**Lancaster County Conservation District**
**Erosion & Sedimentation Committee Meeting Agenda**
**Thursday October 22, 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. 2027 Building Industry Resource Conservation Award – **Action Requested**

2. 2027 Fee Schedule – Draft

3. PCSM Delegation – Draft of Engineer Job Description & Posting

Next Scheduled Meeting
Thursday November 19, 2026 @ 1:30 PM
Farm & Home Center and virtually via Microsoft Teams

Nominations for the 2026 Building Industry Resource Conservation Award

**Action Requested**

This award is meant to recognize an individual, company, municipality, organization, or specific project that demonstrates a dedication to being a good steward of the natural resources of the county in line with our mission "to promote the stewardship of natural resources for Lancaster County and beyond." The following nominations have been provided by staff of the E&S Department to consider for the 2027 award. The award will be presented at the 2027 LCCD Awards Banquet.

- **PPL Electric Utilities Corporation and Tom Eby:**

PPL is repeated from last year's award nominees. The following nomination was provided last year:

*PPL is an electric utility company that provides electricity transmission and distribution services in Pennsylvania. According to their website, PPL serves 1.5 million customers, covers 29 counties, and maintains 51,000 miles of power lines. Lancaster CCD regularly receives NPDES Permit applications for upgrades to PPL's transmission infrastructure. NPDES Permit applications submitted from PPL are typically very large, often covering 50 or more acres over several municipalities. Despite such large projects, E&S staff of Lancaster CCD rarely have issues with PPL during the review and inspection project stages. NPDES applications submitted from PPL are typically of a high quality with minor deficiencies, and only minor violations, if any, are typically raised during LCCD staff inspections of PPL sites. Although many power lines will cross over various surface waters, PPL typically will aim to find ways to avoid direct impacts to streams and wetlands unless those impacts are necessary. The staff at PPL also maintain positive working relationships with LCCD staff and are prompt to address concerns raised by our staff. Because of PPL's exceptional track record of compliance and demonstrated willingness to minimize impacts to surface waters, they are being nominated for this award.*

An E&S team member provided the following nomination pertaining to PPL and Tom Eby:

*The organization that came to mind was PPL, and I saw they had been nominated last year as well. I read through what was written in last year's nomination, and I 100% would have said the same things. When I was working with permitting for a particular project, there was no arguing or push back on any of my comments; if I asked for an additional detail or clarification on the review, it was provided. Pre-application meetings are productive, they ask questions they have, and are extremely well prepared. Same with pre-construction meetings. They are pro-active and have brought up potential issues that may need a field change or amendment. Additionally, dealing with PPL and Tom Eby to gain access to a recent complaint site that ended up being on PPL property was incredibly helpful. Out on site, Tom was great working both with us as*

*regulators, but also dealing with the adjacent land owner conducting the work reassuring them that PPL would be happy to discuss parcel ownership concerns. Their willingness to have someone escort us was of great help and I feel added to the safety of inspection.*

Tom Eby serves as the lead environmental professional for PPL in the Lancaster and Harrisburg region. He is regularly a first point-of-contact for LCCD staff when conducting inspections on PPL sites. The E&S Committee may recommend presenting the award to PPL or to Mr. Eby.

- **Casey Kerschner, P.E. – HRG, Inc.**

Casey Kerschner currently serves as a team leader for the Municipal and Water Resources section of Herbert, Rowland, and Grubic, Inc and is the municipal engineer for Penn Township. Mr. Kerschner is being nominated due to his in-depth involvement in Chapter 102 and stormwater regulation. Mr. Kerschner regularly voices concerns regarding designs that are not compliant with Chapter 102 or municipal stormwater ordinances. He is an advocate for ensuring that stormwater controls are properly implemented in the field and works tirelessly to ensure compliance is achieved in the field. He is also knowledgeable about Chapter 102 and regularly seeks input from E&S team members on the adequacy of stormwater designs. When Mr. Kerschner is involved in a project, E&S staff members are generally able to rest easily knowing they have a strong advocate on their side at the municipal level who works daily toward water quality protection.

- **Harbor Engineering, Inc.**

Harbor Engineering is a full-service civil engineering and landscape architecture firm in Manheim, Pa. Based on their website, the firm currently employs a staff of 8. Harbor regularly submits NPDES permit applications to the LCCD and staff generally find few deficiencies; this means that E&S and PCSM plans designed by Harbor often move efficiently through the permitting process. Harbor staff have historically worked very well with the LCCD. They regularly communicate in a timely manner with Conservation District staff, ask questions where things are unclear about review comments raised by LCCD, and regularly work to resolve concerns raised by the LCCD in a timely manner. Their website indicates they are committed to honesty and integrity. All these characteristics no doubt add value to Harbor in the eyes of their clients as well as to the LCCD.

- **Frank Burkhart**

Mr. Burkhart currently serves as a director emeritus of the Lancaster County Conservation District. In the past, he has served as chair of the District's board of directors, has been a member of the E&S Committee, and has worked for many years as an excavator. As a board member and

committee member, Mr. Burkhart worked hard to guide the conservation district and E&S team toward our mission and vision and regularly supported the work of the E&S staff. As an excavator, Mr. Burkhart has understood firsthand the need to implement adequate erosion controls on construction sites to protect water quality. Over the years, Mr. Burkhart has also regularly informed conservation district staff of E&S-related or water quality concerns that he sees around his home. Mr. Burkhart is an advocate for “doing things right” and protecting the valuable surface waters of the county.

LANCASTER COUNTY
Conservation District

1383 Arcadia Road, Room 200
Lancaster, PA 17601-3149
(717) 299-5361, Ext. 5
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: _____<br>Chapter 93 Classification: _____ |

## II. APPLICANT / CONSULTANT INFORMATION

| | | |
|---|---|---|
| Applicant/Permittee | Email Address | Phone<br>(  ) |
| Applicant Contact Name | Mailing Address / City / State / Zip | |
| Name of Plan Preparer | Email Address | Phone<br>(  ) |
| 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 _____<br>(Rounded to the Nearest Whole Acre) | | Fee $ |
| Timber Harvest Projects & Road Maintenance Activities | # of Disturbed Acres _____<br>(Round to the Nearest Whole Acre) | | Fee $ |
| Borrow / Disposal Site | # of Disturbed Acres _____<br>Distance from Parent Project _____ | | Fee $ |
| Chapter 105 General Permit E&S Plan<br>(Not Associated with a Larger Common Plan of Development) | Fee Required - $100 | | Fee $ |
| **Make Check payable to: "LCCD"** | ☐ | **Pre-Application Meeting Discount – 5%<br>(NPDES Permit Submissions Only)** | **Total Fee $** |

| CHAPTER 102 PERMIT FEES | |
|---|---|
| **NPDES / E&SC PERMIT / ESCGP-3 FILING FEE**<br>☐ $1,500 – Individual NPDES or E&S Permit<br>☐ $500 – General (PAG-01 or PAG-02) NPDES or ESCGP-3 Permit<br><br>Make check payable to: "LCCD Clean Water Fund" | **NPDES / E&SC PERMIT / ESCGP-3 DISTURBED ACREAGE FEE**<br># of Disturbed Acres _____ x $100/Acre  Fee $_____<br>(Disturbed Acres rounded to nearest whole acre)<br><br>Make check payable to: "Commonwealth of Pennsylvania Clean Water Fund" |

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

**Proposed increases as shown would project a 22.04% increase in collected service fees**

**RESIDENTIAL – DETACHED SINGLE FAMILY**

(Number of Detached, Single Family Dwelling Units)

| | |
|---|---|
| **1 UNIT** (<1 Acre Disturbed) | $625 4.17% |
| **1 UNIT** (> or = 1 Acre Disturbed) **OR 2 - 25 UNITS** | $765 + $320 per Dwelling Unit 24.73% - 25.48% |
| **26 OR MORE UNITS** | $8,765 + [(# of Dwelling Units – 25) x $255] 24.73% - 25.45% |

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

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

| | |
|---|---|
| **< 1 ACRE** | $855 4.91% |
| **1 - 4.49 ACRES** | $1,280 + (# of Disturbed Acres x $380) 25% - 25.28% |
| **= or > 5 ACRES** | $2,545 + [(# of Disturbed Acres – 5) x $255] 24.95% - 25.44% |

**TIMBER HARVEST PROJECTS & ROAD MAINTENANCE ACTIVITIES**

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

| | |
|---|---|
| **< 25 ACRES** | $750 5.63% |
| **= 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:**<br>Standalone E&S Plan may be appropriate | $640 4.92% |
| **= or > 1 ACRE DISTURBED and > ¼ MILE FROM PARENT PROJECT:**<br>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:**<br>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 and enters Elevated Review, then the subsequent resubmission will be subject to an additional charge of 50% of the original Fee for Services.
d. A 5% discount is offered for NPDES Permit submissions when the applicant or their consultant take part in a pre-application meeting with District staff prior to submission. To qualify for the discount, applicants must generate meeting minutes and include them in their submission.
e. 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 x $305) = $1325.

f. 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.
g. 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.
h. 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.
i. 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.

j. 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

# Engineer

The mission of the Lancaster County Conservation District (LCCD) is to promote the stewardship of natural resources for Lancaster County and beyond. LCCD is looking for an Engineer to join its Erosion & Sedimentation (E&S) Team. This individual will join the E&S Team in implementing the Chapter 102 regulatory program that protects the streams and wetlands of Lancaster County from the harmful effects of accelerated erosion, sedimentation, and stormwater runoff.

## Core Job Responsibilities

- Review Erosion & Sediment Control Plans (E&S Plans) and Post-Construction Stormwater Management Plans (PCSM Plans)
- Process National Pollutant Discharge Elimination System (NPDES) permits associated with construction activities
- Provide engineering insight and support to other members of the E&S Department
- Effectively communicate with the public, permittees, plan designers, and cooperating agencies

## Required Qualifications

- Bachelor's degree in civil engineering or a related field
- Current Professional Engineer license valid in Pennsylvania
- Experience in design or review of E&S Plans, PCSM Plans, and NPDES permits associated with construction activities
- Working knowledge of land development processes and local governments
- Dedication to District's mission of promoting the stewardship of natural resources through erosion control, stormwater management, and environmental regulation
- High integrity in professional judgements and determinations
- Strong written and verbal communication skills
- Valid driver's license

## Preferred Qualifications

- 5 years of professional engineering experience in erosion & sediment control, stormwater management, construction inspection, best management practices, and land development
- Expertise in generating review letters and writing deficiency comments
- Additional applicable certifications such as CPESC or CESSWI

## Salary & Benefits

- $85,000-$95,000 annual salary commensurate with experience
- $2,400 signing bonus
- Excellent benefits package (including retirement plan with 5% District match, flexible work schedule options, paid time off, 12 paid holidays, opportunities for training and professional certifications, and healthcare for a family)

## Required Application Information

- District Application (available at https://lancasterconservation.org/employment/)
- Cover Letter
- Resume
- College Transcript (official or unofficial transcript accepted)

LANCASTER COUNTY
Conservation District

- Three (3) professional references

Submit application materials via email to:
hr@lancasterconservation.org

or via mail to:
Human Resources
Lancaster County Conservation District
1383 Arcadia Road Room 200
Lancaster PA 17601

Application deadline is DEADLINE.

*Lancaster County Conservation District is an Equal Opportunity Employer*

(Revised XX/XX/XXXX)

LANCASTER COUNTY
Conservation District

# JOB DESCRIPTION
## Engineer

GENERAL STATEMENT OF DUTIES: The individual holding this position is a Conservation District employee within the Erosion & Sedimentation (E&S) department. The E&S department is responsible for implementing various state-delegated regulatory programs. Those programs include 25 Pa Code Chapter 92a (NPDES Permitting, Monitoring and Compliance) and 25 Pa Code Chapter 102.4(b) (Erosion and Sediment Control). The individual will be required to become familiar with and follow all applicable standard operating procedures (SOPs) and technical guidance generated by the Lancaster County Conservation District (LCCD) and the PA Department of Environmental Protection (DEP). This position is classified as an at-will exempt position and reports to the E&S Program Manager and E&S Technical Manager.

## JOB DUTIES AND RESPONSIBILITIES

A. Primary Responsibilities

1. Review Erosion & Sediment Pollution Control Plans (E&S Plans) and Post-Construction Stormwater Management Plans (PCSM Plans) to determine their compliance with the requirements of Chapter 102 and applicable technical guidance documents. Generate deficiencies and draft review letters throughout the review process.
2. Process permit applications under the Chapter 92 and Chapter 102.4(b) programs. Generate deficiencies and draft review letters throughout the review process.
3. Provide engineering insight and support to other members of the E&S Department.
4. Maintain files in accordance with delegated requirements and SOPs.
5. Respond to requests for information, education, and technical assistance.
6. Maintain a daily log of activities.

B. Outreach

1. Assist with the development and implementation of educational outreach programs pertaining to the Chapter 102 program, erosion & sediment control, stormwater management, and other applicable topics.

C. Training & Professional Development

1. Participate in applicable technical training programs and maintain up to date knowledge of applicable topics including Chapter 102 regulations, PA DEP SOPs, erosion control, stormwater management, and inspection skills.
2. Participate in other applicable professional development opportunities as identified or required by District management.
3. Maintain sufficient training to effectively utilize software and tools applicable to job duties, including but not limited to Microsoft 365 and Office Suite, ICIS, and PracticeKeeper.

D. Reports

1. Maintain a record of all information required for applicable program reporting requirements, including but not limited to Chapter 92a and Chapter 102.4(b).

## DISTRICT ACTIVITIES

1. Serve on LCCD committees as assigned.
2. Attend monthly staff meetings and other meetings as requested.
3. Other duties and activities as requested by the Board of Directors or District Manager.

This job description has been designed to indicate the general nature and level of work performed by employees in this position. It is not intended to contain or to be interpreted as a comprehensive listing of all duties, responsibilities, and qualifications required of employees assigned to this position. This job description is subject to change but remains in effect until superseded or canceled in writing by the District Manager.

Employees of Lancaster Conservation District are required to maintain the confidentiality of the private and protected information of Board members and coworkers, venders and our clients including personal identifiers, financial and medical information, passwords, and electronic signatures. Employees will be held personally responsible for safeguarding this information and are required to sign and adhere to the LCCD CONFIDENTIALITY AND INFORMATION SECURITY AGREEMENT as a condition of employment.

Signed: _____

Date: _____

(Revised XX/XX/XXXX)