

VIRGINIA DEPARTMENT OF TRANSPORTATION
LOCATION AND DESIGN
VPDES CONSTRUCTION PERMIT REGISTRATION INFORMATION

LAND DISTURBING ACTIVITIES

1) Registration Information:

Date:		UPC #:	
Project #:		<input type="checkbox"/> LD-445B and LD-445C must be submitted with this form	

2) Project Location:

District:		Latitude: ⁽¹⁾	
Residency:		Longitude: ⁽¹⁾	
County/City:			

3) Project Time Frame:

Estimated project start date:	
Estimated project finish date:	

4) Support Activities:⁽²⁾

Is this activity being used to support another permitted project? Yes <input type="checkbox"/> or No <input type="checkbox"/>	
If yes, provide the following for the primary project:	
UPC#:	
VAR10#:	

5) Project Site:⁽³⁾

Total land development area (to the nearest one hundredth acre):	
Disturbed area within the total land development area (to the nearest one hundredth acre):	

6) SWM Technical Criteria:⁽⁴⁾

Type of SWM Technical Criteria	Drop Down Selection
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7) Receiving Waters

Receiving Waters ⁽⁵⁾	HUC ⁽⁶⁾

8) Municipal Separate Storm Sewer System (MS4) Considerations⁽⁷⁾

Is this project located within a MS4 area? Yes <input type="checkbox"/> or No <input type="checkbox"/>	
If yes; Is the project discharging through a MS4 system? Yes <input type="checkbox"/> or No <input type="checkbox"/>	
If yes; name of MS4 operator:	

9) Fees, Funding, and Costs:

Application fee (\$):	Drop Down Selection
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10) Certification Statement:

<input type="checkbox"/> By checking this box, the person named below certifies that they understand this LD-445 form and that this document and all attachments were prepared in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. The information submitted is to the best of their knowledge and belief true, accurate and complete.		
Printed Name ⁽⁸⁾ :		
Title:		Date:

Instructional Notes for VPDES Construction Permit Registration Information Form LD-445

Note ⁽¹⁾: Latitude and Longitude: Provide the latitude and longitude of the approximate center of the site, reported in terms of decimal degrees to the nearest 15 seconds. Example: $45^{\circ} 30' 47'' = 45^{\circ} 30' 45''$, which equals 45.5125 decimal degrees.

Note ⁽²⁾: Support Activities: This section is used to associate a separately permitted support facility with the primary project. If the registration information is for the primary construction project, this section is not applicable.

Note ⁽³⁾: Project Site: Enter the Total Land Area of Development and the Area to be Disturbed within the Total Land Area of Development of the construction activity to the nearest one-hundredth acre. See Section 3.0 in [IIM-LD-242](#) for Area definitions.

Note ⁽⁴⁾: SWM Technical Criteria: Select either Part IIB or Part IIC as listed on the SWPPP information sheet.

Note ⁽⁵⁾: Receiving Waters: List the nearest surface water that receives direct storm water discharge from the project. If the storm water directly discharges to an unnamed stream list "Unnamed Tributary to (insert the closest named stream)". There are different ways to obtain this information that include: Terrain Navigator Pro, GIS Integrator, CEDAR and DEQ's method located at the [middle of this web page](#).

Note ⁽⁶⁾: Hydrologic Unit Code: HUC means a watershed unit established in the most recent version of Virginia's 6th Order National Watershed Boundary Dataset. Example: Y027. See the Virginia Hydrologic Unit Explorer [here](#).

Note ⁽⁷⁾: MS-4: This requirement here is to list all MS4 operators receiving direct runoff from the land-disturbing activity. The discharge point is defined as the location where concentrated surface runoff exits the land-disturbing activity, right-of-way or easement.

- Step 1: Determine if the project is in a MS4 area.
 - Phase I MS4 areas are the counties of Arlington, Fairfax, Prince William, Chesterfield and Henrico as well as the cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach. All areas within the boundaries of these jurisdictions are within a MS4 area.
 - Phase II MS4 areas are defined by the census urban areas. To locate in the VDOT GIS Integrator; key [integrator/](#) into the address bar of InsideVDOT. Navigate to the project site by the Navigation Joystick, UPC or by latitude and longitude. For UPC: Select *Search*, and then *UPC*. For Lat & Long: Select *Search*, and then *Lat/Long*, then *Zoom to Lat/Long*. Enter the values and select *Zoom*. Once at the project site: In the Layers tab, expand *Civil Infrastructure* in the *NonVDOTLayers*. Toggle on *Census Urban Areas* to find any areas shaded with red dots that identify a Phase II MS4 area.
- Step 2: Determine the MS4 operator's name. A listing is found at the bottom of DEQ's web page [here](#).
- Step 3: Review the plans for discharge points into a system (ditches, storm sewer) owned and operated by a MS4 operator.
- Example #1: UPC 98831 is located in Buckingham County. The project is not located in one of the Phase I jurisdictions, so check to see if it located within a Phase II census urban area. Navigate to project using one of the three methods described above. Toggle on the census urban areas to find there is no census urban area shading in the project limits, therefore, UPC 98831 is not in a MS4 area so there are no MS4 operators to report.
- Example #2: A 2.4 mile project located in Hanover County is partially within a Phase II MS4 census urban area, therefore it is considered within a MS4 area. The project area within the MS4 area (red dot shading in GIS) is then reviewed for concentrated storm water runoff discharge

points. The runoff exits the project by roadside ditches owned and operated by VDOT. No storm water from the project is discharging into a system owned by MS4 operator Hanover County, therefore the single reported MS4 operator is VDOT.

- Example #3: VDOT is building a 1.1 mile project located within Virginia Beach. Because Virginia Beach is a Phase I MS4 area, the entire city is within a MS4 area. The project is reviewed and concentrated runoff discharges into a ditch along the Interstate, a storm sewer system and local roadside ditches. The Interstate ditch is owned and operated by VDOT, so VDOT would be reported as a MS4 operator. The storm sewer system and local ditches are owned by Virginia Beach, so Virginia Beach would also be reported as a MS4 operator.
- Example #4: A project in Salem District is located at Latitude 37.2381 and Longitude 79.9881. The project is not in a Phase I MS4 jurisdiction but is found to be within a Phase II MS4 census urban area. The discharge points from the project are studied. The concentrated runoff exits the project by a roadside ditch owned and operated by Virginia Western Community College, a storm sewer system owned and operated by Roanoke County and roadside ditches owned and operated by VDOT. Three operators are reported; Virginia Western Community College, Roanoke County and VDOT.
- Remark: When discharging directly to Waters of the Commonwealth, regardless of the location, a MS4 operator is not reported.

Note ⁽⁸⁾: Name of person completing the form.

List of Abbreviations:

CEDAR – Comprehensive Environmental Data and Reporting System
DEQ – Department of Environmental Quality
GIS – Geographic Information System
HUC – Hydraulic Unit Code
MS4 – Municipal Separate Storm Sewer System
SWM – Stormwater Management
UPC – Universal Project Code
VDOT – Virginia Department of Transportation
VPDES – Virginia Pollutant Discharge Elimination System