

***Small Communities Division***

**HRSD Small Communities Development Review Document Requirements**

All applicants please ensure to use the [HRSD SC Development Review Flowchart](http://www.hrsd.com/pdf/DevelServ/SC_DevelopmentReviewFlowchart.pdf) to determine which CASE from the list below represents your project, and submit pertinent documents to developrequest@hrsd.com.

**Case A:**

Submit the following:

1. [Gravity Sewer Connection for Single/Duplex Residential Unit Application](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_SingleResidentialForm_Packet_1_ver3.docx)

2. A property survey plat identifying:

* location of existing sewer cleanout
* alignment of the service line
* *NOTE: If the existing cleanout is located within property lines, it must be relocated at the edge of the VDOT right-of-way (ROW) or HRSD utility easement and adjacent to the property line.*

3. A map with aerial view of the property under review. At minimum, the map should include a roadway, intersection, and/or other landmarks so that the location of the property in relation to the existing public sewer infrastructure can be determined by HRSD staff.

**Case B:**

Submit the following:

1. [Gravity Sewer Connection for Single/Duplex Residential Unit Application](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_SingleResidentialForm_Packet_1_ver3.docx)

2. A property survey plat identifying:

* location of new sewer cleanout
* alignment of the service line

3. A map as described in CASE A above

**Case C:**

Submit the following:

1. [Gravity Sewer Connection for Single/Duplex Residential](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_SingleResidentialForm_Packet_1_ver3.docx) Unit Application

2. A property survey plat identifying:

* location of proposed connection point to the existing gravity sewer main
* location of new sewer cleanout
* alignment of sewer lateral
* alignment of service line

3. 4. A map as described in CASE A above

**Case D:**

Submit the following:

1. [Pressurized Sewer Connection for Single/Duplex Residential Unit](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_Subdivisions_Packet_2_ver3.docx) Application

2. A property survey plat identifying:

* private pump station location
* alignment of private force main section
* alignment of HRSD force main section
* locator box where the private force main section crosses into VDOT ROW or HRSD utility easement
* 2nd locator box at the connection point with the existing public force main
* a map as described in CASE A above

3. [Pump Station Information Form](http://www.hrsd.com/word/DevelServ/SCD/20160518_SC_PumpStationInformationForm.docx)

**Case E:**

Submit the following:

1. [Gravity Sewer Connection for Single/Duplex Residential Unit Application](http://www.hrsd.com/word/DevelServ/SCD/HRSD_SC_DevelopmentProjectReviewSubmittalRequirements.docx)

2. A property survey plat identifying:

* private pump station location
* alignment of private force main section
* alignment of HRSD force main section
* locator box where the private force main section crosses into VDOT ROW or HRSD utility easement
* existing HRSD sewer manhole receiving the flow
* a map as described in CASE A above

3. [Pump Station Information Form](http://www.hrsd.com/word/DevelServ/SCD/20160518_SC_PumpStationInformationForm.docx)

**Case F:**

Submit the following:

1. [Gravity Sewer Connection for Residential Subdivisions, Commercial/Industrial Site Plan Application](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_Subdivisions_Packet_1_ver3.docx)

2. [HRSD Sanitary Sewer Flow Calculations Worksheet](http://www.hrsd.com/word/DevelServ/20170130_SCD_ProjectFlowCalculationsWorksheet.xlsx)

3. Full set of site plans

**Case G:**

Submit the following:

1. [Pressurized Sewer Connection for Single/Duplex Residential Unit Application](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_SingleResidentialForm_Packet_2_ver3.docx)

2. [HRSD Sanitary Sewer Flow Calculations Worksheet](http://www.hrsd.com/word/DevelServ/20170130_SCD_ProjectFlowCalculationsWorksheet.xlsx)

3. [Pump Station Information Form](http://www.hrsd.com/word/DevelServ/SCD/20160518_SC_PumpStationInformationForm.docx)

4. Full set of site plans

**Case H:**

Submit the following:

1. [Pressurized Sewer Connection for Residential Subdivisions, Commercial/Industrial Site Plan](http://www.hrsd.com/word/DevelServ/SCD/20170503_SC_Subdivisions_Packet_2_ver3.docx)  Application

2. [HRSD Sanitary Sewer Flow Calculations Worksheet](http://www.hrsd.com/word/DevelServ/20170130_SCD_ProjectFlowCalculationsWorksheet.xlsx)

3. [Pump Station Information Form](http://www.hrsd.com/word/DevelServ/SCD/20160518_SC_PumpStationInformationForm.docx)

4. Full set of site plans

**Case I:**

Submit the following:

1. [Small Communities VDOT Roadway, Drainage, or Private Utility Improvements Form](http://www.hrsd.com/word/DevelServ/SCD/20160518_SC_VDOT_Drainage_UtilityForm_ver1.docx)

2. Full set of plans