



# 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*

## APPLICATION FOR CHAPTER 102 and/or NPDES REVIEW INFORMATION FORM

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

Application Type:

- Plan Date OR Most Recent Revision Date: \_\_\_\_\_  NEW PLAN  RESUBMISSION  CORRECTIVE ACTION PLAN  
 ADMINISTRATIVE INCOMPLETE (\$250.00 FEE)  NPDES MINOR AMENDMENT (\$250.00 FEE)  
 NPDES MAJOR AMENDMENT (\$500.00 or \$1,500.00 FEE)  NPDES RENEWAL WITH CHANGES (\$500.00 or \$1500.00 FEE)  
 NPDES RENEWAL WITHOUT CHANGES (\$500.00 or \$1500.00 FEE)

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

Tax Parcel Number \_\_\_\_\_ Project Address \_\_\_\_\_

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

Watershed \_\_\_\_\_ Receiving Stream \_\_\_\_\_ Stream Classification \_\_\_\_\_

APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_  
 Applicant Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ext: \_\_\_\_\_  
 Email: \_\_\_\_\_

PLAN PREPARER

Designer Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ext: \_\_\_\_\_  
 Email: \_\_\_\_\_

Submitted By:  Engineering Firm/Plan Designer  Contractor  Landowner  Municipality

E&S Fee Exemptions and Exceptions:  County Agencies  Volunteer Fire Stations/ Ambulance Services  Co-op Farmer, # \_\_\_\_\_

Municipalities/ Public Schools (1/2 fee)  Other: \_\_\_\_\_

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

INCLUDED WITH SUBMISSION ARE:  PLANS/NARRATIVES  FEE(S)  NPDES/E&S PERMIT APPLICATION

SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = \$200.00

ALL OTHER EARTH DISTURBANCE:

- .02296 to 0.99 acres = \$650.00
- 1.0 to 1.99 acres = \$1,350.00
- 2.0 to 4.99 acres = \$2,000.00
- 5.0 to 9.99 acres = \$3,000.00
- 10.0 to 19.99 acres = \$5,000.00
- 20+ acres = \$6,000.00 +

**TIMBER HARVEST**

0.0-24.99 ACRES = \$200.00; ≥25.0 ACRES = E&S PERMIT

**E&S PERMIT**

≥25.0 ACRES = \$650 (PLUS FEES ASSOCIATED WITH NPDES INDIVIDUAL PERMIT, SEE PAGE 2, "NPDES INFORMATION")

**SMALL POND WORK E&S FEE = \$200.00 (MAY REQUIRE NPDES PERMIT, SEE PAGE 2, "NPDES INFORMATION")**

**\*\*FOR PROJECTS WITH EARTH DISTURBANCE OF ONE (1) ACRE OR MORE IT IS REQUIRED THAT AN NPDES APPLICATION (NOI) BE SENT WITH THE E&S SUBMISSION.**

**\*\*PLEASE READ PAGE 2 OF THIS APPLICATION UNDER "EXEMPTIONS AND EXCEPTIONS"**

Additional \$100.00 per acre for each acre over 20

(Fractions of an acre are rounded up to the next whole acre.)

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

BCCD USE ONLY BEYOND THIS POINT

ENTRY # \_\_\_\_\_  
 E&S FEE REC'D \$ \_\_\_\_\_ CHECK# \_\_\_\_\_  
 EXPEDITED FEES \$ \_\_\_\_\_ CHECK# \_\_\_\_\_  
 NPDES FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

DATE SENT BACK \_\_\_\_\_  
 DEP CWF FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_  
 CAP/ADMIN/MA FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_  
 NPDES # ASSIGNED \_\_\_\_\_

**STANDARD INFORMATION:**

Incomplete E&S applications will not be accepted.

BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

E&S reviews are processed in the order they are received. The District is required to complete its review within 30 days.

The BCCD Office DOES NOT process Chapter 105 General Permits 1 – 9 & 15. They must be submitted to the Southeast 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.

**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.**

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

County agencies, volunteer fire stations, volunteer ambulance services, and conservation co-operator farms 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.

FEES 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 fifteen percent (15%) of the current fee. Plans withdrawn for any reason will require a full fee when resubmitted.

**RESUBMISSION GUIDELINES:**

A Fee of 50% of the CURRENT E and S FEE will be charged for each resubmission without major changes.

All resubmissions must include an APPLICATION FOR CHAPTER 102 and/or NPDES REVIEW INFORMATION FORM and the associated E&S fee. Any resubmission involving a Major Revision from a previously reviewed plan requires the FULL (CURRENT) 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 regarding major changes, please call the BCCD office.

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

**NPDES PERMIT INFORMATION:**

A separate federally mandated NPDES Permit is needed if proposed earth disturbance is one (1) acre or greater. There are two categories of NPDES Permits, General or Individual.

NPDES **General Permit** fee \$500.00, payable to “BCCD-CWF”

An NPDES **Individual Permit** is needed if the project is 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 1 copy of plans and narratives for review.** For NPDES Individual Permits, additional plan sets will be requested by the BCCD once a submission is found to be administratively complete. All submissions also require 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 Administrative Incomplete 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.

NPDES Permit **Minor Amendments** will be charged a filing fee of \$250.00 plus a resubmission fee if an E & S review is required. **Minor amendments required for address change or name change only are exempt from this fee.**

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

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.

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