EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION 2016-34

A RESOLUTION ESTABLISHING AND CONSOLIDATING THE VARIOUS FEES AND CHARGES IMPOSED PURSUANT TO THE CODE OF THE TOWNSHIP

WHEREAS, the Code of East Goshen Township authorizes the Board of Supervisors to establish various fees and charges by resolution, and:

WHEREAS, the Board of Supervisors believes that it's in the best interests of the Township to consolidate all of the fees and charges into a single resolution.

BE IT RESOLVED THAT the East Goshen Township Board of Supervisors hereby establishes the following fee schedule for 2016.

1. **Building/Zoning Permit Fees**

    a. Residential Dwelling Units - includes all types of residential buildings.

        i. New Construction - Calculated using the ICC method with a minimum charge of $200.00.

        ii. Accessory Buildings - Calculated using the ICC method with a minimum charge of $200.00.

        iii. Building Additions - Calculated using the ICC method with a minimum charge of $200.00.

        iv. Decks, Patios, Terraces

            1. 150 square feet or smaller - $100.00

            2. Greater than 150 square feet - $150.00

            3. Re-decking of surface materials and or replacement of railings or steps - $50.00

        v. New and replacement plumbing, HVAC, and sprinkler systems; any other permanent system; re-roofing; and re-siding shall be calculated at 1% of the project cost with a minimum permit fee of $100.00.

        vi. Flagpoles - all permit fees shall be waived for the installation of a flagpole on any residential lot.

        vii. Alarms - New and replacement monitored alarm systems - $40.00 permit.

        viii. Zoning Permit – Any project which increases the footprint of a residential structure or adds a structure to the property requires a zoning permit - $50.00

NOTES:

- All measurements and calculations shall be outside dimensions.
- The above fee includes the residential building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
- The ICC permit fee method and construction costs tables are published in the ICC Building Safety Journal.
- The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.

b. Non-Residential Buildings - Includes commercial, industrial, and institutional buildings.

   i. New Construction and Additions - Calculated using the ICC method with a minimum charge of $200.00

   ii. New plumbing, HVAC, alarm and sprinkler systems shall be calculated @ 1% of the project value with a minimum charge of $200.00.

   iii. Replacement plumbing, HVAC, alarm and sprinkler systems; any other permanent systems; re-roofing; and re-siding shall be calculated @ 1% of the project value with a minimum charge of $200.00.

   iv. Alterations and fitting out of space - Calculated using the ICC method with a minimum charge of $200.00

   v. Flagpoles - All permit fees shall be waived for the installation of a flagpole on any commercial or industrial lot.

   vi. Zoning Permit – Any project which increases the footprint of a commercial building structure or adds a structure requires a zoning permit - $150.00

NOTES:

- The above fee includes the commercial building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
- The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.

c. Miscellaneous Categories

   i. Swimming Pools

      1. In-Ground - $225.00
      2. Above-Ground - $75.00
      3. Jacuzzi or Hot Tub - $75.00

ii. Demolitions

1. Residential - $50.00
2. Commercial - Shall be calculated at 1% of estimated cost with a minimum of $100.00.

iii. Impervious Surfaces - $75.00 plus engineering, stormwater management permit and inspection costs: includes new driveways, widening of existing driveways by more than 25%, parking lots, tennis courts, etc. Driveways with new homes excluded.

iv. Renovations, alterations, structures, and facilities; including but not limited to porch enclosures, satellite dishes, silos and water towers, antenna towers, wind and solar energy systems, and the completion of unfinished areas shall be calculated at 1% of estimated cost with a minimum permit fee of $100.00.

1. As per Section 108 of the ICC 2006, if, in the opinion of the building official, the valuation of the permit is under-estimated, the permit will be denied unless detailed estimates can be shown to meet the approval of the building official. The final building valuation will be set by the building official.

v. Missed Inspections - $25.00 per occurrence - All missed inspection fees shall be paid prior to the issuance of the Certificate of Occupancy.

vi. No Permit Fee - Any person who commences work on a building, structure, electrical, gas, mechanical, or plumbing system prior to obtaining the necessary permits shall be subject to a $150.00 fee for residential and $200.00 for commercial in addition to the applicable building permit and/or zoning permit fee. The Township in its sole discretion may elect to issue a citation for violation of the applicable building code.

vii. PA UCC Continuing Education Fee of $4.00 for every Building Permit Issued.

d. Zoning Permits. Although a Building Permit is not required for the following structures pursuant to the Uniform Construction Code (Act 45 of 1999), a Zoning Permit is required. The Zoning Permit fee is $50.00.

i. The following structures if the structure has a building area less than 500 square feet and is accessory to a single family detached dwelling.

1. Carport
2. Detached Garage
3. Greenhouse
4. Sheds

ii. An agricultural building as defined under section 103 of the Uniform Construction Code (Act 45 of 1999).

iii. Manufactured or industrialized housing pursuant to section 901 of the Uniform Construction Code (Act 45 of 1999)

2. **Subdivision and Land Development Fees**

   a. Subdivision Review

      i. 2 lots - $200.00 per plan

      ii. 3 or more lots on existing streets - $250.00 per plan

      iii. 3 or more lots requiring new streets - $400.00 per plan

   b. Land Development Review

      i. Less than 4 Acres - $200.00 per plan

      ii. 4 Acres to 24.99 Acres - $350.00 per plan

      iii. 25 Acres to 99.99 Acres - $600.00 per plan

      iv. 100 Acres or More - $850.00 per plan

   c. Lot Line and/or Minor Revision Review

      i. $150.00 per plan

   d. Additional costs for Subdivision, Land Development and Lot Line and/or Minor Revision Reviews shall be as follows:

      i. The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the subdivision or land development application. The applicant shall submit $2,000.00 to the Township at the time of the submission of the subdivision or land development application. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below $500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to $2,000.00. Upon approval or denial of the land development or subdivision application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

      ii. The applicant shall reimburse the Township for the actual cost of all legal, engineering, inspections and materials tests, incurred during construction and up to acceptance, by the Township, of the improvements.

      iii. The applicants shall pay all Chester County Planning Commission, Chester County Health Department, Department of Environmental Protection, Chester County Soil Conservation District and Penn Dot review fees, and all recording costs.

   e. Inspections

      i. Township Engineer - prevailing rate

      ii. Engineer's Inspector - prevailing rate

iii. Township Inspector - prevailing rate

3. **Public Hearings before the Zoning Hearing Board and Board of Supervisors**

a. The applicant shall deposit with the Township $450.00 to defray the cost of the following:

i. One half (½) the cost of preparation and publication of "Notice of Public Hearing".

ii. Posting of the property by the Township Staff.

iii. One half (½) of the appearance fee of the court reporter.

iv. Other miscellaneous administrative charges.

v. The cost for mailing a hearing notice letter to all property owners within 1,000 feet of the property.

b. If the monies paid to the Township pursuant to Section a. are insufficient to insure payment of all costs incurred in the disposition of the application the Township shall require additional deposits in increments of one hundred dollars ($100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.

c. Monies paid which are in excess of the actual costs shall be refunded to the applicant within 30 days of receipt of the written decision.

d. Referring to b and c above; if the total costs exceed the monies paid by less than $10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under $10.00.

e. Conditional Use Professional Consultants – The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the conditional use application. The applicant shall submit $2,000.00 to the Township at the time of the submission of the application for a conditional use. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below $500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to $2,000.00. Upon approval or denial of the conditional use application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

4. **Sign Permits**

    a. Less than 32 Square Feet - $25.00

    b. 32 Square Feet or More - $75.00

5. **Hearings Before the Internationl Code Council Board of Appeals and Stormwater Appeals Board**

    a. There shall be a filing fee of $100.00.

    b. In addition, the applicant shall deposit with the Township $400.00 to defray the cost of the following:

        i. Preparation and mailing of the list and/or labels bearing the names of property owners to be notified.

        ii. Preparation of the hearing notice and affidavit of certification.

        iii. Publication of "Notice of Public Hearing".

        iv. Posting of the property by the Building Inspector.

        v. One half (½) of the appearance fee of the court reporter.

        vi. Other miscellaneous administrative charges.

        vii. The cost for a copy of the transcript if requested by the applicant.

    c. If the monies paid by the applicant pursuant to Section b are insufficient to insure payment of all costs incurred in the disposition of the application, the Township shall require additional deposits in increments of one hundred dollars ($100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.

    d. Monies paid which are in excess of the actual costs shall be refunded to the applicant.

    e. Referring to c and d above; if the total costs exceed the monies paid by less than $10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under $10.00.

6. **Sewer, Refuse and Real Estate Tax Certification**

    a. Per Certification - $5.00 – Fee must be paid prior to certification being issued.

7. **Collection Procedures**

    a. The Township Manager is authorized to collect any monies due and payable to the Township under this resolution in the manner prescribed by law.

b. Any costs associated with the collection of these fees shall be the responsibility of the applicant.

8. **Returned Checks & ACH Payments**

a. Any check or ACH payment received by the Township pursuant to this resolution or any other ordinance shall be deposited in the authorized Township depository (bank).

b. All checks or ACH payments returned by the Township depository (bank) to the Township, for insufficient funds or any other reason shall have a letter written to the check writer or ACH payee advising that their check or ACH payment has been returned by the bank and that they should re-issue payment immediately.

c. The check writer or ACH payee's account shall be updated to indicate that a payment was not made.

d. Any check or ACH payment that is returned to the Township will result in the imposition of a $20.00 fee in addition to any fees imposed by the Township depository (bank), both of which shall be applied to the appropriate account.

9. **Park Fees**

a. The following fees will be charged to those groups or individuals who reserve a facility for a specific date and time.

NOTES:

- The use of passive parks is limited to passive events only.
- Each day is divided into three time periods:
  - Morning - 7 am to Noon
  - Afternoon - Noon to 5 pm
  - Evening - 5 pm to Dusk
- The West Chester Area School District is exempt from all fees.
- Separate checks shall be provided in the event a deposit is required.
- Deposit checks will be returned after the facility has been inspected and found to be in good condition.

i. Pavilion (per event):

1. 1 to 100 people - $100.00 rental fee with $50.00 refundable deposit
2. Over 100 people - $200.00 rental fee with $100.00 refundable deposit

ii. Volleyball Courts (cost per court):

1. $30.00 per time period

iii. Passive Parks (all Township owned open space except for the 55 acre Township Park. Per event):

1. 1 event - $50.00 with $25.00 refundable deposit

iv. Baseball, Softball, Soccer Fields and Tennis Courts; excluding T-Ball (cost per field/court):

1. 1 field - $30.00
2. Tennis Courts for approved Leagues - $30.00 for 3 courts per time period

v. Tennis Court Keys:

1. Township Residents: - $30.00 each
2. Non Residents of Township: - $50.00 each
3. Replacement Key - $6 each

10. **Copying of Township Records** - the cost for the copying of Township records pursuant to the "Right to Know Law" Act 3 of 2008, as amended, shall be as follows:

a. Postage - the actual cost of mailing.

b. Duplication - The fees are based upon the duplication of records maintained and duplicated in black & white on standard 8 ½ by 11 inch paper, 8 ½ x 14 inch paper or 11 x 17 inch paper. All larger records, including but not limited to plans, maps and similar documents are "over-size" records for purposes of the fee schedule.

i. Photocopy - $0.25 per single sided copy

ii. Facsimile/Microfiche/Other Media – the Township's cost to duplicate the record original media.

iii. Conversion of electronic media only records to paper – if a record is only maintained in electronic media the fee shall be the lesser of: $ 0.25 per page (8½' x 11'), or the Township's cost to duplicate the record in the electronic media.

iv. Over-size Records (paper size is greater than 11" x 17") photo copy - $4.00 per sheet

v. Color documents – color documents that must be sent out for duplication shall be billed at the Township's cost.

c. Certification of a record – $5.00 per certification.

d. Use of own copier – A requester may utilize their own copier provided the device is self-powered, i.e., it may not be plugged into a Township power outlet. Any duplication by the requester must be done with a Township employee present.

e. Direct access to the Township computer system is prohibited.

f. No original records may be removed from the Township Building by a requester.

11. **Code Books, Pamphlets and Zoning Maps**

a. Complete Code Book (includes subscription service for amendments for the balance of the calendar year) - $110.00.

b. Code Book Subscription Service - $25.00 per year

c. Zoning Pamphlet with Zoning Map - $13.00

d. Subdivision Pamphlet - $7.00

12. **Re-Sale and Re-Occupancy Inspections**

a. Residential - $60.00

b. Non-Residential Building – $150.00

13. **Contractor Registration**

a. $25.00 - per year

14. **Refuse charges pursuant to Section 194-8 of the Township Code**

a. Single Family Residential	$69.88 per quarter
b. Multi-family Residential	$69.88 per quarter

15. **Sewer Charges pursuant to Sections 188-3, 188-4 and 188-5 of the Township Code**

Fixed Rate per unit

a. Fixed rate	$30.07 per quarter
b. Meter reading surcharge	$ 8.00 per quarter

Variable Rate

a. Variable Rate	$7.90 per 1,000 gallons of water
b. Variable Rate (East Whiteland)	$5.60 per 1,000 gallons of water

Permits/Inspections

a. Sewer Laterals	$60.00 per lateral
b. Water Meter/Measuring Device	$60.00 per meter/measuring device

16. **Stormwater Management submissions pursuant to Ordinance 129-F-2013**

a. Regulated activities that meet the criteria for the Simplified Approach shall be charged an application and plan review fee of $100.00.

b. Regulated activities that do not meet the criteria for the Simplified Approach shall reimburse the Township for the actual cost of all engineering, inspections and materials tests, incurred in the review of the plans and calculations, and in the

inspection of the improvements during construction. These costs shall be billed at the Township Engineer's prevailing rate.

c. Post Construction Maintenance inspections shall be billed at the Township Engineer's prevailing rate.

d. The actual cost to record the stormwater agreement and plan.

17. **Solicitation Fees**

a. License Fee - (Except for those listed in §169-6) $10.00

b. PA State Police Background Check Fee; (all applicants) $10.00

18. **Wireless Telecommunications Carrier Fees**

a. Annual Registration Fee – $25.00 per location.
b. Penalty for untimely filing of Annual Report - $100.00 per location.

19. **Effective Date**

The fees outlined in this resolution shall be effective on January 5, 2016.

RESOLVED AND ADOPTED, this 4th day of January 2016.

ATTEST:

Secretary

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS