, manholes, outfalls, and roadside and other open ditches that are part of the project's drainage system.

There are certain benchmark inspections that must be observed by the Division. Work that would cover up an item that is subject to a benchmark inspection cannot proceed until the work is inspected by the Division. These inspections are to be documented on an inspection form and kept as part of the permanent record for the stormwater facility. These benchmark inspections are presented in the attached Inspection Checklists. Requests for benchmark inspections must be made to the Division by **calling 259-1460 no later than 4 pm the day before the inspection is needed.**

The Division representative will also make periodic inspections of the stormwater facilities and these inspections will also be documented and kept as part of the permanent record.

The geotechnical engineer that attended the preconstruction meeting shall perform and document inspections in accordance with the attached [Stormwater Inspection Policy](#). This documentation or other acceptable form of documentation shall be submitted to the Division and become part of the permanent inspection record for the facility.

Enforcement:

Each project will be issued a Certificate to Construct that authorizes the installation of stormwater facilities. All observations of noncompliance with the approved plans and specifications shall be documented and communicated to the contractor. This can include noncompliance items related to the construction workmanship, materials, or sequencing of the work. If the noncompliance item is not corrected within the timeframe specified on the Inspection Report, the contractor and the owner shall be given a Notice to Comply with an appropriate time frame for correction – generally 24 hours. If the work has not been corrected, a Stop Work Order will be issued and remain in force until the problem is corrected.

Prior to the issuance of any Certificate of Occupancy or release of any amount of Subdivision surety, all facility work must complete and the appropriate documentation and certifications must be submitted to and approved by the Division.

Certification:

Certification must be provided for all stormwater facilities upon completion and prior to release of the project's subdivision surety or issuance of any Certificate of Occupancy for the project. This certification must be provided by the project's geotechnical engineer who inspected the work in accordance with the [Inspection Policy](#). The certification must be signed and sealed by a Virginia licensed professional engineer.

Record drawings must be submitted for each stormwater management facility and storm drainage system as part of the certification process. The drawings must be sealed by either a licensed surveyor or professional engineer.

If a stormwater management facility serves as a temporary sediment control measure prior to conversion to its permanent configuration, an interim construction certification must be submitted for the major components of the stormwater facility such as the dam embankment and pipe system. A final certification will be required after conversion of the facility from a temporary sediment control measure to a permanent stormwater management facility. A facility cannot be converted to its permanent configuration until authorized by a Division representative.

FORMS and DOCUMENTS

[Stormwater Facilities Data Sheet](#)

[Stormwater Inspection Policy and Checklist](#)

[Inspection Table of Contents](#)

[Stormwater Facility – BMP and Conveyance Systems Record Drawing and Construction Certification – Forms and Instructions](#)