

Effective Date: January 1, 2016



# BUCKS COUNTY CONSERVATION DISTRICT

1456 FERRY ROAD, SUITE 704  
DOYLESTOWN, PA 18901-5550  
P (215)345-7577 F (215)345-7584

*In Pursuit of Environmental Excellence*

## E&S APPLICATION / GENERAL INFORMATION FORM

This form must be completed and submitted along with the required plans and fees for **both** first time E&S reviews and resubmissions. Please see page 2 for instructions regarding the number of copies required for various submissions.

**PLEASE SUBMIT ONLY FOLDED PLANS TO THE DISTRICT. ROLLED PLANS WILL NOT BE ACCEPTED.**

Township/Borough \_\_\_\_\_ Project Street Location \_\_\_\_\_

Project Name \_\_\_\_\_

Tax Parcel No. (s) \_\_\_\_\_

Name of Nearest Stream \_\_\_\_\_ Stream Classification \_\_\_\_\_

Submitted By:  Engineering Firm/Plan Designer  Contractor  Landowner  Twp.

Sealed Engineer Name: \_\_\_\_\_ Engineering Contact: \_\_\_\_\_

Name of Engineering/Designing Firm \_\_\_\_\_ Phone#: \_\_\_\_\_ Ext. \_\_\_\_\_

Mailing Address \_\_\_\_\_ Fax#: \_\_\_\_\_

E-mail: \_\_\_\_\_

Landowner Name(s) \_\_\_\_\_ Landowner Phone# \_\_\_\_\_

Landowner Mailing Address \_\_\_\_\_

\*TOTAL ACREAGE \_\_\_\_\_ \*ACRES TO BE DISTURBED \_\_\_\_\_ #Lots \_\_\_\_\_ #Units \_\_\_\_\_

**\*Do not use square feet. Square feet divided by 43,560 = Total Acres**

Plan Date OR Most Recent Revision Date: \_\_\_\_\_. This is a: **NEW PLAN**  **RESUBMISSION**   
**OR an ADMINISTRATIVE INCOMPLETE INFO ONLY (\$250.00 RE-FILE FEE)**

**INCLUDED WITH SUBMISSION ARE:**  PLANS/NARRATIVES  FEE(S)  NPDES APPLICATION\*

**\* PROJECTS WITH EARTH DISTURBANCES OF ONE (1) ACRE OR MORE MUST BE ACCOMPANIED WITH BOTH AN E&S APPLICATION AND AN NPDES (NOI) APPLICATION**

### **FEE SCHEDULE FOR E&S REVIEWS (BASED ON *DISTURBED* ACRES ONLY)**

**SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = \$150.00**

#### **ALL OTHER EARTH DISTURBANCE**

**\*\* PLEASE READ PAGE 2 UNDER "EXEMPTIONS AND EXCEPTIONS" \*\***

- .02296 to 0.99 acres = \$ 610.00
- 1.0 to 1.99 acres = \$1,235.00
- 2.0 to 4.99 acres = \$1,850.00
- 5.0 to 9.99 acres = \$2,475.00
- 10.0 to 24.99 acres = \$3,600.00

25+ acres = \$3,600.00 +  
Additional \$75.00 per acre for each acre over 25  
(Fractions of an acre are rounded up to the next whole acre.)

#### **TIMBER HARVEST (DISTURBED ACRES ONLY)**

**0.0-24.99 ACRES = \$65.00**  
**25.0+ ACRES = \$100.00 + ESC PERMIT**

#### **SMALL POND WORK**

**E&S FEE = \$65.00**  
**PLEASE NOTE: PROJECTS MAY REQUIRE AN NPDES PERMIT. PLEASE SEE REVERSE SIDE UNDER "NPDES INFORMATION".**

***BCCD USE ONLY BEYOND THIS POINT***

ENTRY # \_\_\_\_\_

DATE SENT BACK \_\_\_\_\_

E&S FEE REC'D \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

DEP CWF FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

EXPEDITED FEES \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

P&H FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

NPDES FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

NPDES # ASSIGNED \_\_\_\_\_

**GENERAL INFORMATION:**

E&S reviews are processed in the order they are received. The District is required to complete its review within 30 days. Projects requiring NPDES Applications (NOI) will be reviewed for Administrative and Technical completeness within 15 Business days of receipt. If the NOI is considered to be Administratively and Technically Complete, the E&S review will follow within 22 Business days. Re-submittals will be processed within 17 business days of receipt.

The BCCD Office Does NOT process Chapter 105 General Permits 1 – 9 & 15. They must be submitted to the S.E. Regional DEP Office, 2 East Main Street, Norristown, PA 19401. 484-250-5900. Please refer to the DEP website ([www.dep.state.pa.us](http://www.dep.state.pa.us)) for any further information.

If a meeting with the BCCD is needed, PLEASE CALL AHEAD TO SCHEDULE AN APPOINTMENT.

E&S Review letters are sent to the Landowner, appropriate Municipal government, Bucks County Planning Commission, and Engineer / Plan Designer.

**PLEASE NOTE:** If copies of review letters are needed by any other entities please attach names and addresses.

**E&S FEE INFORMATION:**

BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

**E&S FEE EXEMPTIONS AND EXCEPTIONS:**

County agencies, volunteer fire stations, volunteer ambulance services, conservation co-operator farms, & plans with lot subdivision only and no earth moving involved are exempt from fees. Municipalities and Public Schools please submit One half (1/2) of the fee listed under “ALL OTHER EARTH DISTURBANCE” fee schedule.

FEEES ARE REQUIRED FOR ALL OTHER SUBMISSIONS.  
THERE ARE NO EXEMPTIONS FROM EXPEDITED REVIEW FEES.

E&S submissions and resubmissions require one (1) plan set, one (1) General Information Form, and appropriate fee. MAKE CHECKS PAYABLE TO “BUCKS COUNTY CONSERVATION DISTRICT” OR “BCCD”.

Withdrawal of a submission prior to a response from the BCCD is subject to a fee of either fifteen percent (15%) of the original fee or \$150.00, whichever is less. Plans withdrawn for any reason will require a full fee when resubmitted.

**NPDES INFORMATION:**

A separate federally mandated NPDES General Permit is needed if proposed earth disturbance is one (1) acre or greater. The fee for this permit is \$500.00, payable to “BCCD-CWF”

An NPDES Individual Permit is needed if the project is one (1) acre or greater and located in High Quality (HQ) or Exceptional Value (EV) Watershed. Please refer to Chapter 93, Water Quality Standards, Title 25 of PA CODE. The fee for this permit is \$1500.00, payable to “BCCD-CWF”.

With every NPDES Submission, please include 3 copies of plans and narratives for review, and a check for \$100.00 per disturbed acre, (rounded to the nearest whole acre) made payable to the “PA-CWF”. DISTURBED ACRE FEES ARE COLLECTED BY THE BCCD AND DELIVERED TO THE PA DEP WEEKLY.

BCCD requires a \$250.00 Re-filing fee for NPDES applications found to be incomplete on the first submission. Required information must be submitted to BCCD within 60 days of notice or the application and all associated plan sets will be considered withdrawn.

ALL APPLICATIONS FOR NPDES PERMITS ARE PROCESSED BY BCCD OFFICE. PLEASE INCLUDE THEM WITH THE E&S SUBMISSION IN THEIR ENTIRETY.

FOR E&S FORM, NPDES FORMS, AND POLICIES PLEASE VISIT [www.bucksccd.org](http://www.bucksccd.org) OR [www.dep.state.pa.us](http://www.dep.state.pa.us)

**RESUBMISSION GUIDELINES:**

Any submission involving a Major Revision from a previously reviewed plan shall be required to submit the FULL E&S Fee. A MAJOR change or revision on a plan may include, but is not limited to: a change in use, lot layout, street layout, grading changes, or basin revisions. If you have any questions, please call the BCCD office.

A Fee of 50% of the CURRENT FEE or \$1000.00 whichever is less, will be charged for each resubmission without major changes.

New revision dates noted on the plans require a resubmission to BCCD, including an application and resubmission fee. A new review letter is required with corresponding plan dates.

Failure to begin earth moving within 2 years from date of BCCD’s Adequate E&S Review Letter will require a resubmission and will be subject to a full E&S fee.