**RESOLUTION # 2019-26**

**WHEREAS**, The Board of Supervisors of Upper Southampton Township has established a fee schedule, and

**WHEREAS**, the fee schedule may be amended, and

**THERFORE, it is hereby resolved that** the Board of Supervisors of Upper Southampton Township hereby amends the Fee Schedule as follows:

# SCHEDULE OF FEES

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| **ZONING PERMITS** | |
| Residential | $100.00 per unit - *Flat fee, unless otherwise noted* |
| Commercial | $150.00 per unit - *Flat fee, unless otherwise noted* |
| Industrial | $175.00 per unit - *Flat fee, unless otherwise noted* |
| **BUILDING PERMITS** | |
| **NEW CONSTRUCTION** | |
| Residential - Single Family Detached Dwelling | $800.00 per dwelling unit to 2,000 sq. ft., plus $15.00 per each additional 100 sq. ft. or fraction thereof in excess of 2,000 sq. ft. Plus State Fee - Manufactured dwellings require Zoning Permit Only. |
| Residential - Multi Family Dwelling | $800.00 per dwelling to 2,000 sq. ft. plus $10.00 per each additional 100 sq. ft or fraction thereof in excess of 2,000 sq. ft. - Plus State Fee |
| Non-Residential | Two percent (2%) of the total construction cost. Plus State Fee |
| **ACCESSIBILITY REQUIREMENTS** | |
| Accessibility Permit | Residential - $120.00<br>Non-Residential - $200.00 |
| Accessibility Permit Re-Inspection | There is no charge for the first re-inspection. Each additional re-inspection until compliance is:<br>Residential - $60.00<br>Non-Residential - $100.00 |
| **ACCESSORY BUILDINGS / STRUCTURES / MISCELLANEOUS ZONING ITEMS** | |
| Driveways - New Entrance | Zoning Permit Only |
| Driveways - Enlargement | Zoning Permit Only<br>**Expansion of parking lot facilities is considered Land Development.* |
| Fences and Walls | Zoning Permit only (Except retaining walls with surcharges and/or walls over 4' in height which requires a building permit.) |
| Storage Sheds / Detached Garage (500 sq. ft. max) | Zoning Permit Only |
| Swimming Pools | In Ground: $400.00 - Plus State Fee<br>Above Ground: $150.00 over 12" Deep and 5000 Gallons or less - Plus State Fee |
| Underground / Above Ground Storage Tanks | Residential: $150.00 up to 250 Gallons<br>$200 over 250 Gallons<br>Non-Residential: $300.00 |

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| **ADDITIONS** | |
| Residential | $300.00 for the first 100 sq. ft. plus $20.00 for each additional 100 sq. ft. or fraction thereof - Plus State Fee |
| Residential - Multi-Family Dwelling | All common space (lobbies, hallways, kitchens, etc.,) $300.00 per area up to 2,000 sq. ft. $20.00 per 100 sq. ft. in excess of 2,000 sq. ft. Plus State Fee |
| Non-Residential | Two percent (2%) of the total construction cost. Plus State Fee |
| **ALTERATIONS / RENOVATIONS** | |
| Residential | $250.00 for the first $2,000 in construction cost, plus $25.00 for each additional $1,000 of construction cost or fraction thereof. Plus State Fee |
| Residential Multi-Family Dwelling | All common space (lobbies, hallways, kitchens, etc.,) $250.00 per area up to 2,000 sq. ft. $15.00 per 100 sq. ft. in excess of 2,000 sq. ft. Plus State Fee |
| Non-Residential | $400.00 for the first $3,000 in construction cost, plus $25.00 for each additional $1,000 of construction cost or fraction thereof - Plus State Fee - Includes free-standing sign structures and billboards) |
| Roofing - Residential | $100.00 per unit - Plus State Fee |
| Roofing - Commercial | Two percent (2%) of construction cost or $200.00, whichever is greater - Plus State Fee |
| Siding and Refacing | $85.00 or one (1%) of construction cost, whichever is greater - Plus State Fee |
| Solid Fuel Burning Stoves | $75.00 - Plus State Fee - Report of flue inspection and/or repair of flue are required by approved professional inspector. |
| **DECKS AND PATIOS** | |
| Uncovered Patios and Decks | $200.00 for the first 300 square feet plus $15.00 for each additional 100 square feet or fraction thereof - Plus State Fee. |
| **DEMOLITION** | |
| Demolition - *Plan required*<br>*Rodent Extermination Certificate Is Required and proof that all utilities are properly disconnected and capped.* | Structures up to 500 sq. ft. - $150 - Plus state Fee<br>Over 500 sq. ft. to 1,000 sq. ft - $200 - Plus State Fee<br>Over 1,000 sq. ft. to 2,000 sq. ft. - $300 - Plus State Fee<br>Over 2,000 sq. ft. - $500 - Plus State Fee |
| **RE-INSPECTION FEES** | |
| The following will be charged for re-inspections due to failure to complete, comply or non-availability at the time of initial inspection. | First Follow-Up Inspection $40.00<br>Second Follow-Up Inspection $60.00<br>Third Follow-Up Inspection $90.00<br>Each Additional $120.00 |
| **REPAIRS - OTHER THAN ORDINARY REPAIR** | |
| One and Two Family Residential | $150.00 - Plus State Fee |
| Multi-Family and Non-Residential | Two percent (2%) of total construction cost - Plus State Fee. |

| CONTRACTOR FEES AND LICENSES | |
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| **CONTRACTORS LICENSE** | |
| Contractors License | $125.00 per calendar year. |
| **ELECTRICAL** | |
| Electrical Permit - Residential | $100.00 for the first $1,000 or fraction thereof of the job. $12.00 for each additional $1,000 or fraction thereof of cost of job. $45.00 plan review, plus cost of engineer's services - Plus State Fee |
| Electrical Permit - Non-Residential | $150.00 for the first $1,000 or fraction thereof of the job. $30.00 for each additional $1,000 or fraction thereof. $100.00 plan review plus cost of engineer's review - Plus State Fee. |
| Electrician Registration Fees | Electrical Contractor - $125.00 per calendar year<br>Chief Plan Electrician - $125.00 per calendar year<br>Journeyman Electrician - $60.00 per calendar year<br>Apprentice Electrician - $50.00 per calendar year |
| Electrical Underwriter License | $125.00 per calendar year |
| Alternative Energy Solar Residential | $0.02 per dollar cost of job $100.00 min. |
| Alternative Energy Solar Non Residential | $0.03 per dollar cost of job $500.00 min |
| **PLUMBING** | |
| Plumbing Permit - Residential | $100.00 plus $10.00 Per Fixture - Plus State Fee |
| Plumbing Permit - Non-Residential | $200.00 plus $15.00 Per Fixture - Plus State Fee |
| Plumber Registration Fees | Master Plumber - $125.00 per calendar year<br>Journeyman - $75.00 per calendar year<br>Apprentice $50.00 per calendar year |
| **OTHER PERMIT AND APPLICATION FEES** | |
| **MISCELLANEOUS** | |
| Act 287 - Under Street Openings - Utility Companies | $50.00 |
| Adult Business Permit Application Fee | $250.00 |
| Fire Alarm Permit - Non- Residential | $100.00 |
| Nuisance Fire Alarm (Auto,Manual,Sprinkler) | 1st and 2nd offense N/C<br>3rd offense $125.00<br>4th to 6th offense $250.00<br>Each offense over 6 $500.00 |
| Nuisance Burglar Alarm | 1st to 3rd offense N/C<br>4th to 8th offense $35.00<br>9th to 12th offense $70.00<br>Each offense over 12 $100.00 |
| Fire Safety Inspection | Less than 2,000 sq. ft. - $40.00 per year<br>2,000 sq. ft. to 4,000 sq. ft. - $60.00 per year<br>4,001 sq. ft. to 12,000 sq. ft. - $150.00 per year<br>12,001 sq. ft. to 20,000 sq. ft. - $300.00 per year<br>20,001 sq. ft. and above - $400.00 per year<br>*There is no charge for the first re-inspection. Each additional re-inspection is $100.00 until compliance.* |
| Gaming Licenses | $100.00 per machine - per calendar year Additional $100.00 per machine if not paid by 12/31 of the calander year |
| Inter Municipal Liquor License Transfer Fee | $1,000.00 |
| Massage Establishment License | $100.00 per calander year, annual renewal required |
| Alternative Therapy Establishment License | $100.00 per calander year, annual renewal required |
| Alternative Therapy Technician License | $50.00 per calander year, annual renewal required |
| HVAC/HARV Permits | Residential - $150.00 - Plus State Fee<br>Non-Residential $250.00 - Plus State Fee |
| Non-Conforming Use Certificate | $100.00 |
| Occupancy Permits | Residential - $100.00 per unit - Plus State Fee<br>Non-Residential - $150.00 per unit - Plus State Fee |
| Real Estate Certification | $100.00 |

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| Sign Permits | *See separate section below* |
| Soliciting Permits | $50.00 per day<br>$75.00 per week<br>$150.00 per month<br>$350.00 per year |
| Sprinkler Systems - Residential | $75.00 minimum plus $1.00 per Sprinkler Head - Plus State Fee |
| Sprinkler Systems - New Construction - Other | $250.00 plus $1.00 per sprinkler head - Plus State Fee |
| Sprinkler Systems - Existing Buildings - Other | $125.00 for the first 3,000 sq. ft. plus $10.00 for each additional 2000 sq. ft. or fraction thereof - Plus State Fee |
| Street Opening Permits | Non-Refundable Filing Fee - $300.00<br>Refundable Escrow Deposit - $2,000.00 |
| An escrow deposit shall be submitted with all street openings to guarantee the satisfactory restoration of the roadway, and other disturbed areas within the public right-of-way. The escrow deposit will be fully refundable only after an inspection had been conducted by an authorized township official to determine that the proper restoration has been accomplished. In the event that an inspection yields deficiencies in restoration of the roadway or other public improvements within the legal right-of -way, the township reserves the right to complete said restoration in a satisfactory manner. The applicant shall be responsible for any charges in excess of the original escrow amount. A 15% administrative charge will be added to all fees and costs. Any unused portion of the escrow deposit will be refunded to the applicant. | |
| Temporary Structures Permit | Commercial Trailer Use (63a) - $100.00 per 3 month period<br><br>Construction Trailer Use (61) - $100.00 for the first 6 month period, $50.00 for each 3 month period thereafter.<br><br>Accessory Use Structure - $100.00 for 2 month period |
| Transient Retail License | 1 week - $50.00<br>1 Month (renewable to 3 months) - $75.00/month |
| Uniform Construction Code Appeal Hearing | Residential - $250.00<br>Commercial - $350.00 |
| Zoning Hearing Board Applications | Residential - $600.00<br>Non- Residential $1000.00<br>*Each additional hearing date is $300.00 for the same application, which needs to be paid prior to the scheduled hearing date.* |
| **ANY WORK REQUIRING A PERMIT STARTED BEFORE PERMIT IS ISSUED WILL BE SUBJECT TO PERMIT FEE BEING DOUBLED.** | |
| **SPECIAL INSPECTIONS** | |
| Stormwater Management System Inspection | Annual - $50.00 Annual first 5 years, every 2 years thereafter |
| Variance/Conditional Use/Special Exceptions conditions | Annual - $40.00 |
| **APPLICATIONS BEFORE THE BOARD OF SUPERVISORS** | |
| Change of Non-Conforming Use Application | $1,000.00 |
| Curative Amendment Application | $5,000.00 |
| Conditional Use Application or Special Exception Applica | $1,000.00<br>*Each additional hearing date is $300.00 for the same application, which needs to be paid prior to the scheduled hearing date.* |
| Request for Change of Zoning | Application Fee - $1,000.00<br>Refundable Escrow Deposit $2,500.00 |
| **SIGN PERMITS** | |
| Parallel and Projecting Signs | Up to 6 sq. ft. - $75.00<br>6 to 25 sq. ft. - $100.00<br>25 to 50 sq. ft. - $150.00<br>Over 50 sq. ft. - $5.00 per sq. ft. |
| Free Standing Signs, including Billboards<br>*Building Permit Required* | Up to 6 sq. ft. - $75.00<br>6 to 25 sq. ft. - $100.00<br>25 to 50 sq. ft. - $150.00<br>Over 50 sq. ft. - $5.00 per sq. ft. |
| Vehicular signs (as the only free-standing sign) | $200.00 |

| SUBDIVISIONS AND LAND DEVELOPMENTS | |
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| **SKETCH PLAN (PLANNING COMMISSION REVIEW ONLY)** | |
| 1 to 9 lots | Non-Refundable Filing Fee - $500.00<br>Refundable Escrow Deposit - No Fee |
| 10 or more lots | Non-Refundable Filing Fee - $750.00<br>Refundable Escrow Deposit - No Fee |
| **PRELIMINARY AND FINAL PLAN** | |
| ***RESIDENTIAL*** | |
| 1 to 2 Lots / Units | Non-Refundable Filing Fee - $750.00<br>Refundable Escrow Deposit - $6,000.00 |
| 3 to 10 Lots / Units | Non-Refundable Filing Fee - $1,000.00<br>Refundable Escrow Deposit - $12,000.00 |
| 11 to 25 Lots / Units | Non-Refundable Filing Fee - $1,500.00<br>Refundable Escrow Deposit - $14,000.00 |
| 26 to 50 Lots / Units | Non-Refundable Filing Fee - $2,000.00<br>Refundable Escrow Deposit - $20,000.00 |
| 51 to 75 Lots / Units | Non-Refundable Filing Fee - $2,500.00<br>Refundable Escrow Deposit - $20,000.00 |
| 76 to 100 Lots / Units | Non-Refundable Filing Fee - $3,000.00<br>Refundable Escrow Deposit - $20,000.00 |
| Over 100 Lots / Units | Non-Refundable Filing Fee - $3,000.00<br>Refundable Escrow Deposit - $22,000.00 |
| ***COMMERCIAL*** | |
| 1 to 2 Lots / Units | Non-Refundable Filing Fee - $1,500.00<br>Refundable Escrow Deposit - $12,000.00 |
| 3 to 10 Lots / Units | Non-Refundable Filing Fee - $2,000.00<br>Refundable Escrow Deposit - $15,000.00 |
| 11 to 25 Lots / Units | Non-Refundable Filing Fee - $2,500.00<br>Refundable Escrow Deposit - $18,000.00 |
| 26 to 50 Lots / Units | Non-Refundable Filing Fee - $3,000.00<br>Refundable Escrow Deposit - $18,000.00 |
| 51 to 75 Lots / Units | Non-Refundable Filing Fee - $3,500.00<br>Refundable Escrow Deposit - $18,000.00 |
| 76 to 100 Lots / Units | Non-Refundable Filing Fee - $4,000.00<br>Refundable Escrow Deposit -$18,000.00 |
| Over 100 Lots / Units | Non-Refundable Filing Fee - $4,500.00<br>Refundable Escrow Deposit - $18,000.00 |
| ***INDUSTRIAL*** | |
| 1 to 2 Lots / Units | Non-Refundable Filing Fee - $1,500.00<br>Refundable Escrow Deposit - $12,000.00 |
| 3 to 10 Lots / Units | Non-Refundable Filing Fee - $2,000.00<br>Refundable Escrow Deposit - $15,000.00 |
| 11 to 25 Lots / Units | Non-Refundable Filing Fee - $2,500.00<br>Refundable Escrow Deposit - $18,000.00 |
| Over 25 Lots / Units | Non-Refundable Filing Fee - $3,000.00<br>Refundable Escrow Deposit - $18,000.00 |

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| ***SHOPPING CENTER*** | |
| 1 to 2 Lots / Units | Non-Refundable Filing Fee - $1,500.00<br>Refundable Escrow Deposit - $12,000.00 |
| 3 to 10 Lots / Units | Non-Refundable Filing Fee - $2,000.00<br>Refundable Escrow Deposit - $15,000.00 |
| 11 to 25 Lots / Units | Non-Refundable Filing Fee - $2,500.00<br>Refundable Escrow Deposit - $18,000.00 |
| **OTHER LAND DEVELOPMENT ADDITIONS TO NON-RESIDENTIAL STRUCTURES** | |
| Up to 2000 sq. ft. | Non-Refundable Filing Fee - $1,500.00<br>Refundable Escrow Deposit - $12,000.00 |
| 2001 - 5000 sq. ft. | Non-Refundable Filing Fee - $2,000.00<br>Refundable Escrow Deposit - $12,000.00 |
| Over 5000 sq. ft. | Non-Refundable Filing Fee - $2,500.00<br>Refundable Escrow Deposit - $12,000.00 |

**REFUNDABLE ESCROW AMOUNT FOR PRELIMINARY AND FINAL SUBDIVISION AND LAND DEVELOPMENT PLANS**

The Upper Southampton Township Board of Supervisors, in the exercise of its responsibilities, may call upon the services of consultants for engineering, legal service, site design, traffic design, landscape architecture and such other consultants as may be necessary for the review of subdivision and/or land development. Fee for the preparation of Development Agreements and Financial security Agreements is $2,500 to be deducted from Escrow. A 15% administrative charge shall be added to all applicable fees and deducted from the refundable escrow deposit. Any unused portion of the refundable escrow deposit shall be returned to the applicant. Applicant is required to enter into a Professional Service Agreement.

In the event these costs deplete the escrow fund in excess of 80% of the original refundable escrow deposit, and it seems likely that costs will run in excess of the unused portion, the township reserves the right to require an additional escrow deposit up to the original refundable escrow amount. This escrow amount shall be paid when requested before further review of the proposed development plan. At the time of each filing, applicant's planner, architect and/or engineer shall certify that the submission is complete and in a form acceptable for review.

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| **SITE DEVELOPMENT PLAN AND/OR DRAINAGE REVIEW PLAN (NON-SLD)** | |
| Residential | Refundable Escrow Deposit - $2,000.00 |
| Non-Residential | Refundable Escrow Deposit - $4,000.00 |

Upper Southampton Township may require the submission of a site plan, per Section 185-75 of the Zoning Ordinance, when it is determined that the services of engineering, legal, and other consultants are necessary for adequate and thorough review and inspection of a development plan. Examples of when a site plan may be required include, but are not limited to, the construction of a new dwelling, the expansion of an existing dwelling, or the construction of stormwater management facilities. A 15% administrative charge shall be added to all applicable fees and deducted from the refundable escrow deposit. Any unused portion of the refundable escrow deposit shall be returned to the applicant. Applicant is required to enter into a Professional Service Agreement.

Stormwater management plans are required in accordance with Chapter 153 as amended.

In the event these costs deplete the escrow fund in excess of 80% of the original escrow deposit, and it seems likely that costs will run in excess of the unused portion, the Township reserves the right to require an additional escrow deposit up to the original escrow amount. This escrow deposit shall be paid when requested before further review of the proposed plan. Any unused portion of the refundable escrow shall be returned to the applicant.

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| **PROFESSIONAL SERVICE FEE** | |
| Refundable Escrow Deposit | $2,500.00 |

*This fee is applicable whenever engineering, legal, or other professional review of a plan and/or application is deemed necessary by the Township, or requested by the applicant, and the fee for such review is not covered under any other section of this resolution. . A 15% administrative charge shall be added to all applicable fees and deducted from the refundable escrow deposit. Any unused portion of the refundable escrow deposit shall be returned to the applicant. Applicant is required to enter into a Professional Service Agreement.*

| MISCELLANEOUS FEES AND CHARGES | |
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| **FEES AND CHARGES** | |
| Code of Ordinances | $250.00 |
| Zoning Ordinance Booklet | $0.25 PER PAGE |
| Subdivision & Land Development Ordinance Booklet | $0.25 PER PAGE |
| Storm Water & Earth Disturbance Ordinance Booklet | $0.25 PER PAGE |
| Comprehensive Plan | $0.25 PER PAGE |
| Police Incident Reports | $10.00 |
| Reportable Traffic Accident Reports | $15.00 |
| Fingerprinting | $20.00 |
| Street Map | $3.00 |
| Zoning Map | $3.00 |
| Flood Plain Map | $3.00 |
| Copies | $0.25 per page |
| Fire Reports (Investigative) | $35.00 |
| Photographic Copies | $1.00 each |

**BE IT RESOLVED AND ENACTED**, this 1rst day of October, 2019.

BOARD OF SUPERVISORS
UPPER SOUTHAMPTON TOWNSHIP

Lola G. Biuckians, Chairman

ATTEST:

Marguerite C. Genesio, Secretary/Treasurer