# McKEAN COUNTY CONSERVATION DISTRICT
17137 Route 6, Smethport, PA 16749
(814) 887-4008 ● FAX (814) 887-3234
Email: kadecker@mckeancountypa.gov Website: www.mckeanconservation.com


## EROSION & SEDIMENT CONTROL PLAN REVIEW & PERMIT APPLICATION

| | | | |
|---|---|---|---|
| **APPLICATION TYPE** | **NEW** ☐ | **INITIAL REVISION** ☐ | **SUBSEQUENT REVISION** ☐ |
| **Project Name:** | | **Municipality:** | |
| Site Location: | | | |
| Total Project Area (Acres): | Total Disturbed Area (Acres): | Lat ° ' " | Long ° ' " |
| Receiving Water/Watershed Name: | | Chapter 93 Classification: | |

### APPLICANT INFORMATION

| | | | |
|---|---|---|---|
| Applicant's Last Name | First Name | MI | Phone<br>FAX |
| Organization Name or Registered Fictitious Name | | | Phone<br>FAX |
| Mailing Address | City | State | ZIP + 4 |
| Email | | | |

### CONSULTANT FOR THIS PROJECT

| | | | |
|---|---|---|---|
| Last Name | First Name | Consulting Firm | |
| Mailing Address | City | State | ZIP+4 |
| Email | Phone | | Ext |

### E&SC PLAN INFORMATION

| Have you included the following: | Permits Required: | Type of Submission: |
|---|---|---|
| ☐ Attached Fees | ☐ NPDES General ☐ NPDES Individual | **Residential:** # of Disturbed Acres _____ |
| ☐ Written Narrative | ☐ ESCGP | **Commercial/Industrial:** # of Disturbed Acres _____ |
| ☐ E&SC Calculations | ☐ Erosion Permit (25 acres or more) | **Other: (Explain) #** of Disturbed Acres _____ |
| ☐ Complete Set of Drawings | ☐ Chapter 105 Water Encroachment (GP) | _____ |
| ☐ Stormwater – Pre/Post | | **Timber Harvest:** # of Project Acres _____ |

### FEES

| | | | |
|---|---|---|---|
| Initial Service Fee | $_____ | Service fee includes the initial review and one subsequent resubmission | **Payable to the McKean County Conservation District** |
| Subsequent Revision Service Fee | $_____ | 50% of initial service fee | |
| Permit Filing Fee | $_____ | | **Payable to the MCCD Clean Water Fund** |
| Total Amount | $_____ | | |

# CHAPTER 102 SERVICE FEE SCHEDULE – Effective 1/21/2026

The purpose of this fee schedule is to help defray costs incurred by the McKean County Conservation District (MCCD) in carrying out its delegated responsibilities under the Pennsylvania Department of Environmental Protection (DEP) Chapter 102 program, as authorized by the PA Clean Streams Law.

Fees support a range of services associated with the administration of National Pollutant Discharge Elimination System (NPDES) permits. Erosion and Sediment Control General Permits (ESCGP), and Erosion and Sediment Control (E&S) Plans for other earth disturbance activities subject to Chapter 102 requirements.

These services include, but are not limited to permit intake, plan processing, administrative coordination, meetings with applicants and consultants, correspondence, site visits, permit tracking, and general program oversight performed in accordance with MCCD's delegation agreement with DEP. Fees also apply to projects that do not require NPDES permits but still require E&S Plan administration under Chapter 102.

**Fee Refund Policy**
All fees assessed by the MCCD are non-refundable, unless otherwise noted, regardless of permit status, application outcome, or applicant withdrawal. Fees are collected to support the delivery of delegated program responsibilities and are not contingent upon permit issuance. Applicants are strongly encouraged to schedule a pre-application meeting with MCCD to ensure their submissions are complete and appropriate prior to payment.

**E&S Plan Service Fees – Payable to McKean County Conservation District**

| **Residential/Agricultural** | | **Commercial, Industrial, Residential Subdivision, Institutional and other Land Developments** | |
|---|---|---|---|
| Less than (1) acre | $100.00 | Less than (1) acre | $200.00 |
| 1-4.99 acres | $150.00 | 1-4.99 acres | $250.00 plus $100 per acre |
| 5-9.99 acres | $200.00 | 5-9.99 acres | $500 plus $100 per acre |
| 10-14.99 acres | $350.00 | 10-14.99 acres | $1000 plus $100 per acre |
| 15 acres or larger | $450.00 | 15 acres or larger | $2000 plus $100 per acre |

| **Timber Harvest (tract size) 25 acres or more of earthmoving requires an ESCP permit.** | |
|---|---|
| 0-99 acres | $125.00 |
| 100-199 acres | $175.00 |
| 200 – 399 acres | $250.00 |
| 400 acres or larger | $300.00 plus $50 per 100 acres over 500 acres. |

| **Spoil & Borrow Areas** | |
|---|---|
| Over 5,000 square feet but less than 1 acre | $300.00 |
| Earth disturbance 1 acre or more requires a NPDES permit | |

**All fees are to be calculated based on the total acres of disturbance. Round up to the nearest whole disturbed acre.**

**Chapter 102 Permit Filing Fees**

| | | |
|---|---|---|
| General NPDES Permit | $500.00 | Payable to MCCD Clean Water Fund |
| Individual NPDES Permit | $1,500.00 | |
| ESCGP Permit | $500.00 | |

DEP Disturbed Acre Fee = **$100/acre payable to the PA Commonwealth Clean Water Fund.**

**Chapter 105 General Permit (GP) Application Fees per Chapter 105 Regulations**

Service Fees will be waived when associated with Chapter 105 General Permit application acknowledged by the District

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| GP-1 - $ 50.00 | GP-6 - $ 50.00 |
| GP-2 - $175.00 | GP-7 - $350.00 |
| GP-3 – $250.00 | GP-8 - $175.00 |
| GP-4 – $200.00 | GP-9 - $ 50.00 |
| GP-5 - $250.00 | |

1. Electronic submittal is preferred for all permit applications and E&S plans. Contact Katelynn Decker at 814-887-4008 or kadecker@mckeancountypa.gov for more information. MCCD will not consider applications "received" until all correct fees have been received by MCCD.
2. The Conservation District's fee should not be combined with any other municipal or county fee. The canceled check will be the Applicant's receipt unless one is requested.
3. A $20.00 charge will be assessed for any check refused by the bank for insufficient funds, and the entire application package will be returned to the applicant.
4. Fees are intended to include initial review and one subsequent revision, if submitted within 60 days of the deficiency letter.
    - If plan revisions are not submitted within 60 days, a fee of 50% of the original fee will be charged.
    - A charge of 30% of the original fee will be assessed for each additional review beyond 1st revision.
    - If after 90 days no action has been taken, the plan will be considered withdrawn and will be discarded.
    - Any resubmissions after the 90 days will require new fees.
5. Revisions to approved plans may be subject to a service fee, to be determined by the Conservation District.
6. A site requiring an Erosion and Sediment Plan review may not begin earthmoving activities until the Plan has been approved by the Conservation District. Before any construction or earthmoving may begin, the appropriate and necessary local, state and federal permits must be secured from the agency having specific permitting authority (i.e. Jurisdictional Wetland Determination, Highway Occupancy permits, Chapter 105 permits, Army Corp, etc).
7. The District will review the submitted plan solely to determine whether it is adequate to satisfy the requirements contained in the Erosion Control Rules and Regulations of DEP. By determination that the plan is adequate to meet those requirements, neither the District nor the County assumes any responsibility for the implementation of the plan or the proper construction and operation of the facilities contained in the plan.
8. The design, structure integrity, and installation of the control measures are the ***responsibility*** of the ***landowner and/or the earthmover***.

**Expedited Review Procedures**

1. Expedited review requests must be approved by the Conservation District prior to submittal for the expedited review. Expedited review will be honored and scheduled pursuant to staff availability.
2. A pre-application meeting is recommended for applicants interested in pursuing an expedited review
3. Agencies exempt from the service fees will not be eligible for the expedited review.
4. Expedited reviews may be available for double the service fee within 10 working days. The fee covers only the initial plan review. Any additional plan reviews needed will void the expedited review.
5. NPDES permits deemed incomplete will void the expedited review.
6. Individual NPDES permits require a PCSM review by DEP. DEP will review the PCSM plan on their schedule. The expedited review is only available for the E&S plan associated with the NPDES permit and does not guarantee that the permit will be issued upon the E&S plan approval.

**Plan Withdrawal Policy:**

Upon written request by the applicant and approval by the District Board of Directors, a portion of the service fee may be refunded if the applicant withdraws the plan prior to approval. No fees are refundable after district approval.

**PNDI Searches:**

A $40.00 fee will be applied to those requests for the District staff to conduct PNDI searches whether or not associated with permits. This $40 fee will be obtained only through a credit card entered into the PNDI system to be paid to DCNR.

**Waiver of Fees:**

1. Fees will be waived for an application filed under the name of United States of America or Municipalities of the Commonwealth of Pennsylvania. Fees for authorities of the Municipalities are not waived. This includes, but is not limited to sewer and water, housing, school districts, and universities, etc.
2. Agricultural Operations – Fees shall not be applicable to agricultural operations engaged in normal farming activities and documented in an approved conservation plan. When agricultural best management practices (BMPs) are to be installed and no conservation plan has been approved or when site disturbance occurs that is not part of the approved conservation plan, such as an earth disturbance for a building, the fee schedule is applicable.
3. **Fees will be waived when associated with a Chapter 105 General Permit application acknowledged by the District.**