

LARGE STORM WATER PLAN APPROVAL PROCEDURE

WHAT YOU NEED TO COMPLETE AFTER APPROVAL BEFORE A BUILDING PERMIT CAN BE ISSUED

Something to remember- All plans are approved contingent on receiving the required documentation and also being compliant with the most recent Township Engineer letter. So until all of the items are submitted you are not approved.

- 1. Have your Land Planner submit a draft copy of the Operations & Maintenance Agreement (AKA) Storm Water Agreement to the Township to be reviewed by the Township Engineer. When it is approved have your Land Planner submit a signed, notarized copy of the Operations & Maintenance Agreement to Carmen. It must go to the Board of Supervisors for their signatures. We usually do these at a meeting while all three are present and Sam Reinhart notarizes the Chairman's signature.**
- 2. Have your Storm Water Plan Recorded at the Lancaster County Recorder of Deeds; your Land Planner can do this for you, they will email Carmen a copy of the recorded plan.**
- 3. If a Sewer Permit is required for your project, please submit a copy of the Permit to Joe or Carmen.**
- 4. All Large Projects require an Improvement Guarantee, your Land Planner will submit a Cost opinion to the Township Engineer for his approval. The Township Engineer will write a letter stating his approval or denial for the Supervisors to read and approve or deny at a public meeting. If the letter is an approval you may bring Carmen in a check before the meeting; more than likely if the Township Engineer approves the Supervisors will also but they do not have to. If you are using a Line of Credit, the Original must be submitted and will be held by the Township until project completion.**
- 5. NPDES Permit-If you have more than one acre of disturbance you will be required to apply for an NPDES Permit through the Lancaster County Conservation District. Their phone number is 299-5361.**
- 6. Highway Occupancy Permit or Township Driveway Permit must be submitted.**

If you have any questions about this procedure, please call Carmen at 529-2570