



### Project Information

Application Type(check all that apply) New\_\_\_ Renewal\_\_\_ Revision\_\_\_ Amendment\_\_\_

Project Name:

Municipality:

Site Location/Street Address:

City, State, Zip:

Control Number:

Project Acres(lot size or all lots in acres):

Total Disturbed area:\_\_\_\_\_ acres

Receiving Water/Watershed Name:

Chapter 93 Classification:

Lat.:

Long:

### Applicant Information

Applicants Last Name

First Name

Phone:

Email:

Organization Name or Registered Fictitious Name

Phone:

Email:

Mailing Address

City, State

Zip+4

### Consultant Information

Last Name

First Name

Consulting Firm, Licences, Certifications

Mailing Address

City, State

Zip+4

Email

Phone Number

Extension

### Permits Required:

\_\_\_ Non-NPDES Application(ex. Small Project E&S Plan)

\_\_\_ NPDES General Application

\_\_\_ NPDES Individual Application

\_\_\_ 105 Water or Wetland Encroachment(GP)

\_\_\_ E&SC Permit (Only for  $\geq 25$  acres of disturbance for Timber Harvests or Road Maintenance Activities)

\_\_\_ ESCGP (for oil and gas activities  $\geq 5$  acres of disturbance)

### Enclosed Fees(All checks payable to Wayne Conservation District unless noted)

Plan Review Fee \$\_\_\_\_\_

Revision, Amendment, Other Fee: \$\_\_\_\_\_

NPDES Permit Fee: \$\_\_\_\_\_ (payable to Wayne Conservation District Clean Water Fund)

NPDES Disturbed Acreage Fee: \$\_\_\_\_\_ (payable to Commonwealth of PA Clean Water Fund)

Chapter 105 Permit Fee \$\_\_\_\_\_ (payable to Wayne Conservation District Clean Water Fund)

Each fee must be on a separate check, do not combine fees.

The Applicant agrees to comply with all requirements of Title 25 Chapter 102 Erosion and Sediment Control Rules and Regulations as set forth by the Pennsylvania Department of Environmental Protection, and further agrees to obtain all necessary permits in connection with above referenced project.

Signature of Applicant

Printed Name

Date

Wayne Conservation District			
Fee Schedule for Services			
Chapter 102/Erosion and Sediment Control Plan Fees			
Small non-commercial projects under 1 acre: \$200		Pay to Wayne Conservation District	
Commercial, Industrial, Institutional < 1 acre: \$400		Pay to Wayne Conservation District	
Renewal, third and subsequent reviews: 50% of initial fee		Pay to Wayne Conservation District	
Timber Harvest ES plan: \$100+\$10 per acre disturbed.		Pay to Wayne Conservation District	
Chapter 102/NPDES Permit Fees(3 checks)			
1. General NPDES Application: \$500 filing fee or		Pay to Wayne Conservation District Clean Water Fund	
1.Individual NPDES Application: \$1,500 filing fee		Pay to Wayne Conservation District Clean Water Fund	
2. WCD Disturbed Acrege Fee: \$400 per disturbed acre*		Pay to Wayne Conservation District	
3. DEP Disturbed Acreage Fee: \$100 per disturbed acre*		Pay to Commonwealth of PA Clean Water Fund	
Other 102			
1. ESCGP:Oil and Gas $\geq 5$ acres: \$500		Pay to Wayne Conservation District Clean Water Fund	
2. E&SC Permit-Road maintenance or Timber $\geq 25$ acres of disturbance: \$500		Pay to Wayne Conservation District Clean Water Fund	
Renewal:			
General NPDES:\$500 filing fee		Pay to Wayne Conservation District Clean Water Fund	
and 25% original ES review fee**		Pay to Wayne Conservation District	
Individual NPDES:\$1,500		Pay to Wayne Conservation District Clean Water Fund	
and 25% original ES review fee**		Pay to Wayne Conservation District	
Ammendments			
Minor: \$100+\$400 x new disturbed acreage if any.**		Pay to Wayne Conservation District	
Major: \$1,500 Admin fee**		Pay to Wayne Conservation District Clean Water Fund	
ES Fee-\$250+(\$400 per acre new disturbance)		Pay to Wayne Conservation District	
Additional acreage requires DEP Disturbed Acreage Fee		Pay to Commonwealth of PA Clean Water Fund	
*round to nearest whole acre			
*10% Discount on WCD NPDES Disturbed Acreage Fee with completion of a pre-application meeting.			
**New disturbed acreage requires submission of additional DEP and WCD disturbed acreage fees.			
Chapter 105 Fees			
General Permit fee-See Chapter 105 Fee Calc. Worksheet		Pay to Wayne Conservation District Clean Water Fund	
GP E&S Review Fee Residential: \$100		Pay to Wayne Conservation District	
GP E&S Review Fee JPA or Commercial: \$400		Pay to Wayne Conservation District	
PNDI Search Fee to PA DCNR		Paid to DCNR through credit card on site.	
PNDI service fee(if we do the search for you): \$20		Pay to Wayne Conservation District	
Examples			
Individual NPDES 3.2 acres		Individual NPDES 4.6 acres	
Admin Fee	\$ 1,500.00	Admin Fee	\$ 1,500.00
PA DEP Disturbed Acres	\$ 300.00	PA DEP Disturbed Acres	\$ 500.00
WCD Review Fee	\$ 1,200.00	WCD Review Fee	\$ 2,000.00
Total	\$ 3,000.00	Total	\$ 4,000.00
For District Use Only: Date Received_____			
Plan Review Fee \$_____Ck#		Addition Revision Fee: \$_____CK#	
NPDES Permit Fee: \$_____CK#		Addition Revision Fee: \$_____CK#	
DEP Disturbed Acreage\$_____CK#		_____: \$_____CK#	
105 Permit Fee \$_____CK#		_____: \$_____CK#	



648 Park Street  
Honesdale, PA 18431  
waynecd@waynecountypa.gov|570-253-0930

### **Fee Schedule for Services**

The Wayne Conservation District will charge the following fees for Erosion and Sediment Control Plan (E&SCP) services and NPDES Permit services, as authorized by Act 217 – The Conservation District Law, as amended. These fees are effective **January 1, 2024**.

### **Purpose**

The fee schedule for services has been revised in 2023 to update fees from the last revision. The purpose of the fee schedule for services is to appropriately fund the Wayne Conservation District to properly implement the delegated administration of the State's Erosion and Sediment Control Program under Chapter 102, and the Dam Safety and Waterway Management responsibilities under Chapter 105. Under these programs the Wayne Conservation District provides education, reviews permit applications, conducts regular and complaint inspections, and keeps the staff updated on changes to the program and regulations.

### **General Information**

- 1. Construction activities proposing to disturb one (1) acre over the life of the project are required to obtain an NPDES Permit for discharges of stormwater from construction activities.**
2. Plans cannot be accepted for review without the appropriate fee and application form. Initial fee covers the first and second review. Any further reviews will be charged in accordance to the Plan Review Rules and Guidelines.
3. Payment shall be made via cash, money order, or check payable as noted in the fee table. At this time we do not accept electronic payment, should that change processing fees may apply.
4. Fees should be paid separately as noted in the fee schedule table.
5. The 105 Water Obstruction and Encroachment General Permit fee is separate from the E&S plan review fee. Federal, State, County, Municipal Agencies and Authorities are exempt from the 105 permit fee (See DEP's 105 Fee Calculation Worksheet). An agency that is exempt from a 105 GP permit fee is not exempt from the District review fee unless the review fee is otherwise waived.
6. Plans may be submitted in paper or digitally. Digital submission is encouraged.
7. General Permit and NPDES applications may be made through the PA DEP Greenport.
8. If a check is refused by the bank, the application will be returned to the application without additional action by the district.
9. Submittals received after 3:00 pm will be date stamped the following business day.
10. The WCD will review the E&SC Plan solely to determine whether it is adequate to satisfy the requirements of Title 25 PA Code subsection 102.4 (PA DEP E&SC Rules and Regulations). By determining that an E&SC Plan is adequate to meet those requirements, neither the WCD nor the County of Wayne assumes any responsibility for the implementation of the plan or the proper construction and operation of the BMP's contained in the plan. The design, structural integrity and installation of the control measures are the responsibility of the landowner and/or the earthmover. Before any construction or earth disturbance may begin, the appropriate and necessary local, state and federal permits must be secured from the agency having specific permitting authority.

### **Authority and Applicability**

1. The Wayne Conservation District (WCD) is delegated the responsibility to administer the Commonwealth's Erosion and Sediment Control (E&SC) Program and portions of the National Pollutant Discharge Elimination System (NPDES) Program under the PA Clean Streams Law. The Conservation District Law (sec. 9) provides the WCD with the authority to accept the responsibility to administer programs and to collect fees for services performed.
2. The review fees shall apply to all plans that are submitted to the WCD requesting determination of Erosion and Sediment control adequacy except as noted within these Rules and guidelines.

### **Fees**

1. **Review Fee Schedule** – The WCD will charge the review fees found on the back of the E&SC Plan "Project Information Form", which accompanies this set of Rules and Guidelines.
2. **Multi-county projects**- For multi county projects the fees shall only apply to the portions of the project within Wayne County.
3. **Terms and Conditions** – The following guidelines are to be utilized in determining the appropriate fee:
  - a. **Industrial, commercial, Institutional and other Land Development** –This shall include office buildings, retail stores, restaurants, hotels/motels, manufacturing, warehouses, churches and other non-profits outside the typical scope of work if individual small residential projects. Determinations of what fits into this category will be made by the District. Appeals may be made to the District Manager and District Board of Directors in that order. Applications may not be accepted until payment is made or appeals resolved.
  - b. **Timber Harvesting** – Fees charged in this category shall be based on the initial fee plus the total number of disturbed acres.
  - c. **Small Project E&SC Plans** – A \$200.00 fee will be charged for a single non-commercial project of one acre or less of disturbance on less than 10% slope.
4. **Initial and Revision Submissions** – The review fee is intended to cover the initial and second E&SC Plan review. If after the second review the plan is not adequate and additional reviews are necessary each resubmission will be assessed a fee of 50% of the original review fee.
5. **Phased Development Projects** – For phased projects, the fee shall be based on either the total disturbed acres/lots/units included in all phases of work or on the disturbed acres/lots/units within the phase that is being reviewed for immediate development.
3. **Additional Fees** – the WCD reserves the right to impose additional plan review fees of 50% of the initial review fee for plan reviews in accordance with the conditions listed herein:
  - a. When the design of an E&SC Plan, which has been submitted and reviewed, is revised to the point that the previous E&SC Plan is not applicable, the WCD shall require an additional initial plan review fee at the cost as indicated above and a 50% revision fee shall be required for each submittal after second review until adequacy has been determined.
  - b. When the design of an E&SC Plan, which has been found adequate, is revised, the WCD shall require a revision fee of 50% of the initial plan review fee and a 50% revision fee shall be required

for each submittal after second review until adequacy has been determined.

4. **Special Conditions** – The WCD reserves the right to adjust fees in accordance with the special conditions list herein:
  - a. Change of project – a submission of a different project on the same site shall be considered as a new project and shall be subject to a new review fee.
  - b. Excessively high or low fees for the scope of work or review as determined by the District.
5. Letters of adequacy issued by the WCD are valid for three (3) years from the date of issuance. Failure to initiate earth disturbance within three (3) years of the issuance of the adequate review 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 re-submittal.
6. **Waiver of Fees** – District fees will be waived for applications submitted under the name of a government subunit of the United States or the Commonwealth of Pennsylvania. An appeal to the approved fee schedule shall be made first to the district staff and district manager. If satisfaction cannot be achieved the appeal may be brought to vote with the Wayne Conservation District Board of Directors. The application will not be accepted until payment is made or waiver approved.
7. The District has no provisions for the expedited review of E&SC Plans. All reviews will be handled in the order they are received and reviewed within 35 days for initial determinations.
8. **Withdrawal of Applications:** Withdrawal of applications shall be handled based on current DEP guidelines. NPDES processing fees are not typically refundable once review has begun. Disturbed acreage fees are not typically refundable but may be credited towards a resubmission of the same project. Appeals may be made to the district, district manager, and board in that order.

**A 10% Disturbed Acreage Fee discount may be applied with successful completion of a preapplication meeting for NPDES permit applications. Pre-application meetings save time and effort on the permit review process and are not required at this time but highly encouraged.**

“Be it resolved this 1<sup>st</sup> day of June, 2004 that the Wayne Conservation District does hereby agree to charge a fee for the review of all Erosion and Sediment Control Plans, as authorized by the Commonwealth of Pennsylvania Act #217 approved May 15, 1945, as amended,” in accordance with the attached schedule of charges.

Approved by Wayne Conservation District Board of Directors May 12, 2004.

***Revised and approved by Wayne Conservation District Board of Directors December 13, 2023, effective date of revised schedule, January 1, 2024.***