

UPPER GWYNEDD TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 10-2016
RESOLUTION ESTABLISHING A FEE SCHEDULE

WHEREAS, the Board of Commissioners is authorized by various Upper Gwynedd Township Ordinances to establish a Fee Schedule; and

WHEREAS, it is necessary that an appropriate Fee Schedule be established sufficient to defray all expenses that may be incurred by the Township in connection with consideration of the various applications and permits.

NOW, THEREFORE it is hereby resolved by the Upper Gwynedd Township Board of Commissioners that Resolution No. 06-2014 is hereby rescinded and that the following Fee Schedule be established.

FURTHER, it is hereby resolved that the following Fee Schedule shall be effective immediately.

BOARD OF COMMISSIONERS

- | | |
|------------------------------------------|------------|
| 1. <u>ZONING CLASSIFICATION HEARING:</u> | \$1,100.00 |
| <u>ESCROW:</u> | \$1,100.00 |
| 2. <u>CURRATIVE AMMENDMENT FEE:</u> | \$1,100.00 |
| <u>ESCROW:</u> | \$1,100.00 |
| 3. <u>CONDITIONAL USE APPLICATIONS</u> | |
| a. All residential uses: | \$660.00 |
| Escrow: | \$660.00 |
| Plus advertising costs | |
| b. All non-residential uses: | \$1,100.00 |
| Escrow: | \$1,100.00 |
| Plus advertising costs | |

If the hearing extends beyond the initial two hours, an additional fee of \$ 75.00 for each half hour or part thereof will be charged by the Township.

ZONING HEARING BOARD

1. **VARIANCES, SPECIAL EXCEPTIONS, AND INTERPRETATIONS**

- a. On an existing owner-occupied dwelling or accessory structure/use thereto not involved in a subdivision: \$450.00
- b. All other residential property: \$700.00
- c. All other applications: \$1000.00

If the hearing extends beyond the initial three hours, an additional fee of \$100.00 for each hour or part thereof will be charged by the township.

The Township shall keep a stenographic record of curative amendment and zoning hearing board hearings. Transcript, and copies of graphic or written material received into evidence shall be made available to any party at cost. In the event that a transcript is requested by the Board of Commissioners, the Zoning Hearing Board, or any other party, the applicant shall pay all costs of transcription of the hearing including 50% of the attendance fees of the Court Reporter, and the Board shall be provided with an original, and a copy of the transcript.

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

1. **VARIANCES, EXTENSIONS OF TIME, OR APPEAL OF BUILDING CODE OFFICIAL'S DECISION**

- a. Hearing before the Board of Appeals (Residential): \$700.00
- b. Hearing before the Board of Appeals (Non-Residential): \$900.00

Note: PA Department of Labor and Industry is responsible for conducting hearings for appeals to the accessibility code and standards

SUBDIVISION AND LAND DEVELOPMENTS

1. SKETCH PLAN REVIEW: \$600.00
Review by Township Staff, Engineer, and Solicitor. Review meetings extending beyond one hour will be billed to the applicant at prevailing hourly rates plus 20% administrative charge.

2. SUBDIVISION
- a. Preliminary Plan Approval: \$1,000.00 plus \$20.00/lot
Escrow \$2,500.00
 - b. Final Plan Approval: \$500.00

3. MINOR SUBDIVISION (maximum 2 lots)
- a. Preliminary Plan Approval: \$500.00
Escrow: \$1,000.00
 - b. Final Plan Approval: \$250.00

4. LAND DEVELOPMENT OF A SINGLE INDUSTRIAL, COMMERCIAL, OFFICE, RECREATION, PROFESSIONAL, OR SHOPPING CENTER USE
- a. Preliminary Plan Approval: \$1000.00
Escrow: \$2,500.00
 - b. Final Plan Approval: \$500.00

The purpose of the escrow for **Board of Commissioners** and hearings, and **Subdivision and Land Use** applications is to guarantee that all legal and engineering costs are paid by the applicant. A separate check shall be required for the payment of this fee. All legal and/or engineering costs will be billed monthly and are payable to the Township within thirty (30) days of said billing. Should costs not be paid in full each month, the Township will stop further processing of work on the project. Should the escrow amount be used, the applicant shall be responsible for all additional costs. After it has been determined that there are no outstanding charges, any part of the escrow not used shall be returned to the applicant. The escrow is held in a non-interest bearing account.

USE AND OCCUPANCY

- 1. COMMERCIAL INDUSTRIAL AND INSTITUTIONAL USE AND OCCUPANCY PLAN REVIEW AND INSPECTION: \$120.00
INSPECTION FEE: \$120.00
- 2. COMMERCIAL, INDUSTRIAL, AND INSTITUTIONAL USE AND OCCUPANCY PERMIT FEE: \$55.00
- 3. APARTMENT – CHANGE OF OWNERSHIP: \$55.00

ZONING

1. ZONING PLAN REVIEW FEE:
 - a. Residential Structures \$50.00
 - b. Commercial Structures \$150.00
2. ZONING PERMIT FEE \$50.00
3. ZONING AND CODE COMPLIANCE VERIFICATION FEE
 - a. Residential dwelling or parcel: \$150.00/unit
 - b. Commercial dwelling or parcel: \$250.00/unit
4. FEMA MAP DETERMINATION LETTER: \$50.00
5. IN-LAW AGREEMENT DOCUMENT: \$120.00

BUILDING

FEE LISTED IN THE BUILDING SECTION ARE IN ADDITION TO ANY APPLICABLE PLUMBING, ELECTRICAL, AND ZONING FEES. FEES DOUBLED WHEN WORK BEGINS WITHOUT A PERMIT

1. BUILDING, ELECTRICAL, PLUMBING, MECHANICAL PERMIT PLAN REVIEW FEE
 - a. Residential Permits: \$60.00
 - b. Commercial Permits: \$125.00
2. ONE AND TWO FAMILY DWELLINGS
 - a. For the first 600 square feet (SF) of floor area (including basement and/or cellar and attached garage, but excluding any attic or crawl space under six (6) feet in height: \$500.00
 - b. For each additional 600 SF or portion thereof: \$200.00
3. APARTMENTS
 - a. For the first **600 square feet** (SF) of floor area (including basement and/or cellar and attached garage, but excluding any attic or crawl space under six (6) feet in height: \$500.00

BUILDING (Continued)

- b. For each additional 600 SF or portion thereof:
\$200.00
- c. Number of units: \$100/unit
- 4. **MODULAR HOMES IN A MOBILE HOME DISTRICT**
 - a. For the first 1,000 SF of floor area: \$120.00
 - b. For each additional 100 SF floor area: \$10.00
- 5. **RESIDENTIAL ALTERATIONS, ADDITIONS, REPAIRS, REMODELING, AND ACCESSORY BUILDINGS OR STRUCTURES**
 - a. First \$1000.00 project cost: \$75.00
 - b. Each \$1,000.00 project cost thereafter: \$10.00
 - c. Minimum Fee: \$75.00
- 6. **SWIMMING POOLS AND THEIR REQUIRED FENCES**
(Electrical and Mechanical Permits also required for in-ground and above-ground pools)
 - a. In-ground pools: \$150.00
 - b. Above-ground pools: \$75.00
- 7. **PREFABRICATED SHEDS THAT DO NOT REQUIRE FOOTINGS, FOUNDATION, AND FRAMING:** \$100.00
- 8. **DECKS** \$175.00
- 9. **PATIOS** \$60.00
- 10. **ROOFING:**
 - a. Residential: \$65.00 plus \$.05/SF
 - b. Commercial:
 - Each \$1000.00 project cost: \$200.00
 - Each \$1,000.00 project cost thereafter: \$10.00
 - Minimum Fee: \$200.00

BUILDING (Continued)

11. FOR ALL OTHER CONSTRUCTION:

Fee = 1% of Construction Cost up to \$1,000,000.00 (1M)
.5% of Construction Cost thereafter
Minimum Fee: \$1,000.00

Example: \$950,000.00 Project ($\$950,000.00 \times .01$) = \$9,500.00

\$2.5M Project (\$1M x .01) =	\$10,000.00
<u>(\$1.5M x .005) =</u>	<u>\$7,500.00</u>
	\$17,500.00

In addition, plumbing, mechanical, electrical, plan review, zoning, and occupancy permit fees will be assessed.

12. DEMOLITIONS: \$110.00

13. SIGNS (GROSS SIGN AREA OF ALL SIGNS PER APPLICATION)

- | | |
|-----------------------|----------|
| a. Less than 40 SF | \$150.00 |
| b. Greater than 40 SF | \$250.00 |

14. CERTIFICATE OF OCCUPANCY

Certificate of Occupancies issued for new structures only. See page 3 for change of occupancy, change of use, and change of ownership.

- | | |
|----------------|----------|
| a. Residential | \$75.00 |
| b. Commercial | \$125.00 |
| c. Temporary | \$50.00 |
- (Additional fees assessed upon permanent issuance)

15. BUILDING PERMIT EXPIRATION, CANCELLATION FEES

Applicants requesting the return of fees for expired and cancelled building permits will receive the fee paid less the following administrative costs.

- | | |
|--------------------------------------|---------|
| a. Permit fees less than \$225.00 | \$25.00 |
| b. Permit fees greater than \$226.00 | \$50.00 |

PLUMBING

1. PLUMBING PERMITS

- a. For each set of drawings and ground plans submitted for a new building:
 - \$70.00 plus
 - \$10/fixture

- b. For each set of drawings submitted for any alteration, additions, replacement, and/or removal of fixtures:
 - Residential: \$70.00
 - Commercial: \$125.00
 - Each additional fixture over three (3): \$10.00

- c. Water and/or sewer connection inspection fee:
 - Residential: \$75.00, >100 feet \$100.00
 - Commercial: \$125.00, >100 feet \$150.00

- e. Garbage Disposal: \$20.00

- f. Water Softener: \$30.00

2. COMMERCIAL FIRE PROTECTION

- a. Sprinkler and Ansul Systems: \$125.00 plus
\$5.00/head

- b. Standpipe System: \$85.00/standpipe

- c. Fire Alarm Permits: \$125.00 plus
\$3.00/initiating device

3. REGISTRATION OF PLUMBERS

- a. Initial registration of master plumbers: \$50.00

- b. Renewal registration of master plumbers*:
 - \$30.00

- c. Initial registration of journeymen plumbers:
 - \$30.00

- d. Renewal registration of journeymen plumbers*:
 - \$15.00

* The renewal registration shall be applicable only if application is made therefor prior to January 31st of the year following the year in which the applicant has registered with Upper Gwynedd Township.

MECHANICAL

1. **HEATING, VENTILATION, AND AIR CONDITIONING**

a. For the first \$1,000.00 of estimated cost: \$65.00

b. Each additional \$1,000.00 in excess of \$1,000.00: \$10.00

Minimum Fee \$65.00

ELECTRICAL

1. **ELECTRICAL PERMITS**

a. Initial rough inspection fee: \$65.00

b. Final inspection fee: \$65.00

INTERNATIONAL FIRE CODE

1. **FIRE CODE OPERATIONAL PERMITS** \$45.00

GRADING, EXCAVATION, AND FILLS

1. **GRADING PERMITS**

a. Development or Redevelopment involving earth disturbance > 500 SF but < 5,000 SF and < 1,000 SF of new impervious surface: \$250.00

b. Development or Redevelopment involving earth disturbance > 5,000 SF and > 1,000 SF of new impervious surface: \$500.00

POLICE REPORTS AND SERVICES

1. ACCIDENTS AND CRIME REPORTS

- a. Initial State report: \$15.00
- b. Supplemental accident report: \$5.00/page
- c. Letter and research detailing filing of an initial crime report:
\$15.00
- d. Other reports – by attorney subpoena through the office of the Chief of Police:
\$15.00
- e. Additional supplemental continuation page:
\$5.00

2. POLICE PHOTOGRAPHS

- a. Roll of 3x5 photographs \$50.00/roll
- b. Roll of 8x10 color photographs \$30.00/roll
- c. Disc \$100.00/disc

3. FINGERPRINTING (NON-RESIDENT): \$15.00

4. SPECIAL DUTY: \$85.00/hr.

5. ALARM PERMITS:

- a. Alarm Installer License Fee: \$25.00 annual
- b. Alarm Permit Fee: \$10.00 annual

6. MACHINES OPERATED AS GAMES OF SKILL

- a. Annual license fee up to a total of twenty (20) machines on one license application:
\$55.00/machine
- b. Annual license fee for each machine over twenty (20):
\$25.00/machine

POLICE REPORTS AND SERVICES (Continued)

7. **PERMITS OR LISCENCES TO PEDDLE AND SOLICIT**

- | | |
|-------------------------|----------|
| a. Permit Fee – 30 days | \$100.00 |
|-------------------------|----------|

F.B.I Background Check and recent 2x2 inch color photograph required at the time of application.

A one-time 30-day extension may be granted Chief of Police to solicitors deemed to have complied with all aspects of the ordinance.

FIRE MARSHAL FEES

1. **FIRE REPORTS**

- | | |
|---------------------|------------------|
| a. Copy: | \$50.00 |
| b. Photo CD: | \$25.00 |
| c. Photo (printed): | \$2.00 per photo |

Fire Reports prepared by the Fire Marshal do not include reports from assisting agencies, i.e. Police Departments or 3rd Party Investigators.

2. **PERIODIC FIRE INSPECTIONS:**

- | | |
|-------------------|----------|
| a. 0-2999 SF | \$30.00 |
| b. 3000-4999 SF | \$50.00 |
| c. 5000-9999 SF | \$100.00 |
| d. 10000-29999 SF | \$125.00 |
| e. 30000-49999 SF | \$150.00 |
| f. 50000-99999 SF | \$250.00 |
| g. 100000> SF | \$350.00 |

FIRE MARSHALL FEES (Continued)

Included in the fee for inspections is the initial inspection, and up to 3 subsequent inspections for follow-up to correct any deficiencies that may have been noted. After the 3rd subsequent inspection, the following fees *may be* charged to cover expenses, and to ensure compliance with the adopted code. It is the goal of the Fire Marshal's office to work with the owners and tenants of each building so as to not get to this point.

h. 4 th Inspection:	\$50.00
i. 5 th Inspection:	\$100.00
j. 6 th Inspection:	\$200.00
k. 7 th Inspection:	\$400.00
l. 8 th Inspection:	\$800.00
m. 9 th Inspection:	\$1,600.00
n. 10 th Inspection:	\$3,200.00

Each additional inspection after 10 shall double the previous inspection charge.

STREET EXCAVATION AND OCCUPANCY, LINE AND GRADE, UTILITY POLES

1. STREET EXCAVATION AND OCCUPANCY

a. All excavations in cart way or road shoulder:	
	\$70.00
Escrow:	\$12.00/LF
Minimum Escrow:	\$200.00
b. All other excavations in Township rights of way :	
	\$45.00
Escrow:	3.00/LF
Minimum Escrow:	\$50.00
c. Driveways:	\$65.00
Escrow:	\$200.00
d. Driveway replacement or repair:	\$25.00
Escrow (if work is in right of way)	\$200.00

STREET EXCAVATION AND OCCUPANCY, LINE AND GRADE, UTILITY POLES

e. Curbing:	\$70.00
Escrow:	\$12.00/LF
Minimum Escrow:	\$200.00
f. Curbing Replacement:	\$25.00
Escrow:	\$12.00/LF
Minimum Escrow:	\$150.00
g. Sidewalks:	\$45.00
Escrow:	\$3.00/LF
Minimum Escrow:	\$150.00
h. Sidewalk Replacement:	\$25.00
i. Expired permit renewal:	\$5.00

2. **LINE AND GRADE PERMITS**

Requests for line and grade will be billed at the rates charged by the Township Engineer, plus processing fee: \$15.00

3. **UTILITY POLES**

a. First pole:	\$15.00
b. Each additional pole	\$15.00

TAX COLLECTOR FEES

1. **TAX COLLECTOR RECORD SEARCH AND CERTIFICATIONS**

\$20.00/record

2. **DUPLICATE TAX BILL FEE:** \$5.00/bill

SEWER CERTIFICATIONS/RETURNED CHECKS

1. **SEWER CERTIFICATIONS** \$30.00/lot

2. **RETURNED CHECKS** \$35.00/check

RESOLVED, this 25th day of April 2016

**BOARD OF COMMISSIONERS
UPPER GWYNEDD TOWNSHIP**



By: *Kenneth E. Kroberger*
Kenneth E. Kroberger
President

Attest: *Leonard T. Perrone*
Leonard T. Perrone
Secretary