



Building & Zoning Department
 729 Saint Matthews Road
 Chester Springs, PA 19425
 Phone: 610-458-1601
 Fax: 610-458-1603
www.westvincentwp.org

WEST VINCENT TOWNSHIP

STORMWATER & GRADING PERMIT APPLICATION

(ORDINANCE # 160 OF 2014)

Permit No.: _____ - SG

PART 1 - INSTRUCTIONS	
A	Review Ordinance # 160 of 2014, West Vincent Township Stormwater Management Ordinance, available online at www.westvincentwp.org .
B	Submit: <ul style="list-style-type: none"> One (1) copy of permit. Three (3) copies of the plans, calculation and supporting documentation. One (1) digital PDF copy of plans, calculation and supporting documentation. All plans shall be dated with all revisions and must bear the names of: (1) the person who prepared the plans; (2) the applicant; and (3) the owner of the land.
C	Submit an Application Fee in accordance with the current Township fee schedule.
D	This Application is processed by the Township Engineer. Cost of review and inspections by the Township Engineer are billed to the Applicant in accordance with the current Township Fee Schedule.
E	Operations and Maintenance Agreement (to be provided by Township Engineer) must be executed for all Best Management Practices (BMPs) and Conveyances.
PART 2 - PROPERTY INFORMATION	
Street Address of Property (site on which Regulated Activity is Proposed):	
City, State and Zip Code of Property:	
Subdivision:	Tax Parcel Identification Number of Property:
Estimated Start Date (mm/dd/yyyy):	Estimated Completion Date (mm/dd/yyyy):
Is this Property part of an approved Subdivision and/or Land Development Application that includes an approved SWM Site Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	



If "Yes", will Applicant utilize the approved SWM Site Plan associated with the approved Subdivision and/or Land Development Application for subject Property with no deviations? <input type="checkbox"/> Yes (if "Yes", a SWM Site Plan need not be enclosed) <input type="checkbox"/> No	
PART 3 - APPLICANT INFORMATION (owner of property and person or entity responsible for all costs)	
Applicant Name (person or entity that owns the property on which the proposed Regulated Activity is located):	
Applicant Street Address:	
City, State and Zip Code of Applicant:	
Telephone Number of Applicant:	Email Address:
PART 4 – APPLICANT’S ENGINEER INFORMATION	
Name of Applicant’s Engineer and Engineering Firm:	
Street Address of Applicant’s Engineer:	
City, State and Zip Code of Applicant’s Engineer:	
Telephone Number of Applicant’s Engineer:	Email Address:
PART 5 – APPLICANT’S CONTRACTOR INFORMATION	
Name of Applicant’s Contractor:	
Street Address of Applicant’s Contractor:	
City, State and Zip Code of Applicant’s Contractor:	
Telephone Number of Applicant’s Contractor:	Email Address:



PART 6 – CERTIFICATION & ACKNOWLEDGEMENT

- I am the Property Owner, or
- I am an officer or official of the Property Owner, or
- I have the authority to make this application (attach delegation of signatory authority)

I hereby state that the above facts and statements including any attachments are to the best of my knowledge, accurate and complete. I further understand that any falsification of information or an incomplete application may be considered reason to reject the application and that the false statements herein are made subject to the penalties of PA cons. Stat. 4904 relating to unsworn falsification to authorities.

No permit shall be issued for the filling of materials other than clean fill.

_____	_____
Name	Official Title
_____	_____
Street Address	City, State, Zip Code
_____	_____
Phone Number	E-mail Address
_____	_____
Signature	Date



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PART 7 – TOWNSHIP ACTION (to be completed by Township)		Date	Initials
A	Stamp permit application and supporting documents with Received Date Stamp		
B	Assign Permit No. (_____ - SG)		
C	Verify property address and tax parcel number on application		
D	Permit Fee in accordance with current Township Fee Schedule: _____ \$		
E	Applicant submitted one (1) permit application, three (3) copies of plans and one (1) digital copy of the plans		
F	Place one (1) copy of permit application and (1) copy of supporting documents in the appropriate township property file		
G	Send one (1) copy of permit application and two (2) copies of supporting documents to Township Engineer for Review		
H	Applicant submitted three (3) executed copies of the Operation & Maintenance (O&M) Agreement for Township review prior to approval of the Stormwater Site Plan		
I	O&M Agreement executed by Township		
J	Township received Approval Letter from Township Engineer		
K	Applicant picked-up O&M Agreement and Plans to take for recording at the Chester County Recorder of Deeds		
L	Applicant submitted a receipt to the Township from the Chester County Recorder of Deeds for the recording of the O&M Agreement and Plans		
M	Applicant returned one (1) recorded O&M Agreement and one (1) recorded Plan to the Township		
Plan Approval: <input type="checkbox"/> Approved Date: _____		Revision Date of Approved Plan: _____	
E & S Plan Approval: <input type="checkbox"/> Approved Date: _____		Revision Date of Approved E & S Plan: _____	
_____ Township Official's Signature		_____ Township Official's Title	
*Approved permit is valid for five (5) years from date of approval.			