

RESOLUTION No. 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF LONGSWAMP, COUNTY OF BERKS, PENNSYLVANIA ADOPTING THE FOLLOWING COMPREHENSIVE FEE SCHEDULE FOR CALENDAR YEAR 2024

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 desire to adopt a comprehensive fee schedule by Resolution;

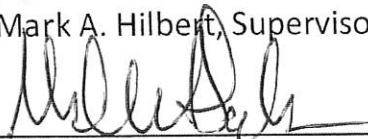
NOW, THEREFORE, in consideration of the above recitals, which are incorporated herein by reference and made part hereof, the Board of Supervisors of Longswamp Township, Berks County, Pennsylvania, hereby adopt the following comprehensive fee see schedule.

DULY RESOLVED this 12th day of March 2024, by the Board of Supervisors of the Township of Longswamp, Berks County, Pennsylvania, in lawful session duly assembled and shall be effective e on this date

BOARD OF SUPERVISORS OF
LONGSWAMP TOWNSHIP
BERKS COUNTY, PA


Donald L. Hickman, Supervisor


Mark A. Hilbert, Supervisor


Michael A. Sacks, Supervisor

Attest:


Township Secretary

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a resolution of the Board of Supervisors of Longswamp Township, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the 12th day of March, 2024.

Dated: march 12, 2024

Gavin D. Mark

Secretary of Longswamp Township

TOWNSHIP COMPREHENSIVE PERMIT FEE, ESCROW FEES AND OTHER FEES-FEE SCHEDULE

A.	Application Fees: <i>Due at the time of submission of <u>all</u> Zoning and Building Permits in addition to the other applicable fees set forth below</i>		
	Application Fees - Residential and/or Agricultural	(Non-refundable)	\$ 50.00
	Application Fees - Non-Residential/Commercial	(Non-refundable)	\$ 500.00
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, Accessory structures must have anchorage		\$ 125.00
	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 square feet	\$.10/SF up to	\$500/max
	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 each change in use or occupancy)		\$ 75.00
C.	Building/Construction Fees - Residential		
	1. Structural Fees: - One and Two Family Dwelling:		
	a. New Construction: includes porches, patios, attics, basements, garages, and living areas, excludes crawl spaces and dead area spaces	\$0.41/SF	\$800.00/min
	Manufactured Home (not including site-built garages or decks)		\$ 600.00
	b. Residential additions including attached garages	\$0.41/SF	\$350.00/min
	c. Detached garages 1,000 square feet and over and accessory structures 1,000 square feet and over	\$0.41/SF	\$350.00/min
	d. Decks over 30 inches above ground	\$0.41/SF	\$250.00/min
	e. Private in-ground swimming pools	\$0.41/SF	\$250.00/min
	f. Renovations, Alterations, Modification, and where none of the above categories apply; \$0.41 per square foot of building or structure area (areas with at least minimum height ceilings) There is a minimum building permit fee	\$0.41/SF	\$250.00/min
	2. Plumbing Fees - One and Two Family Dwellings		
	a. Manufactured dwelling with crawl space, includes mobile home on foundation		\$ 100.00
	b. Single family dwelling not over three full or partial baths		\$ 150.00
	Each additional full or partial bath		\$ 75.00
	c. Two family dwelling not over two full or partial baths per unit		\$ 250.00
	Each additional full or partial bath		\$ 75.00
	d. Multi family apartment building (not over 2 full or partial baths per unit)		
	First two units		\$ 200.00
	Each additional unit		\$ 100.00
	Each additional full or partial bath per unit		\$ 50.00
	e. Condominium (townhouse, condominium townhouse (not over 2 full or partial baths per unit)		
	First two units		\$ 200.00
	Each additional unit		\$ 100.00
	Each additional full or partial bath per unit		\$ 50.00

2. Plumbing Fees - One and Two Family Dwellings-Continued

f.	Additions, Renovations and Alterations and work where none of the above categories apply	\$	150.00
g.	Additional or re-inspections will be billed to the applicant per each inspection	\$	85.00
h.	Non-Residential and Institutional Fees for plumbing systems regulated by the UCC	\$0.20/SF	
	minimum permit fee	\$	300.00
i.	Miscellaneous Plumbing Fees:		
	a. Sewer lateral	\$	100.00
	b. Water lateral	\$	100.00
	c. Re-inspection fee	\$	85.00
	(Not Listed elsewhere) d. Permit for any plumbing Work which requires a permit	\$	125.00

3. Electric Permit Fees - One and Two Family Dwellings

a.	Service Inspections		
	1. Service not over 200 amp	\$	100.00
	2. Service over 200 but not over 600 amp	\$	150.00
	3. Service over 600 amp	\$	200.00
	4. Additional meters	\$	25.00
b.	Electric Wiring		
	New Single Family Dwelling 200 amp or less (rough/service/final)	\$	150.00
	Over 200 amp but not over 600 (rough/service/final)	\$	275.00
c.	Dwelling additions, alterations, renovations (includes rough and final inspections)	\$	150.00
d.	Mobile Homes (includes service and final inspections)	\$	175.00
e.	Solar Panels / Wind Energy	\$	300.00
f.	In-ground private pools	\$	175.00
g.	Generator	\$	200.00
h.	Permit for any Electrical work which requires a permit (not listed elsewhere)	\$	125.00
i.	Re-inspection fee	\$	85.00

4. Non-Residential and Residential other than ONE and TWO Family uses

	The minimum permit fee is	\$	360.00
a.	Electric systems regulated by the UCC per sq. foot of work area where electric is located	\$0.20/SF	
b.	Electric Plan Review	\$/Hour	\$ 100.00
c.	Annual permit fee for inhouse maintenance projects by qualified individuals that do not require individual inspections	\$	125.00
d.	Re-inspection fee	\$	125.00

5. Generators - Residential Fees

\$ 250.00

6. Peddler / Solicitation Permit Fees

\$ 100.00

7. Miscellaneous Zoning & Building Permit Fees

a.	Fee for each written verification of a residential permit or approval	\$	100.00
b.	Fee for each written verification of a commercial (or other) permit or approval	\$	500.00

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 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.

D.	<u>Non-Residential Construction Fees-Continued</u>	
	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.	<u>Building Permits Renewal (6 Months)</u>	\$ 75.00
F.	<u>UCC Labor and Industry fee per each UCC regulated permit for training and certification</u> (Non-refundable)	\$ 4.50
G.	<u>Residential Penalties:</u> 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 \$250.00 or whichever is grater.	
H.	<u>Other Zoning Matters Fees</u>	
	1 Appeal of the Zoning Officer Determination, Permit Denial, or Notice of Violaiton a. for Zoning matters and/or enforcement set forth in Article VI of the MPC/Appeal of the Zoning Officer Action or Notice of Violation.	\$ 1,500.00
	2 Variance from terms of the Longswamp Township Zoning Ordinance a. Variance in a residential zone or for any residential use in a non-residential zone b. Variance in a non-residential zone or for a non-residential use	\$ 1,000.00 \$ 2,000.00
	3 Application for a Curative Amendment	\$ 10,000.00
	4 Application for Special Exception or Conditional Use a. Residential Uses: plus \$50.00/ea lot or dwelling b. Non-Residential Uses: Agricultural/Aquaculture Uses, except Intensive Agriculture Intensive Agriculture Uses Communication Antennas and Towers, Windmills and Wind farms, Billboards Accessory Uses and Structures to Conditional Uses All other Uses not included Above; plus \$50.00/acre	\$ 2,000.00 \$ 2,000.00 \$ 5,000.00 \$ 2,000.00 \$ 2,000.00 \$ 5,000.00
	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.	\$ 1,500.00
Where applicable, additional fees will be required to be paid each of the applications in Section H above for review expenses which will include, but not limited to, administrative fees, engineering fees, legal fees, advertising expenses and stenographic services, and any other service fees as applicable.		

In the case of any hearing set forth in Section H above, for each additional hearing that may be required, the Applicant 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 the ordinance are still applicable.

I.	<u>A. Stormwater Management Review</u>	
	a. When required for issuance of a Building/Zoning Permit and not part of a subdivision or land development plan review:	
	1. Application fee (Non-refundable)	\$ 50.00
	2. Escrow Deposit	\$ 1,000.00
	<u>B. Stormwater Infiltration Testing Observation</u>	
	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 (Non-refundable)	\$ 50.00
	2. Escrow Deposit-for the first stormwater facility (detention basin, rain garden, infiltration pit, etc) at a site	\$ 500.00
	3. Escrow Deposit-for every additional stormwater facility at the same project site	\$ 250.00
J.	<u>Driveway Permit - Township Roads</u>	
	1. Application Permit fee (Non-refundable)	
	a. Residential	\$ 50.00
	b. Commercial	\$ 500.00
	2. Escrow for design review & construction inspection	
	a. Residential	\$ 1,000.00
	b. Commercial	\$ 2,000.00
	3. Re-paving Driveways	\$ 100.00
K.	<u>Demolition Permit</u>	
	1. Application Permit fee (Non-refundable)	\$ 50.00
	2. Escrow for design review & construction inspection	
	a. Residential and detached accessory structures	\$ 175.00
	b. Non-residential primary and accessory structures	\$ 500.00
	c. Septic Abandonment (reviewed by Township SEO)	\$ 100.00
	d. Well Abandonment (reviewed by Township Engineer)	\$ 100.00
L.	<u>Permanent Signs (does not include electrical permit if required)</u>	
	1. Application Permit fee (Non-refundable)	\$ 50.00
	2. Escrow	
	a. Residential Home Occupation or Home Related	\$ 50.00
	b. Commercial - Replacement of existing	\$ 100.00
	c. Commercial - New Sign	\$ 200.00
M.	<u>Well Permit</u>	
	1. Application Permit fee (Non-refundable)	\$ 50.00
	2. Escrow for design review & construction inspection	
	a. Residential	\$ 100.00
	b. Non-residential	\$ 200.00

N.	Extra Inspection Fees (applies to all categories listed above)		
	1. Special Appointments (evenings/weekends)		\$ 150.00
	2. Additional or Re-inspections		\$ 100.00
	3. Duplicate Final Certificate		\$ 50.00
O.	Appeals to Joint Building Code Appeals Board		\$ 600.00
P.	Rental Unit(s)		
	1. Annual Permit Fee	If paid by January 31st	\$0.00
		If paid on or after February 1st	\$ 100.00
	2. Inspection Fee*	1st rental unit on single lot	\$ 100.00
		Each additional rental unit on a single lot containing 2 or more rental units	\$50.00
	* Inspection fee applicable only to new rental units, sale/transfer of units, or renewals due for 3 year inspection		
Q.	ONLOT SEWAGE DISPOSAL SYSTEM PERMIT FEES		
	a. Application fee (Non-refundable)		\$ 50.00
	b. Escrow Deposit - New/Replacement System (with Site Evaluation & Soil Testing)		\$ 2,000.00
	c. Escrow Deposit - New (Soil Testing already completed)		\$ 1,600.00
	d. Escrow Deposit - Modification (i.e. adding riser, or larger tank, etc)		\$ 1,000.00
	e. Escrow Deposit - Subdivision and Land Development	plus \$500.00/per lot	\$ 3,000.00
	(includes site investigation, soil testing and planning module review)		
R.	SUBDIVISION AND LAND DEVELOPMENT FEES		
	a. Predevelopment Meeting Submission Fees (per each meeting/subdivision)		
	1. Pre-application Meeting - Application fee (Non-refundable)		
	Application fee (Non-refundable)		\$ 100.00
	Escrow Deposit		\$ 750.00
	2. Site Inspection Meeting - Application fee (Non-refundable)		
	Application fee (Non-refundable)		\$ 100.00
	Escrow Deposit		\$ 750.00
	3. Pre-application and Site Inspection Meeting (Applied for at same time)		
	Application fee (Non-refundable)		\$ 175.00
	Escrow Deposit		\$ 1,000.00
	b. Sketch Plan Submission Fees (per each submission):		
	1. Subdivision Plan		
	Application fee (Non-refundable)		\$ 150.00
	Escrow Deposit	plus \$10.00 per lot or dwelling unit	\$ 750.00
	2. Land Development Plan		
	Application fee (Non-refundable)		\$ 150.00
	Escrow Deposit	plus \$10.00 for each acre or portion thereof	\$ 750.00
	c. Preliminary Plan Submission Fees		
	1. Major Subdivision		
	Application fee (Non-refundable)		\$ 500.00
	Escrow Deposit	plus \$75.00 per lot or dwelling unit	\$ 5,000.00
	2. Major Land Development		
	Application fee (Non-refundable)		\$ 500.00
	Escrow Deposit	plus \$50.00 for each acre or portion thereof	\$ 5,000.00
	3. Revised Preliminary Plan Submission		
	Escrow Deposit shall be re-established to	(minimum)	\$ 5,000.00
	if escrow balance falls below \$2,500.00 (50%)		

R. SUBDIVISION AND LAND DEVELOPMENT FEES-Continued

d. Final Plan Submission Fees

1. Minor Subdivision and Land Development Plan Submission		
Application fee (Non-refundable)		\$ 150.00
Escrow Deposit		\$ 3,000.00
2. Revised Minor Plan Submission		
Escrow Deposit		\$ 1,000.00
3. Major Subdivision		
Application fee (Non-refundable)		\$ 500.00
Escrow Deposit	plus \$50.00 per lot or dwelling unit	\$ 5,000.00
2. Major Land Development		
Application fee (Non-refundable)		\$ 500.00
Escrow Deposit	plus \$50.00 for each acre or portion thereof	\$ 5,000.00
3. Revised Final Plan Submission		
Escrow Deposit shall be re-established to	(minimum)	\$ 5,000.00
if escrow balance falls below \$2,500.00 (50%)		

S. Land Development Plan for Erection of More than One Principal Structure on a Lot

(per Zoning Ordinance Section 601)

Application fee (Non-refundable)		\$ 100.00
Escrow Deposit	plus \$250.00 per additional structure being proposed, first additional structure is exempt	\$ 1,000.00

T. SALDO RELATED-STORMWATER MAINTENANCE FUND FEES

1. 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

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

For period 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 **\$75,000.00** for the 10-year period, on a pro-rated basis for any stormwater facility site or area dedicated to and accepted by the Township.

U. TOWNSHIP HIGHWAY OCCUPANCY PERMIT FEES

1. Permit Application and Extension Fees

a. Application Fee (Non-refundable)		\$ 100.00
b. Permit Extension (per each 6-month time extension)		\$ 75.00

2. Escrow Fees

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.

U. TOWNSHIP HIGHWAY OCCUPANCY PERMIT FEES-CONTINUED

a. 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.*

- 1. Opening in pavement \$ 75.00
- 2. Opening in shoulder \$ 50.00
- 3. Opening outside pavement and shoulder \$ 35.00

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.

b. 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.*

- 1. Opening in pavement \$ 50.00
- 2. Opening in shoulder \$ 35.00
- 3. Opening outside pavement and shoulder \$ 25.00

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.

c. Aboveground Facilities (poles, guys, and/or anchors if installed independently of poles, etc)

- 1. Up to 10 physically connected aboveground facilities for each continuous group \$50.00/grp
- 2. Each additional aboveground physically connected facilities \$10.00/pole

(pole with appurtenances)

d. Non-Emergency Test Holes in Pavement or Shoulder \$10.00/hole

e. Curb or Sidewalk - fee is per each 100-foot increment or fraction thereof. \$50.00

f. Bank Removal/Grading - Fee is per 100-foot increment or fraction thereof. \$ 50.00

V. USE SPECIFIC FEES

a. Cell Tower

- Application fee (Non-refundable) \$ 50.00
- Annual Permit Fee \$ 500.00

b. Commercial Sightseeing Rides

- Application fee (Non-refundable) \$ 50.00
- Annual Permit Fee \$ 300.00

c. Group Facilities - Temporary (Per Zoning Ordinance)

- Application fee (Non-refundable) \$ 50.00
- Annual Temporary Zoning Permit Fee \$ 300.00

d. Recreation Vehicle Parks/Tiny Home Communities

- Application fee (Non-refundable) \$ 50.00
- Annual Permit Fee \$ 300.00

e. Short Term Rental Permit

- Application fee (Non-refundable) \$ 50.00
- Annual Permit Fee \$ 300.00

f. Public Gathering & Special Events Permit

- Application fee (Non-refundable) \$ 50.00
- Escrow fee for permit review and compliance:
 - 1. 250-500 attendees \$ 500.00
 - 2. 501+ attendees \$ 1,000.00
 - 3. Events with only Traffic Control/Road Closurers \$ 1,000.00

W.	<u>TOWNSHIP SET SERVICE FEES</u>		
	1. Rental of Township Meeting Room		\$ 50.00
	2. Administrative fee (per hour)		\$ 50.00
	3. Return check fee		\$ 40.00
	4. Notary Service fee (per signature)		\$ 5.00
	5. Moving Permit fee		\$ 5.00
	6. Ball Park Field Rental fee (annually + certificate of insurance required)		\$ 500.00
	7. Hockey Court Rental fee (annually + certificate of insurance required)		\$ 500.00
	8. Copy charge		\$0.25 p/pg
	9. Municipal Lien Letter		\$ 35.00
X.	<u>TOWNSHIP PAVILION RENTAL FEES</u>		
	1. Township Community Park Pavilion #1		
	Resident	(includes required \$50.00 cleaning/key deposit)	\$ 150.00
	Non-resident	(includes required \$50.00 cleaning/key deposit)	\$ 250.00
	2. Township Community Park Pavilion #2		
	Resident	(includes required \$50.00 cleaning/key deposit)	\$ 150.00
	Non-resident	(includes required \$50.00 cleaning/key deposit)	\$ 250.00
	3. Hunsicker's Grove Small Pavilion		
	Resident	(includes required \$50.00 cleaning deposit)	\$ 150.00
	Non-resident	(includes required \$50.00 cleaning deposit)	\$ 250.00
	3. Hunsicker's Grove Large Pavilion		
	Resident	(includes required \$50.00 cleaning deposit)	\$ 250.00
	Non-resident	(includes required \$50.00 cleaning deposit)	\$ 350.00
	4. Hunsicker's Grove both Pavilions		
Resident	(includes required \$50.00 cleaning deposit)	\$ 350.00	
Non-resident	(includes required \$50.00 cleaning deposit)	\$ 450.00	
<i>(Resident = lives in Longswamp Township, proof of address may be required)</i>			
Z.	<u>TOWNSHIP PUBLICATION FEES</u>		
	1. Zoning Ordinance Book (includes map)	each	\$ 45.00
	2. Subdivision and Land Development Book (SALDO)	each	\$ 45.00
	3. Stormwater Ordinance Books	each	\$ 25.00
	4. Zoning Maps (24x36)	each	\$ 15.00
	5. Postage and Handling fees (i/a)		ask at front desk
	6. Other Township Publications & Their costs		ask at front desk

TOWNSHIP NOTES 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, inspections, 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 and all Township professional charges have been applied towards the escrow account, and there is funds remaining to be refunded.

Escrow deposits shall be in the form of cash, certified treasurer/bank check, or cashier's check payable to Longswamp Township. During the course of the permit/application 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.