



HIGHLAND COUNTY BOARD OF SUPERVISORS
HIGHLAND MODULAR CONFERENCE CENTER
89 HIGHLAND CENTER DRIVE
MONTEREY, VIRGINIA
REGULAR MONTHLY MEETING
DATE: September 2, 2025
TIME: 6:30 pm

A. Call to Order

Freedom of Information Act Training-Julian Harf County Attorney

B. Approval of Minutes

- a. July 16, 2025, August 5, 2025

C. Public Hearings/Public Appearances

- a. **Erosion and Sediment Control Ordinance (see attached)**
 - a.i. Staff Report
 - a.ii. Open Public Hearing—Public Comments
 - a.iii. Board Comments
 - a.iv. Close Public hearing
 - a.v. Action Approve, Deny or Table
- b. **Introduction of Highland County Public Schools Superintendent Dr. James “Nick” Nycum**

D. Public Comments on Agenda Items—Please come to the podium and state your name The public comment period is an opportunity for citizens to address the Board concerning the services, policies and affairs of the County. Designated Time Limit for Speakers 5 minutes per speaker, for each meeting

E. Items for Action, Discussion, Review or Information

- a. Consideration of appointments to the Highland County Tourism Council Sarah McCarty and Anna Marschner
- b. Virginia Association of Counties Annual Conference November 8-11, 2025

F. **Old Business**

- a. FY 25 End of Year update Treasurer Christy Harper and monthly financial report

G. **New Business**

- a. Highland County Public Schools end of year close out requests to transfer funds to their capital account

H. **County Administrator's Reports, Requests and Recommendations**

I. **Board Comments**

J. **Consent Agenda**

- a. Warrant—Accounts Payable for August 2025
- b. Adopt a Resolution to set the appropriations for September 2025

K. **Open Public Comments-- Please come to the podium and state your name**

The public comment period is an opportunity for citizens to address the Board concerning the services, policies and affairs of the County.

Designated Time Limit for Speakers 5 minutes per speaker, for each meeting

L. **Closed Meeting (as needed)**

M. **Adjourn / Recess**

NEXT MEETING(S)

Work Session

HIGHLAND MODULAR CONFERENCE CENTER

MONTEREY, VIRGINIA

DATE: August 20, 2025

TIME: 7:30p

**AN ORDINANCE REPEALING, AMENDING AND READOPTING THE
HIGHLAND COUNTY EROSION AND SEDIMENT CONTROL
ORDINANCE**

WHEREAS, Highland County, Virginia, administers an erosion and sediment control program in accordance with the provisions of the State Erosion and Sediment Control Law, Title 62.1, Chapter 3.1, Article 2.4, Code of Virginia, 1950, as amended (the “Code”); and

WHEREAS, it is the policy of the Commonwealth of Virginia to: (1) protect existing high quality state waters and restore all other state waters to such condition of quality that any such waters will permit all reasonable public uses and will support the propagation and growth of all aquatic life, including game fish, which might reasonably be expected to inhabit them; (2) safeguard the clean waters of the Commonwealth from pollution; (3) prevent any increase in pollution; (4) reduce existing pollution; (5) promote and encourage the reclamation and reuse of wastewater in a manner protective of the environment and public health; and (6) promote water resource conservation, management and distribution, and encourage water consumption reduction in order to provide for the health, safety, and welfare of the present and future citizens of the Commonwealth; and

WHEREAS, in 2016, the Virginia General Assembly directed the Department of Environmental Quality (DEQ) to consolidate the Commonwealth’s erosion and sediment control and stormwater management regulations; and

WHEREAS, DEQ has adopted such regulations, which take effect July 1, 2024; and

WHEREAS, DEQ has promulgated a model ordinance for Virginia localities administering Erosion and Settlement Control Programs, which the County Attorney has revised and customized for the particular needs and situation in the County.

NOW THEREFORE, be it ordained by the Board of Supervisors of Highland County, Virginia, that:

1. The entirety of the Highland County Erosion and Sediment Control Ordinance is hereby repealed.

2. The Board hereby adopts the ordinance attached hereto as **Exhibit A**. The Ordinance shall be kept among the records of the Board of Supervisors and codified among the ordinances of Highland County as the new Highland County Erosion and Sediment Control Ordinance of the Highland County Code, as provided by Section 15.2-1433 of the Code of Virginia, 1950, as amended.

3. The County Administrator is authorized and directed to appoint a qualified individual to serve as the erosion and sediment control administrator for the County to administer and enforce the provisions of the Ordinance. The County Administrator or the erosion and sediment control administrator may appoint such deputies to the erosion and sediment control administrator as may be authorized by the Board in its budget and necessary to enforce the provisions of the ordinance.

4. This ordinance shall be effective as of the date of its passing.

Adopted at the regular meeting of the Board of Supervisors taken at its regular meeting held on _____, 2025, by the following vote:

Member	Yes	No	Absent	Abstain
Henry Budzinski				
Paul Tribble, Vice Chair				
Harry Sponaugle, Chair				

A teste:

Jerri Botkin, County Administrator
Clerk to Board of Supervisors

EXHIBIT A
HIGHLAND COUNTY
EROSION AND SETTLEMENT CONTROL ORDINANCE

Article I. – In General

- Sec. 1. Title, purpose and authority.**
- Sec. 2. Definitions.**
- Sec. 3. Establishment of Erosion and Sediment Control Program.**
- Sec. 4. Grandfathering.**
- Sec. 5. Regulated land-disturbing activities.**
- Sec. 6. Activities not required to comply with chapter.**
- Sec. 7. Submission and approval of plans; contents of plans.**
- Sec. 8. Erosion and sediment control plan; contents.**
- Sec. 9. Permits; fees; security.**
- Sec. 10. Monitoring, reports, and inspections.**
- Sec. 11. Penalties, injunctions, and other legal actions.**
- Sec. 12. Appeals and judicial review.**

Sec. 1. Title, purpose, and authority.

- (a) This ordinance may be cited and referred to as the “Erosion and Sediment Control Ordinance of Highland County, Virginia.”
- (b) The purpose of this article is to ensure the general health, safety, and welfare of the citizens of Highland County, Virginia, and prevent unreasonable degradation of properties, stream channels, waters, and other natural resources of the county, by establishing requirements for the effective control of soil erosion, sediment deposition, and non-agricultural runoff and by establishing procedures to administer and enforce these requirements.
- (c) The program and regulations provided for and referenced in this ordinance shall be available for public inspection at the office of the Department of Building, Planning, and Zoning.
- (d) Adoption of this ordinance is authorized by §§ 62.1-44.15:27 and 62.1-44.15:54 of the Code of Virginia.

Sec. 2. Definitions.

The following terms, when used in this chapter, have the following meanings, unless the context clearly indicates otherwise:

Agreement in lieu of plan means a contract between the county and the owner that specifies conservation measures that must be implemented to comply with the requirements of this article for the construction of a (i) single-family detached residential structure or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent; this contract may be executed by the county in lieu of a formal site plan.

Applicant means a person submitting an erosion and sediment control plan to the county to obtain authorization for a land-disturbing activity.

Board means the State Water Control Board.

Certified inspector for ESC means an employee or agent of the county who (i) holds a certificate of competence from the department in the area of project inspection or (ii) is enrolled in the department's training program for project inspection and successfully completes such program within one year after enrollment.

Certified plan reviewer for ESC means an employee or agent of the VESCP authority who (i) holds a certificate of competence from the department in the area of plan review, (ii) is enrolled in the department's training program for plan review and successfully completes such program within one year after enrollment, or (iii) is licensed as a professional engineer, architect, landscape architect, land surveyor pursuant to Article 1 (§ 54.1-400 et seq.) of Chapter 4 of Title 54.1 of the Code of Virginia, or professional soil scientist as defined in § 54.1-2200.

Certified program administrator for ESC means an employee or agent of the VESCP authority who holds a certification from the department in the classification of program administrator or (ii) is enrolled in the department's training program for program administration and successfully completes such program within one year after enrollment.

Clearing means any activity that removes the vegetative ground cover, including root mat removal or topsoil removal.

Common plan of development or sale means a contiguous area where separate and distinct construction activities may be taking place at different times on different schedules.

County means Highland County, Virginia.

Department means the Virginia Department of Environmental Quality.

Erosion and sediment control plan or plan means a document containing material for the conservation of soil and water resources of a unit or group of units of land. It may include appropriate maps, an appropriate soil and water plan inventory and management information with needed interpretations, and a record of decisions contributing to conservation treatment. The plan must contain all major conservation decisions to ensure that the entire unit or units of land will be so treated to achieve the conservation objectives.

Erosion impact area means an area of land that is not associated with a current land-disturbing activity but is subject to persistent soil erosion resulting in the delivery of sediment onto neighboring properties or into state waters. This definition shall not apply to any lot or parcel of land of 10,000 square feet or less used for residential purposes or to shorelines where the erosion results from wave action or other coastal processes.

Excavating means any digging, scooping, or other methods of removing earth materials.

Farm building or structure means the same as that term is defined in § 36-97 of the Code of Virginia, and also includes any building or structure used for agritourism activity, as defined in § 3.2-6400 of the Code of Virginia, and any related impervious services including roads, driveways, and parking areas.

Filling means any depositing or stockpiling of earth materials.

Grading means any excavating or filling of earth material or any combination thereof, including the land in its excavated or filled conditions.

Land disturbance or *land-disturbing activity* means a man-made change to the land surface that may result in soil erosion or has the potential to change its runoff characteristics, including construction activity such as the clearing, grading, excavating, or filling of land.

Land-disturbance permit or *approval* means a permit or an approval allowing a land-disturbing activity to commence issued by the county after the requirements of § 62.1-44.15:55 of the Code of Virginia have been met.

Natural channel design concepts means the use of engineering analysis and fluvial geomorphic processes to create, rehabilitate, restore, or stabilize an open conveyance system for the purpose of creating or recreating a stream that conveys its bankfull storm event within its banks and allows larger flows to access its bankfull bench and its floodplain.

Owner means the same as that term is defined in § 62.1-44.3 of the Code of Virginia. For a land-disturbing activity that is regulated under Article 2.4 (§ 62.1-44.15:51 et seq.) of Chapter 3.1 of Title 62.1 of the Code of Virginia and this ordinance, *owner* also includes the owner or owners of the freehold of the premises or lesser estate therein, mortgagee or vendee in possession, assignee of rents, receiver, executor, trustee, lessee, or other person, firm, or corporation in control of a property.

Peak flow rate means the maximum instantaneous flow from a prescribed design storm at a particular location.

Percent impervious means the impervious area within the site divided by the area of the site multiplied by 100.

Permittee means the person to whom the permit is issued.

Person means any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, county, city, town, or other political subdivision of the Commonwealth, governmental body, including a federal or state entity as applicable, any interstate body, or any other legal entity.

Responsible land disturber or *RLD* means an individual holding a certificate issued by the department who is responsible for carrying out the land-disturbing activity in accordance with the approved erosion and sediment control plan. The RLD may be the owner, applicant, permittee, designer, superintendent, project manager, contractor, or any other project or development team member. The RLD must be designated on the erosion and sediment control plan or permit as defined in the Virginia Erosion and Stormwater Management Regulation (9VAC25-875) as a prerequisite for engaging in land disturbance. The RLD must be designated on the erosion and sediment control plan or permit as defined in this ordinance as a prerequisite for engaging in land disturbance.

Runoff volume means the volume of water that runs off the land development project from a prescribed storm event.

Single-family detached residential structure means a noncommercial dwelling that is occupied exclusively by one family.

State waters means all water, on the surface and under the ground, wholly or partially within or bordering the Commonwealth or within its jurisdiction, including wetlands.

Transporting means any moving of earth materials from one place to another other than movement incidental to grading, when such movement results in destroying the vegetative ground cover either by tracking or the buildup of earth materials to the extent that erosion and sedimentation will result from the soil or earth materials over which such transporting occurs.

Virginia Erosion and Sediment Control Program or *VESCP*, means a program approved by the department that is established by a VESCP authority for the effective control of soil erosion, sediment deposition, and nonagricultural runoff associated with a land-disturbing activity to prevent the unreasonable degradation of properties, stream channels, waters, and other natural resources and shall include such items where applicable as local ordinances, rules, policies and guidelines, technical materials, and requirements for plan review, inspection, and evaluation consistent with the requirements of the Erosion and Sediment Control Law (ESCL).

Virginia Erosion and Sediment Control Program authority or *VESCP authority* means Highland County.

VESCP plan-approving authority means the Highland County Department of Building and Zoning.

VPDES Permit means a General VPDES (Virginia Pollutant Discharge Elimination System) Permit for Discharges of Stormwater from Construction Activities, 9VAC25-880, issued by the department pursuant to § 62.1-44.15 of the Code of Virginia for stormwater discharges from a land-disturbing activity.

Sec. 3. Establishment of Erosion and Sediment Control Program.

Pursuant to § 62.1-44.15:54 of the Code of Virginia, the county hereby establishes a Virginia Erosion and Sediment Control Program (VESCP) and adopts the regulations promulgated by the Board for the effective control of soil erosion and sediment deposition to prevent the unreasonable degradation of properties, stream channels, waters and other natural resources.

Pursuant to § 62.1-44.15:53 of the Code of Virginia, an erosion control plan shall not be approved until it is reviewed by a certified plan reviewer for ESC. Inspections of land-disturbing activities shall be conducted by a certified inspector for ESC. The Erosion and Sediment Control Program of the county shall consist of a certified program administrator for ESC, a certified plan reviewer for ESC, and a certified inspector for ESC, who may be the same person, and shall be collectively referred to as the “erosion and sediment control administrator” for the purposes of this chapter.

Sec. 4. Grandfathering.

- (a) In accordance with § 62.1-44.15:52 of the Code of Virginia, any plan approved prior to July 1, 2014 that provides for stormwater management that addresses any flow rate capacity and velocity requirements for natural or man-made channels shall satisfy the flow rate capacity and velocity requirements for natural or man-made channels if the practices are designed to (i) detain the water quality volume and to release it over 48 hours; (ii) detain and release over a 24-hour period the expected rainfall resulting from the one year, 24-hour storm; and (iii) reduce the allowable peak flow rate resulting from the 1.5, 2, and 10-year, 24-hour storms to a level that is less than or equal to the peak flow rate from the site assuming it was in a good forested condition, achieved through multiplication of the forested peak flow rate by a reduction factor that is equal to the runoff volume from the site when it was in a good forested condition divided by the runoff volume from the site in its proposed condition, and shall be exempt from any flow rate capacity and velocity requirements for natural or man-made channels.
- (b) For plans approved on and after July 1, 2014, the flow rate capacity and velocity requirements for natural and man-made channels shall be satisfied by compliance with water quantity requirements specified in 9VAC25-875-600, unless such land-disturbing activities are in accordance with the grandfathering provisions of 9VAC25-875-490.

Sec. 5. Regulated land-disturbing activities.

Land-disturbing activity that disturbs 10,000 square feet or more, is less than one acre, and not part of a common plan of development or sale, is subject to criteria defined in Article 2 (9VAC25-875-540 et seq.) of Part V of the Virginia Erosion and Stormwater Management Regulation.

Sec. 6. Activities not required to comply with chapter.

- (a) Notwithstanding any other provisions of the Erosion and Sediment Control Law for Localities Not Administering a Virginia Erosion and Stormwater Management Program (ESCL), the following activities are not required to comply with this chapter unless otherwise required by federal law:
 - (1) Disturbance of land area of less than 10,000 square feet in size;
 - (2) Minor land-disturbing activities such as home gardens and individual home landscaping, repairs, and maintenance work;
 - (3) Installation, maintenance, or repair of any individual utility service connection;
 - (4) Installation, maintenance, or repair of any underground utility line when such activity occurs on an existing hard surfaced road, street, or sidewalk, provided the land-disturbing activity is confined to the area of the road, street, or sidewalk that is hard surfaced;

- (5) Installation, maintenance, or repair of any septic tank line or drainage field unless included in an overall plan for land-disturbing activity relating to construction of the building to be served by the septic tank system;
- (6) Permitted surface or deep mining operations and projects, or oil and gas operations and projects conducted pursuant to Title 45.2 of the Code of Virginia;
- (7) Clearing of lands specifically for bona fide agricultural purposes; the management, tilling, planting, or harvesting of agricultural, horticultural, or forest crops; livestock feedlot operations; agricultural engineering operations, including construction of terraces, terrace outlets, check dams, desilting basins, dikes, ponds, ditches, strip cropping, lister furrowing, contour cultivating, contour furrowing, land drainage, and land irrigation; or as additionally set forth by the board in regulations. However, this exception shall not apply to harvesting of forest crops unless the area on which harvesting occurs is reforested artificially or naturally in accordance with the provisions of Chapter 11 (§ 10.1-1100 et seq.) of Title 10.1 of the Code of Virginia or is converted to bona fide agricultural or improved pasture use as described in subsection B of § 10.1-1163 of the Code of Virginia;
- (8) Installation of fence and sign posts or telephone and electric poles and other kinds of posts or poles;
- (9) Land-disturbing activities in response to a public emergency where the related work requires immediate authorization to avoid imminent endangerment to human health or the environment. In such situations, the VESCP authority shall be advised of the disturbance within seven days of commencing the land-disturbing activity, and compliance with the administrative requirements of subsections 7, 8, and 9 of this chapter are required within 30 days of commencing the land-disturbing activity;
- (10) Discharges to a sanitary sewer or a combined sewer system that are not from a land-disturbing activity; and
- (11) Repair or rebuilding of the tracks, rights-of-way, bridges, communication facilities, and other related structures and facilities of a railroad company.

Sec. 7. Submission and approval of plans; contents of plans.

- (a) Except as provided herein, no person may engage in any regulated land-disturbing activity until he or she has submitted to the county an erosion and sediment control plan for the regulated land-disturbing activity and such plan has been approved by the county. No approval to begin a land disturbing activity will be issued unless evidence of VPDES permit coverage is obtained where it is required. Where the land-disturbing activity results from the construction of a (i) single-family detached residential structure or (ii) farm building or structure on a parcel of land with a total impervious cover percentage, including the impervious cover from the farm building or structure to be constructed, of less than five percent, an agreement in lieu of a plan may be substituted for an erosion and sediment control plan if executed by the erosion and sediment control administrator.

- (b) The standards contained within the “Virginia Erosion and Stormwater Management Regulation (9 VAC 25-875)” are to be used by the applicant when making a submittal under the provisions of this ordinance and in the preparation of an erosion and sediment control plan. The erosion and sediment control administrator, in considering the adequacy of a submitted plan, shall be guided by the same standards, regulations and guidelines. When the standards vary between the publications, the Virginia Erosion and Stormwater Management Regulation shall take precedence.
- (c) The erosion and sediment control administrator shall review erosion and sediment control plans submitted to him or her and grant written approval within 60 days of the receipt of the plan if it determines that the plan meets the requirements of the Erosion and Sediment Control Law for Localities Not Administering a Virginia Erosion and Stormwater Management Program and 9 VAC 25-875, and if the person responsible for carrying out the plan certifies that he or she will properly perform the erosion and sediment control measures included in the plan and will comply with the provisions of this ordinance. In addition, as a prerequisite to engaging in the land-disturbing activities shown on the approved plan, the person responsible for carrying out the plan shall provide the name of the responsible land disturber to the erosion and sediment control administrator, as required by 9 VAC 25-875-300 and 9 VAC 25-875-550, who will be in charge of and responsible for carrying out the land-disturbing activity. Failure to provide the name of the responsible land disturber, prior to engaging in land-disturbing activities may result in revocation of the approval of the plan and the person responsible for carrying out the plan shall be subject to the penalties provided in this ordinance.
- (d) The erosion and sediment control administrator may waive the Responsible Land Disturber certificate requirement for an agreement in lieu of a plan for construction of a single-family detached residential structure. If a violation occurs during the land-disturbing activity associated with the construction of the single-family detached residential structure, then the person responsible for carrying out the agreement in lieu of a plan shall correct the violation and provide the name of the responsible land disturber to the erosion and sediment control administrator. Failure to provide the name of the responsible land disturber shall be a violation of this ordinance.
- (e) When the plan is determined to be inadequate, the erosion and sediment control administrator shall give written notice of disapproval to the applicant stating the specific reasons for disapproval within 45 days. The notice shall specify such modifications, terms and conditions that will permit approval of the plan. If no action is taken within 45 days, the plan shall be deemed approved and the person authorized to proceed with the proposed activity.
- (f) The erosion and sediment control administrator shall act on any erosion and sediment control plan that has been previously disapproved within 45 days after the plan has been revised, resubmitted for approval, and deemed adequate.
- (g) The erosion and sediment control administrator may require changes to an approved plan when:
 - (1) An inspection reveals that the plan is inadequate to satisfy applicable regulations; or

(2) The person responsible for carrying out the plan finds that because of changed circumstances or for other reasons the approved plan cannot be effectively carried out, and proposed amendments to the plan, consistent with the requirements of this ordinance, are agreed to by the erosion and sediment control administrator and the person responsible for carrying out the plans.

(h) Variances: The erosion and sediment control administrator may waive or modify any standard that is deemed to be inappropriate or too restrictive for site conditions by granting a written variance. A variance may be granted under the following conditions:

(1) At the time of submission, the applicant requests a variance as part of the approved erosion and sediment control plan. The applicant shall explain the reasons for requesting the variance in writing. Specific variances that are allowed by the erosion and sediment control administrator shall be documented in the plan.

(2) During construction, the person responsible for implementing the approved plan may request a variance in writing from the erosion and sediment control administrator. The erosion and sediment control administrator shall respond in writing either approving or disapproving such a request. If the erosion and sediment control administrator does not approve a variance within 10 days of receipt of the request, the request shall be considered to be disapproved. Following disapproval, the applicant may resubmit a variance request with additional documentation.

The erosion and sediment control administrator shall consider variance requests carefully, keeping in mind both the need of the applicant to maximize cost effectiveness and the need to protect off-site properties and resources from damage.

(i) In order to prevent further erosion, the county may require approval of a plan for any land identified in the local program as an erosion impact area.

(j) Notwithstanding that a land-disturbing activity will be required of a contractor performing construction work pursuant to a construction contract, the preparation, submission, and approval of an erosion and sediment control plan remains the responsibility of the owner.

(k) As an alternative to submitting soil erosion control and stormwater management plans pursuant to § 62.1-44.15:34 of the Code of Virginia to the county erosion and sediment control administrator, any person engaging in more than one jurisdiction in the creation and operation of a wetland mitigation or stream restoration bank that has been approved and is operated in accordance with applicable federal and state guidance, laws, or regulations for the establishment, use, and operation of (i) a wetlands mitigation or stream restoration bank, pursuant to a mitigation banking instrument signed by the Department, the Marine Resources Commission, or the U.S. Army Corps of Engineers, or (ii) a stream restoration project for purposes of reducing nutrients or sediment entering state waters may submit standards and specifications for Department approval that describe how land-disturbing activities shall be conducted.

Sec. 8. Erosion and sediment control plan; contents of plan.

- (a) An erosion and sediment control plan shall be filed for a development and the buildings constructed within, regardless of the phasing of construction. The erosion and sediment control plan shall be consistent with the criteria, techniques, and methods in 9VAC25-875-560. The erosion and sediment control plan shall contain all major conservation decisions to ensure that the entire unit or units of land will be so treated to achieve the conservation objectives in 9VAC25-875-560. The erosion and sediment control plan may include:
 - (1) Appropriate maps;
 - (2) An appropriate soil and water plan inventory and management information with needed interpretations; and
 - (3) A record of decisions contributing to conservation treatment.
- (b) The person responsible for carrying out the plan shall provide the name of an individual holding a certificate who will be in charge of and responsible for carrying out the land-disturbing activity to the erosion and sediment control administrator. The erosion and sediment control administrator may waive the responsible land disturber certificate requirement for an agreement in lieu of a plan.
- (c) If individual lots or sections in a residential development are being developed by different property owners, all land-disturbing activities related to the building construction shall be covered by an erosion and sediment control plan or an agreement in lieu of a plan.
- (d) Land-disturbing activity of less than 10,000 square feet on individual lots in a residential development shall not be considered exempt from the provisions of this chapter if the total land-disturbing activity in the development is equal to or greater than 10,000 square feet.

Sec. 9. Permits; fees; security.

- (a) County officials or other agencies authorized under any other law to issue grading, building, or other permits for activities involving land-disturbing activities shall not issue any such permit unless the applicant submits with his application an approved erosion and sediment control plan, certification that the plan will be followed, and evidence of VPDES permit coverage where it is required.
- (b) No person may engage in any land-disturbing activity until he or she has acquired a land-disturbing permit (unless the proposed land-disturbing activity is specifically exempt from the provisions of this ordinance), has paid the fees and has posted the required bond.
- (c) A fee of \$250.00 plus \$10.00 per acre shall be paid to the county at the time of submission of an erosion and sediment control plan. *In the event that the erosion and sediment control administrator is unable to review the submitted plans, the fee shall include the above plus any additional amount incurred by the county for third party review.
- (d) If a submitted plan is rejected, a fee of \$100.00 shall be paid to the county at the time of re-submission of the erosion and sediment control plan, provided the revisions are submitted within 180 days of original plan submission. *In the event that the erosion and

sediment control administrator is unable to review the submitted plans, the fee shall include the above plus any additional amount incurred by the county for third party review.

- (e) The fee for an agreement in lieu of an erosion and sediment control plan shall be \$25.00.
- (f) No land-disturbance permit shall be issued until the applicant submits with his or her application an approved erosion and sediment control plan or agreement in lieu of a plan and certification that the plan will be followed.
- (g) All applicants for permits shall provide to the county a performance bond with surety, cash escrow, or an irrevocable letter of credit acceptable to the County Attorney, to ensure that measures could be taken by the county at the applicant's expense should the applicant fail, after proper notice, within the time specified, to initiate or maintain appropriate conservation measures required of him or her by the approved plan as a result of his or her land-disturbing activity.

The amount of the bond or other security for performance shall not exceed the total of the estimated cost to initiate and maintain appropriate conservation action based on unit price for new public or private sector construction in the locality and a reasonable allowance for estimated administrative costs and inflation which shall not exceed twenty-five percent of the total estimated cost. Should it be necessary for the county to take such conservation action, the county may collect from the applicant any costs in excess of the amount of the surety held. Within sixty (60) days of adequate stabilization, as determined by the erosion and sediment control administrator in any project or section of a project, such bond, cash escrow or letter of credit, or the unexpended or unobligated portion thereof, shall be either refunded to the applicant or terminated, based upon the percentage of stabilization accomplished in the project or project section. These requirements are in addition to all other provisions relating to the issuance of permits and are not intended to otherwise affect the requirements for such permits.

Sec. 10. Monitoring, reports, and inspections.

- (a) The responsible land disturber, as provided by § 62.1-44.15:52 of the Code of Virginia, shall be in charge of and responsible for carrying out the land-disturbing activity and provide for periodic inspections of the land-disturbing activity. The person responsible for carrying out the plan shall monitor the land-disturbing activity. The person responsible for carrying out the plan will maintain records of these inspections and maintenance, to ensure compliance with the approved plan and to determine whether the measures required in the plan are effective in controlling erosion and sedimentation.
- (b) The erosion and sediment control administrator shall periodically inspect the land-disturbing activity in accordance with 9 VAC 25-875-330 to ensure compliance with the approved plan and to determine whether the measures required in the plan are effective in controlling erosion and sedimentation. The owner, permittee, or person responsible for carrying out the plan shall be given notice of the inspection and shall such inspection in accordance with § 62.1-44.15:60 of the Code of Virginia and the land-disturbing permit. If the erosion and sediment control administrator determines that there is a failure to comply with the plan, notice to comply may be served upon the permittee or person

responsible for carrying out the plan. Such notice shall be served by delivery by facsimile, e-mail, or other technology; by mailing with confirmation of delivery to the address specified in the permit application or in the plan certification, if available, or in the land records of the locality; or by delivery at the site of the land-disturbing activities to the agent or employee supervising such activities.

- (c) The notice to comply shall specify the measures needed to comply with the land-disturbance approval conditions or shall identify the plan approval or land-disturbance approval needed to comply with this article and shall specify a reasonable time within which such measures shall be completed. Upon failure to comply within the specified time, any plan approval or land-disturbance approval may be revoked and the permittee or person responsible for carrying out the plan shall be subject to the penalties provided by this ordinance.
- (d) Upon issuance of an inspection report denoting a violation of § 62.1-44.15:55 of the Code of Virginia, the erosion and sediment control administrator may, in conjunction with or subsequent to a notice to comply as specified in this ordinance, issue an order requiring that all or part of the land-disturbing activities permitted on the site be stopped until the specified corrective measures have been taken.
- (e) If land-disturbing activities have commenced without an approved plan, the erosion and sediment control administrator may issue an order requiring that all of the land-disturbing activities be stopped until an approved plan or any required permits are obtained.
- (f) Where the alleged noncompliance is causing or is in imminent danger of causing harmful erosion of lands or sediment deposition in waters within the watersheds of the Commonwealth, or where the land-disturbing activities have commenced without an approved plan, such a stop work order may be issued without regard to whether the alleged violator has been issued a notice to comply as specified in this ordinance. Otherwise, such an order may be issued only after the alleged violator has failed to comply with such a notice to comply.
- (g) The stop work order shall be served in the same manner as a notice to comply, and shall remain in effect for a period of seven days from the date of service pending application by the county or permit holder for appropriate relief to the Circuit Court or General District Court of the county. The county shall serve such order for disturbance without an approved plan upon the owner by mailing with confirmation of delivery to the address specified in the land records. The order shall be posted on the site where the disturbance is occurring, and shall remain in effect until permits and plan approvals are secured, except in such situations where an agricultural exemption applies.
- (h) If the alleged violator has not obtained an approved plan within seven days from the date of service of the stop work order, the erosion and sediment control administrator may issue an order to the owner requiring that all construction and other work on the site, other than corrective measures, be stopped until an approved plan has been obtained. Such an order shall be served upon the owner by mailing with confirmation of delivery to the address specified in the plan or the land records of the county.
- (i) The owner may appeal the issuance of an order to the Circuit Court of the county.

- (j) Any person violating or failing, neglecting or refusing to obey an order issued by the erosion and sediment control administrator may be compelled in a proceeding instituted in the Circuit Court of the county to obey same and to comply therewith by injunction, mandamus or other appropriate remedy.
- (k) Upon completion and approval of corrective action or obtaining an approved plan, the order shall immediately be lifted.
- (l) Nothing in this section shall prevent the erosion and sediment control administrator from taking any other action authorized by the chapter or other applicable laws.

Sec. 11. Penalties, injunctions, and other legal actions.

- (a) Any person who has violated or failed, neglected, or refused to obey any order, notice, or requirement of the erosion and sediment control administrator, any condition of a land-disturbance approval, or any provision of this ordinance shall, upon a finding of the General District Court of the county, be assessed a civil penalty. The civil penalty for any one violation shall be not less than \$100 nor more than \$1,000, except that the civil penalty for commencement of land-disturbing activities without an approved plan shall be \$1,000. Each day during which the violation is found to have existed shall constitute a separate offense. In no event shall a series of specified violations arising from the same operative set of facts result in civil penalties which exceed a total of \$10,000, except that a series of violations arising from the commencement of land-disturbing activities without an approved plan for any site shall not result in civil penalties which exceed a total of \$10,000.
- (b) The erosion and sediment control administrator, or the owner or property which has sustained damage, or which is in imminent danger of being damaged, may apply to the Circuit Court of the county to enjoin a violation or a threatened violation of §§ 62.1-44.15:55 or 62.1-44.15:58 of the Code of Virginia, without the necessity of showing that an adequate remedy at law does not exist.

However, an owner of property shall not apply for injunctive relief unless (i) he has notified in writing the person who has violated the local program, and the program authority, that a violation of the local program has caused, or creates a probability of causing, damage to his property, and (ii) neither the person who has violated the local program nor the program authority has taken corrective action within fifteen days to eliminate the conditions which have caused, or create the probability of causing, damage to his property.
- (c) In addition to any criminal or civil penalties provided in this chapter, any person who violates any provision of the Erosion and Sediment Control Law may be liable to the county in a civil action for damages.
- (d) Without limiting the remedies that may be obtained under this section, any person violating or failing, neglecting, or refusing to obey any injunctions, mandamus, or other remedy obtained pursuant to this section shall be subject, in the discretion of the court, to a civil penalty not to exceed \$2,000 for each violation. A civil action for such violation or failure may be brought by the county.

Any civil penalties assessed by a court shall be paid into the treasury of the county, except where the violator is the locality itself or its agent, in which case the court shall direct the penalty to be paid into the state treasury.

- (e) With the consent of any person who has violated or failed, neglected or refused to obey any regulation or condition of a permit or any provision of this ordinance, or order of the erosion and sediment control administrator, the county may provide for the payment of civil charges for violations in specific sums, not to exceed the limit specified in subsection (d) of this section. Such civil charges shall be instead of any appropriate civil penalty which could be imposed under subsection (a) or (d).
- (f) The Commonwealth's Attorney shall, upon request of the county, take legal action to enforce the provisions of this ordinance, unless the Commonwealth's Attorney and County Attorney have otherwise agreed for the County Attorney to be responsible for taking legal action to enforce the provisions of this ordinance.

Sec. 12. Appeals and judicial review.

Final decisions of the county under this ordinance shall be subject to review by the Highland County Circuit Court, provided an appeal is filed within 30 days from the date of any written decision adversely affecting the rights, duties, or privileges of the person engaging in or proposing to engage in land-disturbing activities.