

**NORTHAMPTON COUNTY CONSERVATION DISTRICT  
EROSION AND SEDIMENT POLLUTION CONTROL PLAN REVIEW FEE SCHEDULE**

**Effective May 1, 2016**

County Resolution # 26-2016

**I. FEE SCHEDULE**

A. The following fees will be charged by the Northampton County Conservation District for Erosion and Sediment Pollution Control Plan review. Applications cannot be accepted or processed for review without the appropriate fee, complete application form and the required number of plans.

1. Residential Development

<u>Number of Lots</u>	<u>General Fee</u>
1.....	\$ 210.00 for non-permitted sites 710.00 if NPDES permit required
2 – 4.....	1,260.00 for non-permitted sites 1,760.00 if NPDES permit required
5 – 10.....	2,490.00
11 – 25.....	3,885.00
26 – 40.....	5,040.00
41 – 55.....	6,300.00
56 – 70.....	7,665.00
71 and above.....	7,665.00 + \$90.00/lot over 70 lots.

2. Industrial / Commercial (including apartments and townhouses)

<u>Number of Acres</u>	<u>General Fee</u>
0 – 0.99 .....	\$1,260.00
1 – 4.99.....	2,490.00
5 – 9.99.....	3,885.00
10 – 14.99.....	5,040.00
15 – 19.99.....	6,300.00
20 – 25.....	7,665.00
Above 25.....	7,665.00 + \$90.00/acre over 25 acres. (Round off to closest whole acreage number, e.g. 23.3 = 23, 23.5 = 24)

3. Timber Harvesting//Farm Ponds/Chapter 105 Permit Activities

<u>Number of Acres</u>	<u>General Fee</u>
0 – 24.99.....	\$ 285.00
25 – 49.99.....	460.00
50 – 250.....	610.00
Above 250.....	610.00 + \$4.00/acre over 250 acres. (Round off to closest whole acreage number)

B. The above fees for plan reviews will be charged separate from, and in addition to, the permit fees for the NPDES permits required for the discharge of stormwater from construction activities and Erosion and Sediment Control Permits (ESCP) for timber harvest and road maintenance activities.

**II. WAIVER OF FEES**

A. Fees will be waived only for an application filed under the name of a governmental agency of the United States, Commonwealth of Pennsylvania or the County of Northampton. This exemption does not apply to municipalities, school districts or special purpose authorities or any private, nonprofit organization or supersede Title 25, Chapter 102, Erosion and Sediment Control Regulations. For erosion and sediment control plan reviews, municipalities, school districts and authorities shall pay 50% of the applicable commercial fee.

**III. PROJECT AREA DELINEATION**

A. The entire parcel, including off-site improvement area, shall represent the basis used for the fee schedule. Open space area shall be included in the total project area.

#### IV. APPLICABILITY OF FEE SCHEDULE

- A. The fee schedule shall apply to those plans that are submitted to the Conservation District requesting determination of Erosion and Sediment Pollution Control adequacy. Each resubmission of a different project on the same tract of land will be charged according to the fee schedule.
- B. Plan revisions requesting determination of adequacy resubmitted within thirty (30) days after the District determined original plan to be adequate or within thirty (30) days after NPDES permit issuance, shall be subject to a \$100.00 processing fee. To be eligible for this provision, a cover letter must be included with the resubmitted plan that outlines and details the extent of the revision.
- C. Plans resubmitted that do not meet the requirements of Section B and where major revisions do not occur, shall be subject to 25% of the original fee.
- D. Deficient plans – If after the second review the plan is deemed deficient, the third submission is subject to a charge of 25% of the original fee. Each subsequent submission will continue to be charged 25% of the original fee.
- E. Letters of adequacy issued by the District for projects not requiring a NPDES permit are valid for four (4) years from the date of issuance. Projects that require an NPDES permit are valid for the term of the NPDES Permit. Failure to begin earthmoving within these timeframes will invalidate the review and require a resubmission, which is subject to an additional fee, not to exceed the review fee schedule in effect at the time of resubmittal.
- F. Plans not associated with a NPDES Permit that are revised and resubmitted more than two (2) years from the date of the last deficiency letter will require a new application and fee, which will be charged according to the fee schedule in effect at the time of the latest submission.
- G. Plan review fees are not refundable for withdrawn projects.
- H. Any fee check returned for nonsufficient funds will be assessed a \$25 charge in addition to a new payment. No review of the NPDES Permit Application or Erosion and Sedimentation Pollution Control Plan will occur until the new payment is received and cleared by the Conservation District. The Conservation District will consider the application received on the date all payments have been received and cleared.
- I. An increase in project acreage during the plan review process may result in an increase of the applicable review fees.

#### V. ADMINISTRATIVE PROCEDURES

- A. The applicant shall submit a check or money order payable to the Northampton County Conservation District, three complete sets of Erosion and Sedimentation Pollution Control Plans and one copy of the Application for Review of Erosion and Sediment Pollution Control Plan and NPDES Permit Processing, including NPDES permit renewals and modifications.
- B. The Northampton County Conservation District will accept the E&S review application when all the necessary information and fees are supplied.
  - For NPDES and ESC permitted sites, the maximum review time will be based on PADEP, Standard Operating Procedures (SOPs).
  - For non-permitted sites, the maximum review time will be thirty (30) working days.
- C. Pennsylvania Department of Environmental Protection NPDES Permits and ESC Permits will be administered under the Waterways and Wetlands Program administrative guidelines.
  - For projects that require a NPDES Permit, Erosion and Sediment Pollution Control (E&SPC) Plans will not be reviewed until a NPDES Permit application has been found to be complete. E&SPC Plans review fee payments should not be submitted until the NPDES Permit application has been found to be complete; E&SPC Plans will not be reviewed until the fee is received.
- D. Any submission received after 3:00 PM will be stamped as received on the next business day.

#### VI. PNDI RECEIPTS GENERATED THROUGH THE PA CONSERVATION EXPLORER

- A. Requests for Northampton County Conservation District to provide PNDI receipts generated through the PA Conservation Explorer must be received in writing with all pertinent information and mapping provided and accompanied by a check for two times the fee imposed by PA DCNR. Checks should be made payable to "Northampton County Conservation District."

#### VII. PUBLICATIONS AVAILABLE FOR FEE

- A. Northampton County Soil Survey (USDA, 1974)

\$ 20.00



Date Received:

Northampton County Conservation District
14 Gracedale Avenue, Greystone Building, Nazareth, Pennsylvania 18064-9211
Phone (610) 829-6276 Fax (610) 746-1980
Email: northamptoncd@northamptoncd.org Web: www.northamptoncd.org

Application for Review of Erosion and Sediment Pollution Control Plan and NPDES Permit Processing
Effective: August 1, 2015

See Reverse for Application Instructions. Incomplete/Incorrect Applications may delay processing.

Municipality: Watershed & Ch. 93 designation:

Project Name: Location/Address:

Type of Project: Residential - Number of Lots
Commercial, Industrial, Multi-family residential, Roadways, Utilities, etc.
Timber Harvest/Farm Pond/Chapter 105 Permit Activity

Total Project Acreage: Disturbed Acreage:

NPDES Permit: Individual: General:
New: Renewal: Minor Modification: Major Modification:
Associated existing NPDES Permit #:

Applicant Name: Phone:

Firm/Company:

Address:

City: State: Zip:

Fax: Email:

Owner of Record:

Plan Preparer: Phone:

Firm:

Address:

City: State: Zip:

Fax: Email:

The undersigned agrees to comply with all requirements of PA Code Title 25 Chapter 102, Erosion and Sediment Control Rules and Regulations, and further agrees to obtain all necessary federal, state, county and local permits associated with the above project.

Signature of Applicant or Agent

Date

For District Use Only
Date NPDES Complete Date E&S Fee Accepted
City #:
Permit #:
Fees: E&S Date
NPDES DEP Date
E&S Resubmittal Fee(s)
E&S Resubmittal Date(s)
Associated Cty. #s:
(\*) NOTES:

# Application Instructions

## All information must be consistent with NPDES/ESCGP Permit Application

**Municipality:** Provide all municipalities associated with the proposed project. (please note municipality if also located outside Northampton County (associated acreages should be provided under total and disturbed acreages))

**Watershed:** Provide all watersheds associated with the proposed project per PA Code Title 25, Chapter 93 (Act 167 watershed information is not acceptable). Provide complete Chapter 93 designation to support applicable permit type.

**Project Name:** Provide a concise, descriptive project name that is consistent with all associated Permit Application(s) and Plans.

**Location:** Provide street address, if available, or provide brief project location (i.e. intersection, adjacent rd. names, etc.)

**Type of Project:** Check the applicable project type. Project types are not necessarily all-inclusive and any unlisted activity will be categorized at the discretion of the Conservation District Office.

**Residential** - single family homes built on individual lots.

**Commercial, Industrial, Multi-family residential, Roadways, etc.** includes: twins, apartments, townhouses, office buildings, retail stores, restaurants, hotels/motels, assisted living facilities, manufacturing, warehouses, schools, parks, utilities, municipal projects, authorities, churches and other non-profits, parking lots, roadways, utilities for all of the above, etc.

**Timber Harvest, Farm Ponds, and Chapter 105 General Permit Activities** – choose if the listed is the only associated activity; if the proposed project is associated with a larger common plan of development, this option is not applicable (re: Chapter 102.5(a) and (b)).

**Total Project Acreage:** Provide the total area required to construct the proposed project; this may be larger than the property and should be equivalent to proposed permit boundary/Total project acreage provided on the applicable permit application. This acreage should be used to assess the required E&S review fee (see below).

**Disturbed Acreage:** Provide the practical area required to construct the proposed project; this must be equal to or smaller than the Total Project Acreage and should be equivalent to proposed disturbed acreage provided on the applicable permit application. This acreage should be used to assess the required disturbed acre permit fee (see below).

**NPDES Permit:** Check only one. Check Individual Permit if any portion of the proposed project is within a Chapter 93 Special Protection Watershed. Check General Permit if project is proposed in a non-special watershed and meets the standard design criteria from the 25 Pa. Code Chapter 102.8(g)(2) and (3). If 102.8 is not being met, potential contaminants are present on-site or alternative BMPs are proposed, a pre-application meeting is highly recommended prior to submittal as an Individual Permit may be required. Please contact the District to schedule prior to submittal.

### **Also Check only one of the following:**

**New:** Check if the proposed project is new or permit has expired.

**Renewal:** Check if there are no proposed plan revisions and the existing permit will be expiring in 180 days or more. If there is less than 180 days until permit expiration, contact the District immediately, as a new permit application may be required. Provide associated NPDES Permit number in space provided.

**Minor Modification:** Check only if a pre-application meeting/discussion with District took place and minor plan modification application was agreed to. Provide associated NPDES Permit number in space provided.

**Major Modification:** Check if modifying an existing permit application. Provide associated NPDES Permit number in space provided.

**Applicant Name:** Provide complete Applicant information including an email address.

**Owner of Record:** Provide Owner information including name and address if different from Applicant.

**Plan Preparer:** Provide complete Plan Preparer information including an email address.

**Fees:** *Reference the Northampton CCD E&SPC Plan Review Fee Schedule.* Exact permit fees are due at the time of initial application; if submitted fees are deficient the application will be denied. If NPDES/ESCGP Permit application is required, DO NOT submit the E&S plan review fee with the initial application; the District will request the fee once the application is reviewed for completeness.

**E&S plan review fee check payable to:** “Northampton County Conservation District”

**NPDES Permit fee check payable to:** “NCCD/Clean Water Fund”

**NPDES Permit ‘Per Disturbed Acre’ fee check payable to:** “Commonwealth of PA Clean Water Fund”

Disturbed Acreage and E&S review fee should be rounded to closest whole acreage number.

Applications submitted after 3:00PM will be processed as received on the next business day.

Revised 7/24/15