



### FEE SCHEDULE

The following fees will be charged by the Montour County Conservation District for Erosion and Sedimentation Control Plan Reviews as authorized by Act 217 - The Conservation District Law. Applications **WILL NOT** be accepted for review without the appropriate fee. The fee schedule became effective March 1, 1991., and revised by approval of the Montour Conservation District Board of Directors on January 19, 2022, to be effective immediately.

**Please Note:** Project fees include initial plan reviews, pre-application meetings, pre-construction meetings, site inspections, technical assistance, complaint response, educational programs and administrative support.

### WAIVER DETERMINATIONS

Waivers are for residential projects only with where the total earth disturbance is less than 5,000 ft<sup>2</sup>. [Example: Pole Barns, Sheds, Garages (See item #6 under *Applicability of Fees* section on page 4)]

In some instances, waiver determinations may be made for commercial, industrial or other projects; however, the Commercial/Industrial fee will still apply unless the District Board of Directors determines otherwise.

	Residential	Commercial/Industrial/Other
Fee	\$50.00	See Commercial/Industrial Fees Below

### SINGLE RESIDENTIAL LOTS

	Single Family Homes (per each separate lot)
Fee	\$150.00

### RESIDENTIAL DEVELOPMENTS

- Fee based on total project acres (includes infrastructures and access roads)
- An additional \$150.00 per lot applies for all size projects

Acreage	Fee
0 - 0.99	\$400.00
1 - 4.99	\$800.00
5 - 9.99	\$1,200.00
10 - 14.99	\$1,500.00
15 - 24.99	\$2,000.00
25 +	\$2,500.00 + \$50.00 per each acre over 25

### **COMMERCIAL/INDUSTRIAL**

- Fee based on total project acres (includes infrastructures and access roads)

Acreage	Fee
0 - 0.99	\$500.00
1 - 4.99	\$1,000.00
5 - 9.99	\$1,500.00
10 - 14.99	\$2,000.00
15 - 19.99	\$2,500.00
20 - 24.99	\$3,000.00
25 +	\$3,000.00 + \$100 per each acre over 25

### **SEWER & WATER UTILITY PROJECTS**

- Use linear feet to determine fees for utility lines
- All other projects, including structures related to these utility projects, use disturbed acreage to determine fees.

Disturbed Acres	Linear Feet	Fee
0 - 0.99	0 - 899	\$500.00
1 - 4.99	900 - 4,499	\$750.00
5 - 9.99	4,500 - 8,999	\$1,000.00
10 - 14.99	9,000 - 13,499	\$1,250.00
15 - 19.99	13,500 - 17,999	\$1,500.00
20 - 24.99	18,000 - 22,500	\$2,000.00
25 +	22,500 +	\$2,000.00 + \$100.00 per additional acre or per 900 feet

### **ELECTRIC & GAS UTILITY PROJECTS**

- Use linear feet to determine fees for utility lines
- All other projects, including structures related to these utility projects, use disturbed acreage to determine fees.

Disturbed Acres	Linear Feet	Fee
0 - 0.99	0 - 899	\$1,000.00
1 - 4.99	900 - 4,499	\$1,500.00
5 - 9.99	4,500 - 8,999	\$2,000.00
10 - 14.99	9,000 - 13,499	\$2,500.00
15 - 19.99	13,500 - 17,999	\$3,000.00
20 - 24.99	18,000 - 22,500	\$4,000.00
25 +	22,500 +	\$4,000.00 + \$100.00 per additional acre or per 900 feet

### **COMMERCIAL SOLAR PROJECTS**

- Fee based on total project acres (includes infrastructures and access roads)

Disturbed Acres	Fee
0 - 0.99	\$1,000.00
1 - 4.99	\$2,500.00
5 - 9.99	\$5,000.00
10 - 24.99	\$10,000.00
25 - 49.99	\$20,000.00
50 - 99.99	\$30,000.00
100 +	\$40,000.00 + \$50.00 per additional acre

### **TIMBER HARVESTING ACTIVITIES**

Timber Area Acreage	Fee
0 - 24.99	\$50.00
25 - 49.99	\$100.00
50 - 99.99	\$250.00
100 - 149.99	\$350.00
150 - 249.99	\$450.00
250 - 499.99	\$550.00
500 +	\$550.00 + \$10.00 per acre over 500 acres

### **NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMITS**

On November 16, 1990, the Environmental Protection Agency developed permitting regulations for certain storm water discharges as required by the Federal Clean Water Act. Construction activities proposing to disturb one or more acres of land are covered by these regulations and must be authorized by a National Pollutant Discharge Elimination System (NPDES) permit.

All applications that require an NPDES Permit must submit **three** checks, one payable to the Montour County Conservation District Clean Water Fund for the NPDES Permit filing fee, one payable to the Commonwealth of PA Clean Water Fund for the disturbed acre fee and one payable to the Montour Conservation District for the Erosion & Sediment Control Plan review. A new permit base filing fee must accompany each resubmitted application if deficiencies are not addressed within the 60-day timeframe.

### 1. Permit Filing Fee:

Permit Type	Criteria	Fee
General	1 Acre & Over	\$500.00
Individual	Projects in High Quality/Exceptional Value Watersheds or if project will discharge toxins	\$1,500.00

\*Please make this check out to the "Montour Conservation District Clean Water Fund"

**2. Disturbed Acre Fee:** \$100.00 for each disturbed acre for projects of 1 acre or greater of disturbance. For fractional acreage, the acreage shall be rounded to the closest whole number. This check shall be made out to the "Commonwealth of PA Clean Water Fund."

**3. E&S Review Fee:** This is determined by the type of project that is to be reviewed. See the above categories for the appropriate fee. This check shall be made out to "Montour County Conservation District."

### CHAPTER 105 GENERAL PERMITS

The following types of permits are available under Title 25, Chapter 105 for various water obstructions and encroachments. The fees became effective February 16, 2013. Please make checks payable to the "Montour Conservation District Clean Water Fund."

Permit	Activity	Fee
GP-1	Fish Habitat Enhancement Structures	\$50.00
GP-2	Small Docks and Boat Launching Ramps	\$175.00
GP-3	Bank Rehabilitation, Bank Protection and Gravel Bar Removal	\$250.00
GP-4	Intake and Outfall Structures	\$200.00
GP-5	Utility Line Stream Crossings	\$250.00
GP-6	Agricultural Crossings and Ramps	\$50.00
GP-7	Minor Road Crossings	\$350.00
GP-8	Temporary Road Crossings	\$175.00
GP-9	Agricultural Activities	\$50.00
GP-10*	Abandoned Mine Reclamation	\$500.00
GP-11*	Maintenance, Testing, Repair, Rehabilitation, or Replacement of Water Obstructions and Encroachments	\$750.00
GP-15*	Private Residential Construction in Wetlands	\$750.00

\* GP-10, GP-11 & GP-15 permits shall be submitted to the Department of Environmental Protection for review.

\*\* Federal, State, County or municipal agencies or municipal authorities are **EXEMPT** from the Chapter 105 fees

\*\*\* Please refer to the Department of Environmental Protection's Chapter 105 Fee Calculation Worksheet for an explanation of how the above fees are assessed.

## **PROCEDURES**

1. The applicant will submit a check, cash or money order payable to the Montour County Conservation District together with the project plans and completed application.
2. The Conservation District fee should not be combined with any other municipal or county fee. A receipt will be provided after the plan is reviewed unless otherwise requested.
3. The Conservation District will accept an application for review only when all necessary information and fees have been supplied. Each submission should include the project's erosion and sedimentation control plan narrative and drawings, a location map, a completed application and the appropriate fee.
4. Any submission which does not contain the appropriate information will not be reviewed. The applicant will be informed of any additional information or fees needed for a review.
5. If a check is refused by the bank due to insufficient funds, the entire application package will be returned to the applicant without a review being performed and a \$25.00 fee will be assessed.
6. Plan reviews, by the District, are valid for two years from the date of a review letter of approval. Failure to complete the described earthmoving activities within two years of the review will invalidate the review.
7. Express Reviews – See Express Review section under “Applicability of Fees, #8.”

## **APPLICABILITY OF FEES**

1. The fee schedule will apply whenever an Erosion and Sedimentation Control Plan is submitted for an adequacy review. Each re-submission for a separate project on the same tract of ground will be charged according to the fee schedule.
2. E&S Plans resubmitted for a second or subsequent review will not be assessed an additional fee. All plans submitted for a third review will be subject to a review fee of 25% of the original fee. If the deficiencies are not addressed after the third review, the application will be considered withdrawn.
3. Letters of adequacy issued by the MCCD are valid for two (2) years from the date of issuance. If the interested party requires revisions or alterations after the final review by the MCCD, the letter of adequacy is nullified and a re-submission to the MCCD will be viewed as a new application and will be subject to an additional fee. Failure to complete the approved described earthmoving activities within two years of the review will invalidate the review. Approvals for

Erosion & Sedimentation Pollution Control Plans can be extended (with no changes) by a letter of request submitted to the MCCD at least 30 days prior to expiration. Extensions for E&S Plans will only be granted an additional two (2) year period, one time per project.

4. E & S approvals issued for a General NPDES permitted site will be valid for five (5) years from the date of authorization. If the permitted project is not complete within the two year period, the applicant must submit an administratively complete NOI (Notice of Intent) package and \$ 500.00/\$1,500.00 base application fee to the Montour Conservation District Clean Water Fund, the disturbed acre fee for the remaining disturbed acres at \$100.00 per acre made payable to the Commonwealth of PA Clean Water Fund **at least six (6) months prior to the expiration date of permit coverage. A new Erosion & Sedimentation Pollution Control Plan application should be submitted along with the review fee at the time of permit renewal.** The permittee must continue to follow the terms and conditions of the original permit.
5. In some instances, the need to submit an E&S Plan for review may be waived for projects less than 5,000 ft<sup>2</sup> with limited earthmoving. The District is the sole determinant of this waiver. Waivers are intended for residential use only, but may be used for commercial/industrial projects in some cases.
7. Review fees for Agricultural Projects being done with Grant monies such as Chesapeake Bay Program projects or Act 38 projects will be waived.
8. Express reviews can be conducted in certain circumstances. An express review will be conducted in a manner as not to disrupt the order of plan reviews received ahead of the requested express review. The applicant will pay a fee twice the normal fee for an express review. The express review fee covers the cost of an initial review. Five (5) working days will be the maximum express review time for each submittal.

#### **OPEN FILE POLICY**

1. ACCESS TO FILES - All files created or maintained by the District to meet the requirements of their delegation agreement with the Department are open to inspection and review by the public. If a request for file information is received, the District staff will comply in the following manner:
  - A. Advise the requesting party that the files are open to the public for inspection during normal working hours (Monday-Friday, 7:30 A.M. to 4:00 P.M.) pending availability of District staff. Appointments will be made at the convenience of District staff.
  - B. No files or portions of files may be removed from the District office by the requesting party. Provide an area where the files may be viewed without unusual disturbance. To avoid the possibility of District file materials being

inadvertently removed from the District office, the requesting party will be provided with a note pad for taking handwritten notes. Other personal items will remain inside the office door.

- C. Have the requesting party list all documents and other file items that are desired. As per District policy, copying documents will be charged at \$.25/copy. The party may take notes, or duplicate by their own and, any file materials. Remove all file materials from the examination area before copying. If copies are requested, copies will be made within five (5) days of the request. The requestor must pay for all copy fees and the exact amount of postage.
- D. The Montour Conservation District will provide a written receipt.
- E. District staff may remove personal handwritten notes, or information which may identify an informant.

## 2. DENYING ACCESS TO FILES

Complainant - The Department has always taken the position not to release any information which may disclose the identity of an informant. On May 4, 1989, the Environmental Hearing Board (EHB) upheld this policy. The EHB determined that the disclosure of the identity of the informer will be disclosed if "relevant and helpful" to the defense. Therefore, ALL COMPLAINT FILES ARE TO BE CONSIDERED PRIVILEGED INFORMATION AND WITHHELD TO PROTECT THE IDENTITY OF THE INFORMANT.