



# BOROUGH OF NEW HOPE

123 New Street, New Hope, PA 18938 ● Phone 215-862-3347 ● [info@NewHopeBorough.org](mailto:info@NewHopeBorough.org)

## SITE GRADING PLAN APPLICATION

**Any time 500 sq ft of area is disturbed, a grading permit is required to ensure adequate erosion and sedimentation control and drainage measures are satisfactory.**

Date Filed: \_\_\_\_\_ Date of Completed Application Accepted: \_\_\_\_\_

Location of Property: Address \_\_\_\_\_ TMP/ Parcel #: 27- \_\_\_\_\_

Property Use: \_\_\_\_\_ Residential \_\_\_\_\_ Non-Residential

**Property Owner:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant (if different from owner):** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Billing Address:** \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Area of Disturbance (square feet): \_\_\_\_\_ Sq. Ft

Increase in Impervious Coverage (square feet): \_\_\_\_\_ Sq. Ft

Scope of Work: \_\_\_\_\_  
\_\_\_\_\_

Does the proposed work affect any other property in any way?  
\_\_\_\_\_  
\_\_\_\_\_

Date of Work to begin: \_\_\_\_\_ Date of Work to be completed: \_\_\_\_\_

Work being performed by: \_\_\_\_\_  
(If other than owner)

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Site plan showing extent of disturbance and proposed erosion and sedimentation control measures shall be attached to this application.

**This application must be accompanied by four (4) sets of plans showing the following:**

- Tax Parcel Number
- Property lines and boundaries
- Existing contours
- Final grade contours
- Location of drainage, stream courses, and other natural resources
- Location of existing structures (including fences, trees, sheds)
- Location of proposed structures
- Existing and proposed impervious coverage areas
- Identify area of disturbance
- Erosion control plan for construction, including related Bucks County Conservation District details and notes
- Design of any soil retention structures/retaining walls if applicable
- Soils report
- Demonstrate that the proposed overland and subsurface stormwater flow patterns will be in the same direction and quantity (or less) as the conditions prior to construction
- Demonstrate positive flow is maintained away from existing and proposed structures

In addition, the application must also accompany the following:

- Conservation District permit or approval letter (as applicable)
- Copy of Contractor's insurance
- Copy of Contractor's PA registration

**PLEASE NOTE THIS CHECKLIST IS NOT ALL INCLUSIVE.  
BOROUGH STAFF MAY REQUEST ADDITIONAL INFORMATION**

[See New Hope Fee Schedule for Appropriate Fees](#)

[www.NewHopeBorough.org](http://www.NewHopeBorough.org) > Government > Fee Schedule > Section E. GRADING PLAN APPLICATION

***Zoning Ordinance 275-421:*** *Erosion and sedimentation control and drainage.*

*Wherever the topography and vegetation are to be disturbed, a plan for the control of erosion and sediment and grading is required. It shall be unlawful to pave, fill, strip or change the existing grade of any land; and it shall be unlawful to disturb, modify, divert, block, or affect the natural overland or subsurface flow of stormwater within the Borough without first securing all required state permits and a zoning permit. If required by the Bucks County Conservation District, a soil erosion and sediment control plan shall be reviewed and approved by that agency prior to the issuance of a zoning permit.*