

Permit Requirements for Construction



MONROE COUNTY
CONSERVATION DISTRICT



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Topics

- PCSM Plan Operation and Maintenance Instrument Filing
- Co-Permittee registrations
- Critical stage inspections
- Infiltration testing during construction
- Residential subdivisions
- Notice of Termination



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PCSM Operation and Maintenance



- Permit requirement under §102.8
- Record an instrument with the Recorder of Deeds
- Create a covenant that runs with the land
- Allows new property owners to find PCSM O&M in ordinary title search



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PCSM Operation and Maintenance

Other Resources

- Erosion and Sedimentation Standard Construction Details (Compressed CADD files; to uncompress delete the .txt extension after download)
 - [AutoCAD/Civil3D 2010-2013](#)
 - [AutoCAD/Civil3D 2007-2009](#)
 - [AutoCAD/Civil3D 2004-2006](#)
 - [Files in .pdf Format](#)
- NOAA's Precipitation Data Frequency Server - Atlas 14 Rainfall Data
[Pennsylvania Data Map](#)  / [National Data Map](#) 
- [Standard Operating Procedures for E&S and NPDES Permits](#) (under Clean Water)
- [Homeowners Guide to Stormwater BMP Maintenance](#) (PDF)
- [E&S Plan Template for Timber Harvesting](#)
- [Acronyms and Abbreviations for Chapter 102 Program](#) (PDF)
- [Instrument for the Declaration of Restrictions and Covenants](#) (PDF)
- [New Property Owner Post-Construction Stormwater Management BMP Notification and Operation and Maintenance Agreement](#) (PDF)



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PCSM Operation and Maintenance

- Design plan sheets with NOT and recording in mind
- Put PCSM BMPs and O&M information on the same page
- Narrative and calculations do not need to be recorded
- Put additional information on separate pages
 - ADA Access
 - Lighting Plans
 - PennDOT details (inlet details, curbing, trench details, sidewalks, etc.)



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Co-Permittees

- Get Co-permittee form in before preconstruction meeting
- Operator
 - Person who has oversight responsibilities of earth disturbance activities
 - Person who has day-to-day operation control over earth disturbance activities on a project site



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Co-Permittees

CERTIFICATION FOR OPERATORS

I understand that I am assuming joint and severable responsibility, coverage, and liability under the permit for all duties, responsibilities, and non-compliance with the Chapter 102 permit, as a co-permittee of this permit coverage. I certify that I will implement the requirements of the permit and the approved design plans and will notify the permittee and the agency that issued permit coverage prior to implementing changes to the plans.

Operator Name (type or print legibly)

Official Title

Operator Signature

Date Signed

Operator Name (type or print legibly)

Official Title

Operator Signature

Date Signed



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Co-Permittees

CO-PERMITTEE ACKNOWLEDGEMENT FORM FOR CHAPTER 102 PERMITS

PERMITTEE / PROJECT INFORMATION	
Permittee Name: _____	Contact Name: _____
Permittee Address: _____	Contact Phone: _____
Permittee City, State, ZIP: _____	Contact Email: _____
Project Name: _____	
Municipality: _____	County: _____
Permit Type: <input type="checkbox"/> PAG-01 <input type="checkbox"/> PAG-02 <input type="checkbox"/> IP <input type="checkbox"/> ESCGP <input type="checkbox"/> E&S	Permit No.: _____
Permit Issuance Date: _____	Construction Commencement Date: _____

CO-PERMITTEE INFORMATION	
Co-Permittee Name: _____	Contact Name: _____
Co-Permittee Address: _____	Contact Phone: _____
Co-Permittee City, State, ZIP: _____	Contact Email: _____
Co-Permittee's Role in Project: <input type="checkbox"/> General Contractor <input type="checkbox"/> Consultant <input type="checkbox"/> Excavation Contractor <input type="checkbox"/> Other	
Date Role Will Commence: _____	
Description of Responsibilities: _____	



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Co-Permittees

- Co-permittees removal requires a co-permittee liability release form
- Must be signed by both permittee and co-permittee
- Permittees can't be released if violations are present



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Critical Stage Inspections



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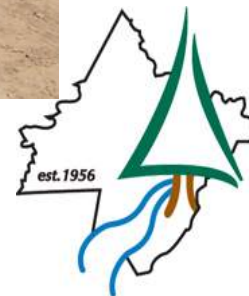


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Critical Stage Inspections



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Residential Subdivisions



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Residential Subdivisions

- Notify new landowners of PCSM requirements
- Plan ahead for future landowners
 - Templates for individual lot owners can be created
- Keep future permit termination in mind



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Residential Subdivisions

- Who needs to be a co-permittee?
 - Individual lot owners
 - Home builders
 - General contractors developing the subdivision
 - Paving company making roads
 - E&S specific contractor
- Consultants don't need to be co-permittees



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Residential Subdivisions

- Who will be responsible for PCSM BMPs in the long run?
 - Roadside swales
 - Infiltration basins
 - Open spaces
 - On lot BMPs
- It may be easier to sacrifice lots for stormwater controls
- Come to the District with answers on who will be responsible for BMPs



Residential Subdivisions – Individual Lots

- Limiting development for stormwater impacts developers and individual lots
- Homeowners want extra impervious area
- Homeowners don't want PCSM BMPs
- Changes by homeowners may require permit amendments



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Notice of Termination

- Submit a notice of termination after all BMP's are installed and permanent stabilization is achieved
- Permit termination is a permit requirement
- \$500 annual fees for NPDES permits
- Renew NPDES permits if work will continue past termination date
- Send in early to for District to check if new recording is required



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Notice of Termination

3. REASON FOR PERMIT TERMINATION:

Check the appropriate box.

- Full Permit Termination – all planned activities were conducted and are complete, and the entire site is encompassed by this NOT.
- Full Permit Termination – some planned activities were conducted, and the entire site is encompassed by this NOT.
- Full Permit Termination – no planned activities were conducted, and the entire site is encompassed by this NOT.
- Partial Permit Termination – all planned work is complete for a portion of the site, described as _____, encompassed by this NOT.



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Notice of Termination

5. FINAL CERTIFICATION OF LICENSED PROFESSIONAL:

This section is to be completed by a licensed professional as defined at 25 Pa. Code § 102.1.

I, _____, do hereby certify pursuant to the penalties of 18 Pa. C.S.A. § 4904 to the best of my knowledge, information and belief, that the accompanying record drawings accurately reflect the as-built conditions, are true and correct, and are in conformance with Chapter 102 of the rules and regulations of the Department of Environmental Protection and that the project site was constructed in accordance with the approved PCSM Plan or Site Restoration/Reclamation plan, all approved plan changes and accepted construction practices.

Name and Official Title of Licensed Professional

Licensed
Professional
Seal

Signature: _____

6. LONG-TERM OPERATION AND MAINTENANCE AND RESTORATION/RECLAMATION:

This project involves (check the appropriate box):

Installation or utilization, and subsequent long-term operation and maintenance of PCSM BMPs per 25 Pa. Code § 102.8(a) through (m).

OR

Installation of PCSM BMPs identified as restoration or reclamation activities per 25 Pa. Code § 102.8(n).

Note: For projects solely involving restoration or reclamation activities, proceed to Section 8.



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Notice of Termination

- Proof of instrument filing is not required for Commonwealth or federally-owned property
- If changes to the PCSM plan have occurred, a new instrument should be filed
 - Reference plans in recording so only plans need to be updated
- Provide record drawings
- Provide proof of landowner notifications



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Notice of Termination

BMP		Function(s)				No. of BMPs	Total Acres Treated	Total Volume Treated	
<input type="checkbox"/>	Wet Ponds	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC	<input type="checkbox"/>	WQ		
<input type="checkbox"/>	Constructed Wetlands	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC	<input type="checkbox"/>	WQ		
<input type="checkbox"/>	Retention Basins	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC	<input type="checkbox"/>	WQ		
<input type="checkbox"/>	Detention Basins	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC				
<input type="checkbox"/>	Underground Detention	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC				
<input type="checkbox"/>	Dry Extended Detention Basin	<input type="checkbox"/>	VC	<input type="checkbox"/>	RC				
<input type="checkbox"/>	Sediment Fore Bay	<input type="checkbox"/>	VC			<input type="checkbox"/>	WQ		



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Notice of Termination

Indicate whether each item is included or not applicable		
		Building Improvements
Included	Not Applicable	Item
<input type="checkbox"/>	<input type="checkbox"/>	Building Footprint
<input type="checkbox"/>	<input type="checkbox"/>	Limits of Paving and other impervious areas
<input type="checkbox"/>	<input type="checkbox"/>	Property Lines
<input type="checkbox"/>	<input type="checkbox"/>	Finish Grading
<input type="checkbox"/>	<input type="checkbox"/>	Downspout Locations
		Site Utilities
Included	Not Applicable	Item
<input type="checkbox"/>	<input type="checkbox"/>	Well location
<input type="checkbox"/>	<input type="checkbox"/>	Septic tanks, dosing tanks, distribution boxes and on-lot absorption area
		Stormwater Conveyance
Included	Not Applicable	Item
<input type="checkbox"/>	<input type="checkbox"/>	Pipe locations including pipe material, diameter, slope and length
<input type="checkbox"/>	<input type="checkbox"/>	Inlets and endwall locations including inverts and grate elevations
<input type="checkbox"/>	<input type="checkbox"/>	Swale locations and dimensions
<input type="checkbox"/>	<input type="checkbox"/>	Rock aprons and other pipe outlets locations



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Notice of Termination

Person(s) Responsible for Long-Term Operation and Maintenance of PCSM BMPs:				
The following person(s) understand and have agreed to the long-term operation and maintenance of the PCSM BMPs as per the long-term operation and maintenance plan.				
PCSM BMPs (list one BMP per row)	Latitude and Longitude, of each PCSM BMP	Name of Responsible Party	Address	Phone #
Rooftop disconnection	41.370608, -75.127008	Pike County Conservation District	556 Route 402, Hawley PA 18428	570-226-8220
Native plantings on sand mound	41.370612, -75.127018	Pike County Conservation District	556 Route 402, Hawley PA 18428	570-226-8220
Minimize disturbed area	41.370645, -75.127007	Pike County Conservation District	556 Route 402, Hawley PA 18428	570-226-8220



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Notice of Termination

SECTION 1 - NON-COMMONWEALTH/NON-FEDERAL PROPERTY			
Permittee Included	Reviewer		Item
	C	NC	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Sections 1-8 of the NOT
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Record Drawings which accurately reflect as-built conditions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of Recorder of Deeds Office receipt for instrument filing
<input type="checkbox"/> <input type="checkbox"/> N/A	<input type="checkbox"/> <input type="checkbox"/> N/A	<input type="checkbox"/>	Copy of Landowner Notices <i>(required if sale or other transfer of any parcel, lot, road, or other real property occurred within the permit boundary during the life of the permit)</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Appendices A, B, and C
SECTION 2 - COMMONWEALTH/FEDERAL PROPERTY			
Permittee Included	Reviewer		Item
	C	NC	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Sections 1-7.a. and 8 of the NOT
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Record Drawings which accurately reflect as-built conditions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Appendices A, B, and C
SECTION 3 - RESTORATION/RECLAMATION ACTIVITY			
Permittee Included	Reviewer		Item
	C	NC	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed Sections 1-6 and 8 of the NOT
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Record Drawings or Site Restoration/Reclamation Plan



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Questions?

