



## STORMWATER & GRADING PERMIT APPLICATION (Ordinance 160 of 2014)

|  |  |   |                          |
|--|--|---|--------------------------|
| <b>1. MUNICIPAL USE ONLY</b>   |  |   |                          |
| Permit Received:    /    /   | When ready: <input type="checkbox"/> Email <input type="checkbox"/> Call   | Received as: <input type="checkbox"/> Walk-in <input type="checkbox"/> Mail         |                          |
| Application Received by:   |  | <input type="checkbox"/> Email  |                          |
| Received:  | <input type="checkbox"/> Three (3) physical copies of professionally designed plans<br><input type="checkbox"/> PDF of plans emailed through website |   | Date Received:    /    / |
| <b>Permit Fees (DUE AT SUBMISSION):</b><br><input type="checkbox"/> Simplified - \$1,250 (\$1,000 fee, \$250 O&M) PLUS<br><input type="checkbox"/> Simplified Escrow - \$3,000<br><input type="checkbox"/> Non-Simplified - \$3,750 (\$3,500 fee, \$250 O&M) PLUS<br><input type="checkbox"/> Non-Simplified Escrow - \$10,000 |  | <input type="checkbox"/> Cash<br><input type="checkbox"/> Check #<br>_____<br>_____ | Date Received:    /    / |

**DO NOT ACTIVATE APPLICATION UNTIL FEES & PLANS HAVE BEEN RECEIVED**

This application is processed by the Township Engineer. Cost of review and inspection are billed directly to the Applicant for Simplified plans. Non-Simplified plans are reimbursed using the escrow and based on West Vincent Township Fee Schedule (online).

Operations & Maintenance Agreement (provided by Township Engineer) must be executed for all Best Management Practices (BMPs) and Conveyances.

|                                   |                        |
|-----------------------------------|------------------------|
| <b>2. LOCATION</b>                |                        |
| Site Address:                     |                        |
| Tax Parcel ID: 25 - _____ - _____ | Lot # (if applicable): |

|                         |        |
|-------------------------|--------|
| <b>3. OWNER</b>         | Email: |
| Name:                   | Phone: |
| Address/City/State/Zip: |        |

|                          |                        |  |
|--------------------------|------------------------|--|
| <b>4. APPLICANT</b>      | Email:                 | <input type="checkbox"/> Same as owner |
| Name:                    | Relationship to owner: |  |
| Company (if applicable): | Phone:                 |  |
| Address/City/State/Zip:  |                        |  |

I am the:     Property Owner, or     Officer/Official of the Property Owner, or     Authority to make this application.  
 I hereby state that the facts and statements including any attachments are to the best of my knowledge, accurate and complete. I further understand that any falsification of information or an incomplete application may be considered reason to reject the application and that the false statements herein are made subject to the penalties of PA Constitution Statute 4904 relating to unsworn falsification to authorities.

**No permit shall be issued for the filling of materials other than clean fill.**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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|                                 |               |  |
|---------------------------------|---------------|--|
| <b>5. CONTRACTOR</b>            | <b>Email:</b> | <input type="checkbox"/> Same as applicant |
| <b>Name:</b>                    |               |  |
| <b>Company (if applicable):</b> |               | <b>Phone:</b>                              |
| <b>Address/City/State/Zip:</b>  |               |  |

|                                 |               |  |
|---------------------------------|---------------|--|
| <b>6. ENGINEER</b>              | <b>Email:</b> | <input type="checkbox"/> Same as applicant |
| <b>Name:</b>                    |               |  |
| <b>Company (if applicable):</b> |               | <b>Phone:</b>                              |
| <b>Address/City/State/Zip:</b>  |               |  |

**TOWNSHIP USE ONLY BELOW THIS LINE**

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**TOWNSHIP USE ONLY:** Grading Permit No.

| <b>APPLICATION PROCESS CHECKLIST<br/>(to be completed by the Township)</b>   |  | <b>Date</b> | <b>Reviewer</b> |
|--|--|-------------|-----------------|
| Stamp permit application and supporting documents with Received Date Stamp   |  |             |                 |
| Assign Permit Number <i>(see top of page)</i>  |  |             |                 |
| Verify property address and tax parcel number on application   |  |             |                 |
| Permit Fee in accordance with current Township Fee Schedule  | \$ _____   |             |                 |
| Applicant submitted one (1) permit application, three (3) copies of plans and one (1) digital copy of the plans  |  |             |                 |
| Place one (1) copy of permit application and (1) copy of supporting documents in the appropriate township property file  |  |             |                 |
| Send one (1) copy of permit application and two (2) copies of supporting documents to Township Engineer for review   |  |             |                 |
| Applicant submitted three (3) executed copies of the Operation & Maintenance (O&M) Agreement for Township review prior to approval of the Stormwater Site Plan |  |             |                 |
| O&M Agreement executed by Township   |  |             |                 |
| Township received Approval Letter from Township Engineer   |  |             |                 |
| Applicant picked up O&M Agreement and Plans to take for recording at the Chester County Recorder of Deeds  |  |             |                 |
| Applicant submitted receipt to Township from the Chester County Recorder of Deeds for the recording of the O&M Agreement and Plans                             |  |             |                 |
| Applicant returned one (1) recorded O&M Agreement and one (1) recorded Plan to the Township  |  |             |                 |
| Collected BMP fee (check # _____)  | \$250.00   |             |                 |
| Collected escrow (check # _____)   | \$ _____   |             |                 |
| <input type="checkbox"/> Plan Approved<br><input type="checkbox"/> Revision Requested<br>Approval Date:  | <input type="checkbox"/> Revision Approved<br><input type="checkbox"/> Revision Requested<br>Revision Approval Date:             |             |                 |
| <input type="checkbox"/> E&S Plan Approved<br><input type="checkbox"/> Revision Requested<br>Approval Date:  | <input type="checkbox"/> Revision of E&S Plan Approved<br><input type="checkbox"/> Revision Requested<br>Revision Approval Date: |             |                 |
| _____<br><b>Township Official's Signature</b>  | _____<br><b>Township Official's Title</b>  |             |                 |

**\*Approved permit is valid for five (5) years from date of approval.**