

The Zero Land Disturbance Policy is designed to work in conjunction with the summary plat recording process by allowing for the immediate creation of lots without having to address federal, state and local government requirements regarding stormwater management at the front-end of the process.

Traditionally, if it had been determined by LDD staff that the sum of the lots being created in a summary plat would result in an increase between pre and post conditions of 1 cfs, the owner/developer would be responsible for procuring a civil engineer for the purpose of acquiring Land Disturbance Permits for every lot created. The SWPPPs created for the permit would provide details and require construction for the common BMP feature needed to meet the requirements for peak attenuation and post-construction water quality.

The Zero Lot Disturbance Policy, supported by County Council, shifts this responsibility of the permitting/SWPPP preparation onto the individual property owner(s) of lots created under either the Family Subdivision (FS) Ordinance or the summary plat process.

### **Policy and Criteria for Permitting Individual Lots created through the Zero Land Disturbance Permit**

The following policies and procedures have been developed to guide staff and property owners on how to acquire individual lot permits:

- When a summary plat is submitted, Subdivision Administration staff will determine during the Pre-Design Meetings with the creator of the summary plat if the site will potentially hit our triggers for NOI coverage or peak attenuation onsite storage by reviewing a best and worst case analysis for the following conditions: (1) Site has access to a Sanitary Sewer Collection System and (2) Site will utilize Septic Tanks.
- Once Subdivision Administration staff approves either a FS or ZLD SP, the original tax map numbers, permit number, and project name will be placed on the LDD Building Code Holds list. *This will be done with Cityworks software once it has been implemented.*
- When Subdivision Administration staff receives the newly created tax map numbers and these lots are created in GIS, LDD will notify Building Codes to place holds on newly created lots and the Land Development Division will put them on their Building Code Holds spreadsheet.
- When a citizen is referred to LDD from Building Codes due to a hold placed, the citizen will be treated as a walk-in where the Plan Reviewer assigned to assist walk-ins will look up the tax map number and street name. This will guide as to whether to look on the Permit Tracker system for the permit number assigned and/or to click on the GIS TMX for a review of the summary plat.
- Subdivision Administration staff will determine during the Pre-Design Meetings with the creator of the summary plat if the site will potentially hit our triggers for NOI coverage or peak attenuation onsite storage by reviewing a best and worst case analysis for the following conditions: (1) Site has access to a Sanitary Sewer Collection System and (2) Site will utilize Septic Tanks.
- Notes regarding NOI Coverage and permit requirements will be added to the summary plat as part of the Zero Land Disturbance Permit.
- The Plan Reviewer will discuss with the citizen what they are looking to develop on their individual lot – septic/sewer, disturbed area. Based on these, the Plan Reviewer will determine how peak rate and water quality will need to be addressed (if an engineer is needed or Simplified Permit).
  - If engineer is needed, citizen will be notified to obtain engineer and schedule a Pre-Design Meeting.
  - If Simplified Permit is needed, the Plan Reviewer will work with citizen to complete the application.