

ROANOKE COUNTY CONCEPTUAL MEETING CHECKLIST

If your proposed development meets any of the following criteria, a conceptual meeting with reviewing staff is encouraged:

- _____ Any project with a water line or sewer line extension of more than 300'
- _____ Any project requiring the construction of a bridge
- _____ Any project with a watercourse crossing the property
- _____ Any project with a stream crossing or work in a watercourse subject to DEQ, FEMA or VMRC regulations
- _____ Any project with a wetland or located within a flood plain
- _____ Any project requiring a traffic study as identified by VDOT or the Roanoke County Traffic Engineer
- _____ Any project located in a designated shrink swell soil area as identified by the Building Commissioner
- _____ Any project with 25% or greater slopes as identified by the Building Commissioner in the area of land disturbance
- _____ Any project with zoning conditions
- _____ Any project requiring a Virginia State Code §15.2-2232 review by the Planning Commission
- _____ Any project that has been granted a rezoning for the development (to verify proffers)
- _____ Any project at the discretion of the Development Review Coordinator
- _____ Any project requesting grandfathering to the July 1, 2014 Stormwater Management regulations
- _____ Any project requiring stormwater management - disturbing 1 acre or more, or part of a larger common plan of development or sale

ROANOKE COUNTY CONCEPT PLAN CHECKLIST

- _____ If development is to be phased, provide a concept plan that shows the entire development.
- _____ Development name and use.
- _____ Owner's name, address and telephone number.
- _____ Date, scale, and north arrow.
- _____ Topography map at a maximum of 1"=200' scale with 2 foot topo.
- _____ All natural watercourses shown on plan and indicates if the waterway is jurisdictional.
- _____ All property lines. Locations, names of adjoining property owners and/or properties, and Roanoke County tax map numbers on parcels adjacent to project.
- _____ The zoning and land use of all adjacent properties.
- _____ All parking and loading spaces.
- _____ Any driveways, entrances/exits, curb openings, crossovers, sidewalks, alleys, and easements.
- _____ The locations, widths and names of all existing or platted streets or other public ways within or adjacent to the development.
- _____ Approximate street grades and horizontal sight distances at all intersections.
- _____ All buildings.
- _____ Is building to be sprinkled?
- _____ A copy of Western Virginia Water Authority (WVWA) water and sewer maps (if applicable).
- _____ Any proffer conditions at the site and explain how they are addressed.
- _____ Address stormwater management and storm drainage.
- _____ Show floodway/floodplain locations, FIRM map number, and wetland delineation
- _____ Has the Virginia Department of Transportation (VDOT) been provided with plans?
- _____ Has the Western Virginia Water Authority (WVWA) been provided with plans? Refer to their checklist.
- _____ Has the Town of Vinton been provided with plans?
- _____ Has the Health Department been provided with plans?
- _____ Has the Department of Environmental Quality been contacted for potential stream or wetland impact?

I certify that all items required in the checklist above are complete and submitted.

Signature

Date