# Subdivision / Land Development / Conditional Use

## Subdivision OR Land Development Sketch Plan

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Minor Subdivision (2 lots or units)</td>
<td></td>
</tr>
<tr>
<td>a) Filing Fee</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>b) Escrow deposit against Township expenses</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Major Subdivision (3 to 10 lots or units)</td>
<td></td>
</tr>
<tr>
<td>a) Filing Fee</td>
<td>$3,300.00</td>
</tr>
<tr>
<td>b) Plus per each lot or unit</td>
<td>$300.00</td>
</tr>
<tr>
<td>c) Escrow deposit against Township expenses</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Major Subdivision (10 or more lots or units)</td>
<td></td>
</tr>
<tr>
<td>a) Filing Fee</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>b) Plus per each lot or unit</td>
<td>$350.00</td>
</tr>
<tr>
<td>c) Escrow deposit against Township expenses</td>
<td>$10,000.00</td>
</tr>
</tbody>
</table>

*All Subdivisions are subject to fees shown on application form for Bucks County Planning Commission.*

## Land Development and Site Plan Review (Non-Residential – Commercial – Planned Industrial only)

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fees</td>
<td></td>
</tr>
<tr>
<td>0 to 25,000 square feet plus $100.00 per tenant/leasehold</td>
<td>$2,700.00</td>
</tr>
<tr>
<td>25,001 to 50,000 square feet plus $100.00 per tenant/leasehold</td>
<td>$3,300.00</td>
</tr>
<tr>
<td>50,001 to 100,000 square feet plus $300.00 per tenant/leasehold</td>
<td>$3,800.00</td>
</tr>
<tr>
<td>100,001 and over square feet plus $350.00 per tenant/leasehold</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>b) Escrow Fees</td>
<td></td>
</tr>
<tr>
<td>0 to 25,000 square feet</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>25,001 to 50,000 square feet</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>50,001 to 100,000 square feet</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>100,001 and over square feet</td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

## Request for Land Development Waivers

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

## Flood Plain and or Steep Slope Review

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$800.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>c) Letters of Certification</td>
<td>$160.00</td>
</tr>
</tbody>
</table>

*Plus fee for Township Professional*

## Lot Grading Plan Reviews for Building Permit

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$300.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

## Conditional Use

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

## Conditional Use and Waiver of Land Development

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Filing Fee</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>b) Escrow Fee</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

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22 Copies of Lower Southampton Township Application along with Deed & Related documents  
22 Copies of Bucks County Planning Commission Application  
22 Copies of Bucks County Conservation District Application  
22 Full Size Plans  
2 Checks made payable to Lower Southampton Township  
(1 check for Filing Fee / 1 check for Escrow Fee)  
4 Copies of Storm Water Management Plan (if required)  
4 Copies of Traffic Impact Study (if required)
SUBDIVISION / LAND DEVELOPMENT / CONDITIONAL USE

Application Date: ______________ Filing Fee: ______________ Escrow Fee: ______________

LOCATION: ____________________________________________________________ Tax Parcel #: _______________________

DESCRIPTION OF SUBMISSION: __________________________________________________________

OWNER OF RECORD OF LAND:
Name: ____________________________________ Telephone Number: __________________________
Address: _______________________________________ E-Mail: __________________________

APPLICANT:
Name: ____________________________________ Telephone Number: __________________________
Address: _______________________________________ E-Mail: __________________________

AGENT or ATTORNEY:
Name: ____________________________________ Telephone Number: __________________________
Address: _______________________________________ E-Mail: __________________________

REGISTERED ENGINEER or SURVEYOR:
Name: ____________________________________ Telephone Number: __________________________
Address: _______________________________________ E-Mail: __________________________

NAME of SUBDIVISION: __________________________________________________________

Recorded Date: ______________ Deed Book Number: ______________ Page Number: _________

Zoning Classification: __________ Area of land to be subdivided (in acres): _______________________

Number of lots: __________ Average sales price of structures to be built: ____________________

Linear feet of new streets: ______________

Restrictions, covenants, etc. Under which lots are to be sold: __________ copies are attached.

Improvements to be made, by the applicant, to the subject land:
Curbs: __________ Park Land: __________ Storm Drainage: __________ Monuments: __________
Sidewalks: __________ Street Lighting: __________ Sewage Disposal: __________
Water Supply and Fire Hydrants: __________ Widening of Existing Streets: __________

Other (please describe): ______________________________________________________________

Period required for the completion of all items listed in section above: _________________________

Attached is a legal description of the land, as set forth in the deed: _________ (please confirm with a ✓)

PLEASE CHECK APPROPRIATE SUBMISSION
Preliminary _____ Preliminary/Final _____ Final _____
Sketch Plan _____ Conditional Use _____
Waiver of Land Development _____

_________________________________________ Signature of Owner/Applicant
This application must be completed by the applicant or his/her agent and submitted along with one copy of the plan and required fee (see fee schedule on back) for subdivision and land development reviews mandated by the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended.

**Municipality**

**Name of Proposal**

**Location**

**Tax Parcel No.**

**Total Acreage**

**Applicant**

**Telephone**

**Address**

**Owner of Record**

**Address**

**Present Land Use**

**Proposal:** Residential 1) Number of lots or units  Nonresidential 1) Number of lots or leaseholds  Gross square feet (floor area)

**Water Supply**
- [ ] Public
- [ ] Community On-Site
- [ ] Individual On-Lot

**Sewerage**
- [ ] Public
- [ ] Community On-Site
- [ ] Individual On-Lot

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

- [ ] Sketch Plan or Revised Sketch Plan
- [ ] One copy of plan
- [ ] Preliminary Plan or Revised Preliminary Plan
- [ ] One copy of preliminary plan/revised preliminary plan
- [ ] Review of fee (see schedule on back)
- [ ] Proof of variances, special exceptions, conditional uses, or other agreements Sewage Facilities Planning Module
- [ ] Final Plan or Revised Final Plan
- [ ] One copy of final plan/revised final plan
- [ ] Review fee (see schedule on back)
- [ ] 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 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.

**BCPC USE ONLY**

<table>
<thead>
<tr>
<th>BCPC File No.</th>
<th>Date Received</th>
<th>Review Date</th>
<th>Fee Paid</th>
</tr>
</thead>
</table>

Print Name of Applicant

Signature of Applicant
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, 2004. 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)

<table>
<thead>
<tr>
<th>Lots or Units</th>
<th>Base Fee</th>
<th>Additional Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 2</td>
<td>$150</td>
<td></td>
</tr>
<tr>
<td>3 - 10</td>
<td>$100 + $60</td>
<td>for each lot/unit over 2</td>
</tr>
<tr>
<td>11 - 25</td>
<td>$600 + $40</td>
<td>for each lot/unit over 10</td>
</tr>
<tr>
<td>26 - 50</td>
<td>$1,200 + $35</td>
<td>for each lot/unit over 25</td>
</tr>
<tr>
<td>51 - 100</td>
<td>$1,800 + $15</td>
<td>for each lot/unit over 50</td>
</tr>
<tr>
<td>101 +</td>
<td>$2,400 + $10</td>
<td>for each lot/unit over 100</td>
</tr>
</tbody>
</table>

Nonresidential land developments

<table>
<thead>
<tr>
<th>Sq. Ft.</th>
<th>Base Fee</th>
<th>Additional Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5,000</td>
<td>$300 + $40</td>
<td>for every 1,000 gross sq. ft. of floor area</td>
</tr>
<tr>
<td>5,001 +</td>
<td>(no base fee) + $0.10</td>
<td>per square foot not to exceed $4,500</td>
</tr>
</tbody>
</table>

Nonresidential subdivisions

<table>
<thead>
<tr>
<th>Lots or Units</th>
<th>Base Fee</th>
<th>Additional Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 2</td>
<td>$200</td>
<td></td>
</tr>
<tr>
<td>3 - 10</td>
<td>$100 per lot</td>
<td></td>
</tr>
<tr>
<td>11 +</td>
<td>$95 per lot</td>
<td></td>
</tr>
</tbody>
</table>

Curative Amendments (not municipal curative amendments) $1,500

Private Petitions for Zoning Change (not municipal petition) $1,000

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 (unless otherwise noted below) submission. All fee charges are intended to cover the entire review process from preliminary to final stages except as follows:

1) Each resubmission of a preliminary or final plan with minor revisions shall be subject to an additional fee not to exceed the required fee listed in the tables above or $200.00, 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 preliminary or final 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, or street layout.

3) Each plan submitted for review two years after the first submission shall be subject to an additional fee not to exceed the required fee listed in the tables above or $150.00, 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.

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: We require one paper copy of a final plan with municipal signatures when mylars/plans are brought in to the Bucks County Planning Commission for signing.

REQUESTS FOR ADDITIONAL COPIES OF REVIEW

Copies of the Bucks County Planning Commission review of this proposal will be sent to the applicant, municipality, and municipal engineer. If you wish to have copies sent to other persons, please type names and addresses below:

Engineer/Architect/Surveyor:

Other:

_________________________  ____________________________
_________________________  ____________________________
E&S APPLICATION / GENERAL INFORMATION FORM

This form must be completed and submitted along with the required plans and fees for both first time E&S reviews and resubmissions.

Please see page 2 for instructions regarding the number of copies required for various submissions.

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

Township/Borough: __________________________ Project Street Location: __________________________

Project Name: __________________________________________________________________________

Tax Parcel Number: ______________________________________________________________________

Name of Nearest Stream: __________________________________________________________________

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

Sealed Engineer Name: ___________________________ Engineering Contact: __________________________

Name of Engineering/Designing Firm: _________________________ Phone #: __________________ Ext._______

Mailing Address: ________________________________________________________________________

Fax Number: ___________________________ E-Mail Address: __________________________

Landowner Name(s): ___________________________________ Landowner Phone #: _____________________

Landowner Mailing Address: __________________________________________________________________

*TOAL ACREAGE: ________  *ACRES TO BE DISTURBED: ________ # of Lots: ________ # of Units: ________

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

Plan Date OR Most Recent Revision Date: _______________________ NEW PLAN ☐ RESUBMISSION ☐

ADMINISTRATIVE INCOMPLETE INFO ONLY ($250.00 RE-FILING FEE) ☐

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

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

SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = $150.00

ALL OTHER EARTH DISTURBANCE:

.02296 to 0.99 acres $590.00
1.0 to 1.99 acres $1,190.00
2.0 to 4.99 acres $1,780.00
5.0 to 9.99 acres $2,380.00
10.0 to 24.99 acres $3,470.00
25+ acres $3,470.00+

Additional $70.00 per acre for each acre over 25
(Fractions of an acre are rounded up to the next whole acre)

**PLEASE READ PAGE 2 OF THIS APPLICATION UNDER “EXEMPTIONS AND EXCEPTIONS”

TIMER HARVEST (DISTURBED ACRES ONLY)

0.0-24.99 acres $65.00 / 25.0+ acres $100.00+ ESC PERMIT

SMALL POND WORK E&S FEE $65.00 (May require NPDES permit, see reverse side / “NPDES INFORMATION”

FOR PROJECTS WITH EARTH DISTURBANCE OF ONE (1) ACRE OR MORE IT IS REQUIRED THAT AN NPDES APPLICATION (NOI) BE SENT WITH E&S SUBMISSION.

BCCD USE ONLY BEYOND HIS POINT

ENTRY # ___________________________ DEP CWF FEE $ ___________ CHECK # ___________

E&S FEE REC'D $ ___________ CHECK # ___________ P&H FEE $ ___________ CHECK # ___________

EXPEDITED FEE $ ___________ CHECK # ___________ NPDES # ASSIGNED _________________________

NPDES FEE $ ___________ CHECK # ___________

DATE SENT BACK: ___________________________
GENERAL INFORMATION:
E&S reviews are processed in the order they are received. The District is required to complete its review within 30 days. 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.

The BCCD Office Does NOT process Chapter 105 General Permits 1 - 9 & 15. They must be submitted to the S.E. Regional DEP Office, 2 East Main Street, Norristown, PA 19401. 484-250-5900. Please refer to the DEP website (www.dcp.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.

E&S FEE INFORMATION:
BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

E&S FEE EXEMPTIONS AND EXCEPTIONS:
County agencies, volunteer fire stations, volunteer ambulance services, conservation co-operator farms, & plans with lot subdivision only and no earth moving involved 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 (I) plan set, one (I) 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 original fee or $15 00, whichever is less. Plans withdrawn for any reason will require a full fee when resubmitted.

NPDES INFORMATION:
A separate federally mandated NPDES General Permit is needed if proposed earth disturbance is one (1) acre or greater. The fee for this permit is $500.00, payable to "BCCD-CWF"

An NPDES Individual Permit is needed if the project is one (1) acre or greater and 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 3 copies of plans and narratives for review, and 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.

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

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

RESUBMISSION GUIDELINES:
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 and resubmission fee. A new review letter is required with corresponding plan dates.

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.