



Loudoun County, Virginia

Department of Building and Development

1 Harrison Street, S. E., MS #60, Leesburg, VA 20177-7000

Main Number: 703-777-0397

Department of Building and Development Digital Data Submission Checklist for Wetlands

This document outlines the general requirements for submitting **Wetland Data** to the Loudoun County Department of Building and Development in a digital format in accordance with Section 8111.A.6.b of the Facilities Standards Manual. These data are required for all grading permits and shall include a GIS-compatible file, ESRI shapefile (preferred) or DXF; PDF files described below; and a completed Digital Data Submission Form.

GIS Compatible File:

- _____ Jurisdictional Waters
 - classified as *R4 – Intermittent Stream* or *R3 – Perennial Stream*
- _____ Jurisdictional Wetlands
 - classified as *PFO – Palustrine Forested*, *PSS – Palustrine Scrub Shrub*, *PEM – Palustrine Emergent*, *POW – Palustrine Open Water*, or *CON-Constructed*
- _____ Permitted Impacts
 - classified as *Temporary* or *Permanent*
- _____ Constructed Wetlands (e.g., for mitigation)
- _____ Study Boundaries
- _____ Four (4) digital grid tics
- _____ All data projected in HARN83 Virginia State Plane Coordinate System (US feet)

PDF Files:

- _____ A project map showing (at minimum) all required GIS layers listed above, labeled accordingly.
- _____ All applicable Jurisdictional Determinations.
- _____ All applicable wetland permits.

Paper Forms:

- _____ Digital Data Submission Form

Files will be delivered on CD/DVD labeled with the project name or via the County's FTP site, Files.Loudoun.gov Use of the FTP site is encouraged, but coordination is necessary to ensure that the files are received.

Direct all questions related to Digital Data Submission Requirements to the Department of Building and Development GIS Administration Team at: bad_gis@loudoun.gov