CALN TOWNSHIP BOARD OF COMMISSIONERS
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION 2016 - 20

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CALN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, ADOPTING REVISIONS TO THE SCHEDULE OF FEES FOR ADMINISTRATION AND INSPECTIONS PERFORMED BY TOWNSHIP STAFF RELATING TO BUILDING PERMITS, ZONING PERMITS, LAND DEVELOPMENT, SUBDIVISIONS, STORMWATER, AND ANY OTHER PERMIT REQUIRED BY THE CALN TOWNSHIP CODE.

WHEREAS, the Board of Commissioners desires to establish the administrative and inspection fees for various permits issued by the Township in order to reimburse the Township for its costs in administering and enforcing its building codes, Zoning Ordinance, Subdivision and Land Development Ordinance and other chapters in the Caln Code which require inspections and issuance of permits;

WHEREAS, Resolution 2016-19 adopted the 2016 Caln Township Fee Schedule and has been in effect;

WHEREAS, the Township's Finance Director has issued a memorandum dated August 25, 2016 to the Township Manager stating the established hourly rates for Police, Public Works, and Fire Police; and

WHEREAS, the Board of Commissioners desire to establish fees for public gathering permits and fees for the rental of the Municipal Park pavilion as follows:

PUBLIC GATHERING

- A temporary use of public land for an assemblage or gathering of more than 150 people with or without an admission fee, as defined and regulated by Chapter120 of the Caln Code.
- Application Fee = $50: 150 or less than 250 participants
  $75: 250 or less than 500 participants
  $125: 500 participants and over
- Permit Fee = To be determined based on event needs as follows:
  Public Works Staff at established hourly rate
  Police Staff at established hourly rate
  Fire Police at established hourly rate

MUNICIPAL PARK PAVILLION RENTAL

- Permit Fee = $10.00 an hour (4 hour increments) for Township resident
  $20.00 an hour (4 hour increments) for non-residents
- Security Deposit = $100.00 deposit required

NOW THEREFORE, BE IT RESOLVED, that the Caln Township Board of Commissioners hereby adopts the above noted revisions to the 2016 Caln Township Fee

Schedule, and these revisions shall be incorporated into the 2016 Caln Township Fee Schedule and, as compiled, be referred to as the "2016 Caln Township Fee Schedule, Revision 1" and shall be effective as of the date of adoption of this Resolution and shall remain effective until superseded by Resolution.

DULY RESOLVED AND ADOPTED this 25th day of August, 2016.

ATTEST

Mary Kemble Slade, Secretary

BOARD OF COMMISSIONERS
CALN TOWNSHIP

Cynthia L. Haynes Eshleman, President

Jennifer Breton, Vice President

Joshua B. Young, Member

John D. Contento, Member

George Chambers, Member

2016 CALN TOWNSHIP FEE SCHEDULE
REVISION 1
(Adopted 8/25/16)

- This fee schedule is for the administration and inspections performed by Township, Staff and Consultants relating to building permits, zoning permits and any other permits required by the Township Code.
- All permit fees are non-refundable.
- The minimum permit fee shall be submitted concurrent with the permit application.
- The hourly inspection fee for the Township Engineer and various consultants is on file with the Township Secretary.
- The inspection fee per hour for Code Inspectors employed by the Township shall be $75.00 per hour for residential projects and $95.00 per hour for commercial projects.
- This fee schedule may be amended from time to time by Resolution of the Board of Commissioners.
- Payment of all applicable fees shall only be made at the Township Building and shall accompany the applicable permit application.
- For any and all projects, credit card payments for any and all permits and/or fees associated with the project shall include Township incurred transaction fee. This fee schedule includes all electrical inspections.
- This Fee Schedule shall be effective as of July 28, 2016 and remain in full effect until superseded by a subsequent resolution passed by the Board of Commissioners.
- ANY WORK COMMENCED WITHOUT A PREMIT WILL RESULT IN DOUBLE FEES.

RESIDENTIAL CONSTRUCTION

New residential construction – based on the gross square foot area of all new building space using the following calculation:

- New building space and all accessory spaces built at the time of the new construction at $0.50/sf
    - Accessory spaces would include garage, basement (unfinished), crawl space, unfinished storage space (such as an unfinished bedroom over a garage), exterior porches, balconies, and decks (does not include sidewalks or exterior steps).
- Minimum Fee = $1,200
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one zoning review, one building code review, up to 10 inspections, and U&O certificate.
- All building, driveway, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections – site, footing, foundation wall prior to grout or concrete pour, foundation and pre-backfill, rough framing, rough plumbing, rough mechanical,

rough electrical, service electrical, sprinkler, sanitary sewer lateral, water service lines, insulation, drywall and final.

- Any additional reviews and inspections needed = $75/hr.

Residential additions – based on the gross square foot area of all new building spaces:

- New living and accessory space at $0. .50/sf
- Minimum Fee = $500
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one zoning review, one building code review, up to 7 inspections, and U&O certificate.
- All building, driveway, mechanical, electrical, and plumbing work is included in one fee.
- Required Inspections are the same as for new residential construction listed above, as applicable.
- Any additional reviews and inspections needed = $75/hr.

Solar Panel(s) and other Alternative Energy Sources

- Flat Fee = $250
- This includes one zoning review, one building code review up to 4 inspections, and U&O certificate.
- Required Inspections are as follows: site, footings, electrical service, rough electrical and final.
- Any additional reviews and inspections needed = $75/hr.

Balcony, Ramp, Porch or Deck – based on the gross square foot area of the new space.

- New building space at $0.40/sf
- Minimum Fee = $250
- This includes one zoning review, one building code review up to 4 inspections, and U&O certificate.
- All building, driveway, mechanical, electrical, and plumbing work is included in one fee.
- Required Inspections are as follows: site, footings, framing, electrical and final.
- Any additional reviews and inspections needed = $75/hr.

Utility, Accessory or Miscellaneous Structures Over 1,000 Square Feet in Area

- New building space at $0.40/sf
- Minimum Fee = $350
- This includes one zoning review, one building code review, up to 4 inspections, and U&O certificate.
- All building, driveway, mechanical, electrical and plumbing work is included in one fee.

- Required Inspections are as follows: site, footings, rough framing, rough electrical and final.
- Any additional reviews and inspections needed = $75/hr.

Swimming Pools (above ground, on ground and in-ground), Hot Tubs, Spas and required barrier protection

- On Ground and Above-Ground - Flat Fee = $200
- In-Ground - Flat Fee = $350
- Patio and Deck permits NOT included in this fee.
- This includes one zoning review, one building code review, up to 5 inspections, and U&O certificate.
- Required Inspections – site, rough electrical, bonding, rebar (in-ground) and final.
- Any additional reviews and inspections needed = $75/hr.

Alterations, Renovation, Repairs to existing residential living space – based on the square foot area of the room that the project effects.

- A permit is required when the existing structure is altered, but does not include cosmetic changes like cabinet refacing or window replacement that do not involve structural alterations.
- New building space at $0.40/sf
- Minimum Fee = $250
- This includes one building code review, up to 4 inspections, and U&O certificate.
- All building, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections – rough framing, rough plumbing, rough mechanical, rough electrical, insulation, drywall and final.
- Any additional reviews and inspections needed = $75/hr.

Alterations, Renovation, Repair to existing residential non-living space (balcony, deck, patio, porch, attic, etc.) – this work also would include enclosing a porch, adding a roof/canopy to a deck, and dormers - based on the square foot area of the space that the project affects.

- All space at $.40/sf
- Minimum Fee = $200
- This includes one building code review, up to 3 inspections, and U&O certificate.
- All building, electrical, mechanical, and plumbing work is included in one fee.
- Required Inspections – footings, rough electrical, rough framing and final.
- Any additional reviews and inspections needed = $75/hr.

Alterations, Additions or Relocation of any plumbing fixture or equipment

- Flat Fee = $150
- Includes one plumbing code review, one rough and final.
- Any additional reviews and inspections needed = $75/hr.

Addition, Alteration, or Relocation of any HVAC equipment

- Flat Fee = $150
- Includes solid, liquid or gaseous fuels for stoves, water heaters, HVAC, chimney fireplaces, direct-vent fireplaces, etc.
- This includes one building code review, rough mechanical, rough electrical and final.
- Any additional reviews and inspections needed = $75/hr.

Finished Basement – based on the square foot area being finished.

- New building space at $0.40/sf
- Minimum Fee = $300 This includes one building code review, up to 7 inspections, and U&O certificate.
- All building, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections - rough framing, rough plumbing, rough mechanical, rough electrical, insulation, drywall and final.
- Any additional reviews and inspections needed = $75/hr.

Water Service Line Repair

- This fee covers the inspection of any newly installed or repaired water service line which is connected to an existing building or structure.
- Any repairs needed within a paved township or state road requires a Road Opening Permit in addition to this permit.
- Flat Fee = $75
- This permit includes a one building code review and one inspection.
- Any additional reviews and inspections needed = $75/hr.

Sanitary Sewer Lateral Repair

- This fee covers the inspection for any newly installed or repaired sewer lateral line which is connected to an existing building or structure.
- Any repairs needed within a paved township or state road requires a Road Opening Permit in addition to this permit.
- Flat Fee = $75
- This includes one building code review and one inspection.
- Any additional reviews and inspections needed = $75/hr.

Construction Trailer Permit

- Flat Fee = $100, plus an electrical fee of $75
- This includes one building code review and 2 inspections.
- Any additional reviews and inspections needed = $75.00/hr.

Roofing – structural repairs.

- Flat Fee = $150
- This includes one building review and 2 inspections – rough & final.

- Any additional reviews and inspections needed = $75/hr.

Driveway

- Includes a new driveway, a new driveway to an existing residence or additions/alterations to existing driveway where stone and/or paving is involved. Does not include sealing a driveway or the overlaying of an existing paved driveway provided there is no expansion of the existing driveway.
- A PADOT Highway Occupancy Permit, associated review fees and any Right-of-Way opening fees are extra.
- Flat Fee = $100
- A Right-of-Way permit may also apply, depending on scope of work.
- This includes one zoning review and one final inspection.
- Any additional reviews and inspections needed = $75/hr.

COMMERICAL CONSTRUCTION

New commercial construction - based on the gross square foot area of all new building space and its use group type using the following calculation:

- First 1-2,500 sf = flat fee of $2,500
- Remaining area over 2,500 sf = charged at $0.50/sf
- New building space and all accessory spaces built at the time of the new construction
    - Accessory spaces would include garage, basement (unfinished), crawl space, unfinished storage space (such as an unfinished bedroom over a garage), exterior porches, balconies, and decks (does not include sidewalks or exterior steps)
- This includes one zoning review, one building code review, up to 12 inspections and U&O certificate.
- All building, driveway, electrical, mechanical, plumbing, fire suppression/fire detection/sprinklers and fire alarms are included in one fee.
- Required Inspections – site, footing, foundation wall prior to grout or concrete pour, foundation and pre-backfill, rough framing, rough plumbing, rough mechanical, rough electrical, electrical service, sanitary sewer lateral, water service line, insulation, drywall, fire suppression/fire detection/sprinklers, ADA and final.
- Special inspections are not included in the permit fee.
- Any additional reviews and inspections needed = $95/hr.

Additions to commercial structures - based on the gross square foot area of all new building space and its use-group type using the following calculation:

- First 1-1,000 sf = flat fee of $500
- Remaining area over 1,000 sf = charged at $0.50/sf
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one zoning review, one building code review, up to 10 inspections and U&O certificate.

- All building, driveway, mechanical, electrical, plumbing and fire alarm are included in one fee.
- Required Inspections – site, footing, foundation wall prior to grout or concrete pour, foundation and pre-backfill, rough framing, rough plumbing, rough mechanical, rough electrical, electrical service, sanitary sewer lateral, water service line, insulation, drywall, fire suppression/fire detection, sprinklers, ADA and final.
- Special inspections are not included in the permit fee.
- Any additional reviews and inspections needed = $95/hr.

Balcony, Porch, Deck, Dock or Ramp – based on the gross square foot area of all new space.

- New building space at $0.50/sf
- Minimum Fee = $400
- This includes one zoning review, one building code review, up to 3 inspections and U&O certificate.
- All building, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections – site, footing, rough framing, rough electrical, ADA and final.
- Any additional reviews and inspections needed = $95/hr.

Swimming Pools (above ground, on ground and in-ground), Hot Tubs, Spas and required barrier protection

- On Ground and Above-Ground - Flat Fee = $300
- In-Ground - Flat Fee = $450
- Patio and Deck permits NOT included in this fee.
- This includes one zoning review, one building code review, up to 5 inspections, and U&O certificate.
- Required Inspections – site, rough electrical, bonding, rebar (in-ground) and final.
- Any additional reviews and inspections needed = $95/hr.

Alterations, Renovation, Repairs to existing space – based on the net square foot area of the room that the project affects.

- A permit is required when the existing structure is altered (like a tenant fit-out).
- New building space at $0.50/sf
- Minimum Fee = $500
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one building code review, up to 5 inspections, and U&O certificate.
- All building, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections – rough framing, rough plumbing, rough mechanical, rough electrical, fire suppression/fire detection/sprinklers, ADA, insulation, drywall and final.
- Any additional reviews and inspections needed = $95/hr.

Addition, Alteration, Relocation of HVAC equipment

- Permit Fee = 2% of the overall cost of the equipment
- Minimum Fee = $200
- Includes solid, liquid or gaseous fuels for stoves, water heaters, HVAC, chimney fireplaces, direct-vent fireplaces, etc.
- All building, mechanical, electrical and plumbing work is included in one fee.
- This includes one building code review, rough mechanical, rough electrical and final.
- Any additional reviews and inspections needed = $95/hr.

Alterations, additions or relocation of any plumbing fixture or equipment

- Permit Fee = 2% of the overall cost of the equipment.
- Minimum Fee = $200
- All building, mechanical, electrical and plumbing work is included in one fee.
- Includes one plumbing code review, one rough plumbing, final inspection and U&O certificate.
- Any additional reviews and inspections needed = $95/hr.

Water Service Line Repair

- This fee covers the inspections of any newly installed or repaired water service line which is connected to an existing building or structure.
- Any repairs needed within a paved township or state road requires a Road Opening Permit in addition to this permit.
- Flat Fee = $100
- Fee includes one building code review and one inspection.
- Any additional reviews and inspections needed = $95/hr.

Sanitary Sewer Lateral Repair

- This fee covers the inspection of any newly installed or repaired sewer lateral line which is connected to an existing building or structure.
- Any repairs needed within a paved township or state road requires a Road Opening Permit in addition to this permit.
- Flat Fee = $100
- This includes one building code review and one inspection.
- Any additional reviews and inspections needed = $95/hr.

Utility, Accessory or Miscellaneous Use Structures over 1000 square feet

- New building space at $0.40/sf
- Minimum Fee = $750
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one zoning review, one building code review, up to 4 inspections, and U&O certificate.

- All building, driveway, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections are as follows: site, footings, rough framing, rough electrical and final.
- Any additional reviews and inspections needed = $95/hr.

Construction Trailer Permit

- Flat Fee = $100, plus an electrical fee of $95
- This includes one building code review and 2 inspections.
- Any additional reviews and inspections needed = $95.00/hr.

Roofing – structural repairs

- Minimum Fee = $200
- This includes one building review and 2 inspections – rough and final.
- Any additional reviews and inspections needed = $95/hr.

Driveway

- Includes a new driveway, a new driveway to an existing property or additions/alterations to an existing driveway where stone and/or paving is involved. Does not include sealing a driveway or overlaying of an existing paved driveway provided there is no expansion of the existing driveway..
- A PADOT Highway Occupancy Permit, associated review fees and any Right-of-Way opening fees are extra.
- Flat Fee = $200
- This includes one zoning review and one final inspection.
- A Right-of-Way permit may also apply, depending on scope of work.
- Any additional reviews and inspections needed = $95/hr.

MISCELLANEOUS CONSTRUCTION

- Permit fees not covered and which cannot be calculated on a square-foot basis shall be calculated at a rate of 2% of the total cost of construction including all material, labor and associated costs. A copy of an executed contract or agreement between the owner and contractor shall be submitted. When fee material or labor is used, the cost of such material or labor including overhead and profit shall be determined by the Township at estimated rates based on industry standards such as RS Means Building Construction Cost Data.
- Residential Minimum Fee = $200
- Commercial Minimum Fee = $300
- This fee does not include the Fire/Code Official Fees (see below)
- This includes one zoning review, one building code review, up to 3 inspections and U&O certificate.
- Any additional reviews and inspections needed = $95/hr.

SPECIAL INSPECTIONS

- For commercial projects, the special inspections listed in Chapter 17 "Structural Tests and Inspections" of the Caln Township Building Code shall be completed in accordance with the procedure set forth herein. The permit applicant may either 1) hire the Township's appointed engineer and reimburse the Township for the engineer's costs by use of an escrow account with the Township; or 2) hire a third-party firm meeting which meets the special inspector criteria of the Building Code.
- The permit applicant shall submit a statement of special inspections prepared by the registered design professional in charge of the project as a condition for permit issuance. This statement shall include a complete list of materials and work requiring special inspection per the Township Building Code, the inspections to be performed and a list of individuals, agencies and firms (along with their qualifications) who shall perform the inspections.

DEMOLITION

Building Demolition – based on gross square foot area of all removed building space area using the following calculation:

- Building space at $0.20/sf
- Minimum Fee = $200 per building
- This includes one zoning review, one building code review, up to 3 inspections and U&O certificate, including an electrical inspection to ensure that all items are properly disconnected.
- Any additional reviews and inspections needed = $95/hr.

Selective Demolition – based on net square foot area of structural and equipment items to be removed using the following calculation:

- For horizontal items such as floors, roofs, or beams, area is calculated by length multiplied by width. For vertical items such as walls, windows, doors or columns, area is calculated by height multiplied by width. For equipment or other miscellaneous times, the area is calculated by the projected floor footprint of the object in question.
- All items at $0.10/sf
- Minimum Fee = $150 per building
- This includes zoning review, building code review, up to 2 inspections and U&O certificate, including an electrical inspection to ensure that all items are properly disconnected.
- Any additional reviews and inspections needed = $95/hr.

PLACEMENT OR MOVING OF STRUCTURES

- New Industrial or Manufactured Housing (single and double wide)
    - Flat fee = $250
    - Other work required beyond utility hook-up (such as footings, foundations, pre-backfill, etc.…), fee = $0.45/sf

- Any removal of a building or structure from one lot and placement of same structure on another lot or at a new location on the same lot (for either residential or commercial).
    - One permit per structure to be moved.
    - Flat Fee = $150
    - Other work required beyond utility hook-up, (such as footings, foundations, pre-backfill, etc.…), fee = $0.45/sf
- This includes one building code review, one zoning review, up to 5 inspections, and U&O certificate.
- All building, mechanical, electrical and plumbing work is included in one fee.
- Required Inspections are as follows: site, footing, foundation, utilities and final.
- Any additional reviews and inspections needed = $75/hr.

ABOVE GROUND OR UNDERGROUND STORAGE TANKS

- To install, remove, repair, or alter a tank or to add, modify or replace any line connected thereto.
- Residential property – Flat Fee = $150 per tank
- Commercial property –Flat Fee = $250 per tank
- This includes one zoning review, one building code review, 2 inspections and U&O certificate.
- All tank work shall comply with federal, state and local requirements. The costs for obtaining other required permits, including but not limited to PA DEP or PA Fire Marshall, are not included in this permit fee.
- Any additional reviews and inspections needed = $95/hr.

FIRE PROTECTION/SUPPRESSION/FIRE ALARM SYSTEMS – not associated with a Residential or Commercial Building permit.

- Installation of sprinkler/suppression systems, fire alarms and automatic protection devices.
- Residential properties – Flat Fee = $225
- Commercial properties – Flat Fee = $285
- This fee does not include the Fire/Code Official Fees (see below)
- Fee includes one plan review, rough inspection/testing and final inspection/testing.
- Any additional reviews and inspections needed = $95/hr.

FAILED INSPECTIONS OR EXTRA INSPECTIONS/REVIEWS

- Also includes any extra reviews.
- In addition to any other fees paid to the Township, any failed inspection, which requires an additional inspection, shall result in an additional fee to be paid to the Township prior to the next follow-up inspection.
- In addition to any other fees paid to the Township, extra inspections and reviews and/or site visits beyond the allotted number of inspections and reviews stated on the issued building permit shall result in an additional fee to be paid to the Township prior to issuance of the U&O certificate.

- Residential = $75 per hour.
- Commercial = $95 per hour.

ROAD/SURFACE OPENINGS

PennDOT Highway Occupancy Permit ("HOP")

- This permit is required by the state when work is being done in their Right-of-Way. When this work is part of a land development plan, the review fee is paid from the developer's escrow account. This review fee is for those occasions when a PennDOT HOP is required for repairs, minor alterations, etc.
- The Township reviews the HOP application prior to submission to PADOT for a state road. The Township does not provide any inspections as they are provided by PennDOT personnel.
- Residential property – Minimum Fee = $100 (this includes engineering reviews only)
- Commercial property – Minimum Fee = $200 (this includes engineering reviews only)
- Any additional reviews and inspections needed = per Engineering costs mentioned below.

Township Right-of-Way Work Permit

- This permit is required by the state when work (more than just digging) is being done in a Township owned Right-of-Way (more than just the road). The Township will review the application and provide partial inspection.
- These residential and commercial property permits are not required for new construction which is covered by the overall permit fee or construction that requires a land development plan which is then covered by an escrow account.
- Residential property – Minimum Fee = $150 per surface opening (this includes engineering reviews and 1 inspection).
- Commercial property – Minimum Fee = $250 per surface opening (this includes engineering reviews and 1 inspection)
- Utility Appurtenance (poles, guys, anchors, etc.) – Minimum Fee = $150 (this includes engineering reviews and 1 inspection)
- The Township charges a Pavement Impact Fee for all roadway surface excavations for the purposes of future maintenance and roadway overlays associated with the overall roadway surface excavations within the Township. The Pavement Impact Fee for excavations in Township's Rights-of-Way are as follows:
    - 1-100 sf = $3.00/sf (Minimum fee = $202.00)
    - 101-500 sf = $2.00/sf (Minimum fee = $751.50)
    - 501-3000 sf = $1.50/sf (Minimum fee = $3,000.00)
    - Over 3000 sf = $1.00/sf (Minimum fee = $4,500.00)

- If the Township Engineer is required to perform plan reviews or inspections associated with the issuance of a Right-of-Way permit or road opening, the applicant/permittee shall reimburse the Township an hourly rate of $100 per hour

for the Township Engineer's time. If, in connection with the issuance of a Right-of-Way permit or road opening, the Township retains consultants, such as, but not limited to a geotechnical engineer or structural engineer, the applicant/permittee shall reimburse the Township the hourly rate that such consultant charges to the Township. Regarding the consultant charges, the following is applicable:

- The Township will invoice each applicant for professional consultant costs incurred, and include a copy of the consultants' bills with each Township invoice.
- The Township invoices will include a three percent (3%) administrative fee for the Township.
- The Applicant shall pay all invoices within 30 days of the billing day; otherwise a one-and-one half percent (1 1/2 percent) per month interest charge will be assessed.
- Invoices that are overdue by more than 60 days will be referred to the Township Solicitor to secure payment of funds.

Emergency Road Opening Permit

- Flat Fee = $500.00
- In the event a road opening is performed as an emergency, the responsible party shall place the necessary Pennsylvania One Call notification and shall follow the procedures set forth in 134-21 of the Township Ordinances. The responsible party will be charged the emergency road opening permit fee, and the final determination of an emergency situation will be made by the Township.

RESEARCH & ADMINISTRATION

Request for copies

- No charge will be made for Township's time up to 15 minutes. Time beyond 15 minutes will be considered research/administration (see below).
- A written request must be received by the Township that specifies which documents are to be copies and that the person requesting the document agrees to pay copy charges and the Township's time beyond 15 minutes prior to receiving the copies.
- Copying of Materials: As per the Township' s Open Records Policy = $0.25 per page
    - Color Copies = $2 per page
    - 11" x 17" copies = $1 black & white / $3 color
- Police Reports: As per the Township' s Open Records Policy = $0.25 per page
- Accident Reports: As per the Township' s Open Records Policy = $15 each
- Faxes will be charged at an additional $0.50 per 8-1/2 x 11 sheet.
- Copies will not be given, mailed or faxed to the applicant without prior receipt of payment to the Township.

Request for examination

- No charge will be made for Township's time up to 15 minutes. Time beyond 15 minutes will be considered research/administration (see below).
- A written request must be received by the Township that specifies which documents or items regarding a specific topic are to be examined and that the person requesting the document agrees to pay the Township's time beyond 15 minutes prior to examination.
- A designated Township employee shall remain in the presence of the documents at all times.

Request for information that requires research/administration

- Any time spent making copies, researching records or topic, monitoring documents, etc. after the first 15 minutes shall be charged at $24.00 per hour. The hour shall be broken into 15-minute increments and shall be rounded to the next quarter hour interval.
- **Returned Check(s)** = $30 each, plus applicable bank fee
- **Late payments:** Any outstanding balances (i e., those accounts with a past due amount greater than 30 days) shall be subject to the accrual of interest at the rate of 1 ½ per month, subject to any limitations imposed by law.

TOWNSHIP PRINTED MATERIALS

- Zoning Ordinance = $45
- Subdivision/Land Development Ordinance = $40
- Stormwater Management Ordinance = $40

ZONING PERMITS

- Permits fees not mentioned in this section:
    - Residential property – Flat Fee = $75
    - Commercial property – Flat Fee = $95
- Temporary Structures, excluding Fireworks Tents (see Fire/Code Official Fees below)
    - Residential property – Flat Fee = $75
    - Commercial property – Flat Fee = $95
- Fence/wall for residential property – Flat Fee = $75
- Fence/wall for commercial property – Flat Fee = $95
- Residential Retaining Walls (those over 4' of unbalanced fill):
    - Flat Fee = $225, includes a review, 2 inspections and a U&O
- Commercial Retaining Walls (those over 4' of unbalanced fill):
    - Flat Fee = $380, includes a review, 4 inspections and a U&O
- Utilities and miscellaneous use structures 1000 sf and under
    - Residential property – Flat Fee = $75
    - Commercial property – Flat Fee = $95
- Home Occupation – Flat Fee = $100

- Residential Patio – Fat Fee = $75
- Commercial Patio – Flat Fee = $95

SPECIAL TEMPORARY USE

- From Zoning Ordinance Section 155-166, Section D, special temporary uses may be allowed in certain areas (e.g. car wash fundraiser).
- Flat Fee = $75, includes one review and final inspection.

- This fee does not include the Fire/Code Official Fees (see below)
- Not-For-Profit organizations = fee is waived (zoning review is still performed)

SIGNS

Wall, Projecting, Freestanding, etc.… – based on gross square foot area of sign face. A separate permit is required for each property or tenant space.

- Area at $3/sf
- Zoning Permit Minimum Fee = $75
- Building Permit Minimum Fee = $200
- Including Temporary Signs
- This includes one zoning review, one building code review, 2 inspections and U&O certificate.
- Any additional reviews and inspections needed = $75/hr.

Special Events and Grand Opening Signs - $5 per application per event or $50 per year if Applicant requests all special event signs that will be used in one calendar year at one time.

FORESTRY PERMIT

- Minimum Fee = $150
- This includes one building review and 2 inspections.
- Any additional reviews and inspections needed = $75/hr.

TRANSFER OF USE & OCCUPANCY CERTIFICATE or CHANGE OF USE GROUP

- Residential Flat Fee = $150
  - This includes the initial inspection, one follow-up inspection, and U&O certificate. Each subsequent inspection will be charged at $50.00 per hour. Upon satisfactory inspection, a new U&O Certificate is issued.
- Commercial Fee; per schedule below:
  - 0 to 5,000 sf =$150
  - 5,001 to 15,000 sf =$175
  - Above 15,000 sf =$200
  - This includes the initial inspection, one follow-up inspection, and U&O certificate. Each subsequent inspection will be charged at 50% of the original fee. Upon satisfactory inspection, a new U&O Certificate is issued.

- Transfer of Use and Occupancy Certificate or Use Group Changes that involve renovations require an Alteration Permit – See Alterations to existing space permit fee.

RENTAL PROGRAM FEES

- Yearly Rental License (vacant or occupied) =$45
- Tenant Change Inspections =$90
- 3 year inspection (without change in tenant) =$50
- Late Fee for Yearly Rental License =$10

SOLICITATION/PEDDLER'S LICENSE FEES

- Daily Peddler's License (per vendor) =$50
- Weekly Peddler's License (per vendor) =$100
- Monthly Peddler's License (per vendor) =$200
- Annual Peddler's License (per vendor) =$500
- ID Card (not included with license fee, per card) =$5
- Administrative processing fee per license =$50

OPERATIONAL PERMIT

- For all operations identified in the International Fire Code
- Residential properties – Flat Fee = $150.00
- Commercial properties – Flat Fee = $250.00
- This fee does not include the Fire/Code Official Fees (see below)
- Fee includes one plan review and 2 inspections

FIRE SAFETY TRAINING

- For all training performed by the Department of Building & Life Safety
- Flat fee for commercial and residential occupancies billed at $45.00 per man/hour with a minimum billing of 2 hours per session. Hours billed will be rounded up to the nearest whole hour.
- Minimum Fee = $90

FIRE/CODE OFFICIAL- FEE SCHEDULE

Basic Yearly Inspection per year = $95

- Fire protection devices extension, repair, or replacement to include extinguishing systems, standpipes, hose cabinets, fire hydrants and sprinklers for the first $1,000 of estimated cost or fraction thereof = $50. Each additional $1,000 of estimated cost or fraction thereof = $25/per $1000.
- Review of automatic fire detection devices and installation or addition of smoke detectors, pull stations or other devices for the first the $1,000 of estimated cost or fraction thereof = $50. Each additional $1,000 of estimated cost or fraction thereof = $25/per $1000.
- Operation of airport, heliport, or helistop per year = $100

- Dry cleaning operation per year = $95
- Operation of place of public assembly:
    - 500 persons or less per year = $95
    - 500 - 1, 000 persons per year = $125
    - Over 1, 000 persons per year = $155
- Company performing welding or cutting operations per year = $95
- Manufacturing, possessing, storing, using or otherwise disposing of explosives, or blasting agents; transporting explosives or blasting agents; operate a terminal for handling explosives or blasting agents; delivering, or receiving explosives or blasting agents from a carrier at a terminal between the hours of sunrise and sunset; and transport blasting caps, or electric blasting caps on the same vehicle with explosives
    - $50 + $15 per day
- Display, sale, or discharge of fireworks = $150

BUILDING CODE BOARD OF APPEALS FEES

- UCC Hearing (Code Challenge) = $1,000

ZONING HEARING BOARD FEES

- Residential Zoning Hearing = $1500/First Hearing
- Residential Special Exceptions = $1500/First Hearing
- Commercial/Industrial/Institutional Zoning Hearing = $3,000/First Hearing
- Non-Residential Special Exceptions = $3,000/First Hearing
- Non-profit corporation/organization recognized as tax exempt under Section 501(c) of the Internal Revenue Code = $1,000/First Hearing
- Continuance Fee (For each continued Hearing) = 50% of the original fee

BOARD OF COMMISSIONERS

- Residential Conditional Use = $1000/First Hearing
    - Plus Reimbursement of Township' s Consultant and Legal Fees,
    - Escrow if applicable, pursuant to Ordinance 128- 2005 (To be set by Township)
    - Additional Hearings = 50% of original fee
- Non-Residential Conditional Use = $4,000/First Hearing
    - Plus Reimbursement of Township' s Consultant and Legal Fees
    - Escrow if applicable, pursuant to Ordinance 128- 2005 = $10,000
- Curative Amendment = $4,000/First Hearing
- Constitutional Challenge = $4,000/First Hearing
- Continuance Fee for each Hearing Continued for Additional Applicant Testimony = 50% of the original fee
- Non-profit corporation/organization recognized as tax exempt under Section, 501(c) of the Internal Revenue Code Conditional Use = $1,000/First Hearing
    - Plus Reimbursement of Township' s Consultant and Legal Fees

- Escrow if applicable, pursuant to Ordinance 128- 2005 (To be set by Township)
- Additional Hearings = 50% of original fee

SUBDIVISION/LAND DEVELOPMENT FEES

- This fee does not include the Fire/Code Official Fees (see above).
- The filing fees are non-refundable.
- If a project is proposing a subdivision and a land development, both subdivision and land development fees apply.

- Sketch Plan
  - All Applications: $500 base fee plus $50 per lot
- Minor Plan:
  - Land Development: $500 base fee plus $50 per acre (rounded up)
  - Subdivision: $500 base fee plus $50 per lot or unit, whichever is greater
- Preliminary Plan:
  - Land Development: $1000 base fee plus $100 per acre (rounded up)
  - Subdivision: $1000 base fee plus $100 per lot or unit, whichever is greater
- Final Plan
  - Land Development: $500 base fee plus $50 per acre (rounded up)
  - Subdivision: $500 base fee plus $50 per lot or unit, whichever is greater
- Escrow Deposits will be required by the Township for review of all applications except for Sketch Plan.

CHESTER COUNTY PLANNING COMMISSION

- See County ACT 247 Form

CHESTER COUNTY HEALTH DEPARTMENT

- See CCHD fee schedule

CHESTER COUNTY CONSERVATION DISTRICT - N. P.D.E.S. Permits

- See CCCD fee schedule

STORMWATER MANAGEMENT ORDINANCE FEES

- Application Fee
  - Simplified Stormwater Management Plan Small Projects Submission = $100
  - Non-Simplified Stormwater Management Plan Submission = $150.00
  - Chester County Recorder of Deeds Fees = Reimbursed at cost
- Professional Consultant Review Fees
  - Applicants are responsible for remitting payment for Township Professional Consultant fees associated with the review and inspection of stormwater management systems, pursuant to the consultant rates set forth in the Subdivision and Land Development Fees above.

- Any challenge or contest to the fees shall be processed by the applicant pursuant to Section 510(g) of the Pennsylvania Municipalities Planning Code.
- Any professional consultant fees associated with the enforcement of the Ordinance are likewise the responsibility of the landowner.

- Financial Security- Construction
  - Except with respect to Simplified Stormwater Management Plan Submissions for Small Projects, Applicants shall post financial security in an amount determined by the Township Engineer, to secure the appropriate and timely installation and inspection of the stormwater management facilities through the completion of construction.
  - No financial security shall be required for Simplified Stormwater Management Plan Submissions for Small Projects.

- Stormwater Operation and Maintenance Fund Fee
  - With respect to non-Simplified Stormwater Management Plan submissions and facilities that are to be privately owned and maintained, the applicant shall deposit a payment to the Stormwater Operation and Maintenance Fund to financially secure the maintenance and inspection of the facilities for a period of eighteen (18) months after completion of construction.
    - The amount of the deposit shall be determined by the Township Engineer, calculated as an estimate of the periodic inspection and maintenance costs during such period.
  - No fee shall be required for Simplified Stormwater Management Plan Submissions for Small Projects that are to be privately owned and maintained.

COMMERCIAL PRECYCLING PROGRAM

- This fee is for the weekly collection and disposition of recyclable materials from businesses. The fee includes the distribution to the business of a sixty-five gallon recycling container. The fee is $15 per month per container. Businesses will be billed bi-monthly (6 times per year) in the amount of $30 (per container), the cost for two months. Payment is due by the last day of the month in which the bill is issued. After that date, a 10% penalty will be assessed. Businesses that join this program in the middle of a billing cycle will be responsible to pay for the entire cycle (two months).

PUBLIC GATHERING

- A temporary use of public land for an assemblage or gathering of more than 150 people with or without an admission fee, as defined and regulated by Chapter120 of the Caln Code.
- Application Fee = $50: 150 or less than 250 participants
  $75: 250 or less than 500 participants
  $125: 500 participants and over

- Permit Fee = To be determined based on event needs as follows:
  Public Works Staff at established hourly rate
  Police Staff at established hourly rate
  Fire Police at established hourly rate

MUNICIPAL PARK PAVILLION RENTAL

- Permit Fee = $10.00 an hour (4 hour increments) for Township resident
  $20.00 an hour (4 hour increments) for non-residents
- Security Deposit = $100.00 deposit required

ESTABLISHED HOURLY RATES (per person)

- Police: $85.00 per hour
- Public Works: $55.00 per hour
- Fire Police: $35.00 per hour