



# SKIPPACK TOWNSHIP

[www.skippacktownship.org](http://www.skippacktownship.org)

4089 Heckler Road - P.O. Box 164

Skippack, PA 19464

PHONE : 610-454-0909 - fax: 610-454-1385

## EARTH DISTURBANCE PERMIT APPLICATION

This application is for the earth disturbance (hereafter "grading" permits as defined in Section 172.112 of the Township Code that is not part of a Land Development or Subdivision Application. This application must be accompanied by plans, applicable escrows, and fees, and submitted to the Township Office. An Application number will be assigned upon submission.

### Location of Grading Permit Activity

At (Address) \_\_\_\_\_

\_\_\_\_\_

### Grading Plan (attach four (4) copies)

Title \_\_\_\_\_

Preparer's Name \_\_\_\_\_

Date \_\_\_\_\_ Last Revised \_\_\_\_\_

The plan shall show all of the following information, or the application will be automatically denied: present contours, proposed contours, lot lines, minimum building setback lines, streets, driveway(s), building(s) with finish floor and garage floor elevations (basement floor if a walk-out basement), trees over 8" in diameter, details and location of proposed drainage facilities. All plans shall be dated and bear the name of 1 - person who prepared the plan, 2 - the applicant, 3 - the owner of the land (see attached sample).

### Erosion and Sedimentation Control Plan

If an erosion and sedimentation control plan has not been previously approved, it must accompany this application.

Erosion and sedimentation control plan has been previously approved:

Title \_\_\_\_\_ Date \_\_\_\_\_ Date Approved \_\_\_\_\_

Erosion and sedimentation control plan attached:

**Drainage Study**

Previously Approved \_\_\_\_\_  Copy Attached  N/A

**Estimated Dates of Activity**

Starting Date \_\_\_\_\_ Completion Date \_\_\_\_\_

**Purpose**

State the purpose for which the grading application is filed.

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**Permit Fee**

Compute the total amount of earth disturbance, the appropriate permit fee and escrow for the attached fee schedule and submit check(s) with application. All checks made payable to "Skippack Township". Please submit separate checks for the permit fee and escrow.

Estimated Total Area of Earth Disturbance \_\_\_\_\_ square feet.

\$ \_\_\_\_\_  
Permit Fee

\$ \_\_\_\_\_  
Engineering Escrow

**Clean Fill**

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

I hereby certify the above information to be correct and hereby state that the work to be performed will be as presented herein.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Date

**Township Use Only**

Engineer's Recommendation \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_

Comments:

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Permit Fee Paid \$ \_\_\_\_\_ Escrow Amount \$ \_\_\_\_\_

Permit Number \_\_\_\_\_ Date Issued \_\_\_\_\_

Township Engineer's Signature \_\_\_\_\_

Note: This application, when approved and signed, is your permit. It must be accompanied by the approved permit plan.

Punch List Inspection Date \_\_\_\_\_

Comments:

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### Winter Grading Security Deposits

In the event a lot cannot be completely graded, raked, seeded, and mulched, or a driveway cannot be paved due to inclement weather, security deposits must be submitted to Skippack Township prior to the issuance of any U&O. Fees effective December 15. All work must be completed by May 15.

A. Driveway Wearing Course		\$ 530.00
B. Driveway Binder & Wearing Course		\$ 900.00
C. Grade, Rake, Seed, and Mulch	¼ acre lot	\$ 400.00
	1/3 acre lot	\$ 500.00
	½ acre lot	\$ 600.00
	1 acre lot	\$1,200.00
D. For topsoil placement, grade, rake, seed, and mulch:		
	¼ acre lot	\$ 800.00
	1/3 acre lot	\$1,000.00
	½ acre lot	\$1,200.00
	1 acre lot	\$2,400.00

**EITHER**

I CERTIFY THAT FINAL GRADING IS IN COMPLIANCE WITH THE APPROVED PLAN AND A CERTIFICATE OF OCCUPANCY CAN BE ISSUED.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OR**

I RECOMMEND THAT \$ \_\_\_\_\_ BE PLACED IN ESCROW TO GUARANTEE COMPLETION OF "PUNCH LIST" ITEMS AND THAT A CERTIFICATE OF OCCUPANCY BE ISSUED UPON POSTING OF SAID ESCROW.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I CERTIFY THAT "PUNCH LIST" ITEMS HAVE BEEN SATISFACTORILY ADDRESSED AND ESCROW MONIES CAN BE RELEASED.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## FEE & ESCROW SCHEDULE

Earth Disturbance Activity as defined in Section 172.11 of the Township code that is not part of a Land Development or Subdivision Application.

	<u>Fee</u>	<u>Escrow</u>
1. 1,000 sq. ft. – ½ acre	\$ 500.00	N/A
2. ½ acre – One (1) acre	\$1,200.00	N/A
3. Over one (1) acre	\$2,000.00	\$2,000.00

- \* Permit fees are non-refundable and cover township administrative costs.
- \* \* The escrow will be held by the township and the applicant will be billed for all costs associated with the permit on a regular (monthly) basis. Upon completion of the project and receipt of payment for all fees billed, the escrow will be returned to the applicant.

## EARTH DISTURBANCE PERMIT PROCEDURES

1. The owner/applicant is required to obtain an earth disturbance permit for any grading, re-grading, swimming pool construction, or building construction as defined in Chapter 172 (ordinance #282), prior to issuance of the building permit. Application forms are available in the township office.
2. Applications with plans and fees must be submitted to the township office for review, approval, and issuance of a permit.
3. Owner/applicant must have footings, top of foundation walls, top of retaining walls, and coping of swimming pools surveyed as to location and elevation. A Pennsylvania registered professional land surveyor shall certify such locations as to their accuracy and conformance to the approved grading plan. The location and elevation information, along with the certification shall be provided to the township for review and acceptance prior to proceeding with any further construction on the property or lot. These elevations and locations will be checked against the approved plan and/or any approved changes to the plan to evaluate their conformance. Any unauthorized changes or noncompliance with the procedures may result in the removal of any constructed items on the lot of property in question.
4. The engineer will assign an inspector to verify that the lot grading has been performed in accordance with the “approved permit plan” and the township’s grading ordinance. The engineer will notify, in writing, the code enforcement officer if the lot is in compliance or non-compliance with the grading plan ordinance.
5. Final building inspection for certificate of occupancy will be conducted only after receiving written grading approval from the engineer (final grading permit sign off).
6. If the lot is not performed in accordance with the “approved earth disturbance permit plan” and the township’s ordinance, a certificate of occupancy will not be issued to the owner/applicant. The engineer may require an as-built survey of the building(s), driveway(s), and grading, to resolve any concerns, problems, or disputes.
7. An exception to item #5 will only be afforded to the owner/applicant between November 30 and March 31 due to inclement weather that would hinder or prohibit the successful completion of the lot grading and seeding. In these cases, a temporary certificate of occupancy can be issued by the code enforcement office, with the stipulation that sufficient monies be placed in security and the lot grading must be completed and approved by May 15. The Township Engineer will conduct a punch list inspection and provide a list of items for completion/correction. If the lot has not been properly graded by May 15, then the developer will be cited for the violation of the township ordinance #282, chapter 172, section 172-47 “violations and penalties”.
8. Once final grading and stabilization, along with any remaining engineering and inspections, are completed, security deposits will be returned to the owner/applicant.