



# Land Development eReview Submission Checklist

Version 2022-08-22

**Plan Name:** \_\_\_\_\_

**Plan Number:** \_\_\_\_\_

	<b>eReview Requirements</b>	<b>RESPONSE</b>
1	PDF files must not be password protected or locked	
2	PDF files must not contain layers or comments	
3	Plans are in Landscape orientation and monochrome, not in color	
4	Plan size shall be 24" x 36"	
5	Plat size shall not exceed 18" x 24" or smaller than 8.5" x 11"	
6	It is preferred the plans are in vector format to allow for measuring	
7	Requirements of other applicable checklists are provided	
8	Within the designated area of the <a href="#">PWC Cover Sheet</a> (if applicable), include the case number that is provided when your application is created.	
9	Provide a plan name within the designated area of the <a href="#">PWC Cover Sheet</a> (if applicable) that does not include the address, of possible.	
10	Provide the contact information for the party responsible for payment within the ePortal application process.	
11	Provide a completed Development Control Form located at <a href="https://www.pwcva.gov/department/land-development-division/ldd-documents">https://www.pwcva.gov/department/land-development-division/ldd-documents</a>	
12	Provide the applicable plan review fee calculation form. Forms are located at <a href="https://www.pwcva.gov/department/land-development-division/ldd-documents">https://www.pwcva.gov/department/land-development-division/ldd-documents</a>	
13	Provide the applicable check list. Checklists are located at <a href="https://www.pwcva.gov/department/land-development-division/ldd-documents">https://www.pwcva.gov/department/land-development-division/ldd-documents</a>	
14	Provide the Concurrent Processing Affidavit approved by the Planning Office (if applicable).	
15	Provide all applicable geotechnical studies, hydraulic studies and plats	



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16	DCSM waivers must be submitted as a separate application to the related plan. The applications for DCSM Waivers are located at <a href="https://www.pwcva.gov/department/land-development-division/ldd-documents">https://www.pwcva.gov/department/land-development-division/ldd-documents</a>	
17	I acknowledge that additional documents cannot be uploaded (unless specifically requested) while a submission is under review. The subsequent submission must not be submitted until the Land Development Project Manager provides their comment letter, indicating the most recent submission has been review and completed by all review agencies.	
<b>For Subsequent Submissions (please select N/A for the initial submission)</b>		
18	Is there a change from the previous submission to the bond estimate amounts?	
19	Is there a change from the previous submission to the Building Square Footage or Disturbed Area?	
20	Are there additional Geotechnical Study, Hydraulic Study or Plat documents that were not included with the previous submission?	

***I hereby acknowledge the Land Development eReview requirements and the stated information is included in the attached plan.***

\_\_\_\_\_  
**Engineer/Surveyor/Applicant Signature**

\_\_\_\_\_  
**Date**

*By checking this box, I agree to electronically signing this form.*