

**TOWNSHIP OF EAST PIKELAND
CHESTER COUNTY, PENNSYLVANIA**

**FEE SCHEDULE
RESOLUTION 2015-04**

A RESOLUTION ESTABLISHING A SCHEDULE OF FEES AND DEPOSITS TO BE PAID TO EAST PIKELAND TOWNSHIP FOR APPLICATIONS AND PETITIONS FOR HEARINGS BEFORE THE TOWNSHIP BOARD OF SUPERVISORS, TOWNSHIP ZONING HEARING BOARD AND TOWNSHIP PLANNING COMMISSION, AND FEES AND COSTS FOR AGREEMENTS, SERVICES, MATERIALS AND PERMITS.

BE IT RESOLVED, that the Board of Supervisors of East Pikeland Township, hereby establishes the following schedule of fees and deposits to be paid to the Township upon submission of an application or petition for hearings before the Board of Supervisors, the Zoning Hearing Board and the Planning Commission.

I. SUBDIVISION AND LAND DEVELOPMENT

The following costs are applicable to applications for subdivision and/or land development. An application fee and escrow deposit are payable at the time of each application. The application fee will reimburse the municipality for the administrative expenses that are incurred in the processing of the application and/or plan.

The escrow deposit will be utilized to pay the engineering and legal services and any other consultant necessary, at the opinion of the Board of Supervisors and/or their designee, to properly examine the proposed subdivision/land development application. Escrow amounts shall be established in accordance with this resolution. The escrow funds shall be replenished to the original amount within 15 days when the applicant is notified by the township that the funds are depleted to 50% of the original amount. All unused funds within the escrow account shall be returned to the applicant within 60 days of recording of plans with the Chester County Recorder of Deeds or upon written withdrawal of the project/development, with approval by the Board of Supervisors of the refund.

In accordance with the Municipalities Planning Code, in the event the applicant disputes the amount of any such review fees, the applicant shall, no later than 45 days after the date of transmittal of the bill to the applicant, notify the township in writing that such fees are disputed and shall explain the basis of their objections to the fees charged. Failure of the applicant to dispute a bill within 45 days shall be a waiver of the applicant's right to arbitration of that bill under the MPC, §510(g).

There is no application or fee associated with a sketch plan or concept plan, however the property owner or his/her representative is still responsible for any costs incurred for engineering and legal fees incidental to the review of a the plan. A professional services agreement will be required (see F below).

A. Residential Subdivision

Type of Subdivision	Application Fee	PLUS Escrow Fee
Lot Line Revision	\$500.00	\$1,000.00
Minor Subdivision (2 lots)	\$1,000.00	\$2,000.00
Major Subdivision (3+ lots)	\$1,000.00 plus \$50.00 per lot	\$1,000.00

**B. Non-Residential Subdivision and/or Land Development
(Commercial, Industrial, Institutional, Educational)**

Type of Project	Application Fee	PLUS Escrow Fee
Non-Residential Lot Line Revision	\$1,000.00	\$1,000.00
Non-Residential Subdivision IF Land Development is proposed	\$1,000.00 PLUS \$.05 per sq. ft. of gross floor area	\$15,000.00
Non-Residential Subdivision if Land Development is NOT proposed	\$1,000.00 PLUS \$50.00 per lot	\$15,000.00
Non-Residential Land Development	\$1,000.00 PLUS \$.05 per sq. ft. of gross floor area	\$15,000.00

C. Subdivision or Land Development of Regional Impact as defined in Section 201 of the Subdivision and Land Development Ordinance

Regional Planning Review Escrow Fee: \$10,000.00

D. Conservation Development Incentive (per Section 1004 of the Zoning Ordinance)

\$30,000.00 for each 1,000 square feet of commercial or office floor area to be developed

E. Additional Fees and Costs for Subdivision and Land Development

1. Actual cost of engineering, planning and legal fees in the plan review shall be reimbursed to the Township.
2. Actual costs of legal, engineering, inspection and material tests (incurred during construction and up to acceptance by the Township) of improvements shall be reimbursed to the Township.
3. Applicant shall pay all County Planning Commission, County Health Department, Department of Environmental Protection, PennDOT, recording fees, and any other regulatory agency's fees holding jurisdiction.
4. Inspections (Engineer or Engineer's Inspector): Actual cost to the Township in accordance with the annual fee and cost schedule of the Township Engineer approved and accepted by the Board of Supervisors and in effect at the time the services are rendered.
5. Material Tests: Actual cost to the Township at the time the services are rendered.
6. Traffic Impact Fee (per Act 209 Study): \$3,447.00 per peak hour trip generation (or as amended from time to time by Resolution)

F. Professional Services Agreement

At the time of Preliminary Plan application for subdivision or land development, the applicant shall execute a Professional Services Agreement.

The Professional Services Agreement would also apply if a potential applicant submits an informal sketch plan, concept plan or other plan or proposal for review OR wishes to hold informal workshop meetings prior to the submission of any application.

This agreement includes the establishment of an escrow deposit that covers the expenses of the Board of Supervisors and/or their designee for professional consultant review services. These services may include: engineering, legal, site design, traffic design, landscaping, street lighting, and any other consultant necessary, at the opinion of the Board of Supervisors, to properly examine the proposed subdivision/land development application.

II. BUILDING PERMITS.

Applicants for permits to be issued under the Uniform Construction Code shall pay the fee or fees prescribed below.

Mandated fee under the Uniform Construction Code for any construction or building permit package issued is \$4.00 per project.

For projects with earth disturbance over 500 square feet, a Grading Permit and Stormwater Management Plan are required in accordance with Chapter 22 of the Code of Ordinances.

ALL FEES REFERENCED WITHIN THIS SECTION SHALL BE DOUBLED IF THE PROJECT IS STARTED WITHOUT THE APPLICABLE PERMITS AND/OR APPROVALS.

A. Zoning Permits

A Zoning Permit is required and payable with the building permit fee for all new construction, including additions, alterations, pools, decks and accessory structures. A Zoning Permit is also required in conjunction with every change in the use of land.

Unless otherwise noted, the Zoning Permit fee is \$75.00.

B. Building Permits – Fees are payable when permit is issued.

Definition of Usable Floor Area - includes, but not limited to, living areas, porches, decks, patios, attics, basements, garages and crawl spaces over six (6) feet in height.

1. Residential Construction (One and Two Family Dwelling Construction):

- a. New Construction for Residential Dwellings: \$.35 for each square foot of usable floor area. Minimum permit fee is \$300.00.
- b. Residential Additions and Attached Garages: under 800 square feet = \$250.00
800 square feet and over (total area each level) = \$.35 per square foot.
- c. Detached Garage, Pole Barn or Accessory Structure 500 square feet and over: \$.35 per square foot (total area, each level).
- d. Manufactured Residential Dwellings (includes mobile homes on foundation): \$250.00 (fee includes zoning, plumbing, electrical)
- e. Alterations, Renovations or Modifications: For the first one thousand dollars (\$1,000.00) of estimated cost, or fractional part thereof, the sum of twenty-five dollars (\$25.00) and for each additional one thousand dollars (\$1,000.00) or fraction of estimated cost, the additional sum of fifteen dollars (\$15.00) per thousand. Minimum building permit fee of \$150.00.

2. Non-Residential and Multi-Family Residential Construction

- a. Non-Residential Alterations, Renovations, Modifications Tenant Fit-Out:

- \$200.00 Review Fee due at time of submission for review of the application and plan, PLUS 3% of the estimated project construction cost (payable when the permit is issued). A certified estimate must be provided with the application. The Review Fee will be credited toward the actual permit fee when the permit is issued. The Review Fee is non-refundable, even if the applicant does not proceed with the permit process.
- b. New Non-Residential Construction:
\$500.00 Review Fee due at time of submission for review of application, PLUS \$.35 per square foot of building or structure (payable when permit is issued). A certified estimate, bid or quote must be provided with the application. Review Fee is non-refundable, even if the applicant does not proceed with the permit process.
 - c. Non-Residential Roof Repair or Replacement: \$500.00
3. Accessory Structures (includes, but is not limited to a garden shed, gazebo, pergola, greenhouse, detached garage, barns and stables, under 500 square feet. For accessory structures 500 square feet or over refer to Section B.1.c. Above-ground swimming pools, tennis and other sport courts are also accessory structures. Structures over 200 square feet must be anchored.

Portable up to 499 square feet: Zoning Permit = \$100.00
 4. Deck less than 30" from the ground issued as a Zoning Permit = \$75.00
Deck over 30" above grade requires a building permit = \$.35 per square foot; minimum permit fee \$100.00
 5. Demolition of a residential structure: \$100.00 per structure
Demolition of a non-residential structure: \$200.00 per structure
 6. Driveway Permit : \$100.00
 7. Erosion, Sedimentation Control and Stormwater Management
E&S Plan Review Fee: \$500.00, plus Grading Permit Fee: \$500.00
For projects with earth disturbance over 500 square feet, a Grading Permit, E&S Controls and Stormwater Management Plan are required in accordance with Chapter 22 of the Code of Ordinances. See Chapter 22 for Agreement and Escrow requirements. Inspection failures will be billed for any additional reviews and inspections that exceed the escrow.
 8. Fuel Storage Tanks: \$100.00 for removal or installation of a fuel tank.
 9. Sign Permit: \$50.00 plus \$20.00 for each \$1,000.00 of estimated cost of the sign
 10. Swimming Pools:
 - a. Above-ground pools fall under Accessory Structures. (See 3 above)
 - b. In-ground pools: \$.35 per square foot. Minimum permit fee = \$250.00
 - c. Swimming pools with electrical hook-up also require an electrical permit
 11. Temporary Buildings: Same as new buildings.
 12. Wireless Communications Facilities (Tower and Non-Tower Based)
A building permit is required for placement or modification of any structure. An electrical permit is required for all WCF's. (refer to applicable fees)

13. Re-Inspection Fee for All Permits: \$100 each re-inspection. No U&O will be issued until all re-inspection fees are paid in full.

C. Plumbing Permits

1. Residential:
 - a. New Residential Construction: \$125.00 per home (covers all plumbing inspections)
 - b. Additions and Alterations: \$7.00 per fixture or trap.
2. Non-Residential:
 - a. New Construction: \$150.00 for up to 5 traps, plus \$2.00 for each additional trap.
 - b. Additions and Alterations: Minimum permit fee of \$200.00, plus \$.35 per square foot for first 10,000 square feet of each area where plumbing is located.
3. Any plumbing work that requires a permit not listed elsewhere: \$100.00

D. Electrical Permits (includes rough and final inspection):

1. Residential Electrical Wiring and Re-wiring \$100.00
2. Residential Service Upgrade \$100.00
3. Residential Permanent Generator \$160.00
4. Non-Residential Electrical \$250.00, plus \$.25 per electrical device
5. Solar Panel System \$250.00
6. Swimming Pools \$100.00

E. Mechanical Permits

\$200.00 per system for the first 200 linear feet, plus \$.25 each additional linear foot
\$.50 per fire damper.

F. Fire Suppression System: Residential and Non-Residential

1. Sprinkler Systems: \$100.00, plus \$.25 per sprinkler head
2. Standpipe: \$100.00 each
3. Wet/Dry/Carbon Dioxide: \$100.00 up to 100 lbs and \$.75 each pound over
4. Commercial Cooking System: \$150.00 per system (hood, duct and suppression)

III. OTHER PERMITS, FEES AND CHARGES

- A. Accident or Police Incident Report: \$15.00
- B. Administrative Research Fee: \$75.00 up to 1 hour, \$25.00 each additional hour
- C. Peddling and Soliciting Permit Fee: \$5.00 per person, per day
- D. Returned Check Fee: \$35.00 (or as charged by the financial institution)
- E. Road Occupancy Permits (Road Opening): Based on PennDOT publication RR-459
- F. Sales of Publications/Maps and other Document Fees (postage will be added if mailed):
 1. Act 537 Plan: \$30.00
 2. Comprehensive Plan: \$40.00
 3. Open Space Plan: \$35.00
 4. Right-To-Know requests for public records (see Resolution 2008-23, attached).
 5. Subdivision and Land Development Ordinance: \$30.00
 6. Zoning Maps and Copies of Tax Parcels: \$2.00 per map or copy
 7. Zoning Ordinance: \$50.00

- 8. Documents on CD are \$10.00 per CD.
- G. Zoning Officer's Written Determination or Certification: \$150.00
Request must be submitted in writing and be accompanied by the fee.

IV. BOARD OF SUPERVISORS HEARINGS

A. Amendments to the Zoning Ordinance or Zoning Map

Type of Amendment	Administrative Fee	PLUS Review Fee
Residential	\$1,000.00 plus \$25.00 for each dwelling unit permitted under the proposed zoning district classification	\$1,000.00
Non-Residential	\$1,000.00 plus \$125.00 per acre of lot area	\$1,000.00
Curative Amendment	\$1,000.00 plus \$25.00 per acre of lot area	\$2,000.00 plus \$125.00 per acre of lot area

B. Amendments to the Subdivision and Land Development Ordinance
\$1,000.00 Administrative Fee, plus \$1,000.00 Review Fee

C. Conditional Use Hearing

- Residential: \$1,000.00 Administrative Fee, plus \$5,000.00 Review Fee
- Non-Residential: \$1,000.00 Administrative Fee, plus \$10,000.00 Review Fee

V. HEARINGS BEFORE THE ZONING HEARING BOARD

Type of Hearing	Administrative Fee	PLUS Review Fee
Appeal of Actions by the Board of Supervisors or Zoning Officer	\$1,000.00	\$1,000.00
Challenges to Validity of Zoning Ordinance	\$2,000.00	\$1,000.00
Commercial, Industrial, Institutional, Educational, Professional	\$750.00	\$1,000.00
Residential	\$250.00	\$500.00

- A. Review Fee (**applied to all Zoning Hearing Applications**) deposited by the applicant shall be used to defray the applicant's cost of the following:
1. Cost of preparation and mailing of hearing and decision notices as required.
 2. Cost of preparation and mailing of required notice to residents and applicant certification.
 3. Cost of publication of "notice of public hearings" and other legal publication charges.
 4. Fifty percent (50%) of cost of appearance of the Court Reporter.
 5. Other miscellaneous administrative charges.

**Attachment #1
Open Records Law Policies & Procedures
Fee Schedule**

**DOCUMENT DUPLICATION
FEE SCHEDULE
(Per Resolution 2008-23)**

Photocopies or printouts:

	<u>Black & White</u>	<u>Color*</u>
8 1/2" x 11"	\$0.25 per page	\$1.25 per page
8 1/2" x 14"	\$0.35 per page	\$1.50 per page
11" x 17"	\$0.50 per page	\$2.50 per page

*Color

If a document has more than 10 color copies the charge will be the actual cost paid by the Township plus 20% administrative fee

Facsimile, CD or other media: Actual Cost

Blueprints, Plans, Maps or other large items (black and white or color):

Actual cost paid by the Township plus 20% administrative fee

Document Certification:

Duplication fee plus \$1.00 per document.

Postage:

Actual cost of mailing.

Prepayment:

Payment will be required in advance if the estimated expense to fulfill the request exceeds \$100. Estimated charges shall be paid in full prior to actual copying and release of documents.