



## Application for the Placement of a Dock within Swift Creek Reservoir

Forms should be mailed to:  
Chesterfield County Department of Utilities  
Attention: Right of Way Office  
P.O. Box 608  
Chesterfield, VA 23832  
Email: [Rightofway@chesterfield.gov](mailto:Rightofway@chesterfield.gov)

Date:

The construction, extension or full replacement of a dock in Swift Creek Reservoir will require a Building Permit, a License Agreement, approval via the Chesapeake Bay Preservation Ordinance and permission from respective HOAs and underlying landowners.

### I. Contact Information of Property Owner(s)

Name(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Mailing City, State, Zip: \_\_\_\_\_  
Phone Number: (    ) \_\_\_\_\_  
Email: \_\_\_\_\_  
Signature: \_\_\_\_\_

### II. Property Information

Property Address: \_\_\_\_\_  
Property City, State, Zip: \_\_\_\_\_

### III. Contractor Information

If applicable, please complete the following fields:

Name of Contractor: \_\_\_\_\_  
Contractor's Address: \_\_\_\_\_  
City, State, ZIP: \_\_\_\_\_  
Contractor's Phone Number: Work: (    ) \_\_\_\_\_ Cell: (    ) \_\_\_\_\_  
Contractor's Email: \_\_\_\_\_  
Signature: \_\_\_\_\_

### IV. Description of Project

V. License Agreement: Unexecuted Agreement to be delivered to Landowner via  Mail  Email  Pick-up

### FOR OFFICE USE ONLY

GPIN(s): \_\_\_\_\_ File Number: \_\_\_\_\_  
Date Completed: \_\_\_\_\_  
Application Submitted By:  Mail  Email  Delivered

## Materials and Exhibits Required for the Placement of a Dock in Swift Creek Reservoir

Include the following in your submittal as attachments:

- a. Standard Dock Plans/Drawings
- b. Materials List
- c. U.S. Army Corps of Engineers Release Email
- d. Landowner of Reservoir Bottom's Permission (SC Reservoir Holdings, LLC or others)
- e. Community Civic Association or HOA Approval/Permission
- f. A minimum of two color digital photographs of the proposed dock site showing the current condition of the RPA buffer. One photo looking landward and one seaward from the center of the existing RPA buffer.
- g. A Plat Diagram showing the location of the proposed dock relative to adjacent properties. An example is provided below. Please include:
  - i. A notation whether the dock project is an expansion of an existing structure or is a proposed new structure.
  - ii. The location of the proposed and/or existing dock in relation to the shoreline and property boundaries.
  - iii. The dimensions of the proposed and/or existing dock.
  - iv. The measurements from the proposed and/or existing dock to the right and left property lines and water's edge.
  - v. Include the following information regarding the property on which the dock is to be constructed: Owners name, address, GPIN, subdivision name, section and lot number.

