



The ARAMARK Tower
1101 Market Street
Philadelphia, Pennsylvania 19107-2994

BERNARD BRUNWASSER
Commissioner

October 31st, 2008

Christopher Crockett, Ph.D, P.E.
Director of Planning and Research
Philadelphia Water Department
1101 Market Street
Philadelphia PA 19107

RE: Philadelphia Water Department, Stormwater Plan Review Fees

To the Development Community:

I am writing to inform you of changes to Stormwater Plan Review Fees for projects subject to the Philadelphia Stormwater Regulations. On October 21st, 2008 the City of Philadelphia received the Commissioner's decision on the amended Philadelphia Water Department Regulations, Chapter 3, Rates and Charges. The rate case involved public hearings, education and outreach, and website postings. The culmination of a rate change process initiated on April 4th, 2008 has resulted in impacts to PWDs stormwater plan review process in terms of fees that are now applicable to projects subject to the Stormwater Regulations.

The Stormwater Plan Review Fees are effective as of November 1, 2008. Details of the Philadelphia Water Department Regulations, Chapter 3, Section 308 Miscellaneous Stormwater Management Charges can be viewed by accessing www.phila.gov/water. Please find attached a memorandum with details related to this change in Regulation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christopher Crockett", is written over a horizontal line.

Christopher Crockett

Encl: Memorandum – Stormwater Plan Review Fees

Philadelphia Water Department Stormwater Plan Review Fees

Effective November 1, 2008 Stormwater Management Charges for Stormwater Plan Review will be applied to all projects subject to the Stormwater Regulations:

- Conceptual Plan (ERSA) \$500.
- Post-Construction Stormwater Management Plan \$500, \$75 per hour of review time.

Details of the Philadelphia Water Department Regulations, Chapter 3, Section 308 Miscellaneous Stormwater Management Charges can be viewed by accessing www.phila.gov/water.

Conceptual Plans (ERSA)

Conceptual plans received on November 1, 2008 and forward are subject to the Stormwater Plan Review Fee. All other conceptual plans already received with existing tracking numbers are not subject to the Conceptual Plan Fee. Should a project change such that a new tracking number is required a conceptual plan review fee will be collected. Collection of the \$500 Conceptual Plan fee is due at submission. Once a conceptual plan has been submitted through the online website, www.phillyriverinfo.org/PWDDDevelopmentReview, the applicant is to submit a check to the Philadelphia Water Department (PWD). A conceptual plan approval will not be issued until the fee has been paid in full. Payment procedures and details are discussed below.

Post-Construction Stormwater Plans (Technical Plan)

Post-construction stormwater management plans received and associated technical reviews performed as of November 1, 2008 and forward are subject to the Stormwater Plan Review Fee. Projects that have submitted a post-construction stormwater management plan to PWD are not subject to plan review fees. However, projects that are either under conceptual review or have obtained conceptual approval but not submitted a post-construction stormwater plan are subject to plan review fees. Collection of the \$500 Post-Construction Stormwater Plan fee is required at the time of submission. Any post-construction stormwater management plan sets submitted without the \$500 fee will be considered incomplete and will be returned to the applicant. Hours spent reviewing the post-construction stormwater plan and the associated total amount due will be tracked by PWD and reported in the technical approval letter. PWD's approval of any permitted activities will not be released until the Post-Construction Stormwater Plan Review Fees are paid in full. The Stormwater Technical Approval letter along with the payment receipt must be presented to PWD before the building permit application can be signed.

Payments

- Payment: bank check, money order or business check only.

- Make checks payable to: City of Philadelphia Water Department, place project tracking number in the memo field.

The check can be mailed to the address below or hand delivered to Projects Control. If the applicant is choosing to submit payment through the mail it is highly recommended that return receipt or some form of certified delivery be used to track the check.

- Mail to or drop off check:
Philadelphia Water Department
Projects Control
Attn: Brian Mohl
1101 Market Street, 2nd Flr
Philadelphia PA, 19107
- Receipts will be issued for all checks received.
 - Hand delivered checks will receive a hard copy receipt from staff available at the Projects Control counter.
 - Mailed checks will receive a receipt electronically via email.
 - Proof of payment will require the receipt be provided for conceptual plan approval and building permit sign off by the applicant.

Refund of Fees

PWD shall refund any associated stormwater plan review fees if a plan submittal is not approved or denied within 21 days for conceptual site plans and 45 days for technical site plans.

Contact Information

Please contact the PWD Plan Review group at (215) 685-6367 or send an email to PWD.PlanReview@phila.gov should additional information be needed.