



STORMWATER & GRADING PERMIT APPLICATION (Ordinance 160 of 2014)

Township Staff Only:

Permit # _____

Submission Date: _____

Received by: _____

Failure to submit any of the requested items below will result in a rejection of the permit request.

Submission requirements/Checklist:

- Provide one (1) copy of this completed application.
- Submit three (3) copies of the plans, 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 person preparing the plans, the Applicant AND the owner of the property.
- Submit application fee in accordance with the West Vincent Township Fee Schedule: \$1,000 for Simplified Stormwater Management Plan or \$3,500 for Non-Simplified plan. If applicable, a \$250 fee needs to be submitted for Stormwater Operation and Maintenance Fund Fee.
- This application is processed by the Township Engineer. Cost of review and inspection in accordance with the West Vincent Township Fee Schedule by the Township Engineer are billed directly to the Applicant.
- The Operations and Maintenance Agreement (provided by the Township Engineer) must be executed for all Best Management Practices (BMPs) and Conveyances.

1. PROPERTY INFORMATION

Parcel Site/Site Address: _____

Tax Parcel ID # _____ Lot # _____ Subdivision _____

Est. Start Date (mm/dd/yyyy): _____ Est. Completion Date (mm/dd/yyyy): _____

Owner: _____ Phone: _____

Owner Address (if different): _____

Owner Email: _____

Applicant (if different): _____ Phone: _____

Applicant Address (if different): _____

Applicant Email: _____

Contractor (if different): _____ Phone: _____

Contractor Email: _____

Engineer (if different): _____ Phone: _____

Engineer Email: _____

2. 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 Constitution Statute 4904 relating to unsworn falsification to authorities.

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

Name

Official Title

Phone

E-mail Address

Signature

Date (mm/dd/yyyy)

TOWNSHIP USE ONLY BELOW THIS LINE

Township Signature _____

Permit Number _____ Date Issued (mm/dd/yyyy) _____



STORMWATER & GRADING PERMIT APPLICATION
(Ordinance 160 of 2014)

TOWNSHIP USE ONLY: Grading Permit No.

APPLICATION PROCESS CHECKLIST (to be completed by the Township)		Date	Reviewer
Stamp permit application and supporting documents with Received Date Stamp			
Assign Permit Number <i>(see top of page)</i>			
Verify property address and tax parcel number on application			
Permit Fee in accordance with current Township Fee Schedule	\$150.00		
Applicant submitted one (1) permit application, three (3) copies of plans and one (1) digital copy of the plans			
Place one (1) copy of permit application and (1) copy of supporting documents in the appropriate township property file			
Send one (1) copy of permit application and two (2) copies of supporting documents to Township Engineer for Review			
Applicant submitted three (3) executed copies of the Operation & Maintenance (O&M) Agreement for Township review prior to approval of the Stormwater Site Plan			
O&M Agreement executed by Township			
Township received Approval Letter from Township Engineer			
Applicant picked up O&M Agreement and Plans to take for recording at the Chester County Recorder of Deeds			
Applicant submitted receipt to Township from the Chester County Recorder of Deeds for the recording of the O&M Agreement and Plans			
Applicant returned one (1) recorded O&M Agreement and one (1) recorded Plan to the Township			
Collected BMP fee (check # _____)	\$250.00		
Collected escrow (check # _____)	\$		
<input type="checkbox"/> Plan Approved <input type="checkbox"/> Revision Requested Approval Date:	<input type="checkbox"/> Revision Approved Revision Approval Date:		
<input type="checkbox"/> E&S Plan Approved <input type="checkbox"/> Revision Requested Approval Date:	<input type="checkbox"/> Revision of E&S Plan Approved Revision Approval Date:		
_____ Township Official's Signature	_____ Township Official's Title		

***Approved permit is valid for five (5) years from date of approval.**