

**SPRINGFIELD TOWNSHIP
BOARD OF SUPERVISORS**

9211 SUSQUEHANNA TRAIL S. SEVEN VALLEYS, PA 17360
TELEPHONE (717) 428-1413 FAX (717) 428-2957

PRIOR TO APPLYING FOR A BUILDING PERMIT

Secure a Highway Occupancy Permit (HOP)

From PennDOT for Access to a State Road 717-848-6230

From Springfield Township Road Foreman for Access to a Township Road 717-428-0559

Secure a Sewage Permit for an On-Lot System

Sewage Enforcement Officer – David R. Brown (GLB & Associates, Inc.) 717-741-4621

Alternate Sewage Enforcement Officer – Keith Hunnings (South Penn Code Consultants) 717-942-2248

Secure a Sewer Permit for Connection to the Public Sewer

Contact the Springfield Township, York County, Sewer Authority 717-428-2151

Secure a Soil Erosion & Sediment Control Plan (E & S Plan)

- Less than 5000 sq ft of Earth Disturbance -- prepare E&S Plan and have on-site at all times

- 5000 sq ft to .99 acre of Earth Disturbance – requires approval from YCCD

- 1 acre or more of Earth Disturbance -- requires full NPDES Permit

Complete YCCD Application in Guide to Developing an Effective Erosion and Sediment Pollution Control Plan

Send to YCCD for approval (50 calendar days review timeframe)

Secure Storm Water Management (SWM) Plan Approval

Submit SWM Plan to C S Davidson, Inc. for Review and Approval

Execute Storm Water Operation and Maintenance Agreement

Notarize and Submit to the Township along with 3 (8 ½ X 14 or 11 x 17) Copies of the Approved Plan

SWM Fees

\$650 Plan Review/Inspection Deposit

If the Deposit Exceeds the Costs, Excess will be Refunded to the Property Owner

If the Costs Exceed the Deposit, the Property Owner will Receive an Invoice for the Balance

\$100 Recording Fee (Plus \$5.00 per page over 5 and/or \$10.00 per UPI Number over 5)

10-Year Inspection Fee

\$600 for Disturbances Less than 2 Acres

\$900 for Disturbances 2 Acres to 5 Acres

\$1200 for Disturbances More than 5 Acres

SWM Fees may be significantly higher than the Deposits depending on location and complexity

TO APPLY FOR A BUILDING PERMIT

Complete a Springfield Township Zoning Permit Application

Complete a Code Administrators, Inc. (CAI) Residential or Commercial Building Permit Application

Submit 3 Sets of Plans Along with the Appropriate Applications to the Township Zoning Officer

Commercial Plans must have an Architect's Seal

Residential Plan Reviews to be completed by CAI within 15 Working Days

Commercial Plan Reviews to be completed by CAI within 30 Working Days

Property Owner's Signature

Date