

**Pike County Conservation District  
FEE SCHEDULE FOR SERVICES**

*(Adopted as revised by the Conservation District Board of Directors on January 23, 2012)*

**100. TITLE:**

This resolution is declared as the Pike County Conservation District (District) Fee Schedule for Erosion and Sediment (E&S) Control and National Pollutant Discharge Elimination System (NPDES) Permit Services.

**101. AUTHORITY:**

The Pike County Conservation District by authority of Act 217 of 1945 Conservation District Law as amended hereby adopts the Pike County Conservation District Fee Schedule for Erosion and Sediment Control and National Pollutant Discharge Elimination System (NPDES) Permit Services.

**102. EFFECTIVE DATE:**

This resolution shall become effective for plans received by the District on or after January 1, 2012 and shall remain in effect until modified, amended or rescinded by the Pike County Conservation District Board of Directors.

**103. INTENT:**

The purpose of this fee schedule is to help defray costs incurred by the District in its delegated administration of the Pennsylvania Department of Environmental Protection (DEP) Erosion and Sediment (E&S) Control and National Pollutant Discharge Elimination System (NPDES) Permit Programs and to promote complete and accurate E&S Control plan submissions and efficient reviews. It is also the intent of the District to provide an incentive for minimizing earth disturbance during land development, since fees are based on the area of earth disturbance proposed for a given project.

The fees are intended to cover a range of services associated with the processing of NPDES or other permit applications, their related E&S control plans, and E&S plans for all other earth disturbance activities for which a District review is required. Such services include but are not limited to: pre-design and pre-submittal meetings, plan reviews, telephone conferences, review comment/response letters and conferences, pre-construction meetings, site inspections, compliance assistance and administrative support.

**104. APPLICABILITY:**

- A. The fee schedule for District Services will apply whenever an E&S Control Plan, including plan(s) submitted as required for a Chapter 105 Permit, is submitted to the District for review of whether the plan meets the requirements of DEP's rules and regulations, Chapter 102, Erosion and Sediment Control and Stormwater Management and the Clean Streams Law. The fee schedule also applies whenever an E&S Control Plan is submitted as part of an NPDES Permit or other permit as required under Chapter 102.
- B. Letters of adequacy for E&S plans associated with permits as required by Chapter 102 are valid for the life of the permit. Letters of adequacy for all other E&S plans are valid for two (2) years.
- C. An E&S plan for the same tract resubmitted more than two (2) years after the last review of that plan will be considered a new project subject to the provisions of this fee schedule.
- D. Requests to review plans that have been previously approved but to which the applicant has made revisions, will, for the purposes of this fee schedule, be treated as a plan revision.

**105. FEE SCHEDULE FOR DISTRICT SERVICES:**

- A. The following fee schedule will apply for E&S services provided by the Pike County Conservation District. **NOTE: These fees are separate from and in addition to the Permit fees described in section 106 below:**
  - 1. For Chapter 105 General Permit-related E&S plans that are not part of a larger development plan, there will be a standard District fee of \$75.
  - 2. For Timber Harvest-related E&S plans that are not part of a larger development plan, there will be a standard District fee of \$75 plus \$10 per disturbed acre for all disturbance up to 25 acres.
  - 3. For plans associated with projects that require any permit under Chapter 102 (i.e. NPDES Permit, Erosion and Sediment Control Permit, ESCGP-1), there will be a District fee for services of \$150 per disturbed acre, or fraction thereof, up to 50 acres disturbed. An additional fee of \$75 per disturbed acre will be assessed for all disturbance over 50 acres.

**Examples:**

**for 1.35 disturbed acres:  $1.35 \times \$150 = \$202.50$  fee**

**for 4.6 disturbed acres:  $4.6 \times \$150 = \$690$  fee**

**for 35 disturbed acres:  $35 \times \$150 = \$5250$  fee**

**for 125 disturbed acres:  $(50 \times \$150) + (75 \times \$75) = \$13,125$  fee**

4. For all other earth disturbance activities that do not require a permit under Chapter 102, there will be a District fee of \$150 per *disturbed* acre (or fraction thereof) with a minimum fee of \$75.

**Examples:**

**for .10 disturbed acre:  $.10 \times \$150 = \$15$  → use \$75 minimum fee**

**for 0.65 disturbed acres:  $0.65 \times \$150 = \$97.50$  fee**

**for 1.35 disturbed acres:  $1.35 \times \$150 = \$202.50$  fee**

**for 15 disturbed acres:  $15 \times \$150 = \$2250$  fee**

- B. For multi-county projects, the above fees apply only to those disturbed acres within Pike County.  
C. For each E&S plan revision submitted for review there will be a charge of 25% of the original plan review fee.  
D. For previously approved plans resubmitted with revisions but involving the same original scope of work/earth disturbance there will be a charge of 25% of the original plan review fee.

**106. FEES FOR NPDES AND OTHER CHAPTER 102 PERMITS:**

- A. The above fees for District services will be charged separate from and in addition to the Chapter 102-required administrative filing fees and disturbed acreage fees for NPDES and other Chapter 102 Permits.  
B. Submittals for projects that require a permit under Chapter 102 must be accompanied by the following:  
1. applicable administrative filing fee, payable to Pike County Conservation District:  
a. \$500 for General NPDES permits  
b. \$1500 for Individual NPDES permits  
2. and applicable \$100 per disturbed acre fee payable to the Commonwealth of Pennsylvania Clean Water Fund. For fractional acreage, the acreage shall be rounded to the closest whole number. The District will distribute these funds to DEP per guidance provided.

**107. PROCEDURES:**

- A. The applicant shall submit one (1) copy of the completed Plan Review Application Form, one (1) copy of the complete site plan(s), and one (1) copy of the plan(s) narrative for review.  
B. The District will follow plan review time frames established in the most current DEP Chapter 102/NPDES Delegation Agreement.  
C. The applicant will be notified in writing of plan adequacy or, alternately, of any plan administrative or technical deficiencies. An assessment of fees required for subsequent resubmission will also be included in the notification.  
D. A \$20.00 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 the review being performed.  
E. The E&S Fees for District services shall not be combined with any other state, county, or municipal fee and shall be payable to the Pike County Conservation District. The canceled check will be the applicant's receipt.

**108. WAIVER/REFUND OF FEES:**

- A. Fees may be waived for an application filled by a municipal government, including those associated with Dirt & Gravel Road Maintenance Program projects. Requests for fee waivers, including justification for such requests, must be submitted in writing to the Conservation District Executive Director. A municipal government requesting a fee waiver shall schedule a pre-submittal meeting with District staff to review concept plans for the proposed project. Plan review letters and/or permit recommendations will not be released until the waiver is approved or the fee is received. Waiver of fees *does not* waive or otherwise affect the requirement for E&S Plan development and implementation or other permit requirements.  
B. For projects on lands owned or controlled by the Commonwealth or any of its agencies, fees may be waived in accordance with section 9(13)(b) of the Conservation District Law.  
C. The Pike County Conservation District shall have the ability to waive fees for minor revisions or corrections to a plan on a case-by-case basis to be determined by the Executive Director in consultation with the plan reviewer.  
D. Upon written request by the applicant and approval by the Executive Director, a portion of the District fees for services may be refunded if the applicant withdraws the plan/application prior to technical review. No fees will be refunded after the District technical review is underway.