

PROCEDURE SHEET FOR NEW SINGLE FAMILY DWELLINGS

Site development plans must be presented for all new single-family dwellings as follows:

_____ **FOUR (4)** sets of site development plans (must show contour for grading, 1st floor or basement elevation or slab on grade, water and sewer lines, etc.) and **TWO (2)** sets of building plans must be presented with building application.

_____ Permission to connect property to sewer and water must accompany above plans.

_____ One (1) copy of the Bucks County Conservation District E&S Application along with a copy of check made out to “Bucks Conservation District” or “BCCD” as per their fee schedule. **ORIGINALS MUST BE SUBMITTED DIRECTLY TO BCCD BY THE APPLICANT.**

_____ One (1) signed “Contract for Professional Services”.

_____ Offer to install automatic fire sprinkler system in one- or two-family home

_____ Manufactured Home Certificate of Compliance (**IF APPLICABLE**).

TOWNSHIP FILING FEE - - - \$ 30.00 (APPLICATION FEE)

ESCROW DEPOSIT - - - \$ 750.00 (TOWNSHIP ENGINEERING SERVICES)

APPLICATION WILL NOT BE ACCEPTED OR PROCESSED WITHOUT THE ABOVE INFORMATION

UPON SUBMISSION OF ABOVE, PLANS WILL BE REVIEWED BY THE DEPARTMENT OF LICENSE & INSPECTION AND THE TOWNSHIP ENGINEER. IF CHANGES ARE REQUIRED TO ORIGINAL SUBMISSION, THEY MUST BE DONE BEFORE FURTHER ACTION IS TAKEN.

BALANCE OF BUILDING FEE WILL BE PAYABLE PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.

MAXIMUM IMPERVIOUS SURFACE AND MAXIMUM BUILDING COVERAGE CALCULATION SHEET

ALL PERMIT APPLICATIONS (RESIDENTIAL AND COMMERCIAL) FOR BUILDING ADDITIONS, SHEDS, POOLS, OR OTHER ACCESSORY STRUCTURES MUST BE ACCOMPANIED BY A PLOT PLAN INDICATING ALL STRUCTURES AND IMPERVIOUS SURFACES THAT EXIST ON THE PROPERTY, INCLUDING PROPOSED ADDITION.

PLEASE COMPLETE THE FOLLOWING, WHERE APPLICABLE:

- A. TOTAL SQUARE FOOTAGE OF FOOTPRINT OF HOUSE/BUILDING: _____
- B. SQUARE FOOTAGE OF FOOTPRINT OR CARPORT OR GARAGE: _____
- C. SQUARE FOOTAGE OF CONCRETE AROUND POOL: _____
- D. SQUARE FOOTAGE OF SHED AND/OR ASSESSORY BUILDING: _____
- E. SQUARE FOOTAGE OF COVERED OR ENCLOSED PORCH: _____
- F. SQUARE FOOTAGE OF FOOTPRINT OF PROPOSED ADDITION: _____
- G. TOTAL SQUARE FOOTAGE OF BUILDING COVERAGE:
(A + B + C + D + E + F = G) _____
- H. SQUARE FOOTAGE OF DRIVEWAY/PARKING LOTS: _____
- I. SQUARE FOOTAGE OF WALKWAYS/SIDEWALKS: _____
- J. SQUARE FOOTAGE OF PATIO OR UNENCLOSED PORCH: _____
- K. TOTAL SQUARE FOOTAGE OF IMPERVIOUS COVERAGE:
(G + H + I + J = K) _____
- TOTAL SQUARE FOOTAGE OF LOT: _____

NOTE: IMPERVIOUS SURFACE – Surfaces which do not absorb water, including all buildings and paved or hard surfaces. In addition, other areas determined by the Township Engineer to be impervious within the meaning of this definition shall also be classified as impervious. For purposed of this definition, that area of a swimming pool located inside the coping (concrete) shall not be classified as impervious.

Effective Date: January 8, 2014



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

E&S APPLICATION / GENERAL INFORMATION FORM

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

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

Township/Borough _____ Project Street Location _____

Project Name _____

Tax Parcel No. (s) _____

Name of Nearest Stream _____ Stream Classification _____

Submitted By: Engineering Firm/Plan Designer Contractor Landowner Twp.

Sealed Engineer Name: _____ Engineering Contact: _____

Name of Engineering/Designing Firm _____ Phone#: _____ Ext. _____

Mailing Address _____ Fax#: _____

_____ e-mail: _____

Landowner Name(s) _____ Landowner Phone# _____

Landowner Mailing Address _____

*TOTAL ACREAGE _____ *ACRES TO BE DISTURBED _____ #Lots _____ #Units _____

***(Do not use square feet. Square feet divided by 43,560 = Total Acres)**

Plan Date OR Most Recent Revision Date: _____ NEW PLAN RESUBMISSION

ADMINISTRATIVE INCOMPLETE INFO ONLY (\$250.00 RE-FILE FEE)

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

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

SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = \$150.00

ALL OTHER EARTH DISTURBANCE:

.02296 to 0.99 acres \$590.00

1.0 to 1.99 acres \$1,190.00

2.0 to 4.99 acres \$1,780.00

5.0 to 9.99 acres \$2,380.00

10.0 to 24.99 acres \$3,470.00

25+ acres \$3,470.00 +

Additional \$70.00 per acre for each acre over 25

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

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

TIMBER HARVEST (DISTURBED ACRES ONLY)

0.0-24.99 ACRES = \$65.00; 25.0+ ACRES = 100.00 + ESC PERMIT

SMALL POND WORK E&S FEE = \$65.00 (MAY REQUIRE NPDES

PERMIT, SEE REVERSE SIDE /"NPDES INFORMATION".

FOR PROJECTS WITH EARTH DISTURBANCE OF ONE (1) ACRE

OR MORE IT IS REQUIRED THAT AN NPDES APPLICATION (NOI)

BE SENT WITH E&S SUBMISSION.

BCCD USE ONLY BEYOND THIS POINT

ENTRY # _____

DATE SENT BACK _____

E&S FEE REC'D \$ _____ CHECK# _____

DEP CWF FEE \$ _____ CHECK# _____

EXPEDITED FEES _____ CHECK# _____

P&H FEE \$ _____ CHECK# _____

NPDES FEE \$ _____ CHECK# _____

NPDES # ASSIGNED _____

GENERAL INFORMATION:

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

The BCCD Office Does NOT process Chapter 105 General Permits 1 – 9 & 15. They must be submitted to the S.E. Regional DEP Office, 2 East Main Street, Norristown, PA 19401. 484-250-5900. Please refer to the DEP website (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.

E&S FEE INFORMATION:

BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

E&S FEE EXEMPTIONS AND EXCEPTIONS:

County agencies, volunteer fire stations, volunteer ambulance services, conservation co-operator farms, & plans with lot subdivision only and no earth moving involved 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.

FEEES 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 either fifteen percent (15%) of the original fee or \$150.00, whichever is less. Plans withdrawn for any reason will require a full fee when resubmitted.

NPDES INFORMATION:

A separate federally mandated NPDES General Permit is needed if proposed earth disturbance is one (1) acre or greater. The fee for this permit is \$500.00, payable to "BCCD-CWF"

An NPDES Individual Permit is needed if the project is one (1) acre or greater and 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 3 copies of plans and narratives for review, and 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 Re-filing 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.

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

FOR E&S FORM, NPDES FORMS, AND POLICIES PLEASE VISIT www.bucksccd.org OR www.dep.state.pa.us

RESUBMISSION GUIDELINES:

Any submission involving a Major Revision from a previously reviewed plan shall be required to submit the FULL 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, please call the BCCD office.

A Fee of 50% of the CURRENT FEE or \$1000.00 whichever is less, will be charged for each resubmission without major changes.

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

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.

CONTRACT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made this day of , 20____, by and between BRISTOL TOWNSHIP, Bucks County, Pennsylvania (hereinafter referred to as "Township") and the Bristol Township Solicitor, and Township Engineer (hereinafter referred to as "Professional Staff", and (hereinafter referred to as "Developer").

W I T N E S S E T H :

WHEREAS, the Developer is the applicant and/or legal or equitable owner of certain real estate bearing tax parcel number located or described and consisting of acreage as follows:

WHEREAS, the Developer has presented to the Township plans for proposed subdivision, land development, building development or other plans for the use of their land for review by the Township, or has applied for a building permit from the Township:

WHEREAS, the Developer has filed with the Township such plans and/or has requested approval for permits to build, or requested approval of any such plans to make use of its property, which plans are hereby incorporated by reference and made a part hereof;

WHEREAS, the Developer has requested the Township to review said plans and other requests which review will require Township Professional Staff review, the costs and expenses of which Professional Staff review shall be paid by Developer.

NOW THEREFORE, the parties agree as follows:

1. The Developer and Township here authorize and direct the Township's Professional Staff to review the application and plans and to make such recommendations and determine such specifications as may be necessary with respect to such plans, as required by the Township pursuant to its ordinances or codes.

2. The Developer shall pay

- (a) the Engineer's charges and fees for review of and/or preparation of the plans;
- (b) reasonable legal fees for review by the Township Solicitor, or other legal consultants relating to the application for approval of plans or building permits, occupancy permits or such other permits and reviews as are necessary;
- (c) administrative costs and expenses which the Township may incur by reason of this Contract.

All charges and fees shall be paid in advance by the Developer as required by the Township and in accordance with paragraph 3 set forth herein.

3. The Developer hereby agrees to deposit with the Township the sum of as security deposit for the payment of all costs and expenses, charges and fees as set forth in paragraph 2 above, within five (5) days of the date of this Agreement. It is agreed and understood by the parties that neither the Township, its Solicitor nor Engineer shall commence processing this application until the security deposit has been deposited with the Township. In the event the balance of the escrow account at any time shall be below twenty-five (25%) percent of the original escrow deposit, and it appears that costs will be in excess of the remaining balance, the Township shall require an additional escrow deposit sufficient to restore the account balance to the original escrow amount. This additional escrow amount shall be paid by the Developer when requested and no further review of the proposed development will occur until receipt of such payment by the Township.

4. In the event that Township shall expend or become liable for engineering, legal or administrative costs and expenses in an amount in excess of the deposit required in

paragraph 3 hereof, Developer agrees to promptly deposit such additional sum with the Township

as necessary and shall be provided with a detailed statement of account from the Township upon request.

5. The Township agrees to render services to the Developer and to authorize services to be rendered from its Engineer and its Solicitor in accordance with the review procedures established herein and by the Township. Plans shall not be reviewed nor shall any permits be issued until the security deposit has been paid in this Agreement. Developer further agrees not to commence any work or construction whatsoever on and about the subject property for which the permits or plan approvals are required until execution of this Agreement and the posting of the security deposit herein required. Should any construction take place prior to execution of this Agreement, Developer hereby agrees that he or it shall be required to remove any and all materials thus previously constructed or installed, prior to any review or approval by Township.

6. It is further agreed by the Township and the Developer that the Developer shall pay all engineering fees for supervision and inspection during construction alteration, or other work as shall be required by the Township.

7. The Developer shall pay all reasonable fees and recording costs which the Township may incur by reason of or in connection with the improvements, construction or other work on its property which require permits and which require approval by the Township as required by the plans as submitted.

8. The Developer further agrees to pay and shall pay for the supervision and inspection of all work required to be performed by the Township of its Engineer.

9. The Developer shall pay any and all legal fees charges by the Solicitor for the preparation of legal documents, review of any legal documents or plans, or any other legal work authorized by the Township relating to the performance of any of the construction as applied for by the Developer.

10. The Developer agrees and shall pay any and all engineering and legal costs incurred by the Township for the reviews and inspections which may be required for the purpose of ensuring compliance with the plans as filed or the application for permits and to ensure that the work to be performed complies in all respects with the ordinances and Codes of the Township and any other laws and regulations of the Commonwealth of Pennsylvania, of

the United States or any other regulations or laws required for the work to be performed at Developer's property.

11. The Developer and the Township further agree that should any special professional services be required in addition to those services detailed herein in review of the plans or approval of building permits, inspections or occupancy permits, the cost of such additional services shall be paid by the Developer.

12. The Developer and the Township further agree that any fees or costs arising out of this Agreement or any fee schedule in effect in Bristol Township shall be paid prior to the issuance of any occupancy permit for the use of any such building which is the basis of the plan submitted and which relates to this Agreement. The Developer agrees and acknowledges that no occupancy permit will be issued until all of the fees and costs outstanding as of that date shall have been paid and any further escrows required to be deposited shall have been deposited pursuant to this Agreement.

13. The Developer may, at any time, terminate all further obligations under this Agreement by giving written notice to the Township that it does not desire to proceed with the work upon which it is requiring a permit or upon which plans have been filed, and upon receipt of such notice by the Township, the Developer shall then be liable to the Township only for costs and expenses incurred to the date and time of the Township's receipt of such notice. The Township shall use its best efforts to advise the Developer of the impending likelihood that estimated fees and costs will exceed the required security deposit in advance of the costs exceeding said sum.

14. The Developer and the Township acknowledge that this Agreement represents their full understanding and that they each intend to be legally bound hereby.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused their respective signatures to be affixed and have affixed their hands and seals hereto the day and year first above written.

DEVELOPER:

Attest:

If A Corporation:

Corporation Secretary

By: _____

President

Attest:

If An Individual or Partnership:

By: _____

THE TOWNSHIP OF BRISTOL

Township Solicitor

Township Engineer

ACKNOWLEDGEMENT

We, _____, Township Engineer in Bristol Township,
and _____, Solicitor for Bristol Township,
acknowledge that in the event that the named Developer fails to make payments in full
required pursuant to the terms of this Agreement, that no cause of action will be instituted
against the Township of Bristol by either of them, but that all claims by them or each of
them will be brought against the Developer.

Date

Bristol Township Engineer

Date

Bristol Township Solicitor

Offer to Install Automatic Fire Sprinkler System in One- or Two-Family Home
4/26/11

My builder has given me the option of having an automatic fire sprinkler installed in my new home in accordance with the provisions of section R313.2.1 of the 2009 International Residential Code.

My builder has provided to me information on the initial and ongoing costs of installation and maintenance of the system. I understand that my cost to have an automatic fire sprinkler system installed in my new home will be \$_____. I understand that certain additional costs may be required in the future to maintain the system.

My builder has provided to me information as made available by the Office of the Pennsylvania State Fire Commissioner about the possible benefits of installing an automatic sprinkler system in my home. My builder has informed me that the information may also be found at the Pennsylvania State Fire Commissioner's website, www.osfc.state.pa.us

After considering both the costs and the benefits of installing an automatic fire sprinkler system in my new home, I have elected to:

Accept the offer for the installation of an automatic sprinkler system in my home for the price specified above.

Not have an automatic fire sprinkler system installed in my home.

Buyer	<u>Location of New Home</u> PLEASE PRINT CLEARLY
Buyer	
Witness	Builder
Date	Date
<u>Buyer Information</u> PLEASE PRINT CLEARLY	<u>Builder Information</u> PLEASE PRINT CLEARLY
Name _____	Name _____
Address _____	Address _____
City/Zip _____	City/Zip _____
Telephone _____	Telephone _____
E-mail _____	E-mail _____

A copy of this form may be filed with the building code enforcement office.



MANUFACTURED HOME CERTIFICATE OF COMPLIANCE

CERTIFICATION

I certify that the manufactured home referenced on this form is assembled and installed in accordance with the approved designs provided by the manufacturer. I further certify that I will provide a copy of this completed form to the purchaser, code official and DCED as required by the Act of November 29, 2004 (P.L. 1282, No. 158) know as the Pennsylvania Manufactured Housing Improvement Act.

Installer Signature

Date

Print Installer Name

DCED ID#

HOME INFORMATION

Purchaser (if applicable): _____

Address of home installation: _____

City: _____ State: _____ Zip: _____

Date of Installation: _____

Manufacturer Name: _____

Manufacturer Address: _____

City: _____ State: _____ Zip: _____

Retailer Name: _____

Retailer Address: _____

City: _____ State: _____ Zip: _____

Serial Number: _____

Date of Manufacturer (from data plate): _____

Construction Code Official: _____

Municipality: _____

County: _____

DCED USE ONLY

Date Received: _____ Received by: _____

Recorded Shipment Report Label Number(s): _____