

**Official Use Only**

Date Received \_\_\_\_\_

PR# \_\_\_\_\_

**Erosion and Sedimentation Pollution Control Plan Review Application**

*Application Instructions on Back of Form*

Effective February 8, 2019

A pre-plan development meeting is encouraged with District staff. There is **no fee** for this initial meeting.

**Project Information**

Project Name: \_\_\_\_\_ Type of Activity: \_\_\_\_\_

Project Site Address: \_\_\_\_\_ Municipality: \_\_\_\_\_

Project Acres: \_\_\_\_\_ Disturbed Acres: \_\_\_\_\_

Receiving Stream: \_\_\_\_\_ Chapter 93 Designation: \_\_\_\_\_

**Applicant Information**

Applicant (Responsible Official): \_\_\_\_\_ Plan Preparer's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Plan Preparer's Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

**Identify and Attach ALL Permits Required for Project**

Chapter 105 GP  NPDES Individual  NPDES General  Water Encroachment  ESCGP

**Attach ALL Checks Required for Project** (Checks cannot be combined)

E&S Plan (Review Fee)	Check Payable To: <b>Jefferson Conservation District</b> * Refer to Plan Review Procedures on back	\$ _____
Resubmission Fee	Check Payable To: <b>Jefferson Conservation District</b> * Refer to Plan Review Procedures on back	\$ _____
Waste Site Review Fee	Check Payable To: <b>Jefferson Conservation District</b> \$200 per Site Location	\$ _____
NPDES/ESCGP (Permit Fee)	Check Payable To: <b>Jefferson County Clean Water Fund</b> General NPDES/ESCGP = \$500 Individual NPDES = \$1500 Chapter 105 Permit Fees (Refer to E-Permitting Process)	\$ _____
NPDES/ESCGP (DEP Disturbed Acre Fee) * Round disturbed acres to nearest whole number	Check Payable To: <b>Commonwealth of PA Clean Water Fund</b> \$100 per Disturbed Acre	\$ _____
PNDI Receipt Fee	Check Payable To: <b>Jefferson Conservation District</b> \$50 per Project	\$ _____

This application must be completed by the applicant or his agent and submitted along with the required plan information and the required fee(s). Incomplete submissions will not be accepted for review.

The applicant agrees to comply with all requirements of the Pennsylvania Department of Environment Protection's Title 25, Chapter 102, Erosion and Sedimentation Pollution 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



**EROSION AND SEDIMENT POLLUTION CONTROL PLAN REVIEW FEE  
POLICIES AND PROCEDURES**

Effective February 8, 2019

**PLAN REVIEW PROCEDURES:**

Type	Fee
Commercial/Industrial & Municipal & Non-profit 1 Acre or greater	\$500 up to first disturbed acre \$150 per additional disturbed acre \$500 per Resubmission
Residential/Individual & Municipal & Non-profit less than 1 Acre	\$150 up to first disturbed acre \$25 per additional disturbed acre \$150 per Resubmission
Timber Harvester	\$150 up to 25 disturbed acres \$500 for 25 disturbed acres or more

\* Example: E&S Plan Review Fee for commercial project  
Total disturbed acres: 2.6 acres     \$500 + (1.6 ac. X \$150) = \$740

- A. One (1) copy of the completed review application form and two (2) copies of the E&S Plan must be submitted with review fee.
- B. A \$75.00 charge will be assessed for any check refused by the bank due to insufficient funds.
- C. The Jefferson County Conservation District reviews plan submittals in the order that they are received.
- D. Upon determination of a properly completed submission, the maximum review time will be thirty (30) days.
- E. The Jefferson County Conservation District reviews an E&S Plan solely to determine whether it is adequate to satisfy the requirements of Title 25, PA Code Section 102 et. seq., the Erosion Control Regulations of the Department of Environmental Protection. By a determination that the plan is adequate to meet these requirements, the District does **not** assume any responsibility for the implementation of the plan or proper construction and operation of the facilities contained in the plan.
- F. The design, structure integrity, and installation of the control measures are the *responsibility* of the *landowner/earthmover*.
- G. Before any construction or earthmoving may begin, the appropriate and necessary local, state, and federal permits must be secured from the agency having specific permitting authority (i.e. Jurisdictional Wetland Determination, Highway Occupancy Permits, Building Permits, etc.).

**PROJECT DELINEATION:**

The entire parcel controlled by the applicant will represent the project area. The disturbed portion of the total project area identified on the plan shall represent the basis used for the fee schedule. Open Space area shall be included in the total project area. Acreage covered by a Department of Environmental Protection permit will be considered as the project area.

**APPLICABILITY:**

- A. The fee schedule will apply whenever the application and the Erosion and Sediment Pollution Control Plan are submitted for an adequacy determination, or environmental review. A separate review fee will accompany each submission for a plan review on the same tract of land.
- B. Plans resubmitted for a second review will be charged for each resubmission. Refer to the table above for resubmission fee amount.
- C. The review fee for state projects is waived by regulation.
- D. Agricultural Operations – Erosion and Sediment Pollution Control Plan Review fees will not be applicable to agricultural operations such as plowing and tilling and agricultural conservation practices completed in accordance with a conservation plan. When site disturbance occurs that is not an agricultural practice such as earth disturbances for a large building, the fee schedule for plan review would be applicable.
- E. Fees may be waived or reduced on a case by case basis upon receipt of a cover letter outlining the extent of the project and the reasoning for the requested fee waiver.

**PLAN WITHDRAWAL POLICY:**

Upon written request by the applicant and approval by the District Board of Directors, a portion of the review fee may be refunded if the applicant withdraws the plan prior to approval. No fees are refundable after District approval.