

## OPERATION AND MAINTENANCE CERTIFICATE APPLICATION FOR VIRGINIA REGULATED IMPOUNDING STRUCTURES

**Note:** Any executed Application for an Operation and Maintenance Certificate must be mailed to the appropriate Regional Engineer. In addition, a completed Certificate and Permit Application Fee Form (DCR199-192) and the required fee must be mailed under separate cover to: Virginia Department of Conservation and Recreation, Division of Finance, Accounts Payable, 600 E. Main St., 24th Floor, Richmond, Virginia 23219.

Reference: Impounding Structures Regulations, 4VAC 50-20-10 et seq., including 4VAC 50-20-105 and 4VAC 50-20-150, Virginia Soil and Water Conservation Board

**1. Name of Dam:** Woods End Dam Inventory Number: 161005  
 Other Name (if any): Hidden Valley High School Dam

**2. Hazard Potential Classification** (See 4VAC 50-20-40 Hazard Classifications of the Virginia Impounding Structure Regulations):

(Check one)  HIGH  SIGNIFICANT  LOW

**3. Name of Owner (Certificate Applicant):** Roanoke County

If a corporation, name of representative: David Henderson, County Engineer

Mailing address: 5204 Bernard Drive, PO Box 29800, Roanoke, VA 24018-0798

Telephone: (Business) (540) 772 - 2083 (Residential) (540) 632 - 9164

Other means of communication (include e-mail address if available): dhenderson@roanokecountyva.gov

*Note: Please attach a list of all other owners with their contact information, if applicable; See Ownership Support Documentation on Page 4.*

**4. Operating Plan and Schedule:**

Provide a narrative for each item:

a. Operation of control gates and spillways: There are no control gates. The dam is self operating. The stream flows unimpeded through the dam in the principal spillway (24" pipe). During higher flows, flood-waters are stored, until the crest of the emergency spillway (3-12 foot diameter conduits) is reached.

b. Operation of Impoundment Drain: The principal spillway is the drain. It is always open. There is no valve.

**5. Maintenance Plan and Schedule:**

Provide a narrative explaining the Maintenance Plan and Schedule.

a. Earthen Embankment Impounding Structures:

(1) embankment: Maintain vegetative cover and keep clear of woody plants. Mow or bush-hog at least annually.

(2) principal spillway: Periodically observe the inlet and remove sediment and debris as needed to keep the pipe open and freely flowing.

(3) emergency spillway: Keep clear of debris. Monitor condition. Provide repairs if needed.

(4) low level outlet: Principal spillway is the low level outlet.

(5) impoundment area: The impoundment area is normally dry and is in a natural wooded state. Normally no maintenance is needed. If excessive sediment is deposited in the impoundment area; then, remove sediment.

(6) downstream channel: No maintenance is anticipated. Repairs may be needed if excessive erosion is observed during inspections.

(7) staff gages: Not applicable

(8) other maintenance actions: Remove burrowing animals if they are observed.

b. Concrete Impounding Structures (including masonry and others): NOT APPLICABLE

- (1) upstream face: \_\_\_\_\_
  - (2) downstream face: \_\_\_\_\_
  - (3) crest of dam: \_\_\_\_\_
  - (4) galleries (tunnels): \_\_\_\_\_
  - (5) abutments: \_\_\_\_\_
  - (6) spillways: \_\_\_\_\_
  - (7) gates and outlets: \_\_\_\_\_
  - (8) staff gages: \_\_\_\_\_
  - (9) other maintenance actions: \_\_\_\_\_
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6. **Inspection schedule (provide appropriate response):**

- a. Operator inspection (daily, weekly, etc.): Dam is self operating. No operator inspection is performed.
  - b. Maintenance inspection (monthly, quarterly, semi-annual, annual): At least quarterly, and after significant rains. Keep pipe entrance clear of debris.
  - c. Technical safety inspection by a professional engineer. (Required for certification update: High Hazard Dams – every two years, Significant Hazard Dams – every three years and Low Hazard Dams – every six years: Every 2 years
  - d. Inspection by dam owner or designee (years in which a Professional Engineer does not inspect): Annually
  - e. Note: All dams must be inspected by a professional engineer each time a dam is overtopped or significant flows through the emergency spillway are experienced.
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7. **Emergency Action Plan Schedule:**

Provide the events that initiate the Emergency Action Plan.

- a. Rainfall amounts, emergency spillway flow levels or storm event: Stage I initiates when the emergency spillway is activated.

Stage II initiates when the emergency spillway is half full. Stage III initiates when the flow reaches the top of the emergency spillway pipes.

- b. Frequency of observation: Stage I condition: Every 2 hours Stage II condition: Every 1 hour Stage III condition: Continuous
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8. **State whether or not the current hazard classification for the impounding structure is appropriate and whether or not additional work is needed to make an appropriate hazard designation:**

This dam is a high hazard dam.

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9. **For newly constructed or recently altered impounding structures, provide certification from a Professional Engineer who has inspected the impounding structure during construction or alteration that, to the best of the engineer's judgment, knowledge and belief, the impounding structure and its appurtenances have been constructed or altered in conformance with the plans, specifications, drawings and other requirements approved by the Virginia Soil and Water Conservation Board.** Not Applicable

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**OPERATION AND MAINTENANCE CERTIFICATE APPLICATION**

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**OPERATION AND MAINTENANCE PLAN AND SCHEDULE**

### CERTIFICATION BY OWNER

I certify that I have all the legal authority necessary to operate and maintain this dam in accordance with the Dam Safety Act and its attendant regulations and will provide any requested supporting documentation.

I further certify that the operation and maintenance plan and schedule provided herewith will be adhered to during the certification period except in cases of an unanticipated emergency requiring departure therefrom in order to mitigate hazards to life and property, at which time my engineer and the Department of Conservation and Recreation will be notified.

Signed:

Owner's Signature

*Richard Cawood*

Print Name

This 27 day of June, 20 19.

Please attach the signatures of other owners, if there are multiple certificate applicants, and submit the supporting ownership documentation; *See Ownership Support Documentation on Page 4.*

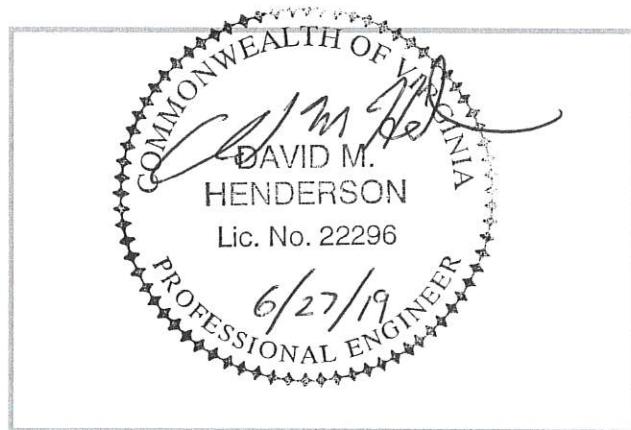
### CERTIFICATION BY OWNER'S ENGINEER

I hereby certify that the information provided in this form has been examined by me and found in my professional judgment to be true and correct.

Signed: David M. Henderson Virginia Number: 0402 022296  
Professional Engineer's Signature Print Name

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Engineer's Virginia Seal:



Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mail the executed form to the appropriate  
Department of Conservation and Recreation  
Division of Dam Safety and Floodplain Management  
Regional Engineer

## **Ownership Support Documentation:**

With regards to Ownership, an impounding structure located within the Commonwealth of Virginia can be owned by one Owner or multiple Owners. For the impounding structure in question, please indicate below through the use of the checkboxes (check all that apply) what category (single or multiple) you as the Owner represent and provide the required applicable documentation to the Department.

### **For impounding structures with a single Owner, the individual completing the Application must:**

- X Sign the statement certifying that you are the sole Owner of the impounding structure and have all the legal authority necessary to operate and maintain this structure in accordance with the Dam Safety Act and its attendant regulations.
- X Provide any requested supporting documentation, such as the legal deed recorded in the appropriate local courthouse or land records office.

### **For impounding structures with multiple Owners, the individual completing the Application must:**

- Sign the statement certifying that you are an Owner of the impounding structure and have the legal authority necessary to operate and maintain this structure in accordance with the Dam Safety Act and its attendant regulations.
- Provide a listing of all Owners of the impounding structure, including all applicable contact information.
- If there is more than one Owner of the impounding structure to be named on the Operation and Maintenance Certificate, all the Owners must sign certification statements (which may be attached separately).

### **Copies of the applicable legal documentation verifying the authority must be provided. Please indicate below which documents have been provided.**

- Copies of any contracts or other types of written legal agreements between multiple fee-simple Owners.
- Copies of any recorded easements permitting the construction of the impounding structure in question.
- Copies of any written maintenance agreements.
- Copies of any agreements recorded for a Homeowner's Association or a Property Owners' Association including covenants, deed restrictions, recorded instruments, or other declarations as defined per section §55-508.
- Copies of the list of all current Officers of the Homeowner's Association or a Property Owners' Association. If the Association is registered with the State Corporation Commission, a copy of the applicable registration should also be provided.