

**BOROUGH OF MOUNT JOY
DEPARTMENT OF PLANNING, ZONING & CODES COMPLIANCE**

**APPLICATION FOR
STORM WATER MANAGEMENT PLAN WAIVER**



Plan and Permit Fee: \$100.00

A Stormwater Management Plan Waiver may be granted for one of the following reasons:

- The proposed project will have little or no impact to the existing drainage system (i.e. building renovations with no site work, single family house)
- The proposed project already has an approved Stormwater Management Plan on file. (Note: Amendments to the originally approved Stormwater Management Plan may be required to address compliance with requirements that were not in effect at the time of approval.)

Instructions for completing the Stormwater Management Plan Waiver Request Form

- Fill in the project name, location and existing features on site.
- Fill in the applicant and owner information.
- Fill in the Firm or Engineer information.
- Check the reason(s) for which you are requesting a waiver. Reference previous Stormwater Management Plans if applicable.
- Explain and/or describe the proposed work and how the proposed changes, if any, will not impact the existing site drainage. Also, describe how the applicant will address stormwater quality during construction. Attach additional sheets if necessary.
- Provide the signature of the person certifying that the information is correct.

APPLICATION INFORMATION

1. Project Name: _____

2. Project Location: _____

Parcel Tax Map Number(s): _____

3. Existing Features:

Existing Land Use: _____ No. of Lots/Units: _____

Total Acreage: _____

4. Applicant Name(s): _____

Address: _____

Phone Number: (____) _____ Fax Number: (____) _____

5. Property Owner Name(s): _____

Address: _____

Phone Number: (____) _____ Fax Number: (____) _____

6. Firm Which Prepared Plan: _____

Project/Plan Number: _____ Plan Date: _____

Name of Contact Person(s) for Plan: _____

Address: _____

Phone Number: (____) _____ Fax Number: (____) _____

7. Reason for Waiver Request: (check all that apply)

- No physical change in site
- Minor physical changes are proposed for the site. However, these changes have no impact on the existing site drainage.
- A Stormwater Management Plan prepared by _____ and dated _____ was approved for this site as part of a previous application.
- The site is part of an approved subdivision for which a Stormwater Management Plan prepared by _____ and dated _____ was approved.
- Other. (Explain) _____

8. Description of Work: (attach additional sheets if necessary)

ESCROW ACCOUNT. At the time of application, the applicant will establish an escrow account with the Borough. This account will be utilized to pay all reasonable and necessary Borough consultant costs for review of said application and for any inspection of improvements.

Waiver of Stormwater Plan Escrow Deposit

\$500.00

The initial escrow will be utilized by the Borough to pay all reasonable and necessary expenses incurred by the Borough's professional consultants including but not limited to, the Borough Engineer and the Borough Solicitor, for inspection of improvements and for the review and any report(s) to the Borough on applicant's application, plans, supporting data, proposed agreements related to the maintenance of improvements or open space, deeds of dedication, financial security, and similar matters, if any relating to applications for subdivision and/or land development approval. Such review fees shall be the actual fees charged by the Borough consultants for the services performed. The present fee schedule for the Borough Engineer and Solicitor are on file at the Borough office for review, and both are incorporated herein. Such schedules shall be revised to reflect the changes in rates.

The escrow account must maintain a minimum balance of \$250.00. At the point when the account approaches the balance limit, the applicant will be notified of the additional estimated escrow necessary for further action on the project. If invoices outstanding are more than the remaining balance, the applicant is responsible for reimbursing the Borough for the above noted expenses. The filing of a plan or application under the Borough Subdivision and Land Development Ordinance (Chapter 22) shall constitute and implies to pay such expenses.

RESOLUTION OF FEE DISPUTES. In the event the applicant disputes the amount of any such review and/or inspection fees, the applicant shall, within ten (10) days of the billing date, notify the Borough Manager that such fees are disputed as unreasonable or unnecessary, in which case the Borough shall not delay or disapprove any approval or permit related to development due to the applicant's dispute of the fees. Disputes shall be resolved as follows:

- A. If within twenty (20) days of the date of billing, the Borough and the applicant cannot agree on the amount or the expenses which are reasonable and necessary, then the Borough and the applicant shall jointly, by mutual agreement, appoint another professional to review such charges and expenses and make a determination as to the amount thereof which is reasonable and necessary.
- B. The professional so appointed shall hear such evidence and review such documentation as the professional in his sole opinion deems necessary and render a decision within fifty (50) days of the billing date. The applicant shall pay the entire amount determine immediately.
- C. The fee of the professional for determining the reasonable and necessary expenses shall be paid by the applicant if the amount of payment required in the decision is equal to or greater than the original bill. If the amount of payment required is less than the original bill by one thousand (1,000.00) dollars or more, the Borough shall pay the fee of the professional. In all situation the Borough and the applicant shall each pay one-half (1/2) of the fee of the professional engineer. (Amended by Resolution 16-09, adopted January 1, 2010)

AUTHORIZATION / SIGNATURES

The undersigned hereby represents that, to the best of his/her knowledge and belief, all information listed in this application and on any attached plans or forms is true, correct and complete. The undersigned also authorizes the Borough of Mount Joy to enter the property in question for a general site inspection. The undersigned agrees to accept and abide by the applicable Ordinances, Resolutions, Rules and Regulations including application fees and reimbursement of Borough review expenses now in effect for the Borough of Mount Joy.

Signature of Applicant

Date

Printed Name

Signature of Applicant Engineer

Date

Printed Name

(For Borough Use Only)	
MJB File No. _____	
Date Application Received: _____	Application Accepted: Yes No*
* Reason(s) for non-acceptance of application: _____	
Expiration Date: _____	Extensions/Expiration: _____
Application Fee Paid: _____ Cash _____ Check (# _____)	
<u>MEETING RECORD</u>	
Date of Planning Commission Meetings: _____	
Date of Planning Commission Recommendation: _____	
Date of Council Meetings: _____	
Date of Council Action: _____	
LCCD Approval _____	Conditions Acceptance _____ Improvement Guarantee _____