



KENNETT TOWNSHIP

GRADING AND STORMWATER PERMIT

REVIEW & APPROVAL PROCESS : C F

STANDARD APPROACH 5 DD@7 5 HC BG

- ❖ Submission/Application is filed with Township -Submit a completed Grading & Stormwater permit submission (see checklist). Electronic plans must be submitted at this time, via PDF or thumb drive.
- ❖ Township Engineer reviews application and supporting documents (initial review).
- ❖ Township engineer writes a review with comments.
- ❖ Comments from Township Engineer are addressed by applicant engineer in the form of updated plans, drawings and calculations via paper copy AND electronic copy(re-submission). Please note that any resubmissions not submitted electronically will cause a delay in review.
- ❖ Resubmissions can go back and forth several times.
- ❖ Once all comments/suggestions are addressed, Township Engineer issues approval email.
- ❖ Escrow balance is checked at that point to make sure balance is not negative.
- ❖ If the balance is negative, additional escrow is paid.
- ❖ Applicant or Applicant's engineer completes all needed information for the Township's standard O & M Agreement once the Township Engineer has deemed plan acceptable.
- ❖ All applicants sign and notarize the O & M agreement, and three copies are brought to the Township.
- ❖ Township manager signs O & M agreement (typically takes 2-4 days).
- ❖ Applicant is notified that agreement is ready to be picked up.
- ❖ Applicant takes documents to CC Recorder and pays applicable fees. Township supplies instructions and stamped envelope.
- ❖ Applicant brings one (1) time stamped copy to township building.
- ❖ Township issues permit- no building permits will be issued until O & M agreement is recorded and any outstanding review fees are paid.



FEE SCHEDULE FOR
GRADING AND STORMWATER PERMITS

STANDARD APPROACH

APPLICATION PERMIT FEES

Grading Permit Application.... \$300.00

Escrow Deposit..... \$4000.00

2 Separate Checks must be submitted

Please make checks payable to:

“KENNETT TOWNSHIP”

Please note that the Escrow deposit for Standard Applications will be used for any engineering reviews. If the initial deposit goes into a negative balance, the applicant will be notified, and the account will need to be replenished. No reviews will take place until the account is replenished.



Kennett Township
Grading & Stormwater Application Submittal Requirements

FOR STANDARD APPROACH GRADING/STORMWATER APPLICATIONS

Please review and complete this checklist prior to submittal. Incomplete submittals will delay the review process. The 45-day timeclock for review for Kennett Township begins upon submission of a completed packet.

The following items should be provided for all regulated activities, as defined in the Kennett Township Stormwater Management Ordinance (SWM ordinance), involving a minimum of 1,000 square feet (SF) of proposed impervious cover or a minimum of 5,000 SF of proposed earth disturbance (cumulatively for the project).

Information Required for Initial Submission- Please note that 2 PAPER COPIES AND 1 DIGITAL COPY (PDF EMAIL, OR DROP BOX) ARE REQUIRED, ALL PDF'S MUST BE EMAILED TO THE TOWNSHIP PRIOR TO PAPER SUBMISSIONS.

NO PHOTOS OF APPLICATIONS WILL BE ACCEPTED.

- Stormwater Management Site Plan which includes a detailed Zoning table and all information required by §199-402- 2 Paper Copies and 1 digital copy- pdf.
- Stormwater Management Operation and Maintenance (O&M) Plan in accordance with §199-402.F and Article VI of the SWM Ordinance.
- Erosion and Sediment (E&S) Control Plan in compliance with the requirements of §199-303 and Chapter 102 of the Pennsylvania code.
- Stormwater Management Report/Calculations prepared in accordance of §199-305 through §199-311.
- Detailed Soils Evaluation conducted by a qualified professional per §199-306. Infiltration tests and test pit evaluations shall be performed in accordance with the SWM ordinance and the PA Stormwater Best Practices Manual (PA BMP Manual).
- Completed Kennett Township Grading Application (2 pages).
- 1 check made out to "Kennett Township" for the Grading Application fee.
- 1 check made out to "Kennett Township" for the Escrow fee.
- Completed and signed Escrow Agreement (2 pages).
- Completed and signed Escrow Replenishment Agreement.

Please note: documents must be hard copies, no photos of applications will be accepted

Additional Information Required Prior to or as a Condition of Approval:

As Applicable- Permit requirements by other governmental entities. Per §199-302, other permits or other regulatory requirements may apply to certain regulated activities. Applicable governmental agencies may include the Chester County Conservation District, PA Department of Environmental Protection and PENNDOT. Specific required outside approvals will be identified in the Township's review of a complete initial submission.

To be completed by PROPERTY OWNER:

I (we) have reviewed the submittal requirements and certify that, to the best of my knowledge, all information required for initial submission has been included.

Property Owner Signature(s): _____

STANDARD APPROACH STORMWATER GRADING PERMIT APPLICATION

Page 1

Tax Parcel:62-

TYPE OF CONSTRUCTION: _____ RESIDENTIAL _____ COMMERCIAL

Zoning: _____



Purpose: _____ Addition _____ Patio _____ Garage _____ Single Family Home _____ Commercial Space Other

Applicant Name: _____ Applicant Phone: _____

Project/Site Address: _____

City _____ Zip _____ Subdivision Name: _____

Property Owner Name(s): _____

Property Owner current mailing address (if different from above):

Property Owner Email(s): _____ Phone: _____

CONSTRUCTION COMPANY INFORMATION

Contractor Company Name/DBA: _____

Contact Name at Company: _____ Phone: _____

Mailing Address (# & Street): _____

City: _____ ST: _____ Zip _____

Email _____

ENGINEER OR DESIGN PROFESSIONAL INFORMATION

Firm Name: _____ Contact Name at Company: _____

Email _____

STANDARD APPROACH STORMWATER GRADING PERMIT APPLICATION

Total # Square Footage existing impervious installed since 9/17/14: _____ SQ FT

Total # Square feet to be disturbed: _____ SQ FT

Total # Square footage of impervious coverage: _____ SQ FT

Approximate Start Date: _____

Brief description of work:

Who do we contact with any questions regarding this application?

Name: _____ **Phone:** _____

I agree to accept and abide by the general grading permit provisions, the conditions of approval pertaining to this permit and the Kennett Township municipal code.

This permit is to be strictly construed and no work other than that specifically mentioned above is authorized hereby.

The Township must be contacted a minimum of three working days prior to removing any soil.

Printed Names of property Owner(s):

Signatures of Property Owner(s):

_____ **Date:** _____

_____ **Date:** _____

Received By: _____ **Date:** _____

KENNETT TOWNSHIP

Grading & Stormwater Escrow Agreement for

STANDARD Grading/Stormwater Permit Applications

CASH AGREEMENT FOR ENGINEER, PLAN REVIEW AND INSPECTION FEES, SOLICITORS FEES INCURRED IN CONNECTION WITH PLAN REVIEW, DOCUMENT PREPARATION AND ADMINISTRATIVE COSTS AND EXPENSES.

This agreement made this _____ day of _____

between _____ (names)

herein after known as "Property Owner(s)" of:

_____ (address)

and KENNETT TOWNSHIP, Township of the Second Class of the Commonwealth of Pennsylvania, herein known as "The Township".

WITNESSETH:

1. Applicant has filed the Grading & Stormwater Application together with the plans and supporting documentation required by the provisions established by Kennett Township for a project at the above referenced location.
2. The Property Owner hereby authorizes and directs the Township Engineer to review the application together with all documents submitted and conduct any inspections required both during and following construction. Such reviews and inspections shall be carried out with the Kennett Township Code requirements, rules, and regulations of the Township with respect thereto.
3. The creation of this Agreement shall in no way require the Township, its Engineer or Solicitor to approve the Applicant's Grading & Stormwater application or any plan related thereto, either as originally submitted or thereafter modified.
4. The Property Owner hereby authorizes and directs the Township Solicitor to review such portion of the plans and documents submitted with the application or submitted in conjunction with the application, as the Township shall require, and to prepare such additional documentation including reports, agreements, easements, or other legal documents necessary to ensure compliance with the provisions of "The Code".

5. The Property Owner hereby pays to the Township the sum as established by Resolution for all costs and expenses charges and fees herein above described which may be incurred by the Township.
6. Neither the Township, its Engineer, nor its Solicitor shall commence processing the property owner's application until the required fees have been paid to the Township.
7. The Township agrees and acknowledges that all Engineer and Solicitor fees shall be equal to such engineer and solicitor hourly rate in effect with the Township at the time such services are performed.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above mentioned and intending to be legally bound hereby, the Property Owner acknowledges they have received a true copy of this Agreement, the original being maintained by the Township.

Property Owner(s)

Print Name: _____

Signature: _____

Property Owner(s)

Print Name: _____

Signature: _____

Date: _____

Received by: _____

Date: _____

KENNETT TOWNSHIP

Grading & Stormwater

Escrow Replenishment Agreement

:cfGHUbxUfX`GK A #, fUX]b[`5dd`WU]cbg

CASH AGREEMENT FOR ENGINEER, PLAN REVIEW AND INSPECTION FEES, SOLICITORS FEES INCURRED IN CONNECTION WITH PLAN REVIEW, DOCUMENT PREPARATION AND ADMINISTRATIVE COSTS AND EXPENSES.

The property owner(s) hereby post the amount of \$_____ for Escrow, to reimburse Kennett Township for review and inspection fees and for any other costs associated with the Grading/Stormwater Management permit.

Kennett Township shall draw reimbursements from said escrow and shall provide the Property Owner(s) with receipts for same at the time of the draw.

If the escrow account falls below \$200.00, the applicant shall receive notice, including invoices, and they will replenish the escrow account within 15 days of notice. All reviews will cease until account is replenished.

Replenishment must be a check made out to "Kennett Township".

No CO (Certificate of Occupancy) or building permit shall be issued to applicant if their escrow account is negative.

Site Address: _____

Property Owner(s)

Print Name: _____ **Date:** _____

Signature: _____

Property Owner(s)

Print Name: _____ **Date:** _____

Signature: _____

Received by: _____ **Date:** _____