



Borough of Chambersburg

*A full service municipality in Franklin County
celebrating over 65 years of consumer owned natural gas service
over 100 years of community electric and a
regional wastewater, water, and municipal solid waste utility*

Sewage Facilities Planning Module Fact Sheet

Background:

The Pennsylvania Sewage Facilities Act (Act 537) requires Municipalities to develop and implement official plans in order to address sewage disposal with the intention of correcting existing problems and preventing future problems.

Each time a new development is proposed the Municipality is required by state law to revise this official plan through a process referred to as a "Sewage Facilities Planning Module" (Planning Module), administered by the PA Department of Environmental Protection (DEP).

Historically in our region these Planning Modules were generally avoided through use of a planning exemption. Because the Borough of Chambersburg entered into a Consent Order and Agreement with DEP due to wet weather sewer issues, DEP eliminated the use of planning exemptions in 2010.

The Planning Module process will apply to both new construction and to redevelopment in existing buildings if such activity results in an increase in sewage flow of greater than 194 gallons/day, which the Borough of Chambersburg classifies as ONE equivalent dwelling unit (EDU).

The Process:

1. You should begin the Planning Module discussion as early in the development timeline as possible, well before submission of building permits or site plan/ subdivision applications. The Planning Module process may take 3-4 months.
2. As soon as possible calculate your project's anticipated sewage flow. 25 PA Code §73.17 may be used as your guide in this process
(<http://www.pacode.com/secure/data/025/chapter73/s73.17.html>).
3. Contact the Borough of Chambersburg to discuss the project including anticipated sewage flows and to determine whether a Planning Module needs to be completed.
4. If the Borough determines that a Planning Module is most likely required, immediately mail the DEP form "Sewage Facilities Planning Application Mailer" to DEP
(<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-9499>). The purpose of this form is to notify DEP of what forms to send you and for DEP to issue the project a DEP Code Number for identifying the project. At this point in the project, most developers contract the services of a

local Engineering/Land Development Firm to complete the Planning Module process. A typical planning module will require the following forms/materials:

- a. Transmittal Letter, signed by the Borough Secretary
- b. Resolution of Adoption, completed and signed by the Municipal Secretary and containing the municipal seal
- c. Component 3, Completeness Checklist
- d. Component 3, Sections A through I and O through R
- e. Letter from Public Water Supplier stating that it will serve the proposed development, if applicable
- f. Component 3, Section F – Project Narrative as described in Section F of the instructions
- g. All items in Component 3-G (3) – Plot Plan with all required information
- h. Component 3, Section G (4) – Wetland Protection documentation, if applicable
- i. Component 3, Section G (5) – Prime Agricultural Land Protection documentation, if applicable
- j. Component 3, Section G (6) – Historic Preservation Act, if applicable
- k. Component 3, Section G (7) – Protection of Rare, Endangered, or Threatened Species
- l. Component 3, Section H – Alternative Analysis as described in Section H of the instructions
- m. Component 3, Section I – Compliance with Water Quality Standards and Effluent Limitations
- n. Component 3, Section J – Chapter 94 Consistency
- o. Component 4a – Municipal Planning Agency Comments
- p. Component 4b – County Planning Commission Comments

The appropriate forms may be downloaded from the DEP's Website (<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-11185>).

5. Complete all forms in accordance with DEP instructions. For the "Sewage Facilities Planning Module Component 3" form, reference the notes on specific sections that follow:
 - a. Section B:
 - i. Check "Boro".
 - ii. The "Municipality Contact Individual" is Jamia Wright, Borough Secretary.
 - iii. The address is 100 South Second St, Chambersburg, PA 17201, phone (717) 264-5151
 - b. Section E:
 - i. Typically you will check "An existing public water supply".
 - ii. You will need a letter from the Borough of Chambersburg (or other Water Authority) stating that they will serve the project.

- c. Section G:
 - i. Collection System
 - 1. You will typically check “extension to...”.
 - 2. Name of “existing collection or conveyance system” is Borough of Chambersburg, “owner” is same.
 - 3. “Existing interceptor” can be left blank if not known.
 - 4. “Owner” is Borough of Chambersburg.
 - ii. Wastewater Treatment Facility
 - 1. Check “existing facility”
 - 2. “Name of existing facility” is Borough of Chambersburg WWTP.
 - 3. “NPDES Permit Number” is PA0026051
 - 4. You will send a copy of Component 3 as part of the complete submission package to the Borough of Chambersburg for signature at the bottom of this page of Section G (page3).

 - d. Section I:
 - i. Check box 4, “Tributaries To The Chesapeake Bay.” The Borough will add the required information in this section.
 - ii. “Name of Permittee...” is Borough of Chambersburg.

 - e. Section J:
 - i. Fill-in the “Project Flows” box but do not fill in the associated table. The Borough of Chambersburg will complete those items.
 - ii. You will send a copy of Component 3 as part of the complete submission package to the Borough of Chambersburg for signature on page 6 under 3b.
 - iii. You will send a copy of Component 3 as part of the complete submission package to the Borough of Chambersburg for signatures under 3c and 4 on page 7.

 - f. Sections K – O inclusive:
 - i. You will generally not complete these sections.
6. Upon completing all appropriate forms/materials as required by DEP, forward one original and three copies of the complete package to the Borough for the required Municipal completion. Please note that some forms will require added information, support data, documents and signatures supplied by the Borough.
7. Upon receipt of all materials the Borough will complete the appropriate sections and at the next available meeting of Town Council the Borough will pass a “RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT”.

8. Following the resolution adoption, the Borough will coordinate the submission of the complete Sewage Facilities Planning Module to DEP with the developer.
9. Building permits will not be released and you may not occupy the structure until you receive an approval letter from DEP.

NOTE: This document was written to apply to the majority of developments; however, some variations may be encountered on specific projects.

Relevant Contact Information:

Borough of Chambersburg
Lance Anderson, Water/Sewer Superintendent
100 South Second Street
Chambersburg, PA 17201
(717) 709-2285