

**RESOLUTION No. 2022-13**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP  
OF LONGSWAMP, COUNTY OF BERKS, PENNSYLVANIA ADOPTING  
AN AMENDED COMPREHENSIVE FEE SCHEDULE FOR  
THE REMAINDER OF CALENDAR YEAR 2022**

**WHEREAS**, The Second-Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania grant the Municipalities power to adopt a fee schedule; and

**WHEREAS**, the Longswamp Township Board of Supervisors adopted a comprehensive fee schedule for Calendar Year 2022 by Resolution No. 2022-08 on March 22, 2022; and

**WHEREAS**, The Longswamp Township Board of Supervisors desire to adopt an amended comprehensive fee schedule for the remainder of Calendar Year 2022;


**NOW, THEREFORE**, in consideration of the above recitals, which are incorporated herein by reference and made part hereof, the Board of Supervisors of Longswamp Township, Berks, county Pennsylvania, hereby adopts the following comprehensive fee schedule.

**DULY RESOLVED** this 14<sup>th</sup> day of June 2022, by the Board of Supervisors of the Township of Longswamp, Berks, County, Pennsylvania, in lawful session duly assembled and shall be effective on this date.

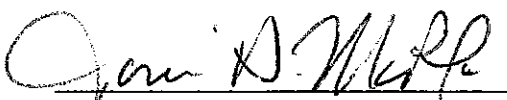
**LONGSWAMP TOWNSHIP  
BOARD OF SUPERVISORS**

  
\_\_\_\_\_  
Don Hickman, Chairman

\_\_\_\_\_  
Joyce Marin, Vice Chairperson

  
\_\_\_\_\_  
Mark Hilbert, Supervisor

ATTEST:

  
\_\_\_\_\_  
Joni McPike, Township Secretary

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**I. ZONING AND BUILDING PERMIT FEES**

A. Application Fees – due at the time of application for all Zoning and Building Permits in addition to the other applicable fees set forth below

- 1. All residential and/or agricultural applications, non-refundable \$50.00
- 2. All non-residential applications, per submittal \$500.00  
Fee shall be applied to the cost of the permit and any remaining balance shall be refunded to the applicant

B. Zoning Permit Fees

- 1. Accessory Structures Fees (Only Zoning Permit Required)
  - a. 200 square feet or less and all storable pools \$75.00
  - b. Over 200 but less than 1,000 square feet, excluding private inground swimming pools \$125.00  
Accessory structures must have anchorage
- 2. Farm and Agricultural Buildings (Only Zoning Permit Required)
  - a. Up to 1,000 square feet 150.00
  - b. 1,000 to 2,000 square feet 250.00
  - c. Additional area over 2,000 \$0.10/SF  
to a maximum of \$500.00
- 3. Any commercial use or structure 500.00
- 4. Residential home occupation 100.00
- 5. Zoning review and written determination or certification of change of use of a residential property, confirmation of non-conformity, etc. \$100.00
- 6. Zoning permit (required for all building permits and for each change in use or occupancy) \$75.00

C. Building/Construction Fees – Residential

- 1. Structural Fees – One and Two Family Dwelling:
  - New Construction: includes porches, patios, attics, basements, garages & living areas, excludes crawl spaces & dead area spaces 0.41/SF  
\$350.00 min
  - Residential additions including attached garages \$0.41/SF  
\$300.00 min
  - Detached garages 1,000 square feet & over and accessory structures 1,000 square feet & over \$0.41/SF  
\$350.00 min
  - Decks over 30” above grade \$0.41/SF  
\$175.00 min
  - Private in-ground swimming pools \$0.41/SF  
\$175.00 min

Permit for buildings where none of the above categories apply	\$0.41/SF \$150.00 min
<b>2. <u>Plumbing Fees</u> – One and Two Family Dwellings</b>	
Manufactured dwelling with crawl space, includes mobile home on foundation	\$65.00/unit
Single family dwelling not over three full or partial baths	\$135.00
Each additional full or partial bath	\$55.00
Two family dwelling not over two full or partial baths per unit	\$230.00
Each additional full or partial bath	\$55.00
Permit for plumbing work which requires a permit but is not listed elsewhere	\$100.00
<b>3. <u>Electric Fees</u> – One and Two Family Dwellings</b>	
Service Inspections	
Service not over 200 amp	\$75.00
Service - Over 200 but not over 600 amp	\$95.00
Service - Over 600 amp	\$120.00
Additional meters	\$15.00
Dwelling additions and rewiring	\$76.00
Mobile Homes	\$75.00
Final Inspections	\$40.00
Electrical Wiring – New Single Family Dwelling	
200 amp or less - Rough or Service (each)	\$75.00
Over 200 amp - Rough or Service (each)	\$75.00
Private Pools	
Bonding Inspection	\$75.00
Electrical Inspection	\$75.00
Permit for electrical work which requires a permit but is not listed elsewhere	\$75.00
<b>4. <u>Solar Panel System or Wind Energy System Residential</u></b>	<b>\$250.00</b>
(does not include electrical permit if required)	

**D. Non-Residential Construction Fees**

Permits for building, plumbing, electrical, mechanical, fire protection, and accessibility are included.

1. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a non-residential project or a residential project not covered by the IRC, the Building Code Official shall require the applicant to submit construction plans to enable the Building Code Official to make a good faith estimate of the total cost to review the plans and perform the necessary inspections during the construction. The applicant shall pay the estimated amount into the Project Fund. The applicant shall have a right to

request the Board of Supervisors to review any estimate in excess of \$ 2,000.00 and the Board of Supervisors shall have the right to confirm, decrease or increase the Project Fund.

2. Actual Permit Fee. The building permit fee for a non-residential project or a residential project not covered by the IRC shall be equal to .125% of the Building Code Official's monthly billing invoice. The invoice is based on review, administration, and inspection of the various stages of construction for compliance with the requirements of applicable codes in the Township.
3. Additions to or Refunds from Project Fund. The applicant for a building permit shall pay to the Township any amount by which the Actual Permit Fee as calculated above exceeds the Project Fund. The Township shall refund to the applicant any amount by which the Actual Permit Fee as calculated above is less than the Project Fund.
4. In the event that appropriate permits are not secured by the applicant prior to the commencement of work, the applicant shall be responsible to reimburse the Township for a one-time fee of \$ 1,000.00 in addition to any enforcement action costs required by the Building Code Official to affect the securing of the permits by the applicant, in addition to the appropriate schedule of fees of the permits.

E. Building Permits Renewal (6 months) \$75.00

F. UCC Labor and Industry fee per each UCC regulated permit for training and certification (non-refundable) \$4.50

G. Residential Penalties

Penalty for commencing residential construction without obtaining a permit is in addition to the appropriate schedule of fees of the permits. It is equal to any enforcement action costs required by the Building Code Official to affect the securing of the permits by the applicant plus:

1. Zoning – an amount equal to the applicable zoning permit fee
2. All Other Disciplines – an amount equal to the applicable permit fees or \$250.00 whichever is greater.

H. Other Application and Zoning Matter Fees

1. Application for a Variance in a Residential Zone or for any Residential Use in a Non-Residential Zone \$1,000.00

2. Application for a Variance in a Non-Residential Zone or for a Non-Residential Use \$2,000.00

3. Application for a Curative Amendment \$10,000.00

4. Application for Special Exception or Conditional Use

a. Residential Uses: \$2,000.00 plus \$50.00/each lot or dwelling unit

b. Non-Residential Uses

- Agricultural/Aquaculture Uses, except Intensive Agriculture \$2,000.00

- Intensive Agriculture \$5,000.00

- Communication Antennas and Towers, Windmills and Wind Farms, Billboards \$2,000.00
  - Accessory Uses and Structures to Conditional Uses \$2,000.00
  - All Other Uses Not Included Above \$5,000.00 plus \$50.00/acre
5. Requests for Rezoning (whether for parcel rezoning or text amendment requests) \$5,000.00
  6. Procedural Validity Challenge or Substantive Validity Challenge \$10,000.00
  7. All other zoning matters and/or enforcement not addressed in this resolution, set forth in Article VI of the MPC/Appeal of Zoning Officer Action or Notice of Violation \$1,500.00

Where applicable, additional fees will be required to be paid for each of the applications in Section H above for review expenses which such include, but not be limited to, engineering services, legal fees, advertising expenses and stenographic services.

In the case of any hearing set forth in Section H above, for each additional hearing that may be required, the Application shall be required to remit 1/2 of the original application fee prior to that hearing to cover the necessary administrative expenses and as a deposit to cover the necessary professional consultant expenses, as applicable. All other provisions of this ordinance are still applicable.

**II. MISCELLANEOUS FEES**

A. Stormwater Review - When required for Issuance of a Building/Zoning Permit and not part of a subdivision or land development plan review

1. Application Fee: \$50.00, non-refundable
2. Escrow: \$1,000.00

B. Stormwater Infiltration Testing Observation

When infiltration is proposed on a site for stormwater management, testing is required to be completed in accordance with the applicable Act 167 Stormwater Ordinance. Prior to completing any required Infiltration Testing, the Applicant or Owner is required to pay the required fee to the Township and contact the Township Engineer to schedule an appointment.

1. Application Fee: \$50.00, non-refundable
2. Escrow:
  - a. \$500.00 for the first stormwater facility (detention basin, rain garden, infiltration pit, etc.) at a site
  - b. \$250.00 for every additional stormwater facility at the same project site

C. Driveway Permit – Township Roads

1. Application Permit Fee, non-refundable

	a. Residential	\$50.00
	b. Commercial	\$200.00
2.	Escrow, for design review & construction inspection	
	a. Residential	\$1,000.00
	b. Commercial	\$2,000.00
3.	a. Re-paving Driveways	\$75.00
<b>D.</b>	<b><u>Demolition Permit</u></b>	
1.	Application Fee, non-refundable	\$50.00
2.	Escrow	
	a. Residential and detached accessory structures	\$175.00
	b. Non-residential primary and accessory	\$500.00
	c. Septic Abandonment (reviewed by Township SEO)	\$100.00
	d. Well Abandonment (reviewed by Township Engineer)	\$100.00
<b>E.</b>	<b><u>Permanent Signs</u></b> (does not include electrical permit if required)	
1.	Application Fee, non-refundable	\$50.00
2.	Escrow	
	a. Residential Home Occupation or Home Related	\$50.00
	b. Commercial	
	Replacement of existing	\$100.00
	New Sign	\$200.00
<b>F.</b>	<b><u>Well Permit</u></b>	
1.	Application Fee, non-refundable	\$50.00
2.	Escrow	
	a. Residential	\$100.00
	b. Non-residential	\$125.00
<b>G.</b>	<b><u>Extra Inspection Fees</u></b> (applies to all categories listed above)	
1.	Special Appointments (evenings/weekends)	\$150.00
2.	Additional or Re-inspections	\$75.00
3.	Duplicate Final Certificate	\$35.00
<b>H.</b>	<b><u>Appeals to Joint Building Code Appeals Board</u></b>	\$600.00
<b>I.</b>	<b><u>Rental Unit Inspections</u></b>	
	First Dwelling Unit on a single lot - \$100.00 / \$50.00 per rental unit for all units located on	
	A single lot in instances where there are two (2) or more rental units.	

### III. **ONLOT SEWAGE DISPOSAL SYSTEM PERMIT FEES**

<b>A.</b>	Application Fee, non-refundable	\$50.00
<b>B.</b>	Escrow	
	1. New / Replacement System (with Site Evaluation & Soil Testing)	\$2,000.00
	2. New (Soil Testing already completed)	\$1,500.00
	3. Modification (i.e. adding riser, or larger tank, etc.)	\$1,000.00
	4. Subdivision and Land Development	\$3,000.00, plus \$500.00/per lot
	(includes site investigation, soil testing and planning module review)	

#### IV. SUBDIVISION AND LAND DEVELOPMENT FEES

##### A. Predevelopment Meeting Submission Fees (per each meeting/submission)

1. Pre-application Meeting
  - a. Application Fee: \$100.00, non-refundable
  - b. Escrow Fee: \$750.00
2. Site Inspection Meeting
  - a. Application Fee: \$100.00, non-refundable
  - b. Escrow Fee: \$750.00
3. Pre-application and Site Inspection Meeting (Applied for at same time):
  - a. Application Fee: \$175.00, non-refundable
  - b. Escrow Fee: \$1,000.00

##### B. Sketch Plan Submission Fees (per each submission):

1. Subdivision Plan
  - a. Application Fee: \$150.00, non-refundable
  - b. Escrow Fee: \$750.00 plus \$10.00 per lot or dwelling unit
2. Land Development Plan
  - a. Application Fee: \$150.00, non-refundable
  - b. Escrow Fee: \$750.00 plus \$5.00 for each acre or portion thereof

##### C. Preliminary Plan Submission Fees

1. Major Subdivision\*
  - a. Application Fee: \$500.00, non-refundable
  - b. Escrow Fee: \$5,000.00 plus \$75.00 per lot or dwelling unit
2. Major Land Development\*
  - a. Application Fee: \$500.00, non-refundable
  - b. Escrow Fee: \$5,000.00 plus \$50.00 for each acre or portion thereof
3. Revised Preliminary Plan Submission
  - a. Escrow Fee: Shall be re-established to \$5,000.00 minimum if escrow balance falls below \$2,500.00 (50%)

\*where a preliminary plan involves both subdivision and land development, the required escrow fee shall be the greater of the fees as calculated under Section IV.C.2.b or IV.C.3.b.

##### D. Final Plan Submission Fees

1. Minor Subdivision and Land Development Plan Submission
  - a. Application Fee: \$150.00, non-refundable
  - b. Escrow Fee: \$3,000.00



- c. Revised Minor Plan Submission: \$1,000.00 Escrow Fee per submission
- 2. Major Subdivision\*
  - a. Application Fee: \$500.00, non-refundable
  - b. Escrow Fee: \$5,000.00 plus \$50.00 per lot or dwelling unit
- 3. Major Land Development\*
  - a. Application Fee: \$500.00, non-refundable
  - b. Escrow Fee: \$5,000.00 plus \$25.00 for each acre or portion thereof
- 4. Revised Final Plan Submission
  - a. Escrow Fee: Shall be re-established to \$5,000.00 minimum if escrow balance falls below \$2,500.00 (50%)

\*where a final plan involves both subdivision and land development, the required escrow fee shall be the greater of the fees as calculated under Section IV.D.2.b or IV.D.3.b.

E. Land Development Plan for Erection of More than One Principal Structure on a Lot (per Zoning Ordinance Section 601)

- 1. Application Fee: \$100.00, non-refundable
- 2. Escrow Fee: \$1,000.00 plus \$250.00 per additional structure being proposed, first additional structure is exempt

**V. STORMWATER MAINTENANCE FUND FEES**

A. Stormwater Facilities for Private Maintenance

For periodic inspections by Township personnel, the Township shall require a fee of \$300.00 per year, or a total of \$3,000.00 for the 10-year period for the first stormwater storage facility as designated on a particular subdivision or land development plan. Each additional stormwater facility on the same site should be charged a cost of \$150.00 per year or a total of \$1,500.00 for the 10-year period.

B. Stormwater Facilities that are accepted for Dedication by the Township

For periodic inspection, maintenance and other financial burdens for stormwater facilities accepted by the Township, the Township shall require a fee of \$7,500.00 per acre, for a total of \$75,000 for the 10-year period, on a pro-rated basis for any stormwater facility site or area dedicated to and accepted by the Township.

**VI. TOWNSHIP HIGHWAY OCCUPANCY PERMIT FEES**

A. Permit Application and Extension Fees

- 1. Application Fee, non-refundable \$75.00
- 2. Permit Extension (per each 6-month time extension) \$50.00

B. Escrow

This fee shall be paid to the Township prior to the issuance of a Highway Occupancy Permit. The escrow deposit will be used to reimburse the Township for the cost(s) of inspection fees, legal fees, and other incidental services which the Township may have to perform during the course of the project.

1. Surface Openings - to be calculated based on the total linear feet of the opening being permitted within the areas of the right-of-way listed below. *Fee is per 100 foot increment or fraction thereof of facility installed.*
  - a. Opening in pavement \$50.00
  - b. Opening in shoulder \$35.00
  - c. Opening outside pavement and shoulder \$20.00

If a longitudinal opening simultaneously occupies two or more right-of-way areas listed above, only the higher fee will be charged. Linear distances shall be measured to the nearest foot.
  
2. Surface Openings of less than 36 square feet, such as service connections performed independently of underground facility installation, pipe line repairs, etc. *Fee is cost per opening.*
  - a. Opening in pavement \$40.00
  - b. Opening in shoulder \$25.00
  - c. Opening outside pavement and shoulder \$15.00

If an opening simultaneously occupies two or more right-of-way areas listed above, only the higher fee will be charged.
  
3. Aboveground Facilities (poles, guys, and/or anchors if installed independently of poles, etc.)
  - a. Up to 10 physically connected aboveground facilities for each continuous group \$50.00/group
  - b. Each additional aboveground physically connected facilities (pole with appurtenances) \$5.00/pole
  
4. Non-Emergency Test Holes in Pavement or Shoulder \$10.00/hole
  
5. Curb or Sidewalk - Fee is per each 100-foot increment or fraction thereof. \$50.00
  
6. Bank Removal/Grading – Fee is per each 100-foot increment or fraction thereof. \$20.00

**VII. USE SPECIFIC FEES**

- A. Cell Tower (Annual Permit)
  1. Application Fee, non-refundable: \$50.00
  2. Permit Fee: \$500.00
  
- B. Commercial Sightseeing Rides (Annual Permit)
  1. Application Fee, non-refundable: \$50.00
  2. Permit Fee: \$300.00
  
- C. Group Facilities (Annual Temporary Zoning Permit)
  1. Application Fee, non-refundable: \$50.00

2.	Permit Fee:	\$300.00
D.	<u>Recreational Vehicle Parks/Tiny Home Communities</u> (Annual Permit)	
1.	Application Fee, non-refundable:	\$50.00
2.	Permit Fee:	\$300.00
E.	<u>Short Term Rental</u> (Annual Permit)	
1.	Application Fee, non-refundable:	\$50.00
2.	Permit Fee:	\$300.00
F.	<u>Public Gathering and Special Events</u> (Per Event)	
1.	Application Fee, non-refundable:	\$50.00
2.	Escrow Fee for permit review and compliance	
	a. 250 – 500 attendees	\$500.00
	b. 501+ attendees	\$1,000.00

**VIII. TOWNSHIP SET SERVICE FEES**

Administrative fee	\$50.00 per hr
Return check fee	\$40.00
Notary fee	\$5.00 per signature
Moving Permit fee	\$5.00
Ball Park Field Rental fee	\$500.00
Hockey Court Rental fee	\$500.00
Copy Charge	\$0.25 per page
Municipal Lien Letter**	\$25.00
**(Twp Secretary writes up)	

**IX. TOWNSHIP PAVILION RENTAL FEES**

Community Park Pavilion	\$150.00 resident
Community Park Pavilion	\$250.00 non-resident
Hunsicker's Grove Small Pavilion	\$150.00 resident
Hunsicker's Grove Large Pavilion	\$250.00 resident
Hunsicker's Grove Both Pavilions	\$350.00 resident
Hunsicker's Grove Small Pavilion	\$250.00 non-resident
Hunsicker's Grove Large Pavilion	\$350.00 non-resident
Hunsicker's Grove Both Pavilions	\$450.00 non-resident

*resident = lives in Longswamp Township, proof of address required*

**X. TOWNSHIP PUBLICATION FEES**

Zoning Ordinance Book (includes map)	\$40.00 each
SALDO Ordinance Book	\$40.00 each
Stormwater Ordinance Books	\$20.00 each
Zoning Maps	\$10.00 each
Postage & Handling fees (I/A)	ask at front desk
Other Township Publications & their cost	ask at front desk

Township Note regarding Escrow Fees:

Where escrow fees are required as part of this Fee Schedule, such fees are intended as a guarantee for payment of costs incurred by the Township including but not limited to those costs incurred as billed to the Township from its professional consultants for review, analysis, inspection, and similar costs arising as the result of the Township's receipt of the application. Unless otherwise stated, escrow funds received but not expended shall be returned to the applicant at the end of the project.

Escrow deposits shall be in the form of cash, certified treasurer/bank check, or cashier's check payable to the Township. During the course of the permit review or related work, the applicant/permittee may be required to place additional money in escrow in accordance with the relevant ordinances requiring such applications and/or permits.