

# GENERAL SEDIMENT AND EROSION CONTROL PLAN/PERMIT PROCESS FOR UTILITY ROUTINE REPAIR AND MAINTENANCE GRADING PERMITS

CY 2020: ALLEGANY COUNTY, MARYLAND

## Background and Purpose

As an initiative to **expedite** the review, approval and authorization process for certain utility routine repair and maintenance projects throughout the unincorporated areas of Allegany County; and furthermore bypass or **eliminate** redundant plan reviews that consume limited and valuable governmental resources.

## Enrollment Process

- Registration: Company Name, contacts, contact information, certifications
- A “*Part A - Universal Plan*” package with standard details and specifications applicable to all projects, prepared by a professional engineer, shall be submitted to Land Development Services (LDS) for distribution and review.
  - “*Universal Plan*” will be reviewed and approved by:
    - Allegany County Department of Public Works (ACDPW); inclusive of the County Engineer, County Roads Division, and the County Utilities Division)
    - Allegany Soil Conservation District (ASCD)
    - Allegany County Land Use & Planning Engineer
- Approved *Universal Plan* (package) will be registered at LDS
  - *Universal Plan* valid for two (2) years

## Authorization Process

For those entities enrolled within “*the Program*”, applications will be filed for every project.

- Application includes General Sediment and Erosion Control Plan with attached “*Part B - Site Specific Plan*” depicting proposed alignment, limits of disturbance, location of sediment controls and any other site-specific information not covered in *Part A - Universal Plan*. *Part B - Site-Specific Plan* may be submitted on 8 ½ X 11 or 11 X 17 at an appropriate scale.
- Fee paid (each permit)
- Information verified by LDS: Location, property ownership, tax account information
- *Release Agents* are identified; processed application distributed to *Release Agents*
  - Allegany County Soil Conservation District approval of General Sediment and Erosion Control Plan required
  - Additional release agents such as MDOT State Highway Administration, LaVale Sanitary Commission, Maryland Water Service, Lonaconing Water Company, etc. may be included in application distribution, as applicable; however, it is the applicant’s responsibility to obtain any necessary authorization from these agents.

Permit review and approval; permit issuance schedule.

- Application submitted, processed; distributed with General Sediment and Erosion Control Plan and “*Site-Specific Plan*” submitted by the Applicant.
- *Release Agent* review engaged.
- Permit Application review period, permit issuance: Five (5) business days after submittal of **COMPLETE** application, a permit authorizing planned work will be released to Applicant, unless;
  - ▶ *Release Agent* submits a written “**HOLD**” to the subject permit.
  - ▶ Applicable fees are not paid by the Applicant.