



COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

Division of Dam Safety
900 Natural Resources Drive
Charlottesville, VA 22903
(434) 244-0653

January 31, 2017

Country Inns Extraordinaire, Inc.
Tim Miller of the Meridian Planning Group
1413 Sachem Place Suite 1
Charlottesville, VA22901

Re: Albemarle County Dam, Virginia (Dam at Clifton Inn Property) Inventory No. 00836

Dear Mr. Miller:

A dam located the Clifton Inn property in Albemarle County is of regulatory size and needs to be certified by the Department of Conservation and Recreation, Division of Dam Safety. The Division has determined the dam to be at least 40 feet in height and to have a maximum holding capacity of 249 acre-feet of water. With few exceptions, dams that are 6 feet in height or higher and create a maximum impoundment of 50 acre-feet or greater shall be regulated. In addition dams that are greater than 25 feet in height and create a maximum impoundment of 15 acre-feet or more shall be regulated. Thus, the dam appears to be of a regulatory size (greater than 6 feet in height and greater than 50 acre-feet).

You will need to hire an Engineer registered in the State of Virginia to verify the height of the dam and maximum capacity the impoundment. Additional information may be found and downloaded from the website at http://www.dcr.virginia.gov/dam_safety_and_floodplains/index.shtml. Should your engineer verify that the dam is of regulatory size, the dam will need to be brought into regulations as described in the website, including:

Your Engineer will need to inspect your dam, provide the required information listed in the Regulations with appropriate documentation and completing the following documents and mailed to my attention at the above address within three (3) months from the date of this letter.

1. Operation and Maintenance Certificate Application for Virginia Regulated Impounding Structures, (DCR 199- 099)
2. Record Report for Virginia Regulated Impounding Structures (DCR 199-100)
- 3a. Emergency Action Plan (see 4VAC-50-20-175J of the Regulations for the Documentation required) if the dam is a High or Significant Hazard or
- 3b. Emergency Preparedness Plan For Low Hazard Virginia Regulated

- Impounding Structures (DCR 199-103)
4. Department of Conservation and Recreation , Certificate and Permit Application Fee Form (DCR 199-192).
 5. Inspection Report for Virginia Regulated Impounding Structures (PDF) (form DCR199-098)

Copies of the Regulations and DCR Forms in WORD and .pdf are available on the above referenced DCR website. Your Engineer will need to properly evaluate the dam to determine the appropriate Hazard Class of the Dam following 4VAC-50-20-40 and 4VAC-50-20-54 of the Regulations. Guidance Documents explaining Hazard Class determination procedures and inundation mapping procedures are also available at the above listed website. The **dam owner** shall submit all forms, studies and calculations to this office for review.

In addition you will need to mail the required administrative fee paid by check, draft, or postal money order payable to the Treasurer of Virginia along with the DCR Certificate and Permit Application Fee Form (DCR 199-192) to Virginia Department of Conservation and Recreation, Division of Finance, Accounts Payable, 600 East Main Street, Richmond, Virginia 23219-2094. Please do not send the Fee Form and Check to my office in Charlottesville, since this would delay the review of the submitted documents. You will need to respond to this Office regarding these issues within 90 days of the above date.

Your cooperation in this matter is greatly appreciated. Should you have any questions, you may contact me at (434) 244-0653 or send a letter to my office or email me at robert.vanlier@dcr.virginia.gov.

Sincerely,


Robert J. VanLier, PE

Regional Dam Safety Engineer

c: David Dowling, Deputy Director Dam Safety and Floodplain Management