



BRANDERMILL

Community Association

Shoreline Buffer Modification Policy

Administrative Policies & Procedures

Effective July 1, 2011

Purpose

The purpose of this policy is to ensure that the community's riparian property (shoreline buffer area) complies with local, state and federal regulations and to explain the procedure that shoreline residents must follow to obtain approval for any modification to BCA property within this area. All of the shoreline within Brandermill lies within the Resource Protection Area (RPA). The shoreline buffer area is BCA property and the Chesterfield County Environmental Engineering Department is the regulatory agency responsible for review of all applications within the buffer.

Application Submittal and Review

Shoreline residents who wish to perform work within the BCA buffer must file the application with the BCA. Application requirements are included in the application packet, and are available at the BCA office, or on line at www.brandermill.com, following the documents link. Residents are strongly encouraged to contact the BCA prior to completing the application. Applications that are not complete with required attachments will be returned to the applicant. All applications must include appropriate to-scale drawings or plan sets that provide an accurate representation of work to be performed. If the application conforms to applicable BCA regulations and is deemed complete by the BCA, the BCA will forward the application to the appropriate BCA committee, and eventually on to the county and send a confirmation letter to the applicant.

County Application form: Request for a land development encroachment within the designated resource protection area of the Chesapeake Bay preservation areas of the zoning ordinance- as of 1/19/11

A Waterfront Structure or Maintenance & Restoration both require the above application. A request for a structure will be forwarded to the Architectural Review Board, prior to being sent to the county. A Buffer Maintenance and Restoration request (non structural or non permanent changes) will be forwarded to the Natural Resources Committee, again prior to submission to the county. Applicants should check the BCA schedule for dates and times of committee meetings if they wish to be present when their proposals are being reviewed. The ARB will follow its usual procedures in reviewing the application and will advise the applicant in writing of its findings regarding the request for a structure. Approval by the ARB will result in the BCA forwarding the application on to the county.

The Natural Resources Committee will follow a similar procedure regarding Maintenance and Restoration reviews.

County Approval

When the application has been approved by the county and returned to the BCA, a BCA representative will schedule an on-site meeting to deliver the approved application and plans to the applicant and ensure that the parties involved understand the requirements of the approved plan.

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