

STORMWATER MANAGEMENT BEST MANAGEMENT PRACTICES (BMP) SUBMITTAL GUIDE

Go to www.derrytownship.org (under Township Departments, Community Development, Stormwater Management Ordinance) to view/print the regulations in their entirety (Ord. No. 601) and the application and agreement mentioned below.

Submission must include (at a minimum):

- Completed application - 1 original
- Filing fee:*
 - \$100.00 for projects involving up to 4,999 s.f. of new impervious area
 - \$315.00 for projects involving more than 4,999 s.f. of new impervious area
- Escrow fee* – to be determined by the Township. *Contact Jenelle Stumpf or Chuck Emerick at 717-533, 2057, Opt. 2.*
 - *NOTE: MAKE CHECKS PAYABLE TO DERRY TOWNSHIP. THE FILING FEE AND ESCROW AMOUNT CAN BE ON THE SAME CHECK.
- Stormwater management site plan and report - 2 sets for initial review; 4 sets for final review/recording
- Operation and Maintenance (O&M) Agreement - 2 originals, signed by the landowner(s) and notarized.

What to expect/plan for during the review process:

- All submissions are reviewed by the Township's consulting engineer, HRG. The average review time is 3 days. *However*, be aware that if revisions are required, the overall processing time increases to include the time involved in revisions being made, resubmitted to the Township, and reviewed by HRG. The Township is required to respond within 45 calendar days of submission as to whether or not the stormwater management site plan and report have been approved.
- **THE PROPERTY DEED MUST BE REVISED TO INCLUDE THE FOLLOWING RESTRICTION:**
"UNDER AND SUBJECT TO the Operation and Maintenance Agreement dated _____, recorded in the Office of the Recorder of Deeds of Dauphin County, Pennsylvania, at Instrument No. _____, [record O&M first and then fill in number] regulating the BMP associated with _____" [type in the improvement associated with BMP]

The sooner the process of revising the deed is started, the better. The revised deed must be recorded at the same time as the BMP agreement/plan/report.

When the plan is approved:

- The Township will notify you of the approval and inform you that the O&M Agreement/stormwater management site plan/report is ready to be picked up for recording.
- Proof of recording of the BMP information and the revised deed is required prior to zoning and/or building permit issuance.
- The escrow fee you provided will be returned after the plan review process is over and all review invoices have been paid.