

**Lancaster County Conservation District
Erosion & Sedimentation Committee Meeting Agenda
Thursday September 24, 2026
1:30 P.M. – 3:00 P.M.
Farm & Home Center
Sunroom – Upstairs Room 222
Available virtually via Microsoft Teams
[Teams Link](#)
Meeting ID: 212 710 192 002 86
Passcode: Vr9bL9Na**

1. Notification of Pending Legal Filing – Fairmount Road, Little Britain Township

2. 2027 Fee Schedule – Initial Review

3. 2027 E&S Committee Meeting Schedule

Next Scheduled Meeting
Thursday October 22, 2026 @ 1:30 PM
Farm & Home Center and virtually via Microsoft Teams

2. 2027 Fee Schedule – Initial Review

Staff are working on a proposed fee schedule for 2027. The purpose for the reevaluation and proposed increase is two-fold. First, our current internal procedure directs us (staff, board, & committee) to evaluate the fee schedule every other year. The District Strategic Plan included an initiative to “maintain an E&S Department Review Fee structure that ensures the long-term sustainability of the Department.” Page 26 of the 2020 Strategic Plan is included in this packet and outlines the considerations we are directed to keep in mind during a typical, biennial review. Second, an increase in fees will be necessary to adequately fund the addition of the PCSM delegation and the staff needed for that program.

The attached table shows 11 submissions received by our office in 2026. The “Current” column shows the service fee that we charged in line with our currently applicable fee schedule (also attached). To the right of that, each column shows a potential increase by percentage (15%, 25%, etc.). The bottom table shows the same 11 submissions and lists the service fee charged by several other county conservation districts (CCDs) as of now (September 2026). The CCDs in bold are PCSM delegated and the others are not. Counties were selected to capture both proximity to Lancaster (Dauphin, Lebanon, Berks, Chester, York) and similar Chapter 102 workload (Allegheny, Montgomery). Back in the top table, the “Avg. of PCSM” column takes an average of the 4 PCSM delegated CCDs to provide a benchmark for consideration of a fee increase. The yellow shading indicates fees that fall below that average and green shading indicates those that fall above.

Staff are currently working toward having an updated fee schedule reviewed, approved, and ready for the beginning of 2027. The exact implementation timeline will be tied to hiring of a stormwater engineer and starting the formal PCSM delegation.

The 2027 E&S Department budget (draft) as presented to the Budget & Finance Committee on 9/23/26 is included. Line 581 (E&S 102 Review Fees) income is currently projected to end 2026 at ~\$640,00 using fees through 9/1/26. The current budget assumed a 15% fee increase for a total of \$736,000. Using this assumption, the budget came in with a ~\$230,000 deficit and prompted the suggested ~\$200,000 pull of reserve funds.

Strategic Initiative 5 (E&S Program):

Maintain an E&S Department Review Fee Structure that Ensures the Long-term Sustainability of the Department.

The Erosion & Sedimentation Department charges clients a fee based on an approved fee schedule to complete reviews of permit applications and construction plans. These fees are integral to funding the operations of the department. In order to maintain adequate funding for the department's activities, this fee schedule must be regularly reviewed and revised. This initiative addresses the critical resource of funding.



KEY INDIVIDUALS:

- ↔ Board of Directors
- ↔ Erosion & Sedimentation Committee
- ↔ Erosion & Sedimentation Department Manager
- ↔ Erosion & Sedimentation Department Staff



GOAL 1: Conduct a biennial review of the Erosion & Sedimentation Department review fee structure.



WHEN: Biennial review in 2021 for implementation at the beginning of 2022.



TACTICS:

1. Appoint an Erosion & Sedimentation Department Staff Member to generate a document comparing the review fee structures of surrounding conservation districts.
2. Evaluate both local economic development and inflation.
3. Account for needs in salary increase comparable to other organizations with similar services.
4. Considering all of the above data, review and revise the review fee schedule and submit it to the Board of Directors for review and approval.
5. Minor amendments to the fee schedule may be proposed by the E&S Department Manager, approved by the E&S Committee, and submitted to the Board of Directors for approval each year as needed if a full, biennial review is not occurring. A full review of the E&S fee schedule can be conducted on an annual basis at the discretion of the Key Individuals.
6. Establish a communication plan to inform the regulated community of fee and/or program changes.

Project	Permit #	Type	Dist. Acres	Units	Current	15%	25%	50%	75%	100%	Avg. of PCSM	less than average of delegated CCDS greater than or equal to average of delegated CCDs
Lot 1 Southview Drive	N/A	Res - Single	0.539	1	\$ 600	\$ 690	\$ 750	\$ 900	\$ 1,050	\$ 1,200	\$ 679	
7 Brew Coffee	N/A	Commercial	0.65	N/A	\$ 815	\$ 937	\$ 1,019	\$ 1,223	\$ 1,426	\$ 1,630	\$ 1,356	
Ashford Meadows	PAC360957	Res - Single	61	99	\$ 21,650	\$ 24,898	\$ 27,063	\$ 32,475	\$ 37,888	\$ 43,300	\$ 20,784	
High Street Apartments	PAC361170	Res - Multi	2.43	44	\$ 1,630	\$ 1,875	\$ 2,038	\$ 2,445	\$ 2,853	\$ 3,260	\$ 3,415	
Windom Manor Farms	PAC361137	Agricultural	8.4	N/A	\$ 3,310	\$ 3,807	\$ 4,138	\$ 4,965	\$ 5,793	\$ 6,620	\$ 5,286	
Martic Township Municipal Campus	PAD360173	Other	13.84	N/A	\$ 4,840	\$ 5,566	\$ 6,050	\$ 7,260	\$ 8,470	\$ 9,680	\$ 8,198	
4 S Kinzer Road	PAC361148	Commercial	7.454	N/A	\$ 3,055	\$ 3,513	\$ 3,819	\$ 4,583	\$ 5,346	\$ 6,110	\$ 5,203	
Hempfield HS Renovations	PAC361141	Other	50.4	N/A	\$ 14,020	\$ 16,123	\$ 17,525	\$ 21,030	\$ 24,535	\$ 28,040	\$ 18,006	
North Lancaster T-Line & Fiber Project	PAC361166	Utility	17.9	N/A	\$ 5,860	\$ 6,739	\$ 7,325	\$ 8,790	\$ 10,255	\$ 11,720	\$ 7,479	
Northeast Supply Enhancement Project	ESP830025001-01	Utility	217	N/A	\$ 56,605	\$ 65,096	\$ 70,756	\$ 84,908	\$ 99,059	\$ 113,210	\$ 56,775	
M Beiler Stream Restoration	N/A	Chapter 105	0.29	N/A	\$ 100	\$ 115	\$ 125	\$ 150	\$ 175	\$ 200	\$ 624	

Project	Permit #	Type	Dist. Acres	Units	Allegheny	Dauphin	Lebanon	Berks	Chester	Mont.	York NonPCSM	York PCSM	Avg. of Others	Avg. of NonPCSM	Avg. of PCSM
Lot 1 Southview Drive	N/A	Res - Single	0.539	1	\$ 2,100	\$ 500	\$ 300	\$ 1,100	\$ 690	\$ 650	\$ 275	N/A	\$ 802	\$ 967	\$ 679
7 Brew Coffee	N/A	Commercial	0.65	N/A	\$ 2,100	\$ 1,380	\$ 1,300	\$ 2,050	\$ 1,560	\$ 650	\$ 1,165	N/A	\$ 1,458	\$ 1,593	\$ 1,356
Ashford Meadows	PAC360957	Res - Single	61	99	\$ 19,305	\$ 16,750	\$ 10,425	\$ 26,600	\$ 23,730	\$ 13,350	\$ 19,455	\$ 23,890	\$ 18,516	\$ 15,493	\$ 20,784
High Street Apartments	PAC361170	Res - Multi	2.43	44	\$ 4,247	\$ 2,190	\$ 6,300	\$ 3,100	\$ 4,960	\$ 4,000	\$ 1,600	\$ 2,430	\$ 3,771	\$ 4,246	\$ 3,415
Windom Manor Farms	PAC361137	Agricultural	8.4	N/A	\$ 6,371	\$ 4,980	\$ 3,820	\$ 4,250	\$ 6,220	\$ 5,000	\$ 5,675	\$ 7,890	\$ 5,188	\$ 5,057	\$ 5,286
Martic Township Municipal Campus	PAD360173	Other	13.84	N/A	\$ 11,583	\$ 6,660	\$ 5,452	\$ 8,250	\$ 8,640	\$ 6,000	N/A	\$ 9,900	\$ 8,069	\$ 7,898	\$ 8,198
4 S Kinzer Road	PAC361148	Commercial	7.454	N/A	\$ 6,371	\$ 4,700	\$ 3,536	\$ 4,250	\$ 6,220	\$ 5,000	\$ 5,340	\$ 7,555	\$ 5,060	\$ 4,869	\$ 5,203
Hempfield HS Renovations	PAC361141	Other	50.4	N/A	\$ 18,340	\$ 15,210	\$ 13,336	\$ 23,300	\$ 19,440	\$ 11,700	\$ 17,585	\$ 22,020	\$ 17,621	\$ 15,629	\$ 18,006
North Lancaster T-Line & Fiber Project	PAC361166	Utility	17.9	N/A	\$ 11,583	\$ 7,780	\$ 6,670	\$ 6,250	\$ 8,640	\$ 6,000	\$ 9,025	N/A	\$ 7,993	\$ 8,678	\$ 7,479
Northeast Supply Enhancement Project	ESP830025001-01	Utility	217	N/A	\$ 47,823	\$ 34,865	\$ 28,330	\$ 65,900	\$ 84,570	\$ 36,750	\$ 39,880	N/A	\$ 48,303	\$ 37,006	\$ 56,775
M Beiler Stream Restoration	N/A	Chapter 105	0.29	N/A	\$ 285	\$ 95		\$ 850	\$ 720	\$ 650	\$ 275	N/A	\$ 479	\$ 190	\$ 624

bold - PCSM delegated CCD

York - does not include 25% fee for all resubmissions, additional 25% when significant changes are made

Chester - does not include 25% resubmission fee any time there are technical deficiencies

Berks - does not include 25% resubmission fee after one subsequent revision review

Lebanon - 1/1/2013

Allegheny - base fee shown, add for additional dishcharge points and subtract for green infrastructure credits

Montgomery - does not include 50% resubmission fee for technical deficiencies



LANCASTER COUNTY Conservation District

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www.lancasterconservation.org

Official Use Only

LCCD File # _____

NPDES # _____

Date Rec'd _____

LCCD Fee \$ _____ Check # _____

LCCD CWF Fee \$ _____ Check # _____

Dist. Acreage \$ _____ Check # _____

E&S Control Plan / Chapter 102 Permit Application and Fee Schedule

I. PROJECT INFORMATION

Proposed Project Name / Project Description		Municipality
Physical Address of Proposed Project		Current Permit # (if applicable)
Project Acreage	Disturbed Acreage	Name of Stream: _____ Chapter 93 Classification: _____

II. APPLICANT / CONSULTANT INFORMATION

Applicant/Permittee	Email Address	Phone ()
Applicant Contact Name	Mailing Address / City / State / Zip	
Name of Plan Preparer	Email Address	Phone ()
Company Name	Mailing Address / City / State / Zip	

III. FEES (See Current Fee Schedule on Page 2)

LCCD FEE FOR SERVICES

Detached, Single Family Residential	# of Dwelling Units _____	Fee \$
Commercial / Multi-Family Residential / Industrial / Agricultural / Other (Includes Oil & Gas)	# of Disturbed Acres _____ (Rounded to the Nearest Whole Acre)	Fee \$
Timber Harvest Projects & Road Maintenance Activities	# of Disturbed Acres _____ (Round to the Nearest Whole Acre)	Fee \$
Borrow / Disposal Site	# of Disturbed Acres _____ Distance from Parent Project _____	Fee \$
Chapter 105 General Permit E&S Plan (Not Associated with a Larger Common Plan of Development)	Fee Required - \$100	Fee \$
TOTAL LCCD FEE	Make Check payable to: "LCCD"	Total Fee \$

CHAPTER 102 PERMIT FEES

NPDES / E&SC PERMIT / ESCGP-3 FILING FEE ☐ \$1,500 – Individual NPDES or E&S Permit ☐ \$500 – General (PAG-01 or PAG-02) NPDES or ESCGP-3 Permit Make check payable to: "LCCD Clean Water Fund"	NPDES / E&SC PERMIT / ESCGP-3 DISTURBED ACREAGE FEE # of Disturbed Acres _____ x \$100/Acre Fee \$ _____ (Disturbed Acres rounded to nearest whole acre) Make check payable to: "Commonwealth of Pennsylvania Clean Water Fund"
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A completed copy of this review application and all appropriate fees **MUST** accompany **ALL SUBMISSIONS** for both review and approval. Members of LCCD, Board of Directors and staff, are authorized to enter the project site for site inspection, as necessary.

SIGNATURE OF APPLICANT OR AUTHORIZED AGENT

DATE

LANCASTER COUNTY CONSERVATION DISTRICT

E&S Fee Schedule

RESIDENTIAL – DETACHED SINGLE FAMILY

(Number of Detached, Single Family Dwelling Units)

1 UNIT (<1 Acre Disturbed)	\$600
1 UNIT (> or = 1 Acre Disturbed) OR 2 - 25 UNITS	\$610 + \$255 per Dwelling Unit
26 OR MORE UNITS	\$6,985 + [(# of Dwelling Units – 25) x \$205]

COMMERCIAL / MULTI-FAMILY RESIDENTIAL / INDUSTRIAL / AGRICULTURAL / OTHER (Includes Oil & Gas)

(Number of Disturbed Acres Rounded to the Nearest Whole Acre)

< 1 ACRE	\$815
1 - 4.49 ACRES	\$1,020 + (# of Disturbed Acres x \$305)
= or > 5 ACRES	\$2,545 + [(# of Disturbed Acres – 5) x \$255]

TIMBER HARVEST PROJECTS & ROAD MAINTENANCE ACTIVITIES

(Number of Disturbed Acres Rounded to the Nearest Whole Acre)

< 25 ACRES	\$710
= or > 25 ACRES	Fee based on the Commercial/Multi-Family/Industrial/Agricultural/Other Fee Schedule (Above)

BORROW / DISPOSAL SITE

(Based on both Number of Disturbed Acres Rounded to the Nearest Whole Acre and Distance from the Parent Project)

< 1 ACRE DISTURBED and > ¼ MILE FROM PARENT PROJECT: Standalone E&S Plan may be appropriate	\$610
= or > 1 ACRE DISTURBED and > ¼ MILE FROM PARENT PROJECT: New NPDES Permit may be appropriate	Fee based on the Commercial/Multi-Family/ Industrial/Agricultural/Other Fee Schedule (Above)
EXISTING CHAPTER 102 PERMIT and = or < ¼ MILE FROM PERMIT BOUNDARY: Amendment to Existing NPDES Permit may be appropriate	Refer to (d) in the Guidelines section below

NOTES:

1. For all fees based on the proposed number of Disturbed Acres, the acreage shall be rounded to the nearest whole acre.
2. Detached Single Family homes subject to the "Residential" category are generally intended to house one family unit and are considered to be free standing building units each with one front, one rear, and two side yards. Where the dwelling is located on a corner lot, the dwelling may have one front, one rear, and one side yard. Manufactured, modular, and tiny homes may be considered as detached single family homes.
3. Examples of multi-family residential structures subject to the "Commercial/Multi-Family Residential" fee category include townhomes/row houses, condominiums, duplexes/twin homes, apartment buildings, and other semi-detached dwelling units.
4. For projects proposing both single-family detached homes and commercial or multi-family structures, the applicant or consultant will be required to submit a schematic of the project site which delineates the areas of the site being proposed for the "detached, single family" use and the areas being considered the "commercial/multi-family" use along with the proposed fee. Based on the schematic, LCCD staff will determine whether the proposed fee is adequate.
5. As a condition of 25 PA Code, Chapter 105, an E&S Plan Review is required for all General Permits (GPs). A fee of \$100 will be charged for LCCD to review and approve the respective E&S Plan associated with a GP, unless the GP(s) is submitted as part of a larger common plan of development. LCCD will review E&S plans associated with all GP's except for GP-11 registrations, for which E&S plans are submitted directly to DEP. The \$100 fee shall be made payable to "LCCD".
6. For E&S Plans associated with Chapter 105 small projects or individual permits, waivers, or environmental assessments, the LCCD fee will be based on the appropriate project type category identified above.
7. For Corrective Action Plan (CAP), the fee will be based on the Commercial/Industrial/Agricultural/Other Fee Schedule.
8. Through an executed Memorandum of Understanding (MOU), the PA Turnpike Commission has agreed to pay \$150 per Disturbed Acre (rounded to the nearest whole acre) for any E&S Plans submitted for both review and approval.
9. An independent State Commission, State Agency, and/or Federal Agency which provides funding for Chapter 102 program administration by PA DEP through the terms and conditions of a mutual agreement may be exempt from all applicable fees.

Lancaster County Conservation District
Summary of Fee for Services requirement for “OTHER” category of earth disturbance activities

Category	Fee required?
Chapter 105 Environmental Assessment (Waiver 11 & Waiver 16)	Yes
Chapter 105 Small Projects or Individual Permit	Yes
Community Fairgrounds	Yes
Community Recreation Centers	Yes
Growing Greener Grant Funded Projects (319)	Yes
Hospitals	Yes
Independent Borrow / Disposal Site	Yes
Lancaster County Library System	Yes
Lancaster County Public Agency / Authority Projects	Yes
Local Municipal Projects	Yes
Oil & Gas Projects	Yes
Places of Worship & Religious Facilities	Yes
Police, Fire, & EMS Stations	Yes
Ponds, Dams, & Impoundments	Yes
Private Non-Profit Organizations	Yes
Private Schools	Yes
Public Parks	Yes
Public Schools & School Districts	Yes
Rails-To-Trails Projects	Yes
Sewer & Water Authority Projects	Yes
Utility Projects	Yes

GUIDELINES

- a. For all Chapter 102 Permit applications, LCCD will make every effort to conform to the time frames for review, as noted in both PA DEP's Permit Review Process and Permit Decision Guarantee Policy and the respective Standard Operating Procedure (SOP).
- b. For all Chapter 102 non-permitted projects, LCCD will work to review submissions within thirty (30) days from the date of receipt.
- c. The LCCD Fee for Services includes a pre-application meeting(s), a completeness review(s), one (1) initial technical review, one (1) resubmission technical review, a pre-construction meeting(s), all field meetings, all site / complaint inspections, and all tasks delegated to LCCD relative to Chapter 102 Permit termination. If the submission is deemed significantly inadequate upon completion of the resubmission to technical review, then the subsequent resubmission may be subject to an additional charge of 50% of the original Fee for Services at the discretion of LCCD staff and Board of Directors.
- d. For existing Chapter 102 Permit, Field Changes, Minor Amendments, and Major Amendments will be both reviewed and approved in accordance with PA DEP's Chapter 102 Permit Amendments Frequently Asked Questions (FAQ) document. LCCD Fee for Services for Major and Minor Amendments are charged as follows:
 - Residential Detached Single Family:
 - Where no dwelling units are added and Limits of Disturbance decrease, remain the same, or increase less than one acre: \$600.
 - Where the Limits of Disturbance increase by 1 acre or more but no dwelling units are proposed: Use the appropriate category in the "Commercial" category.
 - Where one or more detached dwelling units are added: Use the appropriate tier and respective formula.
 - Commercial/Multi-Family Residential/Industrial/Agricultural/Other:
 - Where the Limits of Disturbance decrease, remain the same, or increase less than one acre: \$815.
 - Where the Limits of Disturbance Increases one acre or more: Use the appropriate tier and respective formula.

For example: A project was originally authorized for 10 acres of earth disturbance. The permittee wishes to add an additional 1 acre of earth disturbance. The required fee for services is: $\$1020 + (1 \times \$305) = \$1325$.
- e. LCCD Fee for Services will not be charged for Minor Amendments associated with a partial Notice of Termination proposing no other changes to approved plans.
- f. For a Chapter 102 Permit application which is withdrawn (voluntarily or involuntarily) or denied, all remitted fees will NOT be refunded. If the applicant intends to submit a new Chapter 102 Permit application for the proposed project, then all applicable fees shall be remitted with the new Chapter 102 permit application.
- g. For a Chapter 102 non-permitted project which is deemed inadequate, the applicant will have one (1) year from the date of the Technical Deficiency Letter to resubmit a revised E&S Control Plan which addresses all noted technical deficiencies. If the applicant fails to resubmit the revised E&S Control Plan within one (1) year from the date of the Technical Deficiency Letter, then LCCD will involuntarily withdraw said project, and all remitted fees will NOT be refunded. If the applicant intends to submit said project after being involuntarily withdrawn, then the applicable fee shall be remitted with a new E&S Control Plan / Chapter 102 Permit.
- h. Should the proposed limits of disturbance or number of detached dwelling units decrease while an application is under review, LCCD will not provide a partial refund of any previously submitted fees.
- i. LCCD will make every effort to implement this fee schedule fairly and consistently across all applications submitted for review. However, LCCD staff and Board of Directors reserve the right to deviate from the dollar amounts and guidance presented in this document should site-specific circumstances warrant.

Lancaster County Conservation District Budgeting Template			E&S	Draft	9/22/2026		
			2026				
			Jan. 1 -	2026	2027		
Income			Sept 1, 2026	Budget	Budget		
	Quickbooks						
	Code	Category					
	520	County Funding		\$ -			
	530	Program Contracts	\$ 53,000	\$ 53,000	\$ 53,000		
	560	Grant Adminsitration	\$ 2,733	\$ -			
	581	E&S 102 Review Fees	\$ 424,685	\$ 710,000	\$ 736,000	assumes 15% fee increase	
	582	NPDES Permit Fees	\$ 67,000	\$ 100,000	\$ 100,000		
	590	Interest Income	\$ 33,289	\$ 39,000	\$ 35,000		
	595	Other Income	\$ 9		\$ 200,000	reserve funds	
	Total Income		\$ 580,716	\$ 902,000	\$ 1,124,000		
Gross Profit							
Expenses							
	7100	Staff Salary	\$ 458,272	\$ 600,719	\$ 748,049		
	710	All Emp Benefits	\$ 103,695	\$ 194,806	\$ 216,551		
	720	Vehicle & Travel	\$ 4,008	\$ 5,000	\$ 37,000	new car	
	722	Meetings	\$ 4,019	\$ 6,500	\$ 6,500		
	730	Supplies	\$ 313	\$ 1,500	\$ 1,500		
	735	IT-Communications	\$ 4,555	\$ 9,000	\$ 9,000		
	740	Postage	\$ 376	\$ 2,000	\$ 1,000		
	745	Office Rent	\$ 15,760	\$ 23,887	\$ 29,082		
	750	Equipment	\$ 9,724	\$ 10,000	\$ 10,000		
	830	Administrative	\$ 48	\$ 500	\$ 500		
	810	Activity	\$ 315	\$ 500	\$ 500		
	805	Allocated Cost Transfer	\$ 19,553	\$ 36,895	\$ 42,233		
	899E	Interfund Transfer		\$ 53,000	\$ 53,000		
	Total Expesnes		\$ 620,638	\$ 944,307	\$ 1,154,915		
Net Income							
				2027 Projected			
				Total Income	\$ 1,124,000		
				Total Expense	\$ 1,154,915		
				Difference	\$ (30,915)		