



TOWNSHIP OF SALISBURY

---- LEHIGH COUNTY, PA ---

2900 South Pike Avenue, Allentown, PA 18103

610-797-4000

GRADING & DEVELOPMENT PERMIT APPLICATION

Date Received: _____ Permit No.: _____ Date Issued: _____

PROJECT INFORMATION:

Property Location: _____

Parcel Number(s): _____

Description of Work: _____

Proposed Area of Disturbance: _____

Existing Impervious Coverage Area: _____ Proposed Impervious Coverage Area: _____

Is proposed work within a designated floodplain area? ☐ Yes ☐ No

Are any wetlands, ponds, seeps or vernal pools on the lot? ☐ Yes ☐ No

Does the proposed area of disturbance exceed 8% Slope? ☐ Yes ☐ No

APPLICANT:

Applicant shall be the main point of contact for communications from the Township.

Company Name: _____

Contact: _____ Phone No: _____

Applicant Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

PROPERTY OWNER:

If applicant does not own the property, owner must sign this application or provide written permission that the proposed project may proceed. If project involves multiple parcels with multiple property owners, please attached form "Additional Owner Acknowledgement" for each additional owner/parcel.

Company Name: _____

Contact: _____ Phone No: _____

Owner Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

ATTORNEY:

☐ Applicant wishes all communications to include attorney

Firm Name: _____

Contact: _____ Phone No: _____

Firm Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

PROFESSIONAL DESIGNER:

☐ Applicant wishes all communications to include professional designer

Company Name: _____

Contact: _____ Phone No: _____

Company Street Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

SURVEYOR:

☐ Applicant wishes all communications to include surveyor

Company Name: _____

Contact: _____ Phone No: _____

Company Street Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

GENERAL CONTRACTOR:

General Contractor is responsible for providing the Township with a list of all sub-contractors, if any, and proof of Workman's Compensation Insurance for self and all sub-contractors. If Workman's Compensation Insurance is not required, a signed affidavit must be submitted to the Township.

☐ Applicant wishes all communications to include general contractor

Company Name: _____

Contact: _____ Phone No: _____

Company Street Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

SUBMISSION REQUIREMENTS (Additional materials may be requested by the Township during the review and approval process):

- Application fee: \$50
- Escrow deposit: \$1,000 (Township may request additional escrow deposits during the review and approval process as deemed necessary)
- 1 printed copy of grading plan
- 1 PDF/electronic copy of grading plan

ESCROW DEPOSIT SHALL BE RETURNED TO (If not completed, check will be returned to applicant):

Name: _____ Phone No: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

ENGINEER'S REVIEW WAIVER REQUEST:

A waiver for engineering review may be granted in cases where the proposed work is at significant distance from the existing property lines and there is minimal risk of the excavation material or construction site materials affecting a neighboring property, road, storm sewer, stream, wetland or pond. If a waiver to the engineering review is granted, the application will be reviewed in house by the Director of Community Development or his/her designee. Under no circumstances may a waiver be granted if the proposed work is:

1. construction of a new residence; or
2. the reconfiguration and/or movement of site improvements previously approved as part of a land development or subdivision project; or
3. within a designated floodplain area; or
4. within 50 feet of a designated floodplain area, wetland, pond, seep, or vernal pool; or
5. within an area of 8% slope or greater.

By signing this section, the applicant is requesting a waiver from engineering review of the Grading and Development Permit application and agrees to defend, indemnify, and hold harmless the Township and all of its agents and employees from any and all liability, causes or action, costs and expenses associated with the requested waiver review.

Applicant Signature

Date

PERMISSION FOR AERIAL & GROUND VIEW OF PROPERTY:

Applicant(s) and/or owner(s) hereby grant(s) permission and authorize members of the Township of Salisbury staff, Planning Commission members, and/or Commissioners individually to visit the site and review aerial and ground depictions of the subject property and its surrounding neighborhood as part of this submission.

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____

ACKNOWLEDGEMENT/CERTIFICATION:

Applicant is required to reimburse the Township for all engineering, legal, or other expenses incurred by the Township, plus a 3% administrative fee for residential projects and a 5% administrative fee for commercial/non-residential projects. At the applicant's request, upon issuance of the project's Certificate of Occupancy and the payment of all expenses, the balance of the escrow will be returned. The escrow will not be returned until all invoices from the Township Solicitor, Township Engineer, and any other outside agency have been received by the Township and paid by the applicant. Invoices are typically submitted at the end of every month. If invoices are not paid within 90 days, the project will be placed on hold and no further activity may take place until the applicant's account is brought to the present or a payment plan has been established with the Township Finance Department.

The undersigned hereby certifies that they have read and examined this application and that the proposed work is accurately represented in the statements made in this application and that all work shall be executed in accordance with the terms and conditions of said permits, the Township of Salisbury.

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____

Office Use Only

Township Engineer Review Required: ☐ Yes ☐ No Review Waiver Approved By: _____

Existing NPDES Permit: ☐ Yes ☐ No

Requires Conservation District Review / Approval: ☐ Yes ☐ No

Escrow Required: ☐ Yes ☐ No Escrow Amount: _____ Date Deposited: _____