TOWNSHIP OF BRISTOL
DEPARTMENT OF BUILDING, PLANNING & DEVELOPMENT

PROCEDURE SHEET FOR SUBDIVISION/LAND DEVELOPMENT PETITIONS

1. **Twenty (20)** complete packets including:
   (a) Subdivision/Land Development Application
   (b) Subdivision/Land Development Plans prepared according to Ordinance #99-02

2. Checks made out to "Township of Bristol as per attached Fee Schedule
   Separate check for general Township filing fee and separate check for Security Deposit Escrow a/c fee (this includes both fees for Township Engineer and Township Solicitor).

3. **One (1) SIGNED** Contract for Professional Services.

4. One (1) Bucks County Planning Commission application along with check made out to "Bucks County Planning Commission" as per their fee schedule – **send directly to that Agency.**

5. One (1) Bucks Conservation District application along with check made out to "Bucks Conservation District" as per their fee schedule – **send directly to that Agency. (Applies to Land Development Only)**

6. One (1) **SIGNED** "Waiver of Time Limit for Township Action".

Upon submission of above, plans will be distributed to necessary agencies for review and they will send reports to proper parties.

Bristol Township Planning Commission Work Sessions are held the third (3rd) Wednesday of each month. In order for them to review your submission, you must submit same prior to the 15th of the preceding month. This procedure will allow ample time for all agencies to review the project in a timely fashion and enable Bristol Township Planning Commission to make their decision.

The Council meeting (actual decision making meeting), will be scheduled when all requirements are satisfied. Applicant will be notified of the date of the meeting by mail.

NOTE: REVISED PLANS MUST BE SUBMITTED TWENTY (20) DAYS PRIOR TO THE COUNCIL MEETING IN ORDER FOR THEM TO REVIEW YOUR SUBMISSION. ANY PLANS SUBMITTED AFTER THAT WILL BE SCHEDULED FOR THE FOLLOWING MONTH. NO EXCEPTIONS!
Rev. 1/5/21

___SUBDIVISION ___LAND DEVELOPMENT APPLICATION#_____

Date of Application:_____ Fee Paid:_____
Receipt #:_____

Application for: Tentative Sketch Review_____
Preliminary Review _____
Final Review _____

1. Location of property:_____
   Tax Parcel #:_____

2. Owner of record of land:_____
   Address:_____ Telephone #:_____

3. Applicant:_____
   Address:_____ Telephone #:_____

4. Agent or Attorney, (if any):_____
   Address:_____ Telephone #:_____

5. Registered Engineer or Surveyor:_____
   Address:_____ Telephone #:_____

6. Name of Subdivision or Development:_____
   _____

7. Where deed is recorded: Book #:_____ Page #:_____

8. # of Lots or Dwelling Units:_____ _____

9. Average Lot Size or Density:_____

10. Area to be developed or subdivided:_____

11. Water supply: Public System_____ On lot System_____

12. Sewerage System: Public System_____ On lot System_____

13. List of all Encumbrances:

Amount	Name and Address of Person or Firm	Book #	Page #

14. Proposed use of land: _____

15. Zoning classification of subject land: _____

16. Lineal feet of new streets: _____

17. Copy of all restrictions, covenants, etc., if any, under which lots are to be sold. Attached _____ None _____

18. Improvements to be made by applicant to subject land with appropriate estimated cost of each:

	Unit Cost	# of Units	Total
a. Curb			
b. Sidewalks			
c. Widening of Existing Streets			
d. Park Land			
e. Street Lighting			
f. Storm Drainage			
g. Water Supply and Fire Hydrants			
h. Sewage Disposal			
i. Monuments			
j. Etc			

19. Statement fixing period requested for completion of all items in Par. 18 above:

_____

_____

_____

20. A copy of the description of land as set forth in deed shall be attached.

21. On separate sheet, list package contents to be submitted with this application (drawings, letters, documents, etc.). TWENTY ONE COPIES OF EVERYTHING SUBMITTED MUST ACCOMPANY FEES (INDIVIDUAL PACKAGES).

_____
Signature of Applicant

Preliminary Plan
Checklist

Project: _____

Indicate:

N/A – not applicable
Y – yes included
W – waiver is requested (written explanation included)
N – not included (written explanation included)

Note: All items must be addressed

Submission:

1. ____ Application Form (Completed – 20 copies)
2. ____ Application Fee $_____ Escrow $_____
3. ____ Plans (20 Copies) signed by a registered professional engineer or surveyor
4. ____ Protective Covenants & Deed Restriction (20 copies)
5. ____ Drainage Calculations (2 copies)
6. ____ Traffic Study Report (1 copy)
7. ____ Other (Specify)

Drafting Standards:

1._____ Plan at a scale of one (1) inch equals fifty (50) or one (1) inch equals one hundred (100) feet.

2._____ Dimensions shall be set in feet and decimal points thereof, bearings in degrees, minutes and seconds.

3._____ Each sheet shall be numbered and shall show its relationship to the total number of sheets.

4. _____ Where revisions are made or when plan is a revision of a previously approved plan, dotted lines shall be used to show features or locations to be abandoned and solid lines to show proposed features.

5. _____ The plan shall be so prepared and bear an adequate legend to indicate clearly which features are existing and which are proposed.

6. _____ Boundary line of Subdivision and Land Development shall be shown as a solid heavy line.

7. _____ Plans shall be on Sheets 18x24, 24x36, 30x42 or 36x48 inches.

8. _____ Plans shall be labeled "Preliminary Plan – Not To Be Recorded".

General Information

1. _____ Name of Subdivision or Land Development

2. _____ Tax Map Parcel Number of the Project Property

3. _____ Name and address of legal & equitable owners

4. _____ Name and address of registered engineer, land surveyor, architect or landscape architect responsible for the preparation of plan.

5. _____ Total acreage of the tract.

6. _____ Present zoning classification and zoning requirements of zoning district.

7. _____ Proof of variances or special exceptions granted by the Bristol Township Zoning Hearing Board.

8. _____ North point, date of plan, scale.

9. _____ Location Map at a scale of not less than 800 feet to the inch showing the relationship of the tract to all adjoining properties, streets, roads and municipal boundaries existing within 1,000 feet of any part of the property proposed to be subdivided or developed.

Existing Features

1. _____ Complete outline survey of property to be subdivided or developed, showing all courses, distances, areas and tie-ins to all adjacent street intersections.

2. _____
   a. _____ Location, names and widths of streets
   b. _____ Location and names of railroads
   c. _____ Location of property lines
   d. _____ Name of adjacent owners
   e. _____ Tax map number and zoning classification of adjoining owners
   f. _____ Location of sanitary sewer, storm drains, watermains, culverts, petroleum products, gas, electric or other similar manmade features on or within 200 feet of any part of the tract of land to be subdivided or developed.

3. _____ Identification of all historically significant buildings or structures on tract or on adjacent property.

4. _____ Location of monumentation (existing)

5. _____ Location of all easements and right-of-ways within the property.

6. _____ Appropriate contours at 2 to 5 foot intervals with sufficient details to show the course, structure and capacity of all drainage facilities and method of drainage of the adjacent or contiguous properties. All contours shall be taken from US Coast and Geodetic benchmarks and on US Coast and Geodetic Datum.

7. _____ Location of species and size of large trees (greater than eight inch caliper at a height of three feet above the ground) standing alone. The location and area of all floodplains, floodplain soils, woodlands, bodies of water, watercourse, wetlands, slope areas over 15%, boundaries of all soil types with a description of each type indicating any limitation of the soil type for on-site sewage disposal, buildings with basements, streets and parking lots.

Proposed Layout

1. _____ Layout of lots, including dimensions and bearings and consecutive numbering of lots.

2. _____ Layout of streets, including name, width of streets, right-of-ways, alleys and crosswalks and sidewalks.

3. _____ Arrangement of buildings, parking, service areas, light standards, sidewalks, fire hydrants and trash receptacles for land development.

4. _____ Zoning requirements applicable for development/subdivision, location of zoning district boundary lines affecting subdivision/development.

5. _____ A reference to any land dedicated for public use, or offered for dedication for parks and recreation areas, schools, widening of streets or other public uses.

6. _____ For multi-family development, the total area, total dwelling units, number of buildings, proposed density, total parking spaces, building coverage and bedroom ratio.

7. _____ For subdivisions, the total area, number of lots, density, lot area for each lot, average and minimum lot size and proposed length of new streets.

8. _____ a. _____ Location and size of proposed storm sewer drains, sanitary sewers, culverts, watercourses and all appurtenances thereof;

   b. _____ On-site sewage disposal facilities.

   c. _____ Gas mains, watermains, fire hydrants, street lights, planting, special structures and other underground conduits or structures.

9. _____ a. _____ Plan of surface drainage of tract, which shall indicate the proposed impervious surface ratio.

b. _____ Plan of erosion and sediment control measures during and after construction.

10. _____ Building setback lines, established by zoning or other ordinances or deed restrictions, with distances from proposed right-of-way lines.

11. _____ Indication of any lots on which other than a residential use is intended.

12. _____ Rights-of-way and/or easements proposed for all drainage purposes, utilities or other pertinent reasons.

13. _____ Tentative typical cross-sections and centerline profiles of each proposed street.

14. _____ Landscape plan showing proposed landscape treatment in accordance with the subdivision/land development and zoning ordinance including buffering.

15. _____ Where preliminary plan covers only a part of the applicant's entire holdings, a sketch shall be submitted of the prospective layout and concept of the remaining area.

16. _____ Plan shall be labeled "Preliminary Plan – Not To Be Recorded".

17. _____ Method of calculating total number of off-street parking spaces.

18. _____ Traffic Impact Study

19. _____ Stormwater Management Plan

The above checklist has been prepared in accordance with Article VIII Sections 800 thru 803 of the Bristol Township Subdivision/Land Development Ordinance.

_____ _____

Name and Signature Of The Person Who Completed Checklist Date

SUBDIVISION/LAND DEVELOPMENT APPLICATION

Plan Information (Non-Compliance)

Note: All sections of the Bristol Township Code which have not been met MUST be listed below. A letter of requested waivers from applicable sections with an explanation of why the requests are needed MUST be submitted with this application. If others are found during the review process, additional waivers shall be requested in writing.

Section(s) of the Bristol Township Code that are not complied with:

Subdivision/Land Development_____

Zoning_____

Have any VARIANCES been granted for this property? Yes _____ No _____
(If yes, indicate when and what variances were received)

_____

_____

_____

Applicant's Certification

I hereby certify that I am the Owner/Equitable Owner/Agent of property, and that I am authorized to make this application.

Name _____
Address _____
_____
Phone _____

Signature _____

CONTRACT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made this day of ,20 , by and between BRISTOL TOWNSHIP, Bucks County, Pennsylvania (hereinafter referred to as "Township") and the Bristol Township Solicitor, and Township Engineer (hereinafter referred to as "Professional Staff", and (hereinafter referred to as "Developer").

WITNESSETH:

WHEREAS, the Developer is the applicant and/or legal or equitable owner of certain real estate bearing Tax Parcel Number # located or described and consisting of acreage as follows:

WHEREAS, the Developer has presented to the Township plans for proposed Subdivision, Land Development, Building Development or other plans for the use of their land for review by the Township, or has applied for a building permit from the Township:

WHEREAS, the Developer has filed with the Township such plans and/or has requested approval for permits to build, or requested approval of any such plans to make use of its property, which plans are hereby incorporated by reference and made a part hereof;

WHEREAS, the Developer has requested the Township to review said plans and other requests which review will require Township Professional Staff review, the costs and ex-
penses of which Professional Staff review shall be paid by Developer.

NOW THEREFORE, the parties agree as follows:

1. The Developer and Township here authorize and direct the Township's Professional Staff to review the application and plans and to make such recommendations and determine such specifications as may be necessary with respect to such plans, as required by the Township pursuant to its ordinances or codes.

2. The Developer shall pay
   (a) the Engineer's charges and fees for review of and/or preparation of the plans;
   (b) reasonable legal fees for review by the Township Solicitor, or other legal consultants relating to the application for approval of plans or building permits, occupancy permits or such other permits and reviews as are necessary;
   (c) administrative costs and expenses which the Township may incur by reason of this Contract.

All charges and fees shall be paid in advance by the Developer as required by the Township and in accordance with paragraph 3 set forth herein.

3. The Developer hereby agrees to deposit with the Township the sum of as security deposit for the payment of all costs and expenses, charges and fees as set forth in paragraph 2 above, within five (5) days of the date of this Agreement. It is agreed and understood by the parties that neither the Township, its Solicitor nor Engineer shall commence processing this application until the security deposit has been deposited with the Township. In the event the balance of the escrow account at any time shall be below fifty percent (50%) of the original escrow deposit, and it appears that costs will be in excess of the remaining balance, the Township shall require an additional escrow deposit sufficient to restore the account balance to the original escrow amount. This additional escrow amount shall be paid by the Developer when requested and no further review of the proposed development will occur until receipt of such payment by the Township.

4. In the event that the Township shall expend or become liable for engineering, legal or administrative costs and expenses in an amount in excess of the deposit required in paragraph 3 hereof, Developer agrees to promptly deposit such additional sum with the Township as necessary and shall be provided with a detailed statement of account from the Township upon request.

5. The Township agrees to render services to the Developer and to authorize services to be rendered from its Engineer and its Solicitor in accordance with the review procedures established herein and by the Township. Plans shall not be reviewed nor shall any permits be issued until the security deposit has been paid in this Agreement. Developer further agrees not to commence any work or construction whatsoever on and about the subject property for which the permits or plan approvals are required until execution of this Agreement and the posting of the security deposit herein required. Should any construction take place prior to execution of this Agreement, Developer hereby agrees that he or it shall be required to remove any and all materials thus previously constructed or installed, prior to any review or approval by the Township.

6. It is further agreed by the Township and the Developer that the Developer shall pay all engineering fees for supervision and inspection during construction alteration, or other work as shall be required by the Township.

7. The Developer shall pay all reasonable fees and recording costs which the Township may incur by reason of or in connection with the improvements, construction or other work on its property which require permits and which require permits and which require approval by the Township as required by the plan as submitted.

8. The Developer further agrees to pay and shall pay for the supervision and inspection of all work required to be performed by the Township of its Engineer.

cpc

9. The Developer shall pay any and all legal fees charged by the Solicitor for the preparation of legal documents, review of any legal documents or plans, or any other legal work authorized by the Township relating to the performance of any of the construction as applied for by the Developer.

10. The Developer agrees and shall pay any and all engineering and legal costs incurred by the Township for the reviews and inspections which may be required for the purpose of ensuring compliance with the plans as filed or the application for permits and to ensure that the work to be performed complies in all respects with the ordinance and Codes of the Township and any other laws and regulations of the Commonwealth of Pennsylvania, of the United States or any other regulations or laws required for the work to be performed at Developer's property.

11. The Developer and the Township further agree that should any special professional services be required in addition to those services detailed herein in review of the plans or approval of building permits, inspections or occupancy permits, the cost of such additional services shall be paid by the Developer.

12. The Developer and the Township further agree that any fees or costs arising out of this Agreement or any fee schedule in effect in Bristol Township shall be paid prior to the issuance of any occupancy permit for the use of any such building which is the basis of the plan submitted and which relates to this Agreement. The Developer agrees and acknowledges that no occupancy permit will be issued until all of the fees and costs outstanding as of that date shall have been paid and any further escrows required to be deposited shall have been deposited pursuant to this Agreement.

13. The Developer may, at any time, terminate all further obligations under this Agreement by giving written notice to the Township that it does not desire to proceed with the work upon which it is requiring a permit or upon which plans have been filed, and upon receipt of such notice by the Township, the Developer shall then be liable to the Township only for costs and expenses incurred to the date and time of the Township's receipt of such notice. The Township shall use its best efforts to advise the Developer of the impending likelihood that estimated fees and costs will exceed the required security deposit in advance of the costs exceeding said sum.

14. The Developer and the Township acknowledge that this Agreement represents their full understanding and that they each intend to be legally bound hereby.

qpc

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have caused their respective signatures to be affixed and have affixed their hands and seals hereto the day and year first above written.

DEVELOPER:

Attest:

If A Corporation:

_____
Corporation Secretary

By:_____
President

Attest:

If An Individual or Partnership:

_____

By:_____
THE TOWNSHIP OF BRISTOL

_____
Township Solicitor

_____
Township Engineer

gpc

ACKNOWLEDGEMENT

We, , Township Engineer in Bristol Township, and , Solicitor for Bristol Township, acknowledge that in the event the named Developer fails to make payments in full required pursuant to the terms of this Agreement, that no cause of action will be instituted against the Township of Bristol by either of them, but that all claims by them or each of them will be brought against the Developer.

_____ _____

Date Bristol Township Engineer

_____ _____

Date Bristol Township Solicitor

Rev. 01/08

qpc

BCPC
Bucks County Planning Commission

January 1, 2021

BCPC Municipal and Act 247 Subdivision and Land Development Application Instructions Issued January 1, 2021

As a result of the COVID-19 Pandemic and to ensure the timely review of subdivision and land development applications, the BCPC has adopted the following ***new electronic submission procedures effective immediately, until further notice.***

Procedures for Reviews of Subdivisions and Land Developments (Act 247)

As a result of the COVID pandemic, all proposed plans and supplemental reports, such as traffic impact studies and planning modules are to be submitted electronically. The newly updated 2021 Subdivision and Land Development Review Application can be found at:
http://www.buckscounty.org/government/PlanningCommission

The new procedures for electronically submitting an application are as follows:

1. A completed BCPC application form is to be emailed to: planningcommission@buckscounty.org and copied to Evan Stone, BCPC Executive Director, at estone@buckscounty.org, and Michael Roedig, BCPC Director of Planning Services, at maroedig@buckscounty.org. Please do not email applications to individual staff planners. ***Do not mail/submit the fee check or plans until Steps 2 and 3 below are completed.***

2. The application form will be reviewed for completeness then an acknowledgment email will be sent back from planningcommission@buckscounty.org, including the assigned BCPC number and a link to a ShareBase folder to upload the plans and supplemental documents. ***Once the documents have been uploaded to the folder, please reply to the*** *planningcommission@buckscounty.org* ***email with the ShareBase link confirming the upload of the submission documents.***

3. An email will be sent back from planningcommission@buckscounty.org confirming the review fee and BCPC number. ***Please indicate the BCPC number on the fee check along with the tax parcel number(s) of the subject parcel(s) in the submitted application. Once this payment is received by the BCPC, the plan will be officially logged in, and the required PaMPC 30-day review clock will start.***

4. Please mail the confirmed fee check noting the assigned BCPC number, plan name, and TMP number(s), via the USPS to the BCPC at 1260 Almshouse Road, Doylestown, PA 18901. This will ensure proper crediting of the fee with the application.

5. If an application is deemed incomplete or the fee is calculated incorrectly, this will be communicated back to the submitting party in an email from: planningcommission@buckscounty.org.

Act 247 reviews are distributed as soon as they have been completed by staff. Reviews will be emailed to municipal officials with copies to the applicant and the applicant's consultants, if requested. **Either on the application or in the submitting email, please provide the email addresses of all parties to receive a copy of the review.**

Planning Module Reviews (Act 537)

Planning Modules are to be submitted electronically. All planning modules and official correspondence should be submitted to: planningcommission@buckscounty.org and copied to Evan Stone, BCPC Executive Director, at estone@buckscounty.org, and Michael Roedig, BCPC Director of Planning Services, at maroedig@buckscounty.org. Please do not send proposals to individual staff planners. **Submissions must include a DEP code.**

The application will be reviewed for completeness then an acknowledgment email will be sent back from planningcommission@buckscounty.org, including the assigned BCPC number and a link to a ShareBase folder to upload the planning module and supplemental documents. Once the documents have been uploaded to the folder, please reply to the planningcommission@buckscounty.org email with the ShareBase link confirming the upload of the submission documents. An email will be sent back from planningcommission@buckscounty.org confirming the receipt of the planning module.

Municipal Reviews

Reviews of Ordinances, Comprehensive Plans, Ordinance Amendments, School District Actions, and Municipal Land Acquisitions

Municipal applications are to be submitted electronically. All municipal proposals and official correspondence should be submitted to: planningcommission@buckscounty.org and copied to Evan Stone, BCPC Executive Director, at estone@buckscounty.org, and Michael Roedig, BCPC Director of Planning Services, at maroedig@buckscounty.org. Please do not send applications to individual staff planners. A municipal proposal is not considered "received" until an acknowledgment email is received back from planningcommission@buckscounty.org.

Municipal reviews are distributed after they are approved by the BCPC Board at their monthly meeting. Reviews are emailed to municipal officials with copies to the municipal solicitor. If additional parties require a copy, please indicate on the submitting email and please provide their email addresses.

Recording of Subdivisions and Land Developments

The BCPC no longer physically signs record plans. Requirements for the recording of approved subdivision and land development plans can be found at: http://www.buckscounty.org/government/RowOfficers/RecorderofDeeds. A BCPC number is required to be placed on all approved subdivisions and land developments, indicating that the BCPC has reviewed the plan in accordance with PaMPC requirements. However, we understand that there are circumstances where the subdivision and land development process has been waived and therefore *no BCPC review is required. In these cases, "N/A" may be placed on the BCPC signature line, but the applicant must provide a letter to the Recorder of Deeds from the municipality stating that the process has been waived. The letter will be scanned at the Recorder's office and provided to us electronically so that we may officially sign off on the plan.*

BCPC Board Meeting Schedule

Until further notice, the BCPC Board will meet virtually on the first Wednesday of each month at 2 PM. Meetings are open to applicants and the public. A public telephone call in number will be posted to the BCPC website no less than 24 hours prior to the meeting. All meeting information can be found here: http://aboutus-bucksgis.opendata.arcgis.com/

For updated information from the County, and our COVID-19 response please visit:
https://covid19-bucksgis.hub.arcgis.com/

BCPC
Bucks County Planning Commission
1260 Almshouse Road ▪ Doylestown, Pa 18901
Phone 215/345-3400 FAX 215/345-3886 EMAIL bcpc@buckscounty.org

SUBDIVISION AND LAND DEVELOPMENT
2021 REVIEW APPLICATION

This application must be completed on both sides by the applicant, or their agent, and submitted digitally following the procedures below for subdivision and land development reviews mandated by the Pennsylvania Municipalities Planning Code (PaMPC), Act 247 of 1968, as amended.

MUNICIPALITY: _____

NAME OF PROPOSAL: _____

LOCATION: _____

PLAN TYPE: ☐ Land Development ☐ Subdivision
PLAN CLASS: ☐ Major ☐ Minor ☐ Municipal ☐ Sketch

TAX PARCEL NO.: _____ **TOTAL ACREAGE:** _____

APPLICANT: _____ **APPLICANT TELEPHONE:** _____

APPLICANT ADDRESS: _____ **APPLICANT EMAIL:** _____

OWNER OF RECORD: _____

OWNER ADDRESS: _____

OWNER EMAIL: _____

PRESENT LAND USE: _____

DEVELOPMENT TYPE: ☐ Agricultural ☐ Commercial ☐ Conversion ☐ Industrial ☐ Institutional ☐ Lot Line Change ☐ Office ☐ Residential

PROPOSAL:

NONRESIDENTIAL: Number of Building Lots or Leaseholds: _____
Proposed New Building Area: _____
Gross square feet (floor area)

RESIDENTIAL: Number of Lots or Units: _____

WATER SUPPLY: *(Check one)* ☐ Public ☐ Community On-site ☐ Individual On-lot

SEWERAGE: *(Check One)* ☐ Public ☐ Community ☐ Individual On-lot

OPEN SPACE: *(Check One)* ☐ Public ☐ Private
TOTAL OPEN SPACE ACREAGE: _____

Submission Procedures: Please follow this link to view full and detailed submission procedures for submitting this application along with all documents: https://www.buckscounty.org/government/PlanningCommission

1) Submit this completed application to planningcommission@buckscounty.org, or click on the SUBMIT button on the bottom of Page 2.
2) A confirmation email will be sent back to submitter with official BCPC number and a link to upload required documents (see below).
3) Once all documentation has been received and reviewed for completeness, an email will be sent back to submitter with fee confirmation.
4) Confirmed fee should be mailed to the Bucks County Planning Commission. Review of the submission will begin when fee is received.

The following documentation is **required** for every plan submission, at the applicable level, in addition to a completed application form.
Please check the appropriate state of plan submission and the inclusion of the required documentation:

☐ Sketch Plan *or* ☐ Revised Sketch Plan	☐ One **digital** file of plan
☐ Preliminary Plan *or* ☐ Revised Preliminary Plan	☐ One **digital** file of preliminary plan/revised preliminary plan
	☐ One digital file of proof of variances, special exceptions, conditional uses, or other agreements
If applicable {	☐ One **digital** file of Sewage Facilities Planning Module
	☐ One **digital** file of Transportation Impact Study
☐ Revised Final Plan	☐ One **digital** file of final plan/revised final plan
	☐ One **digital** file of conditions of preliminary approval

If proposal is made by applicant or agent directly to the Bucks County Planning Commission (BCPC), the following certification is required to assure that all plans submitted to the BCPC are also submitted to the municipal government for review.

I hereby certify that this plan has been submitted for review to the Township/Borough of _____ and that, if the plan is withdrawn from consideration by the municipality, it will also be withdrawn from the BCPC review process via written notification. Members of the BCPC and staff are authorized to enter land for site inspection if necessary.

_____
Print Name of Applicant

_____ _____
Signature of Applicant Date

BCPC USE ONLY

BCPC File No.: _____

Date Received: _____

Fee Paid: _____

BUCKS COUNTY PLANNING COMMISSION FEE SCHEDULE FOR REVIEWS

The following fees will be charged by the Bucks County Planning Commission for subdivision and land development reviews as authorized by Act 194 amending Act 247, the Pennsylvania Municipalities Planning Code. These fees are effective **January 1, 2021**. Plans will not be accepted for review without the appropriate fee and completed application form. If you need assistance in calculating application fee(s), please call us at 215-345-3400.

Residential subdivisions, land developments, and conversions *(Including Tentative Planned Residential Development Plans)*

					Base Fee	+		
	up to	2	lots or units	=	$200			
3	up to	10	lots or units	=	$105	+	$70	for each buildable lot/unit over 2
11	up to	25	lots or units	=	$630	+	$50	for each buildable lot/unit over 10
26	up to	50	lots or units	=	$1,320	+	$45	for each buildable lot/unit over 25
51	up to	100	lots or units	=	$1,980	+	$25	for each buildable lot/unit over 50
101	+		lots or units	=	$2,640	+	$20	for each buildable lot/unit over 100

Nonresidential land developments

					Base Fee	+		
0	up to	5,000	square feet	=	$315	+	$0.055	per square foot of floor area
5,001	+		square feet	=	$500	+	$0.20	per square foot of floor area, not to exceed $6,000 in addition to the base fee

Nonresidential subdivisions

	up to	2	lots or units	=	$230	
3	up to	10	lots or units	=	$130	per lot
11	+		lots or units	=	$105	per lot

Curative Amendments (not municipal curative amendments)	$2,500
Private Petitions for Zoning Change (not municipal petitions)	$2,000

For the purposes of this Fee Schedule the definitions in Article II of the Pennsylvania Municipalities Planning Code of subdivision and land development shall be used.

There is **no fee** for review of a sketch plan or final plan submission (unless otherwise noted below).

All fee charges are intended to cover the entire review process from preliminary to final stages **except** as follows:

1) **Each resubmission of a plan with minor revisions** shall be subject to an additional fee, not to exceed the required fee listed in the tables above or $250.00, whichever is less. A subdivision which proposes no more than two lots may be resubmitted with minor revisions one time without a charge for the review.
2) **Each resubmission of a plan involving a major revision or change in program** from the original submission shall be required to pay an additional fee as required in the tables above. A major revision or change in program may include, but is not limited to, a change in use, dwelling type, density, lot layout, street layout, or site layout.
3) **Each plan submitted for review two years or more after the first submission** shall be subject to an additional fee, not to exceed the required fee listed in the tables above or $200.00, whichever is less, if the plan contains only minor revisions. If there are major revisions to the plan, the submission will require a fee in accordance with the fee schedule above. Major changes are as noted in #2 above.
4) **Proposals submitted which contain a mix of uses** will be subject to the appropriate fee for each use.

MEETINGS WITH THE STAFF of the Bucks County Planning Commission to discuss applications either prior to or during the formal development application are encouraged and are free of charge. Appointments can be made by contacting 215-345-3400.

SIGNING OF PLANS FOR RECORDING: The Bucks County Planning Commission now signs plans electronically. If you have municipally-signed plans with an official BCPC number you can go directly to the Bucks County Recorder of Deeds to record your plan. Please contact the Recorder of Deeds at 215-348-6209 should you have any questions about recording your plan.

REQUESTS FOR ADDITIONAL COPIES OF REVIEW: Digital copies of the Bucks County Planning Commission review of this proposal will be sent to the applicant, the municipality, and the municipal engineer. If you wish to have digital copies sent to other persons, please list their **NAME(S), TITLE(S), and EMAIL(S):**

_____ _____ _____

_____ _____ _____

_____ _____ _____

SUBMIT

Effective July 1, 2019

BUCKS COUNTY CONSERVATION DISTRICT

1456 FERRY ROAD, SUITE 704
DOYLESTOWN, PA 18901-5550
P (215)345-7577 F (215)345-7584

In Pursuit of Environmental Excellence

APPLICATION FOR CHAPTER 102 and/or NPDES REVIEW INFORMATION FORM

This form must be completed and submitted along with the required plans and fees for first time E&S reviews and resubmissions. Please see page 2 for instructions regarding the number of copies required for various submissions.

Application Type:

Plan Date OR Most Recent Revision Date: _____ NEW PLAN ☐ RESUBMISSION ☐ CORRECTIVE ACTION PLAN ☐
☐ ADMINISTRATIVE INCOMPLETE ($250.00 FEE) ☐ NPDES MINOR AMENDMENT ($250.00 FEE)

Project Municipality_____ Project Name_____

Tax Parcel Number _____ Project Address_____

*TOTAL ACREAGE_____ ACRES TO BE DISTURBED _____ #Lots _____ #Units _____

Watershed_____ Receiving Stream_____ Stream Classification_____

APPLICANT INFORMATION

Applicant Name: _____

Applicant Company: _____

Address: _____

City/State/Zip: _____

Phone: _____Ext: _____

Email: _____

PLAN PREPARER

Designer Name: _____

Company: _____

Address: _____

City/State/Zip:_____

Phone:_____ Ext:_____

Email: _____

Submitted By: ☐Engineering Firm/Plan Designer ☐ Contractor ☐ Landowner ☐ Municipality

E&S Fee Exemptions and Exceptions: ☐County Agencies ☐ Volunteer Fire Stations/ Ambulance Services ☐Co-op Farmer, #_____

☐ Municipalities/ Public Schools (1/2 fee) ☐Other:_____

****FEE SCHEDULE FOR E&S REVIEWS (BASED ON *DISTURBED* ACRES ONLY) ****

INCLUDED WITH SUBMISSION ARE: ☐PLANS/NARRATIVES ☐ FEE(S) ☐ NPDES/E&S PERMIT APPLICATION

☐ SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = $200.00

ALL OTHER EARTH DISTURBANCE:

☐ .02296 to 0.99 acres = $650.00
☐ 1.0 to1.99 acres = $1,350.00
☐ 2.0 to 4.99 acres = $2,000.00
☐ 5.0 to 9.99 acres = $3,000.00
☐ 10.0 to 19.99 acres = $5,000.00
☐ 20+ acres = $6,000.00 +

Additional $100.00 per acre for each acre over 20
(Fractions of an acre are rounded up to the next whole acre.)

☐ **TIMBER HARVEST**
0.0-24.99 ACRES = $200.00; ≥25.0 ACRES = E&S PERMIT

☐ **E&S PERMIT**
≥25.0 ACRES = $650 (PLUS FEES ASSOCIATED WITH NPDES INDIVIDUAL PERMIT, SEE PAGE 2, "NPDES INFORMATION")

☐ **SMALL POND WORK E&S FEE = $200.00 (MAY REQUIRE NPDES PERMIT, SEE PAGE 2, "NPDES INFORMATION")**

****FOR PROJECTS WITH EARTH DISTURBANCE OF ONE (1) ACRE OR MORE IT IS REQUIRED THAT AN NPDES APPLICATION (NOI) BE SENT WITH THE E&S SUBMISSION.**
****PLEASE READ PAGE 2 OF THIS APPLICATION UNDER "EXEMPTIONS AND EXCEPTIONS"**

PLEASE SUBMIT FOLDED PLANS TO THE DISTRICT. ROLLED PLANS WILL NOT BE ACCEPTED.

BCCD USE ONLY BEYOND THIS POINT

ENTRY # _____ DATE SENT BACK _____

E&S FEE REC'D $_____ CHECK# _____ DEP CWF FEE $_____ CHECK# _____

EXPEDITED FEE$ _____ CHECK# _____ CAP/ADMIN/MA FEE $ _____CHECK# _____

NPDES FEE $_____ CHECK# _____ NPDES # ASSIGNED _____

STANDARD INFORMATION:
Incomplete E&S applications will not be accepted.

BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

E&S reviews are processed in the order they are received. The District is required to complete its review within 30 days.

The BCCD Office DOES NOT process Chapter 105 General Permits 1 – 9 & 15. They must be submitted to the Southeast Regional DEP Office, 2 East Main Street, Norristown, PA 19401. 484-250-5900. Please refer to the DEP website (www.dep.state.pa.us) for any further information.

If a meeting with the BCCD is needed, PLEASE CALL AHEAD TO SCHEDULE AN APPOINTMENT.

E&S Review letters are sent to the Landowner, appropriate Municipal government, Bucks County Planning Commission, and Engineer / Plan Designer. **PLEASE NOTE:** If copies of review letters are needed by any other entities please attach names and addresses.

Failure to begin earth moving within 2 years from date of BCCD's Adequate E&S Review Letter will require a resubmission and will be subject to a full E&S fee.

E&S FEE EXEMPTIONS AND EXCEPTIONS:
County agencies, volunteer fire stations, volunteer ambulance services, and conservation co-operator farms are exempt from fees.
Municipalities and Public Schools please submit One half (1/2) of the fee listed under "ALL OTHER EARTH DISTURBANCE" fee schedule.

FEES ARE REQUIRED FOR ALL OTHER SUBMISSIONS.
THERE ARE NO EXEMPTIONS FROM EXPEDITED REVIEW FEES.

E&S submissions and resubmissions require one (1) plan set, one (1) General Information Form, and appropriate fee. MAKE CHECKS PAYABLE TO "BUCKS COUNTY CONSERVATION DISTRICT" OR "BCCD."

Withdrawal of a submission prior to a response from the BCCD is subject to a fee of either fifteen percent (15%) of the current fee or $150.00, whichever is less. Plans withdrawn for any reason will require a full fee when resubmitted.

RESUBMISSION GUIDELINES:
All resubmissions are required to submit an APPLICATION FOR CHAPTER 102 and/or NPDES REVIEW INFORMATION FORM and associated fee. Any submission involving a Major Revision from a previously reviewed plan shall be required to submit the FULL E&S Fee. A MAJOR change or revision on a plan may include, but is not limited to: a change in use, lot layout, street layout, grading changes, or basin revisions. If you have any questions, please call the BCCD office.

A Fee of 50% of the CURRENT FEE or $1000.00, whichever is less, will be charged for each resubmission without major changes.

New revision dates noted on the plans require a resubmission to BCCD, including an application form and resubmission fee. A new review letter is required with corresponding plan dates.

NPDES PERMIT INFORMATION:
A separate federally mandated NPDES Permit is needed if proposed earth disturbance is one (1) acre or greater. There are two categories of NPDES Permits, General or Individual.
NPDES **General Permit** fee $500.00, payable to "BCCD-CWF"
An NPDES **Individual Permit** is needed if the project is located in High Quality (HQ) or Exceptional Value (EV) Watershed. Please refer to Chapter 93, Water Quality Standards, Title 25 of PA CODE. The fee for this permit is $1500.00, payable to "BCCD-CWF".

With every NPDES Submission, please include 1 copy of plans and narratives for review. For NPDES Individual Permits, additional plan sets will be requested by the BCCD once a submission is found to be administratively complete. All submissions also require a check for $100.00 per disturbed acre (rounded to the nearest whole acre), made payable to the "PA-CWF". DISTURBED ACRE FEES ARE COLLECTED BY THE BCCD AND DELIVERED TO THE PA DEP WEEKLY.

BCCD requires a $250.00 re-filing fee for NPDES applications found to be incomplete on the first submission. Required information must be submitted to BCCD within 60 days of notice or the application and all associated plan sets will be considered withdrawn.

NPDES Permit **Minor Amendments** will be charged a flat fee of $250.00.

ALL APPLICATIONS FOR NPDES PERMITS ARE PROCESSED BY BCCD OFFICE. PLEASE INCLUDE THEM WITH THE E&S SUBMISSION IN THEIR ENTIRETY.

Projects requiring NPDES Applications (NOI) will be reviewed for Administrative and Technical completeness within 15 Business days of receipt. If the NOI is considered to be Administratively and Technically Complete, the E&S review will follow within 22 Business days. Re-submittals will be processed within 17 business days of receipt.

FOR E&S FORM, NPDES FORMS, AND POLICIES PLEASE VISIT www.bucksccd.org OR www.dep.state.pa.us

WAIVER OF TIME LIMIT FOR TOWNSHIP ACTION ON PRELIMINARY PLAN

The Pennsylvania Municipalities Planning Code requires that the municipality make and communicate its decisions on applications for approval of preliminary/final land development plans within ninety (90) days of the date of a complete application submission. From time to time, circumstances arise which prevent the municipality from giving full consideration to an application within the specified time limits. Those circumstances have arisen in this case due to inadequate information presented to the Township or for other reasons beyond the control of the Township. It is therefore requested that this waiver of time limit be executed.

THE APPLICANT IS ADVISED THAT THIS WAIVER NEED NOT BE SIGNED AND THE TOWNSHIP WILL HAVE TO ACT ON THE APPLICATION BY EITHER APPROVING OR DISAPPROVING THE APPLICATION WITHIN THE SPECIFIED TIME LIMITS. The signing of this document signifies a knowing and willing waiver by the applicant.

I/We acknowledge and agree to extend the ninety (90) day time limitation for an additional ninety (90) days to be computed from the date of signing of this document.

_____

Applicant

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF WATER SUPPLY AND WASTEWATER MANAGEMENT

INSTRUCTIONS FOR COMPLETING COMPONENT 4A MUNICIPAL PLANNING AGENCY REVIEW

Remove and recycle these instructions prior to mailing component to the approving agency (DEP or delegated local agency).

Background

This component, Component 4, is used to obtain the comments of planning agencies and/or health departments having jurisdiction over the project area. It is used in conjunction with other planning module components appropriate to the characteristics of the project proposed.

Who Should Complete the Component?

The component should be completed by any existing municipal planning agency, county planning agency, planning agency with areawide jurisdiction, and/or health department having jurisdiction over the project site. It is divided into sections to allow for convenient use by the appropriate agencies.

The project sponsor must forward copies of this component, along with supporting components and data, to the appropriate planning agency or agencies and health department(s) (if any) having jurisdiction over the development site. These agencies are responsible for responding to the questions in their respective sections of Component 4, as well as providing whatever additional comments they may wish to provide on the project plan. After the agencies have completed their review, the component will be returned to the applicant. The agencies have 60 days in which to provide comments to the applicant. If the agencies fail to comment within this 60 day period, the applicant may proceed to the next stage of the review without the comments. The use of registered mail or certified mail (return receipt requested) by the applicant when forwarding the module package to the agencies will document a date of receipt.

After receipt of the completed Component 4 from the planning agencies, or following expiration of the 60 day period without comments, the applicant must submit the entire component package to the municipality having jurisdiction over the project area for review and action. If approved by the municipality, the proposed plan, along with the municipal action, will be forwarded to the approving agency (DEP or delegated local agency). The approving agency, in turn, will either approve the proposed plan, return it as incomplete, or disapprove the plan, based upon the information provided.

Instructions for Completing Planning Agency and/or Health Department Review Component

Section A. Project Name

Enter the project name as it appears on the accompanying sewage facilities planning module component (Component 2, 3, 3s or 3m).

Section B. Review Schedule

Enter the date the package was received by the reviewing agency, and the date that the review was completed.

Section C. Agency Review

1. Answer the yes/no questions and provide any descriptive information necessary on the lines provided. Attach additional sheets, if necessary.

2. Complete the name, title, and signature block.

Section D. Additional Comments

The Agency may provide whatever additional comment it deems necessary, as described in the form. Attach additional sheets, if necessary.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF WATER SUPPLY AND WASTEWATER MANAGEMENT

DEP Code #

SEWAGE FACILITIES PLANNING MODULE
COMPONENT 4A - MUNICIPAL PLANNING AGENCY REVIEW

Note to Project Sponsor: To expedite the review of your proposal, one copy of your completed planning module package and one copy of this ***Planning Agency Review Component*** should be sent to the existing local municipal planning agency for their comments.

SECTION A. PROJECT NAME (See Section A of instructions)

Project Name
First Federal Realty

SECTION B. REVIEW SCHEDULE (See Section B of instructions)

1. Date plan received by municipal planning agency. _____
2. Date review completed by agency. _____

SECTION C. AGENCY REVIEW (See Section C of instructions)

Yes	No		
☐	☐	1.	Is there a municipal comprehensive plan adopted under the Municipalities Planning Code (53 P.S. 10101, *et seq.*)?
☐	☐	2.	Is this proposal consistent with the comprehensive plan for land use?
			If no, describe the inconsistencies _____
☐	☐	3.	Is this proposal consistent with the use, development, and protection of water resources?
			If no, describe the inconsistencies _____
☐	☐	4.	Is this proposal consistent with municipal land use planning relative to Prime Agricultural Land Preservation?
☐	☐	5.	Does this project propose encroachments, obstructions, or dams that will affect wetlands?
			If yes, describe impacts _____
☐	☐	6.	Will any known historical or archaeological resources be impacted by this project?
			If yes, describe impacts _____
☐	☐	7.	Will any known endangered or threatened species of plant or animal be impacted by this project?
			If yes, describe impacts _____
☐	☐	8.	Is there a municipal zoning ordinance?
☐	☐	9.	Is this proposal consistent with the ordinance?
			If no, describe the inconsistencies _____
☐	☐	10.	Does the proposal require a change or variance to an existing comprehensive plan or zoning ordinance?
☐	☐	11.	Have all applicable zoning approvals been obtained?
☐	☐	12.	Is there a municipal subdivision and land development ordinance?

SECTION C. AGENCY REVIEW (continued)

Yes	No	
☐	☐	13. Is this proposal consistent with the ordinance? If no, describe the inconsistencies _____
☐	☐	14. Is this plan consistent with the municipal Act 537 Official Sewage Facilities Plan? If no, describe the inconsistencies _____
☐	☐	15. Are there any wastewater disposal needs in the area adjacent to this proposal that should be considered by the municipality? If yes, describe _____
☐	☐	16. Has a waiver of the sewage facilities planning requirements been requested for the residual tract of this subdivision?
☐	☐	If yes, is the proposed waiver consistent with applicable ordinances?

17. Name, title and signature of planning agency staff member completing this section:

Name: _____

Title: _____

Signature: _____

Date: _____

Name of Municipal Planning Agency: _____

Address _____

Telephone Number: _____

SECTION D. ADDITIONAL COMMENTS (See Section D of instructions)

This Component does not limit municipal planning agencies from making additional comments concerning the relevancy of the proposed plan to other plans or ordinances. If additional comments are desired, attach additional sheets.

The planning agency must complete this Component within 60 days.

This component and any additional comments are to be returned to the project sponsor.

RESOLUTION 13-2006

A RESOLUTION AMENDING RESOLUTION 01-2004, FILING FEES AND ESCROW AMOUNTS FOR APPLICATIONS INVOLVING SUBDIVISION, LAND DEVELOPMENTS, PETITIONS FOR CHANGE OF ZONING, CURATIVE AMENDMENTS, CONDITIONAL USE APPLICATIONS, ZONING HEARING BOARD APPEALS, GOVERNING BODY APPEALS, AND ESTABLISHING CERTAIN ADMINISTRATIVE PROCEDURES AND POLICIES WITH RESPECT TO APPLICATION PROCEDURES, ADMINISTRATIVE FEES, AND RESOLUTION OF FEE DISPUTES

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Council of the Township of Bristol, County of Bucks, Commonwealth of Pennsylvania:

SECTION 1. ADMINISTRATION

A. All applications must be filed with the License and Inspections Department and be stamped with the application date. Any application (other than those pertaining to Subdivisions and Land Developments) that is deemed incomplete by the License and Inspections Department will not be accepted for review by the Township. When an application is rejected, the applicant shall be informed of the specific deficiencies of the application and instructed in fulfilling the application requirements.

B. A filing fee and escrow deposit are payable at the time of submission of each application, excluding final subdivision and land development plans where fees and escrows were established with the preliminary plan application. Separate checks shall be submitted by the applicant to cover the amounts of the filing fee and escrow deposit. In general, the filing fee will reimburse the Township for indirect and overhead expenses incurred during the review process for a particular application. The escrow deposit will reimburse the reasonable and necessary expenses of postage, advertising, stenographic services, legal and engineering services, traffic design, site design, landscape architecture and other consulting services which the Council and/or Zoning Hearing Board deem necessary for the examination of subdivision, land development or other applications.

C. A five percent (5%) administrative fee will be added to all applicable charges invoiced to the escrow account. This fee will be added to the total of each Township invoice and be deducted forthwith from the escrow account.

D. Applicants will receive periodic statements of the charges and fees deducted from their escrow accounts by the Township.

E. Upon submission of an application, the applicant will be required to sign an agreement to reimburse the Township for all reasonable and necessary expenses incurred by reason of the application in excess of the sums deposited with the Township. In the event that the escrow amount falls below fifty percent (50%) of the original escrow deposit, and it seems likely that costs will run in excess of the unused portion, the Township reserves the right to require an additional escrow deposit to restore the account to the amount of the original deposit. This additional escrow deposit is subject to the five percent (5%) administrative fee and shall be paid when requested and before further review of the application by the appropriate Township boards and/or commissions.

F. Upon the recording of a subdivision plan with the Recorder of Deeds, or upon final action by the Council or Zoning Hearing Board, or upon withdrawal of an application by the applicant, and after payment of all advertising, engineering, legal and other expenses incurred by the Township, the balance of the escrow amount will be refunded to the applicant. Funds held in the escrow account will not be refunded until all Township invoices and expenses have been paid in full by the applicant.

SECTION 2. SUBDIVISION AND LAND DEVELOPMENT APPLICATIONS, INCLUDING CHANGES IN LOT LINES WHERE NO NEW LOTS ARE CREATED.

A. Upon submission of a preliminary plan application, or a final plan application where no preliminary plan had been submitted, the applicant shall pay filing fees and deposit escrow amounts in accordance with the schedule established herinbelow.

B. In the R-1, R-2, R-3, and R-4 zoning districts, and for all other residential zoning districts or uses, subdivision and/or land development filing fees and escrow amounts shall be established as hereinbelow set forth. Where the number of lots and number of dwelling units are not the same, the filing fee and escrow amount shall be calculated on the basis of the greater number and the applicant shall pay and deposit the greater amount.

Filing Fees

Sketch Plan	$500.00
2 lots or dwelling units	$500.00
3 or more lots or dwelling units	$500.00 plus $50.00 per lot or dwelling unit over two (2)

Escrow Amounts

Sketch Plan	$1,000.00
2 lots or dwelling units	$800.00
3 to 10 lots or dwelling units	$1,500.00
11 to 20 lots or dwelling units	$3,000.00
21 to 40 lots or dwelling units	$4,000.00
41 to 60 lots or dwelling units	$5,000.00
61 to 80 lots or dwelling units	$6,000.00
81 or more lots or dwelling units	$7,000.00

C. In all other zoning districts, subdivision and/or land development filing fees and escrow amounts shall be fixed as follows:

Filing Fees		Escrow Amounts
$750.00 plus $150.00 per tenant/ leasehold or per acre of gross site area, whichever results in the greater fee and escrow amount	0.0 – 0.5 acres	$2,000.00
	0.6 – 1.0 acre	$3,000.00
	1.1 – 2.0 acres	$4,000.00
	2.1 – 5.0 acres	$5,000.00
	5.1 – 10 acres	$7,000.00
	10 acres or more	$8,000.00

D. Applicants submitting amended final plan applications or requesting changes to existing lot lines, where no new lots or parcels are created, shall pay the minimum fee and escrow amounts established in Section 2, B or Section 2, C above. The per lot charge shall not apply.

SECTION 3. SCHEDULE OF FEES FOR REVIEW OF APPLICATIONS, REPORTS AND INSPECTION OF IMPROVEMENTS.

A. The applicant and/or developer shall reimburse the Township from the escrow

account for the reasonable and necessary expenses incurred for review of applications, reports, and the inspection of improvements by the Township's professional consultants and/or engineer. Such expenses shall be reasonable and in accordance with the ordinary and customary fees charged by the Township Engineer or consultant for work performed for similar services in the community, but in no event shall the fees exceed the rate or cost charged by the engineer or consultant to the Township when fees are not reimbursed or otherwise imposed on applicants.

1. In the event the applicant disputes the amount of any such expense in connection with review of applications, reports and the inspection of improvements, the applicant shall, within fourteen (14) working days of the applicant's receipt of the bill, notify the Township that such expenses are disputed as unreasonable or unnecessary, in which case the Township shall not delay or disapprove a subdivision or land development application or any approval or permit related to development due to the applicant's request over disputed engineering or consultant fees. In the event that the Township and the applicant cannot agree on the amount of review/inspection fees which are reasonable and necessary, then the applicant and the Township shall follow the procedure for dispute resolution set forth in Section 510(g) of the Pennsylvania Municipalities Planning Code, as amended, provided that the professionals resolving such dispute shall be the same profession or discipline as the consultants whose fees are being disputed.

B. Rates for all other professional consulting and engineering services are available upon request from the Managing Director's Office

SECTION 4. ZONING HEARING BOARD APPEALS

A. An escrow deposit of $1,000.00 shall be submitted for all commercial, industrial, manufacturing or more than one residential dwelling/lot applications.

B. An escrow deposit of $700.00 shall be submitted for all single residential dwelling/lot applications.

Note* *These escrow fees would be used to pay for such items as the court stenographer, solicitor, advertising, etc.*

C. No application for a hearing before and by the Bristol Township Zoning Hearing Board, herinafter referred to as "Board", shall be considered by said Board for hearing, decision or such other disposition as shall come within the purview of the

duties of said Board under the ordinances of Bristol Township, the First Class Township Code, or the Pennsylvania Municipalities Planning Code unless the applicant, at the time of the filing of his/her application, pays to Bristol Township a fee and escrow deposit as prescribed herinbelow according to the relief sought by the applicant and/or his/her application.

D. Zoning Hearing Board application fees shall include compensation for the secretary, notice and advertising costs and necessary administrative overhead connected with the hearing. Such fees, however, shall not include legal expenses of the Board, expenses for engineering, architectural or other technical consultants or expert witness costs.

E. The Zoning Hearing Board or the hearing officer, as the case may be, shall keep a stenographic record of the proceedings. The appearance fee for a stenographer shall be shared equally by the applicant and the Board. The cost of the original transcript shall be paid by the Board if the transcript is ordered by the Board of hearing officer, or shall be paid by the person appealing from the decision of the Board if such appeal is made. In either event, the cost of additional copies shall be paid by the person requesting such copy or copies. In other cases, the party requesting the original transcript shall bear the cost thereof.

F. The fee schedule for Zoning Hearing Board applications shall be as follows:

1. If the relief sought is a substantive challenge to the validity of any land use ordinance, except those brought before the Board,

the fee shall be	$2,500.00
the escrow amount shall be	$1,500.00

2. If the relief sought is a challenge to the validity of a land use ordinance raising procedural questions or alleged defects in the process of enactment or adoption which challenges are raised by an appeal taken within thirty (30) days after the effective date of said ordinance,

the fee shall be	$2,000.00
the escrow amount shall be	$1,000.00

3. If the relief sought is for a variance or special exception involving an existing or proposed single family dwelling,

the fee shall be	$300.00

4. If the relief sought is for a variance or special exception involving more than one single family dwelling or one or more multi-family dwelling,

the fee shall be $400.00

5. If the relief sought is for a variance or special exception involving a commercial lot or building,

the fee shall be $550.00

6. If the relief sought is a variance or special exception involving more than one commercial lot or building,

the fee shall be $650.00

7. If the relief sought is a variance or special exception involving an industrial or manufacturing lot or building,

the fee shall be $750.00

8. If the relief sought is a variance or special exception involving more than one industrial or manufacturing lot or building,

the fee shall be $850.00

9. For all other appeals to the Zoning Hearing Board, including appeals from a determination by the Township Engineer or the Zoning Officer with reference to the administration of a flood plain or flood hazard ordinance or such provisions within a land use ordinance; applications for variances from the terms of the flood hazard ordinance or such provisions within a land use ordinance; applications for special exceptions under the flood plain or flood hazard ordinance or such provisions within a land use ordinance; and appeals from the determination of the Zoning Officer or Township Engineer in the administration of any land use ordinance or provisions thereof with reference to sedimentation and erosion control and stormwater management insofar as the same relate to development not involving Article V (subdivision and land development) of the Pennsylvania Municipalities Code.

the fee shall be $570.00

SECTION 5. APPEALS, PETITIONS AND HEARINGS BEFORE THE COUNCIL OF BRISTOL TOWNSHIP

A. No application for a hearing before and by the Bristol Township Council, hereinafter referred to as "Council", shall be considered by said Council for hearing, decision or such other disposition as shall come within the purview of the duties of said Council under the ordinances of Bristol Township, the First Class Township Code or the Pennsylvania Municipalities Planning Code unless the applicant, at the time of the filing of his application, pays to the Township of Bristol a fee and escrow deposit as prescribed hereinbelow. Fees and charges shall conform to the requirements set forth in Section 4, B&C of this Resolution, where applicable.

1. The filing fee for conditional use applications shall be $250.00; and the escrow amount, which shall be deposited with the Township, shall be $750.00.

2. The filing fee for applications for curative amendments to the Zoning Ordinance shall be $3,500.00 and the escrow amount, which shall be deposited with the Township, shall be $2,500.00.

3. The filing fee for all petition for amendments to land use ordinances, pursuant to the procedures set forth in Section 609 of Pennsylvania Act 170 (1988), shall be $1,250.00; and the escrow amount, which shall be deposited with the Township, shall be $1,000.00.

4. The filing fee for appeals from the determination of the Zoning Officer or the Township Engineer in the administration of any land use ordinance or provisions thereof with reference to sedimentation and erosion control and stormwater management insofar as the same relate to an application for subdivision or land development, shall be $575.00; and the escrow amount, which shall be deposited with the Township, shall be $750.00.

SECTION 6. NEW CONSTRUCTION/BUILDING GRADING PLAN REVIEW AND INSPECTIONS FOR RESIDENTIAL BUILDING

A. For review of the site grading plan for a new residential building and inspections of construction work in progress, the escrow deposit amount shall be $750.00.

SECTION 7. NEW CONSTRUCTION/BUILDING GRADING PLAN REVIEW AND INSPECTIONS FOR COMMERCIAL BUILDING.

A. For review of the site grading plan for a new commercial industrial or manufacturing building and inspection of construction work in progress, the escrow deposit shall be $1,000.00.

SECTION 8. PETITIONS TO VACATE STREETS AND RIGHT-OF-WAY

A. The filing fee for petitions to vacate streets and rights-of-way shall be $250.00. The amount of $750.00 shall be deposited with the Township in escrow. The cost of any survey required to prepare legal descriptions shall be paid in full by the applicant.

SECTION 9. FEES FOR PRELIMINARY OPINIONS, PURSUANT TO SECTION 916.2 OF PENNSYLVANIA MUNICIPALITIES PLANNING CODE, AND CERTIFICATIONS BY THE ZONING OFFICER

A. The fee for obtaining preliminary opinions or certifications from the Zoning Officer shall be $50.00 for residential properties and $100.00 for all other districts.

SECTION 10. LAND ALTERATION APPLICATION FEE, PERMIT AND ESCROW.

A. In residential districts, the land alteration application fee shall be $30.00, the permit fee shall be $150.00 and the escrow deposit shall be $750.00.

B. In all other zoning districts, the land alteration application fee shall be $75.00, the permit fee shall be $250.00 and the escrow deposit shall be $1,500.00.

SECTION 11. REPEAL OF CONFLICTING RESOLUTIONS

A. Any resolution, or part of resolution, conflicting with this Resolution is hereby repealed insofar as the same affects this Resolution.

SECTION 12. SEVERABILITY

A. The provisions of this Resolution are severable. If any particular fee, section, clause, sentence, part or provision of this resolution shall be held illegal, invalid or unconstitutional by a Court of competent jurisdiction, such decision of the Court shall not affect or impair any of the remaining fee schedules, sections, clauses, sentences, parts or provisions of this Resolution. It is hereby declared to be the intent of the Council of Bristol Township that this Resolution would have been adopted if such illegal, invalid, or unconstitutional section, clause, sentence or part of a provision had not been included herein.

SECTION 13. EFFECTIVE DATE

A. This Resolution shall become effective on March 1, 2006.

RESOLVED THIS 15TH DAY OF FEBRUARY, 2006.

BRISTOL TOWNSHIP COUNCIL, BUCKS COUNTY, PENNSYLVANIA

Attest:

Secretary

BY: President