

# MANHEIM TOWNSHIP STORMWATER MANAGEMENT PLAN SUBMITTAL REQUIREMENTS

*All plan submissions to the Township must include the following, as applicable. Both hard copy and digital copy submittals are required to be submitted to the Township, as described below.*

## HARD (PAPER) COPY SUBMITTAL:

- A completed stormwater management plan application with original signature
- Application fee and expense escrow deposit (refer to fee schedule at office or website [www.manheimtownship.org](http://www.manheimtownship.org))
- One (1) full-size paper copy of the full plan set, containing the following certificates:
  - a) Stormwater Management Plan Certification
  - b) Certificate of Professional Geologist
  - c) Certificate of Ownership, Acknowledgement of Plan, and Offer of Dedication
  - d) Certificate of Review by the Township Engineer
- One (1) 11" X 17" copy of the full plan set
- One (1) paper copy of supplemental/support documentation including a project description/narrative, modification requests, applications to outside agencies, and outside agency review letters, if applicable

## DIGITAL SUBMITTAL:

- Full plan set and all supplemental/support documentation
- Digital only: Stormwater management and E&S reports, any other reports/studies, draft Stormwater Management Agreement and Declaration of Easement

Send digital submittals to Sharyn Young at [syoung@manheimtownship.org](mailto:syoung@manheimtownship.org).

*Submittals for the Township Engineer and Traffic Engineer shall be made directly to the engineers, in digital format only:*

- Jeff Shue, PE, C.S. Davidson – [jss@csdavidson.com](mailto:jss@csdavidson.com)
- Nate Hardman, EIT, C.S. Davidson – [njh@csdavidson.com](mailto:njh@csdavidson.com)

## NOTE:

1. Stormwater management plans do not get reviewed by the Township Planning Commission or the Board of Commissioners. Only Stormwater Management Ordinance modification requests are reviewed by the Board of Commissioners.
2. Once all review comments and administrative requirements have been satisfied (including but not limited to signed and notarized Stormwater Management Agreement and Declaration of Easement, financial security and applicable agreement, digital copy of approved plan in AutoCAD data file format), submit one (1) signed and sealed paper copy of the plan for the Township and at least two (2) signed and sealed Record Plan sets for Township signature.

**Please contact Sharyn Young at 717-569-6406 ext. 1105 or [syoung@manheimtownship.org](mailto:syoung@manheimtownship.org) if you have any questions about these requirements.**