

**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2023-03**

**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.

**1. Zoning Permit Fees**

a. Residential Fees

- i. Accessory Structures/Building 120 sq. ft. max - Flat fee \$150.00
- ii. Accessory Structures/Building 121 to 240 sq. ft. max - Flat fee \$200.00
- iii. Accessory structures/Building 241 to 500 sq. ft. - Flat fee \$250.00
- iv. Signs less than 32 square feet - Flat fee \$100.00
- v. Signs 32 square feet or more - Flat fee \$150.00
- vi. Signs temporary signs - Flat fee \$75.00
- vii. Project not listed above – Fee 1% of cost with a minimum charge of \$250.00
- viii. Project in combination with another permit - Flat Fee 75.00

b. Non- Residential (Commercial) Fees

- i. Accessory Structures/Building 120 sq. ft. max - Flat fee \$200.00
- ii. Accessory Structures/Building 121 to 240 sq. ft. max - Flat fee \$250.00
- iii. Accessory structures/Building 241 to 500 sq. ft. - Flat fee 300.00
- iv. Signs less than 32 square feet - Flat fee \$200.00
- v. Signs 32 square feet or more - Flat fee \$250.00
- vi. Signs temporary signs - Flat fee \$100.00
- vii. Project not listed above – Fee 1.5% of cost with a minimum charge of \$300.00
- viii. Project in combination with another permit - Flat Fee 100.00

c. General Fees

- i. Agricultural building /structures Residential - Flat fee \$200.00
- ii. Agricultural building /structures Commercial - Flat fee \$300.00
- iii. Miscellaneous Zoning for projects not listed above - Flat fee \$200.00
- iv. Zoning Verification Letter Fee - Flat fee \$200.00

**2. Residential Building Fees**

- a. New Construction - Fee 1.5% of cost with a minimum charge of \$300.00
- b. Renovation/Additions - Fee 1% of cost with a minimum charge of \$200.00
- c. Accessory Structures over 500 sq. ft. (100-4(C-2) - Fee 1% of cost with a minimum charge of \$200.00
- d. New Decks - Fee 1% of cost with a minimum charge of \$150.00

- e. Renovation to decks - Flat fee \$150.00
- f. Demolition - Flat fee \$100.00
- g. New Plumbing, Mechanical (Only) - Flat fee \$200.00
- h. Plumbing, Mechanical - with another permit - Flat fee \$100.00
- i. Electrical - Flat fee \$100.00
- j. Re-roof and Re-siding - Fee 1% of cost with a minimum charge of \$200.00
- k. In-ground pool - Fee 1% of cost with a minimum charge of \$200.00
- l. Above – ground pool - Fee 1% of cost with a minimum charge of \$200.00
- m. Solar Systems - Flat fee \$100.00
- n. Stormwater Management System - \$150.00 + Engineering cost
- o. Flag Poles - Flat Fee \$50.00
- p. Missed inspections (100-4A) work not completed or no access - Fee \$100.00 each. All missed inspection fees shall be paid prior to the issuance of the Certificate of Occupancy.
- q. Skipped inspections – inspections that are required but contractor or owner does not schedule inspections – Fee \$200.00 each inspection skipped.
- r. Work without a permit fee – Double permit fee with a minimum charge of \$250.00
- s. Re-inspection fee - Fee \$100.00 for each failed inspection, at the discretion of the Building Code Official.
- t. Annual Permit Renewal Fee – Fee \$150.00 per permit.

3. **Non-Residential Fees (Commercial)**

- a. New Construction - Fee 2% of cost with a minimum charge of \$500.00
- b. Renovation/Additions and Tenant Fitout - Fee 1.5% of cost with a minimum charge of \$350.00
- c. Accessory Structures over 500 sq. ft. (100-4(C-2)) - Fee 1.5% of cost with a minimum charge of \$250.00
- d. New Decks - Fee 1.5% of cost with a minimum charge of \$200.00
- e. Renovation to decks - Flat fee \$250.00
- f. Demolition - Flat fee \$200.00
- g. New Plumbing, Mechanical (Only) - Fee 1.5% of cost with a minimum charge of \$200.00
- h. Plumbing, Mechanical - with another permit - Flat fee \$250.00
- i. Electrical - Flat fee \$150.00
- j. Re-roof and Re-siding - Fee 1.5% of cost with a minimum charge of \$200.00
- k. In-ground pool - Fee 2% of cost with a minimum charge of \$500.00
- l. Solar Systems - Flat fee \$150.00
- m. Stormwater Management System - \$200.00 + Engineering cost
- n. Flag Poles - Flat Fee \$200.00
- o. Missed inspections (100-4A) work not completed or no access - Fee \$200.00 each. All missed inspection fees shall be paid prior to the issuance of the Certificate of Occupancy.
- p. Skipped inspections – inspections that are required but contractor or owner does not schedule inspections – Fee \$250.00 each inspection skipped.
- q. Work without a permit fee – Double permit fee with a minimum charge of \$350.00
- r. Re-inspection fee - Fee \$150.00 for each failed inspection, at the discretion of the Building Code Official.
- s. Annual Permit Renewal Fee – Fee \$200.00 per permit.

4. **Fire Operational and Construction Fees**

- a. Residential Alarm System (New/Replacement) - Flat Fee \$150.00
- b. Residential Sprinkler System - 1% of cost - minimum \$250.00
- c. Residential Special Event Permit - Flat fee \$100.00 pre-event
- d. Non-Residential Alarm System - 1.5% of cost – minimum \$500.00
- e. Non-Residential Sprinkler System - 1.5% of cost – minimum \$500.00

- f. Non-Residential Special Event Permit - Flat fee \$200.00 pre-event
- g. Communication Amplification System - 1.5% of cost – minimum \$500.00
- h. Fire Department Key Box (Knox Box) - Flat fee \$50.00
- i. Miscellaneous Permit - 1% of cost – Minimum \$250.00

**5. Rental and Resale Occupancy Fees**

- a. Residential Single-Family Dwelling – Flat fee \$100.00
- b. Residential Apartments (multi-units) - Flat fee \$60.00
- c. Non-Residential 2,000 sq. ft. or less – Flat fee \$200.00
- d. Non-Residential 2,001 sq. ft. to 9,999 sq. ft. – Flat fee \$300.00
- e. Non-Residential 10,000 sq. ft. or greater – Flat fee \$700.00

**6. Small Wireless Facilities Fees**

- a. Application Cost 1 to 5 facilities – Fee \$500.00 per
- b. Additional Application Cost 6 to 30 – Fee \$100.00 per
- c. Application with new pole – Fee \$1,000.00
- d. Annual Right-of-way Access – Fee \$200.00 per facility
- e. Annual Fee if upon Township owned pole – Fee \$70.00 per facility
- f. Annual Registration – Fee \$25.00 per location
- g. Penalty for untimely filing of annual report – Fee \$100.00 per location

**7. False Alarm Fees (Pursuant to Section 81-12A and 81-13A of the Township Code)**

- a. Section 81-12A – False Alarms
  - i. First and second false alarm – per rolling twelve months - Warning – No fee
  - ii. Third and fourth false alarm - per rolling twelve months – Fee \$100.00 each false alarm
  - iii. Fifth and sixth false alarm - per rolling twelve months – Fee \$200.00 each false alarm
  - iv. Seventh and each additional false alarm - per rolling twelve months - \$500.00 each false alarm
- b. Section 81-13A – False Fire Alarms
  - i. First and Second false fire alarm – per rolling twelve months - Warning – No fee
  - ii. Third and fourth false fire alarm – per rolling twelve months – Fee \$500.00 each false fire alarm
  - iii. Fifth and sixth false fire alarm - per rolling twelve months – Fee \$1000.00 each false fire alarm
  - iv. Seventh and each false fire alarm thereafter - per rolling twelve months – Fee \$2000.00 each false fire alarm

**8. Subdivision and Land Development Fees**

- a. Subdivision Review Fees
  - i. Application and review 2 lots – Fee \$300.00 per lot
  - ii. Application and review 3 or more lots on existing streets - Fee \$350.00 per lot
  - iii. Application and review 3 or more lots requiring new streets – Fee \$500.00 per lot
- b. Land Development Fees
  - i. 4 Acres or less – Fee \$300.00 per lot
  - ii. 4 to 24.99 Acres – Fee \$450.00 per lot
  - iii. 25 to 99.99 Acres – Fee \$700.00 per lot
  - iv. 100 Acres or More – Fee \$950.00 per lot
- c. Lot line and/or Minor Revision Review – Fee \$200.00 per lot

- d. Additional costs for Subdivision, Land Development and Lot Line and/or Minor Revision Reviews shall be as follows:
- e. 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 \$5,000.00 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 \$1,000.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$5,000.00. 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.
- f. 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.
- g. 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.

**9. Miscellaneous Fees**

- a. Jacuzzi or Hot Tub – Fee Flat fee \$100.00
- b. Driveways New – Fee \$100.00 + Engineering & Township cost
- c. Driveway Expansion – Fee \$100.00 + Engineering & Township cost
- d. Parking Lots – Fee \$100.00 + Engineering & Township cost
- e. Courts – Tennis, basketball, shuffleboard, bocce ball – Fee
- f. Structures, Renovation/alteration – silos, water towers, antenna towers, wind energy systems and the like – Fee \$100.00 + Engineering & Township cost
- g. PA UCC Continuing Education Fee – \$4.50 for every Building Permit Issued.
- h. Contractor Registration – Fee \$50.00 per year
- i. Solicitation License Fee - \$28.00
- j. Solicitation PA State background check Fee - \$22.00

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

- a. The applicant shall deposit with the Township \$550.00 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.
- f. Site Plan / Act 167 Stormwater Management Plan Review - The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the Site Plan / Act 167 Stormwater Management application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for. 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 Site Plan / Act 167 Stormwater Management 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.

#### **11. Hearings Before the International 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.

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

- a. Per Sewer Certification - \$15.00. Fee must be paid prior to certification being issued.
- b. Per Refuse Certification - \$15.00. Fee must be paid prior to certification being issued.
- c. Real Estate Certification is handled by the County.

**13. 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 and/or property owner as applicable.

**14. 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.

**15. 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 200 people - \$200.00 rental fee.
    2. Over 200 people - \$1.00 rental fee per person.
  - ii. Volleyball Courts (cost per court):
    1. \$36.00 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; excluding T-Ball (cost per field/court):
    1. 1 field - \$36.00

16. **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. Color Photocopy - \$0.35 per single sided copy
  - iii. Facsimile/Microfiche/Other Media – the Township’s cost to duplicate the record original media.
  - iv. 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.
  - v. Over-size Records - \$4.00 per sheet
  - vi. Over-size Color Records - the Township’s cost to duplicate the record.
  - vii. Court Reporter Transcripts – Prior to the decision being “final, binding and non-appealable” - \$2.00 per page.
- c. Certification of a record – \$5.00 per certification.
- d. Use of own copier or photographing a record – A requester may utilize their own copier provided the device is self-powered, (it may not be plugged into a Township power outlet) or camera. 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.
- g. Inspection of Redacted Records. If a requester seeks to inspect rather than receive copies which contain both public and non-public information, the Township shall redact the non-public information. While the Township may not charge the requester for the redaction itself, the Township will charge the requester for any copies it must make in order to securely redact the record before allowing the requester to view the record.

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

- a. Single Family Residential \$100.00 per quarter
- b. Multi-family Residential \$100.00 per quarter

**18. Sewer Charges pursuant to Sections 188-3, 188-4, 188-5 and 188-25 of the Township Code**

Fixed Rate per unit

- a. Fixed rate \$55.61 per quarter
- b. Meter reading surcharge \$ 50.00 per quarter

Variable Rate

- a. Variable Rate \$9.70 per 1,000 gallons of water
- b. Variable Rate (East Whiteland) \$6.20 per 1,000 gallons of water

(East Whiteland is in agreement to sell their sewer system to AQUA by the end of 2021. Their rates would be frozen for 3 years under the agreement with AQUA)

Permits/Inspections

- a. Sewer Laterals \$500.00 per lateral
- b. Water Meter/Measuring Device \$150.00 per meter/measuring device

On-Lot Sewage System Management Fee

The fee of \$10.00 is due and payable when the Township sends out the notice to pump the on-lot system.

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

- a. Simplified Approach for Small Projects (1,000 sf. or Less) shall be charged an application, plan review and inspection fee \$300.00 + (Engineering cost as required by project)
- b. Stormwater Management System Full Submission (2,000 sq. ft. or Greater) shall be charged an application fee \$100.00. The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the stormwater application. The applicant shall submit \$2,000.00 to the Township at the time of the submission stormwater 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 completion of the stormwater project 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.

- c. Stormwater Operation and Maintenance Agreement – All cost associated with the inspections and maintenance of stormwater systems shall be invoice to the Landowner.
- d. On-site systems – Annual required inspections made by Township Staff shall be a flat fee \$100.00 invoiced to the Landowner.

**Effective Date**


The fees outlined in this resolution shall be effective on January 3, 2023.

**RESOLVED AND ADOPTED**, this 3rd day of January, 2023.

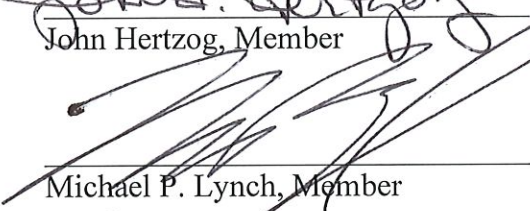
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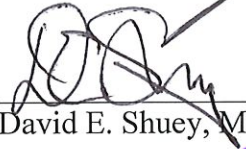
**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

  
\_\_\_\_\_  
Derek J. Davis, Secretary

  
\_\_\_\_\_  
Cody Bright, Member

  
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John Hertzog, Member

  
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Michael P. Lynch, Member

  
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David E. Shuey, Member

  
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Michele Truitt, Member