

**Cameron County Conservation District  
Erosion and Sedimentation Control Plan  
Review and Inspection Fee/  
NPDES Permit Rule and Guidelines**

**TITLE:** This resolution may be cited as the Cameron County Conservation District Fee Schedule for Erosion and Sedimentation Control Plan Review.

**AUTHORITY:** The Cameron County Conservation District is delegated with the responsibility to administer the Commonwealth's Erosion and Sedimentation Pollution Control Program under The Pennsylvania Clean Streams Law, Chapter 102 Erosion Control Rules & Regulations, Chapter 92, and the National Pollution Discharge Elimination System (herein referred to as NPDES), Permit Requirements for Stormwater Discharges from construction activities.

The Conservation District Law (Sec. 9 of Act 217) provides the Cameron County Conservation District the ability to accept the responsibility to administer the erosion control program and collect fees for services performed.

**EFFECTIVE DATE:** This resolution shall become effective on **December 10, 2014** and shall remain in effect until modified, amended or rescinded by the Cameron County Conservation District Board of Directors.

**INTENT:** The purpose of this fee schedule is to promote complete and accurate erosion and sedimentation control plan submission and effective review and to help defray costs incurred by the Cameron County Conservation District in its delegated administration of the State's Erosion and Sediment Control Program in accordance with Chapter 102, Erosion Control, Rules and Regulation of the Pennsylvania Department of Environmental Protection (DEP).

**WAIVER OF FEES:** Fees may be waived for an application filed under the name of the Pennsylvania Department of Transportation.

E&SPC fees will not be applicable to agriculture operations such as plowing and tilling and agricultural conservation practices completed in accordance with a conservation plan approved by the District where NRCS and District staff are providing the technical assistance. When agriculture conservation practices are needed and no conservation plan has been prepared or is being followed, an E&SPC plan, which meets Chapter 102 Regulations, must be prepared and the fees indicated in the guidelines would be applicable. When site disturbance occurs that is not the agricultural practice such as earth disturbances for a large building, the fee schedule for plan review and site inspection would be applicable.

**PROJECT AREA DELINATION:** The entire parcel controlled by the applicant will represent the project area. Open space areas are to be included in the total project area. Acreage covered by a Department of Environmental Protection permit will be considered as the project area.

## PROCEDURES:

1. An E&SPC Plan will be considered complete for review when the District receives a completed application form, a check or money order made payable to the **Cameron County Conservation District** in the amount of the appropriate fee, plan drawings, narrative, etc. as required to define the proposed activity.
2. The District will review a submitted plan solely to determine whether it is adequate to satisfy the requirements contained in the Erosion Control Rules and Regulations of the Department of Environmental Protection (herein referred to as DEP). By a determination that the plan is adequate to meet those requirements, neither the District nor the County assumes any responsibility for the implementation of the plan or the proper construction and operation of the facilities contained in the plan.  
The design, structure integrity, and installation of the control measure are the *responsibility* of the *landowner and/or the earthmover*. 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, Chapter 105 permits, Army Corp, etc.)
3. A NPDES permit application will be considered complete for review when the District receives a complete application form which includes all appropriate documentation attached as outlined in the “Instructions for completing and submitting a Notice of Intent” (NOI) for coverage under the General and Individual Permit for discharges of stormwater from construction activities. The NOI must include all phases of the project. All NPDES application and check lists shall be submitted along with the appropriate fee. If the NPDES submission is administratively incomplete the application will be returned to the owner, and when resubmitting the NPDES application an new fee needs to be resubmitted. **The check for NPDES needs to be payable to “Cameron County Clean Water Fund”.**
4. Plan Reviews – Cameron County Conservation District reviews plan submittals in accordance with the Permit Decision Guarantee or the order that they are received if they do not fall under Permit Decision Guarantee.
5. An administratively complete package must be submitted for any project requiring a NPDES permit prior to review. According to District policy and DEP delegation, the district will conduct administrative completeness reviews for all NPDES and E&S permits within 20 calendar days and technical E&S plan reviews for General NPDES permits will be conducted within 30 calendar days and Individual NPDES permits within 66 calendar days after the 20 day administrative timeframe lapses. The clock stops for all administratively incomplete packages.
6. E&SPC plans not requiring an NPDES permit or that do not fall under the Permit Decision Guarantee will be reviewed within 30 calendar days from receiving a complete submittal.
7. Technical plan reviews for all revised E&SPC plans that do not fall under the Permit Decision Guarantee will be reviewed within 30 calendar day from the receipt of E&SPC plan re-submittal.
8. Any plan for the same tract resubmitted more than two (2) years after the last review of that plan will be considered a new project to the provisions of this fee schedule. This does not apply to

plans associated with DEP-issued NPDES permits for stormwater discharges associated with construction activities.

9. Requests to review plans that have been previously approved but to which the applicant has made revisions, will, for the purpose of this fee schedule, be treated as a plan revision.
10. The applicant will be notified in writing of plan adequacy or, alternately, of any administrative or technical deficiencies. An assessment of fees required for subsequent resubmission will also be included in the notification.
11. A \$35.00 charge plus any bank fees assessed to the District will be assessed for any check refused by the bank due to insufficient funds, and the entire application package will be returned to the applicant without being performed.
12. The E&SPC Plan Review Fee should not be combined with any other state, county, or municipal fee. The canceled check will be the applicant's receipt.
13. The District letter of adequacy is valid for three (3) years from the date of issuance. Failure to begin earthmoving within three years of the date of the District letter 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 the resubmission.
14. On unique or difficult sites, the District encourages a pre-plan development meeting with District Staff. There is *no fee* associated with this initial meeting.

**FEE SCHEDULE:**

- A. The following erosion and sediment control plan review fees will be charged by the Cameron County Conservation District.

**Subdivision – Residential:**

\$75.00 per lot

**Industrial / Commercial/ Utility:**

Less than 1.00 acre	\$ 100.00
1 – 4.99 acres	\$ 250.00
5 – 9.99 acres	\$ 400.00
10 – 14.99 acres	\$ 550.00
15 – 24.99 acres	\$ 700.00
25+ acres	\$ 850.00 + 15.00 per acre over 25 acres

**Timber Harvesting (Tract Size):**

0 – 24.99 acres	\$ 25.00
25 – 49.99 acres	\$ 50.00
50 – 99.99 acres	\$ 75.00
100 – 149.99 acres	\$ 100.00
150 – 199.99 acres	\$ 125.00

Additional acreage will be assessed at \$ 50.00 per 100 acres above 200.

**Stream Activities (General Permits 1 & 3) :**

E&S Plan Review Fee	\$ 25.00
---------------------	----------

**Other Land Development:**

E&S Plan Review for Chapter 105 General Permits	\$75.00
0 – .99 acres	\$75.00
1 or more acres	\$75.00 + \$ 10.00 / acre

**National Pollutant Discharge Elimination System (NPDES) Permits:**

*General Permit - \$500.00*

*Individual Permit - \$1,500.00*

*Please provide three separate checks, Permit Fee – Cameron County Clean Water Fund, E&SPC Fee – Cameron County Conservation District, \$100/acre disturbed Fee – Commonwealth of PA Clean Water Fund*

- B.** Re-certification fee: to review plans that have been previously approved and revisions are made to such a plan by the applicant, a fee of \$40.00 fee will be charges to projects under one (1) acre. For projects over one (1) acre a \$40.00 per hour shall be charged for review and approval.
- C.** Plan withdrawal policy: upon written request the applicant may seek approval by the District Board of Directors, for a portion of the review fee to be refunded if the applicant withdraws the plan prior to District review. No fees are refundable after District review.
- D.** Fee changes: changes to the review fee schedule will go into effect on 30 days after approval by the Cameron County Conservation Board of Directors.

**APPROVAL:** Be it resolved this **Tenth day of November, 2014** that the Cameron County Conservation District hereby adopt a fee schedule and policy for the review and approval of all Erosion and Sedimentation Pollution Control plans as authorized by the Commonwealth of Pennsylvania Act 217 of 1945. Conservation District Law as amended, in accordance with the attached schedule of fees and policy.

## **Cameron County Erosion and Sedimentation Control Plan – CHECKLIST**

1. Existing topographic features of the project site
  - a. The existing topographic features of the project site and the immediate surrounding area are shown on maps included in the drawings
  - b. A location map has been provided (8 ½" x 11" copy of a USGS map with the outline of the project area)
2. The types, depth, slope. Locations and limitations of the soils
  - a. A soils map with the project area outlined has been provided
  - b. Physical characteristics of the soil types and their limitations are addressed in the narrative
  - c. Construction techniques or special consideration to address the soil(s) limitation(s) are noted on the drawings
3. Characteristics of the earth disturbance activity
  - a. Limits of the project are shown on the plan map(s)
  - b. Original and final contours are shown on the plan map(s)
  - c. Past, present and proposed land uses are addressed in the narrative
4. The amount of runoff from the project area and it's upstream watershed area
  - a. Drainage areas to hydraulic BMPs are shown on the plan map(s)
  - b. Calculations are provided that show anticipated peak flow for the design storms
5. The location of waters of the Commonwealth that may receive runoff within or from the project site
  - a. The location(s) of streams or the other water-bodies that may receive site runoff are shown on the plan map(s)
  - b. The Chapter 93 classification of streams or other water bodies that may receive site runoff is addressed in the narrative
6. Locations and types of perimeter and on-site BMPs
  - a. Plan map(s) show locations of proposed temporary BMPs to control runoff and provide sediment removal
  - b. Plan map(s) show locations of proposed permanent BMPs to control erosion
7. Sequence has been provided on the plan map(s)
  - a. A construction sequence has been provided on the plan map(s)
8. Supporting calculations
  - a. Supporting calculation for all proposed BMPs are included in the narrative
9. Plan drawings
  - a. Plan drawings are complete and legible
10. Maintenance program
  - a. A maintenance program has been provided
11. Measures for recycling or disposal of materials from the project site
  - a. A program for recycling or disposal of materials associated with or from the project site has been provided
15. Identify naturally occurring geologic formations or soil conditions that make cause pollution during earth moving.
  - a. Include BMP's to avoid or minimize potential pollution and its impacts from the formations.
16. Identify potential thermal impacts to surface waters of the Commonwealth.
  - a. Include BMP's to avoid or minimize potential pollution from thermal impacts.
17. The E&S plan shall be planned, designed and implemented to be consistent with the PSCM Plan under 102.8.  
Unless otherwise approved by the Department, the E&S Plan must be separate from the PCSM Plan and labeled "E&S" or "Erosion and Sediment Control Plan" and be the final plan for construction.
18. Identify existing and proposed riparian forest buffers.