



BUCKS COUNTY CONSERVATION DISTRICT

1456 FERRY ROAD, SUITE 704
DOYLESTOWN, PA 18901-5550
P (215) 345-7677 F (215) 345-7584

In Pursuit of Environmental Excellence

CHAPTER 102 / NPDES PERMIT ADMINISTRATIVELY INCOMPLETE / TECHNICALLY DEFICIENT PLAN EXTENSION REQUEST

Township/Borough _____ Project Street Location _____

Project Name _____

Tax Parcel No. (s) _____

Name of Nearest Stream _____ Stream Classification _____

Submitted By: Engineering Firm/Plan Designer Contractor Landowner Twp.

Sealed Engineer Name _____ Engineering Contact _____

Name of Engineering/Designing Firm _____ Phone# _____ Ext. _____

Mailing Address _____ Fax# _____

_____ e-mail _____

Landowner Name(s) _____ Landowner Phone# _____

Landowner Mailing Address _____

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

***(Do not use square feet, Square feet divided by 43,560=Total Acres)**

Plan Date **OR** Most Recent Revision Date: _____

If plans have been changed in any way since the original submission to BCCD, a Resubmission is required and an extension will not apply.

PLEASE SUBMIT A CHECK FOR \$100.00 PAYABLE TO THE BCCD TO EXTEND THE HOLDING PERIOD FOR AN INCOMPLETE/TECHNICALLY DEFICIENT SUBMISSION.

PLEASE SIGN: _____ **DATE:** _____

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BCCD USE ONLY BEYOND THIS POINT

ENTRY # _____
FEE REC'D _____ CHECK# _____



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December 17, 2019

Effective: December 8, 2019

Administrative Incomplete / Technically Deficient Application Extension Request Policy

Due to changes in the PA Code Title 25 Chapter 102 regarding incomplete applications or technically deficient plans for NPDES permits, the Bucks County Conservation District has changed their policies regarding NPDES Re-Filing Fees and holding times for Administratively Incomplete & Technically Deficient Applications.

Effective as of December 8, 2019 the BCCD policy regarding extension of the holding period for Administratively Incomplete or Technically Deficient submissions will be as follows;

Applicants have 60 days from date of notification to compile and submit all requested items as listed by BCCD for applications deemed to be Administratively Incomplete.

Applicants have 30 days from the date of notification to compile and submit all requested items as listed by BCCD for applications deemed to be Technically Deficient.

If more time is needed by the applicant to provide required information, the applicant must make a request in writing, using the ***Administratively Incomplete/Technically Deficient Application Extension Request Form*** prior to the expiration of the original hold time.

The written request will be accompanied by a fee of \$100.00 in the form of a check or money order payable to the Bucks County Conservation District (BCCD).

The application manager will draft the extension approval or denial letter. The District Manager will sign the letter. Either action requires the District to respond to the applicant's request in writing including a specific due date for the applicant's response and language providing the applicant a notice that failure to address the deficiencies or respond by the due date will result in the application being considered withdrawn.

Fees associated with a withdrawn submission will not be refunded.

If necessary, the BCCD will consult with the applicable permitting Section Chief to either grant or deny a second request.