

## HOME IMPROVEMENT CONSUMER PROTECTION ACT 132

THE PENNSYLVANIA LEGISLATURE IN 2008 PASSED THE HOME IMPROVEMENT CONSUMER PROTECTION ACT. THE LAW REQUIRES THAT ALL CONTRACTORS WHO PERFORM AT LEAST \$5,000 WORTH OF HOME IMPROVEMENTS PER YEAR REGISTER WITH THE ATTORNEY GENERAL'S OFFICE. EFFECTIVE JULY 1, 2009 ANY CONTRACTOR THAT IS NOT REGISTERED WILL BE PROHIBITED FROM OFFERING OR PERFORMING HOME IMPROVEMENTS UNTIL THEY BECOME REGISTERED.

HOME IMPROVEMENT CONTRACTORS CAN REGISTER ONLINE AT ([www.attorneygeneral.gov](http://www.attorneygeneral.gov)) OR BY MAILING AN APPLICATION TO THE ATTORNEY GENERAL'S OFFICE TO OBTAIN THE REQUIRED REGISTRATION.

Pennsylvania Office of Attorney General  
Bureau of Consumer Protection  
15<sup>th</sup> Floor, Strawberry Square  
Harrisburg, PA 17120  
Attention : Home Improvement Contractor Registration

EFFECTIVE JULY 1, 2009 ZONING AND BUILDING PERMITS WILL BE ISSUED ONLY UPON HOME IMPROVEMENT CONTRACTORS PROVIDING DOCUMENTATION THAT THEY HAVE OBTAINED THE REQUIRED REGISTRATION FROM THE ATTORNEY GENERAL'S OFFICE.

**RICHLAND TOWNSHIP ZONING AND BUILDING PERMIT  
APPLICATION PROCEDURES**

**PLEASE READ CAREFULLY**

Effective July 8, 2004 Richland Township will not accept a Building Permit Application for any proposed construction requiring a building permit until such time that a Zoning Permit Application is submitted for a zoning review. Along with the Zoning Permit Application, please attach a description of the property, drawing, proposed construction and relationship to the boundary lines (setbacks). Upon submission, the Zoning Officer will review the application as submitted, to determine if the proposed construction is in compliance with applicable Township Ordinances. The Zoning Permit Application approval is required prior to the submission of a Building Permit Application.

Richland Township  
1328 California Road  
Quakertown, PA 18951  
Phone 215-536-4066  
Fax 215-538-3020  
www.richlandtownship.org

Fee \_\_\_\_\_ Permit No. \_\_\_\_\_  
B.C.T.M. No. \_\_\_\_\_ Date \_\_\_\_\_

## RICHLAND TOWNSHIP APPLICATION FOR ZONING PERMIT

Name of Applicant \_\_\_\_\_ Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Street Address or Location of Property \_\_\_\_\_

Authorized Agent: Name \_\_\_\_\_ Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Contractor: Name \_\_\_\_\_ Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Property Size:      Width      Depth      Area: (Sq. Ft./acres)      Present Zoning

Proposed Use \_\_\_\_\_

Class of Work     New     Alter     Add     Move     Demolition/Razing

Existing Structures on property: \_\_\_\_\_

1. Is the street on which proposed work fronts paved?     Yes     No  
Is the street accepted by the Township?     Yes     No
2. Does above-named property provide adequate surface drainage?     Yes     No
3. What facilities for disposal of sanitary sewage are to be provided?  
Public sewer     Septic tank     Other
4. Do any natural water courses, or drains, pipes, culverts, open ditches or any other arterial water courses discharge water upon the lot or land?  Yes     No  
Or from the lot or land?  Yes     No
5. Is the work to be performed to be located within any land subdivisions, as defined in the Richland Township Subdivision Ordinance?  Yes     No  
If answer is yes, was the Subdivision Plan approved by the Township Planning Commission?  Yes     No  
Subdivision Name \_\_\_\_\_
6. Has this parcel ever been before the Zoning Hearing Board?  Yes     No
7. If answer is yes, give date of appearance. \_\_\_\_\_
8. If razing, complete the Historical Preservation Requirements Section 1003 b.

I hereby certify that all the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief.

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

NOTE: This form is NOT a permit. Your permit will be issued upon approval of your application by the Zoning Officer. (Instructions for completing this form are on the instruction sheet accompanying this form.)

Issued By: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Date: \_\_\_\_\_

RICHLAND TOWNSHIP  
 1328 CALIFORNIA ROAD  
 QUAKERTOWN, PA 18951

APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

215-536-4066 phone  
 215- 538-3020 fax  
 www.richlandtownship.org

APPLICANT TO COMPLETE ALL ITEMS

B.C.T.M. NO. 36-\_\_\_\_\_-\_\_\_\_\_- Zoning District \_\_\_\_\_

Location of Building \_\_\_\_\_

Between \_\_\_\_\_ No. \_\_\_\_\_ And \_\_\_\_\_ Street

\_\_\_\_\_ Cross Street \_\_\_\_\_ Cross Street

TYPE AND COST OF BUILDING - All applicants complete Parts A-D

A. TYPE OF IMPROVEMENT

- 1. New building
- 2. Addition (If residential enter number of new housing units added. If any in Part D.13)
- 3. Alteration (See 2 above)
- 4. Repair, replacement
- 5. Wrecking (if multifamily residential enter number of units in building in Part D.13)
- 6. Moving (relocation)
- 7. Foundation only

D. PROPOSED USE - For "Wrecking" most recent use

- |   |  |
|---|--|
| Residential   | Nonresidential                         |
| 12. One Family  | 18. Amusement, recreational            |
| 13. Two or more family - Enter number of units _____                | 19. Church, other religious            |
| 14. Transient hotel, motel or dormitory Enter number of units _____ | 20. Industrial                         |
| 15. Garage  | 21. Parking Spaces                     |
| 16. Carport   | 22. Service station, repair garage     |
| 17. Other - Specify _____   | 23. Hospital, institutional            |
| _____   | 24. Office, bank, professional         |
| _____   | 25. School, library, other educational |
|   | 26. Stores, mercantile                 |
|   | 27. Tanks, towers                      |
|   | 28. Other - Specify _____              |

B. OWNERSHIP

- 8. Private (industrial, corporation, nonprofit institution etc.)
- 9. Public (federal, State or Local)

C. COST

- 10. Cost of improvement to be installed but not included in the above cost
  - a. Electrical
  - b. Plumbing
  - c. Heating, air conditioning
  - d. Other (elevator, etc.)
- 11. Total cost of improvement

Omit cents

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

Nonresidential - Describe in detail proposed use of building e.g. food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed enter proposed use.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SELECTED CHARACTERISTICS OF THE BUILDING - For new buildings and additions, complete Parts E - L; for wrecking, complete only part J

E. PRINCIPAL TYPE OF FRAME

- 30. Masonry (wall bearing)
- 31. Wood frame
- 32. Structural steel
- 33. Reinforced concrete
- 34. Other - Specify \_\_\_\_\_

G. TYPE OF SEWAGE DISPOSAL

- 40. Public or private company
- 41. Private (septic tank, etc.)

J. DIMENSIONS

- 48. Number of stories \_\_\_\_\_
- 49. Total square feet of floor area all floors, based on exterior or dimensions \_\_\_\_\_
- 50. Total land area, sq. ft. \_\_\_\_\_

F. PRINCIPAL TYPE OF HEATING FUEL

- 35. Gas
- 36. Oil
- 37. Electricity
- 38. Coal
- 39. Other - Specify \_\_\_\_\_

H. TYPE OF WATER SUPPLY

- 42. Public or private company
- 43. Private (well, cistern)

K. NUMBER OF OFF-STREET PARKING SPACES

- 51. Enclosed \_\_\_\_\_
- 52. Outdoors \_\_\_\_\_

I. TYPE OF MECHANICAL

- Will there be central air conditioning?
- 44. \_\_\_\_\_ Yes 45. \_\_\_\_\_ No
- Will there be an elevator?
- 46. \_\_\_\_\_ Yes 47. \_\_\_\_\_ No

L. RESIDENTIAL BUILDINGS ONLY

- 53. Number of bedrooms \_\_\_\_\_
- 54. Number of bathrooms Full \_\_\_\_\_
- Partial \_\_\_\_\_

IDENTIFICATION – To be completed by all applicants

	Name	Mailing address – Number, street, city and state	Zip Code	Telephone No.
Owner or Lessee				
Contractor				
Architect or Engineer				
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to confirm to all applicable laws of this jurisdiction.				
Signature of applicant		Address	Application Date	

DO NOT WRITE BELOW THIS LINE

VALIDATION	FOR DEPARTMENT USE ONLY
Building Permit number _____	Use Group _____
Building Permit Issued _____	Fire Grading _____
Building Permit Fee \$ _____	Live Loading _____
Certificate of Occupancy \$ _____	Occupancy Load _____
Drain Tile \$ _____	Approved by: _____
Plan review fee \$ _____	_____
	Title _____
Notes and Comments	
<p>The construction documents for new construction, alteration, repairs, expansion, addition or modification for buildings or structures shall be prepared by a registered design professional. All construction documents required for a building permit application shall be prepared by a registered design professional consistent with the professional registration laws of Pennsylvania. The construction documents shall include the name and address of the registered design professional and shall be signed, sealed and dated by the registered design professional in accordance with the professional registration laws of Pennsylvania.</p>	

**Workers' Compensation Insurance Coverage Information**  
*(attach to Building Permit application)*

A. The applicant is:

A contractor within the meaning of the Pennsylvania Workers' Compensation Law

\_\_\_\_\_ Yes \_\_\_\_\_ No

If the answer is "yes", complete Sections B and C below as appropriate.

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B. Insurance Information

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

Federal or State Employer Identification No. \_\_\_\_\_

Applicant is a qualified self-insurer for workers' compensation

\_\_\_\_\_ Certificate Attached

Name of Workers' Compensation Insurer

Workers' Compensation Insurance Policy No. \_\_\_\_\_

\_\_\_\_\_ certificate attached

Policy Expiration Date \_\_\_\_\_

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C. Exemption

*Complete Section C if the applicant is a contractor claiming exemption from providing workers' compensation insurance.*

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

\_\_\_\_\_ Contractor with no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the township.

\_\_\_\_\_ Religious exemption under the Workers' Compensation Law.

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

*(seal)*

My Commission Expires:

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

Address \_\_\_\_\_

County \_\_\_\_\_

Municipality of \_\_\_\_\_

**Impervious Surface Calculation Worksheet**

**Required for the following permits: Addition, Detached Garage, Covered Deck/Porch Enclosure, Paver Patio, Coping and Decking around In Ground Pool, Shed, Paved Driveway including Stone Driveway Areas and Other**

**Along with the application submittal, you must provide a sketch plan identifying the property boundaries along with the existing and proposed improvements in relation to the required setback distances from all property lines.**

**Impervious Surface:** A surface that does not absorb rain. All buildings, parking areas, driveways, roads, sidewalks, and any areas in concrete, asphalt, or packed stone shall be considered impervious surface within this definition. In addition, other areas determined by the Municipal Engineer to be impervious within the meaning of this definition shall also be classed as impervious surfaces.

A. Lot size (1 Acre = 43, 560 square feet): \_\_\_\_\_ sq. ft.

**Existing**

- B. House Footprint \_\_\_\_\_ sq.ft.
- C. Driveway(s)/Parking Lot(s) \_\_\_\_\_ sq.ft.
- D. Walkway(s)/Sidewalk(s) \_\_\_\_\_ sq.ft.
- E. Porches \_\_\_\_\_ sq.ft.
- F. Patio(s) \_\_\_\_\_ sq.ft.
- G. Roofed Deck \_\_\_\_\_ sq.ft.
- H. Accessory Structures/Garage \_\_\_\_\_ sq.ft.
- I. Sheds (160 sq. ft. or less) \_\_\_\_\_ sq.ft.
- J. Coping and Paving around IN Ground Pools \_\_\_\_\_ sq.ft.
- K. Miscellaneous/Other \_\_\_\_\_ sq.ft.
- L. Existing Impervious Surface Subtotal (add B through K) \_\_\_\_\_ sq.ft.

**Proposed**

- M. Proposed Construction \_\_\_\_\_ sq.ft.
- N. Total Impervious Surface Post Construction (L + M) \_\_\_\_\_ sq.ft.
- O. Proposed Impervious Percentage (N divided by A) \_\_\_\_\_ %

**It is noted that any improvement in excess of 1,000 sq. ft. of land disturbance will require the submittal of a grading, excavation, erosion and sedimentation application in accordance with Chapter 9 Part 1 Earth Disturbance of the Code of Ordinances of Richland Township.**

**PERMITS ARE REQUIRED WHEN:**

1. Change of Use of Occupancy is involved.
2. Construction of a new building.
3. Structural alterations or repairs are made.
4. Adding new structure, additions, or dwelling units.
5. For sheds, swimming pools, patios, parking lots, and driveways.
6. Plumbing fixtures are installed or replaced.
7. Moving, or relocating a building.
8. Demolition, razing (refer to Ordinance #191)
9. Earth Disturbance over 1,000 square feet. (see ordinance #210)
10. For Fences over 6 feet in height (taken from ground grade).
11. Alteration of Basements

**WHO MAY APPLY FOR PERMITS**

1. Zoning and Building permit applications and permits may be applied for and obtained by Owner, Contractor and/or Authorized agent. Contractor is preferred for any major construction (i.e. new residents).

**WHERE PERMITS CAN BE APPLIED FOR:**

RICHLAND TOWNSHIP MUNICIPAL ADMINISTRATION BUILDING, 1328 CALIFORNIA ROAD, QUAKERTOWN, PA 18951; 8:30 A.M. TO 5:00 P.M. MONDAY THROUGH FRIDAY. MAILING ADDRESS: 1328 California Road Suite A Quakertown, PA 18951 The Code Enforcement Staff does not have scheduled office hours. Appointments can be made by phoning 215-536-4066.

**APPLICATION FOR BUILDING AND ZONING PERMITS**

All applications for Building and Zoning Permits should include the following:

1. Building and Zoning permit applications (available at the Township Building, or on our web site [www.richlandtownship.org](http://www.richlandtownship.org)) with the following information:
  - a. Plot plan including lot dimensions, building setbacks, proposed construction location, existing structures, and easements.
  - b. Description of proposed construction.
  - c. Estimated cost of construction.
  - d. Type of occupancy (Present Use and Proposed Use).
  - e. Types of service (heat, water, sewer, etc.).
  - f. Name, address, and telephone number of owner, contractor, and authorized agent.
2. All Commercial, Office and Industrial Uses over 5,000 sq. ft. or on three (3) or more acres of land must be reviewed by Township Planning Commission and Engineer and approved by the Township Board of Supervisors.



APPLICATION FOR BUILDING AND ZONING PERMITS (CONT.)

3. Approval of Sewage Disposal from Bucks County Water and Sewer Authority or Bucks County Department of Health prior to issuance of building permits.
4. Highway Occupancy Permit must be obtained prior to issuance of permits. (Penn DOT has jurisdiction on permits along state-owned highways).
5. Two sets of building plans. (One will be returned).
  - a) Must show floor layout with dimensions.
  - b) Cross cut detail of proposed fixtures.
  - c) Must show all plumbing fixtures.
  - d) Approvals when required by the Pennsylvania Department of Labor and Industry.

Generally all applications will be reviewed within fifteen working days upon submission.

APPLICATION FOR BUILDING AND ZONING PERMITS FOR DEMOLITION/RAZING

ALL APPLICATIONS WILL BE ACCOMPANIED BY AN INFORMAL SKETCH PLAN SHOWING THE LOCATION OF ALL HISTORIC STRUCTURES AND RESOURCES ON THE SITE. NO ADDITIONAL FEES ARE REQUIRED. THE PLAN WILL STATE OR CONTAIN THE FOLLOWING:

1. Owner of record
2. Location of all buildings, foundations, walls, ruins, historic trees and any other features on the location.
3. Approximate age of the main structure or resource
4. Interior and exterior photographs of the buildings to be taken by the owner at the Township's expense for film and development or by the Township with the permission of the owner after the site to be demolished is vacated. Photographs of the landscape to be taken by the owner at the Township's expense for film and development or by the Township with the permission of the owner after the site to be demolished is vacated.
5. Explanation of the reasons for the demolition
6. Future proposed uses of the site
7. What will be done with the materials from the demolished resource

Richland Township will review the application, conduct an examination of the structure or resource, and make a recommendation to the Board of Supervisors within fifteen (15) working days of receipt of the application from the Zoning Officer.

Richland Township may request a development site of historical significance be inspected by an archaeologist for a possible archaeological dig and or certified report regarding the structural stability of the resource.

- A. For additional requirements see Ordinance #191

### GENERAL BUILDING GUIDELINES

1. All permits must be obtained and fees paid prior to starting actual work. Fees are based on type, size and cost of construction.
2. There are 3 basic inspections: foundation or footing, framing, and final. (Inspections are noted on permit cards).
3. Code Enforcement staff requires 24 hours notice for all inspections. (Phone: 536-4066).
4. Contractor is responsible for notifying office for all inspections.
5. Permit cards must be visibly displayed.
6. Building Inspector must be notified of all structural changes in construction after permit is issued.
7. Final inspections must be made and certificate of occupancy issued prior to occupation of any structure.
8. Applicant is responsible for obtaining the necessary electrical inspections and approvals.
9. All construction must commence within six (6) months from the date the permit is issued.
10. Permit fees are not refundable.
11. Approved building plans must be available at the construction site at all times.

**ALL CONSTRUCTION MUST CONFORM TO THE REQUIREMENTS AND SPECIFICATIONS OF THE ICC BASIC BUILDING CODES AS ADOPTED BY RICHLAND TOWNSHIP AND ALL OTHER MUNICIPAL, STATE AND FEDERAL REGULATIONS.**

# ELECTRIC INSPECTION AGENCIES

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1. **Code Inspections, Inc.** 215-672-9400  
605 Horsham Road  
Horsham, PA 19044
2. **Keystone Electrical Inspectors, Inc.** 610-866-9663  
P.O. Box 391  
Bethlehem, PA 18106-0391
3. **Lehigh Valley Inspection Service** 610-395-3827  
P.O. Box 423  
Orefield, PA 18069
4. **Middle Atlantic Inspections, Inc.** 215-322-2626  
302 E. Pennsylvania Ave.  
Feasterville, PA 19053
5. **United Inspection Agency, Inc.** 215-542-9977  
180 S. Main Street  
Ambler, PA 19002
6. **Bureau Veritas North America** 877-392-9445  
857 Sussex Blvd.  
Broomall, PA 19008
7. **Commonwealth Code Inspection Services, Inc.** 717-664-2347  
176 Doe Run Road  
Manheim, PA 17545
8. **Cowan Associates, Inc.** 215-536-7075  
120 Penn Am Drive  
P.O. Box 949  
Quakertown, PA 18951
9. **Underwriter Inspection Services, Inc.** 610-495-2803  
P.O. Box 416  
Royersford, PA 19468
10. **First PA Inspections, Inc.** 215-674-2355  
P.O. Box 124  
Warminster, PA 18974

11. M&M Electrical Inspections  
P.O. Box 3183  
Easton, PA 18043-3183

610-258-2906

12. Phillie Electrical Inspections  
2017 Keystone Drive  
Hatfield, PA 18020

610-558-1154

RICHLAND TOWNSHIP  
ZONING DEPARTMENT

1328 California Rd., Suite A, Quakertown, PA 18951 215-536-4066 ~ 215-538-3020 (Fax)

EROSION AND SEDIMENTATION CONTROL AND GRADING PERMIT APPLICATION  
(aka "Earth Disturbance Permit Application")

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR PERMIT IN ACCORDANCE WITH THE PROVISIONS OF ORDINANCE NO. 210 OF RICHLAND TOWNSHIP, ENTITLED AN ORDINANCE OF THE TOWNSHIP OF RICHLAND, BUCKS COUNTY, PENNSYLVANIA. ESTABLISHING REGULATIONS AND STANDARDS TO GOVERN AND REGULATE THE GRADING OF LAND, THE MODIFICATION OF NATURAL TERRAIN, THE ALTERATION OF DRAINAGE, THE MAINTENANCE OF DRAINAGE NECESSARY TO CONTROL SOIL EROSION, THE ISSUANCE OF GRADING PERMITS, PROVIDING FOR THE ENFORCEMENT THEREOF AND PROVIDING FOR PENALTIES IN THE EVENT OF VIOLATION THEREOF.

PERMIT NO. \_\_\_\_\_

Date of Application \_\_\_\_\_

DEVELOPER/OWNER INFORMATION

Name \_\_\_\_\_

Tax Parcel No. \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Lot No. \_\_\_\_\_

Subdivision \_\_\_\_\_

Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

CONTRACTOR/BUILDER INFORMATION

Name \_\_\_\_\_

Phone No. \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

PROJECT DESCRIPTION

\_\_\_\_\_  
Applicant's Signature

PERMIT INFORMATION/CERTIFICATION  
(Township Use Only)

Fee Paid (amount) \_\_\_\_\_

Date Paid \_\_\_\_\_

Accepted By \_\_\_\_\_

THIS PERMIT IS CONTINGENT UPON THE RICHLAND TOWNSHIP ENGINEER, OR HIS DESIGNEE, HAVING THE RIGHT AT ANY TIME PRIOR, DURING AND AFTER CONSTRUCTION TO ENTER PREMISES TO INSPECT THE STORMWATER MANAGEMENT FACILITIES.

DATE APPROVED \_\_\_\_\_

TWP. ENGINEER \_\_\_\_\_

APPROVED FOR OCCUPANCY (\_\_\_\_\_)  
Eng. Initials

APPROVED FOR TEMPORARY OCCUPANCY (\_\_\_\_\_)  
Eng. Initials

Deficiencies if applicable) \_\_\_\_\_

OVER →

**MINIMUM REQUIREMENTS FOR THE SUBMITTAL OF AN APPLICATION FOR EROSION AND  
SEDIMENTATION CONTROL AND GRADING PERMIT  
RICHLAND TOWNSHIP**

- A. **Application** - The applicant shall submit a completed application on Forms supplied by the Township in triplicate.
- B. **Permit** - The applicant shall attach to the completed application, in triplicate, a plan by a registered Professional Engineer (P.E.) or Professional Land Surveyor (P.L.S.) indicating the following minimum requirements.
- 1. **General Information** -
    - a. Plan size-minimum 8-1/2" x 14"
    - b. Scale not less than 1" = 50'
    - c. Contour interval-note more than 2'
    - d. Subdivision name
    - e. Tax-Map Parcel # and Lot #
    - f. Date
    - g. Acreage
    - h. Plan preparer/Registered Engineer or Land Surveyor.
  - 2. **Existing Features** -
    - a. Topography
    - b. Vegetation
    - c. Water Courses
    - d. Manmade Features
    - e. Boundary Line Survey
    - f. Soil Types
  - 3. **Proposed Features** -
    - a. Structure location with building dimensions
    - b. Setback dimensions and floor elevations
    - c. Proposed finished contours
    - d. Spot elevations and surface water flow arrows
    - f. Waste disposal systems
    - g. Wells
    - h. Soil erosion and sedimentation control measures to be established prior to construction.
- C. **Time Schedule** (a time schedule stating the anticipated starting and completion dates of the development sequence, the expected date of completion and construction of each of the measures referred to in Subsection (4) herein, and the time of exposure of each area prior to the completion of such measures.)
- D. **Grading Plan** (a grading plan of the same scale as Subsection (2) (i.e. topographical survey) herein showing and describing all changes to the site including cuts, fills, structures, paving, utilities, right-of-ways and easements. Also to be shown on the plan is the exact location of on-site waste disposal systems, wells, and reserve waste disposal system areas.
- E. **Final proposed topographical survey** - showing depiction of site in detail after completion of all construction activity.
- F. **Additional requirements** - See §6 and §7 of Ordinance #210.

RICHLAND TOWNSHIP  
PLOT PLAN REQUIREMENTS

All EDPA plot plans shall contain the following information and meet the following criteria:

1. Drawn at a scale of one (1) inch equals fifty (50) feet, or greater, with all elevations established by the Builder or Owner's Engineer or Land Survey or drawn in accordance with an accurate boundary line survey.
2. Dated, signed and sealed by the registered Engineer or Land Surveyor preparing the plot plan.
3. The name(s) of the Person(s)/Organization(s) and the Development must be shown on the Plan. Plot plans must also show the name of the person or organization for which the plot plan is being prepared, if different.
4. The name of the Subdivision if applicable.
5. Tax Map Parcel Number.
6. The gross and net lot area in square feet and/or acreage.
7. The Zoning District and applicable information.
8. A North point.
9. Dimensions, bearings and lot numbers as delineated on the Final Recorded Subdivision and Land Development Plan of Record or boundary line survey.
10. All existing and proposed property monumentation.
11. Proper zoning building setback lines indicating the front yard, rear yard, and side yards. On a corner lot, the property front yard setback shall be shown as provided by the Zoning Ordinance.
12. Streets widths, right-of-ways, etc. shall be properly marked with dimensions according to plans of record.
13. The building area in square feet.
14. The proposed and maximum permitted impervious lot coverages. *MUST PERFORM  
SITE CAPACITY CALCULATIONS  
2-7-5/11*
15. A depiction of the location of all existing structures, vegetation, water courses.
16. If not part of a larger development, the location of property showing the nearest intersecting street and distance in feet and decimal parts thereof of property there from.
17. Soil types shown and defined, unless part of a larger approved subdivision.
18. A depiction of the size and location of all new construction including the exact building footprint and/or site layout with dimensions.
19. Proposed setback distances between buildings, property lines and the established street right-of-ways and grades from all sides of the proposed new construction.



20. The location, site layout, and capacity (if necessary) of the areas to be used for motor vehicle access and off-street parking.
21. All drainage and utility easements, restrictions, deed-restricted open space, utility structures, existing structures, natural land features and surrounding properties shall be identified.
22. Existing and proposed topographical site information at a contour interval of not less than two (2) feet.
23. Spot ground surface elevations at all critical locations (with surface water flow arrows as necessary).
24. The location, dimensions, and layout of the open spaces, yards, and buffer yards including methods to be employed for screening, where applicable.
25. The location and species/size of all proposed street trees or other special landscape requirements.
26. Proposed basement, garage, and first floor elevations. The first floor elevation shall be set in a proper relationship to the existing elevations on the surrounding lots.
27. The driveway slope between the right-of-way line and the garage. Refer to Ordinance and/or approved Subdivision Plans for limitations. Occasionally, it may be necessary to establish the slope between the curb and the right-of-way line as well.
28. All existing and proposed utilities including water service and sanitary sewer lateral or well and septic system.
29. Erosion and sedimentation controls, if not part of a larger approved plan.
30. Plot plans shall indicate the proposed method for discharge of stormwater runoff and surface waters from the premises, including proposed grading, whether generated by the improvements themselves or by water passing through the property from other sources, as applicable. If not part of a larger approved land development, then the plan must meet the requirements of the Township's Stormwater Ordinance.
31. Copies of all approval/permits from all agencies having jurisdiction on any aspect of the project including, but not limited to, Bucks County Conservation District, Bucks County Health Department, Pennsylvania Department of Transportation, and PA Department of Environmental Protection.
32. Additional information may be required based on individual site conditions or development situations.

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# Don't Let Storm Water Run Off With Your Time and Money!

## What the Construction Industry Should Know About Storm Water In Our Community

The construction industry plays an important role in improving our community's quality of life by not only providing new development, but also protecting our streams and rivers through smart business practices that prevent pollution from leaving construction sites.

Storm water runoff leaving construction sites can carry pollutants such as dirt, construction debris, oil, and paint off-site and into storm drains. In our community, storm drains carry storm water runoff directly to local creeks, streams, and rivers with no treatment. Developers, contractors, and homebuilders can help to prevent storm water pollution by taking the following steps:

1. Comply with storm water permit requirements.
2. Practice erosion control and pollution prevention practices to keep construction sites "clean."
3. Conduct advanced planning and training to ensure proper implementation on-site.

The remainder of this fact sheet addresses these three steps.

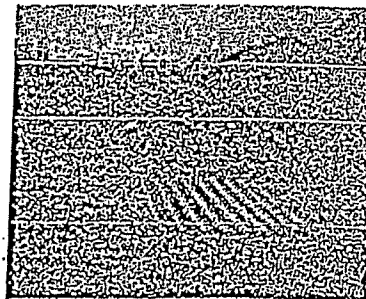
### Storm Water Permit Requirements for Construction Activity

Planning and permitting requirements exist for construction activities. These requirements are intended to minimize storm water pollutants leaving construction sites.

- Pennsylvania's Erosion and Sediment Pollution Control Program (25 Pa. Code, Chapter 102) requires Erosion and Sediment Control Plans for all earth disturbing activities.
- The National Pollutant Discharge Elimination System (NPDES) Permit Program (25 Pa. Code, Chapter 92) requires that construction activities disturbing greater than one acre submit a Notice of Intent for coverage under a general NPDES permit.

### What is Storm Water?

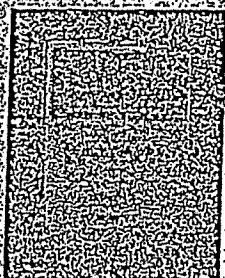
Storm water is water from precipitation that flows across the ground and pavement when it rains or when snow and ice melt. The water seeps into the ground or drains into what are commonly called storm sewers. These are the drains you see at street corners or at low points on the sides of streets. Collectively, the draining water is called storm water runoff.



Knowing your requirements before starting a project and following them during construction can save you time and money, and demonstrate that you are a partner in improving our community's quality of life. For more information about these programs, contact your local county conservation district office or the Department of Environmental Protection.

### Erosion Control Practices:

- Perimeter controls (e.g. silt fence)
- Sediment traps
- Immediate revegetation
- Phased, minimized grading
- Construction entrance
- Protection of streams and drainage ways
- Inlet protection



### An Ounce of Prevention

Rain that falls onto construction sites is likely to carry away soil particles and other toxic chemicals present on construction sites (oil, grease, hazardous wastes, fuel). Storm water, if not properly managed, carries these pollutants to streams, rivers, and lakes. Erosion and sediment control practices can serve as a first line of defense,

## **Pollution Prevention Practices:**

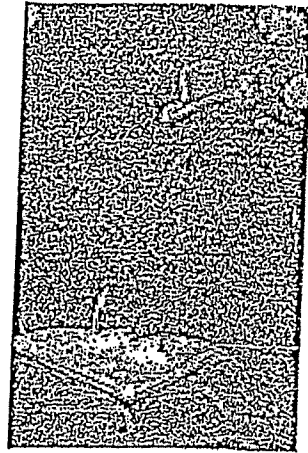
- Designated fueling and vehicle maintenance area away from streams
- Remove trash and litter
- Clean up leaks immediately
- Never wash down dirty pavement
- Place dumpsters under cover
- Dispose of all wastes properly

minimizing clean up and maintenance costs, and the impacts to water resources caused by soil erosion during active construction. Erosion controls can reduce the volume of soil going into a sediment control device, such as a sediment trap, therefore, "clean out" frequencies are lower and maintenance costs are less. When possible, divert water around the construction site using berms or drainage ditches.

In addition, use pollution prevention and "good housekeeping measures" to reduce the pollution leaving construction sites as well. This can be as simple as minimizing the pollution source's contact with rainwater by covering it, maintaining a "clean site" by reducing trash and waste, and keeping vehicles well maintained.

## **The Best Laid Plans**

Plans such as erosion and sediment control plans and storm water pollution prevention plans are important tools for outlining the erosion control and pollution prevention practices that you will use to manage storm water runoff prior to breaking ground. Developing good plans allows for proper budgeting and planning for the life of the project. Proper installation and maintenance of erosion and storm water controls is essential to a plan that works. Training for on-site staff helps to ensure the proper installation and maintenance of erosion controls and pollution prevention practices. Inspect controls and management techniques regularly to ensure they are working, especially after storm events. If polluted storm water is leaving the site, you may need to repair or add additional storm water controls.



## **The Bigger Storm Water Picture**

Your community is preventing storm water pollution through a comprehensive storm water management program. This program addresses storm water pollution from construction, but it also deals with new development, illegal dumping to the storm sewer system, and municipal operations. It will also continue to educate the community and get everyone involved in making sure the only thing that storm water contributes to our streams is . . . water! Contact your community or the Pennsylvania Department of Environmental Protection for more information about storm water management.

### **For more information:**

Pennsylvania Association of Conservation Districts  
<http://www.pacd.org/default.html>

Pennsylvania Handbook of Best Management Practices for Developing Areas  
[http://www.pacd.org/products/bmp/bmp\\_handbook.html](http://www.pacd.org/products/bmp/bmp_handbook.html)

Storm Water Manager's Resource Center  
<http://www.stormwatercenter.net>

Pennsylvania Department of Environmental Protection  
<http://www.dep.state.pa.us>

