

POCOPSON TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 2011-2

ESTABLISHMENT OF A SCHEDULE OF FEES FOR ZONING AND BUILDING PERMITS,
LAND DEVELOPMENT APPLICATIONS, ENGINEERING REVIEWS, CURATIVE AMENDMENTS
AND HEARINGS AND OTHER FEES AND FINES

WHEREAS, the Supervisors of Pocopson Township are authorized by the Second Class Township Code and by the Pennsylvania Municipalities Planning Code to prescribe reasonable fees with respect to the administration of the Township's Building Code, Zoning Ordinances, and Subdivision and Land Development Ordinances; and

WHEREAS, the Supervisors of Pocopson Township wish to incorporate in one Resolution all fees for permits, applications and fees and fines under the above-mentioned Ordinances, as well as to provide for the reimbursement to Pocopson Township for expenses incurred in the administration of said Ordinances;

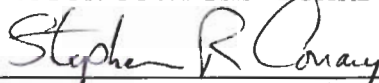
NOW, therefore, be it resolved that the Supervisors of Pocopson Township hereby establish the Schedule of Fees as shown in "Exhibit A" attached.

NOW THEREFORE BE IT RESOLVED, any fee not covered by this Fee Schedule or previously established by Resolution or Ordinance of Pocopson Township shall be determined on a case-by-case basis by the appointed Official for Pocopson Township.

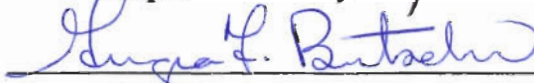
BE IT FURTHER RESOLVED that all other fees established by Resolution or Ordinance of Pocopson Township not in conflict with this Resolution shall remain as previously adopted. All Resolutions, or parts of Resolutions conflicting with any provisions of this Resolution are hereby repealed and of no force or effect from this date.

ENACTED AND RESOLVED this 3rd day of January, 2011. This Resolution shall take effect immediately.

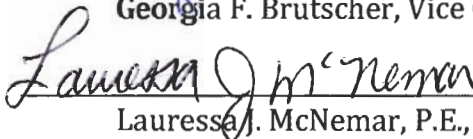
POCOPSON TOWNSHIP BOARD OF SUPERVISORS



Stephen R. Conary, Chair

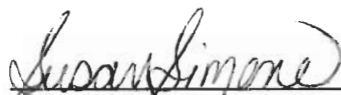


Georgia F. Brutscher, Vice Chair



Laressa J. McNemar, P.E., Supervisor

ATTEST:



Susan Simone, Administrative Secretary

EXHIBIT A
POCOPSON TOWNSHIP SCHEDULE OF FEES

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1) General Provisions

- a) All fees shall be doubled if the project is started without the applicable permits and/or approvals.
- b) A \$50 fee shall be required for all failed inspections and inspections not ready at the scheduled inspection time except as noted otherwise below. Re-inspections will NOT be performed until the re-inspection fee is paid.
- c) Where escrows are required:
 - i) Escrow shall be deposited by the Applicant with and controlled by the Township.
 - ii) Escrows shall be used to cover engineering and legal review costs and any other costs and fees allowed by law.
 - iii) The Applicant shall maintain the escrow account balance at a minimum of fifty percent (50%) of the initial amount and upon notification by the Township of a deficiency, the Applicant shall deposit additional funds with the Township within 30 calendar days. If the deficiency in the escrow account is not paid within 30 days, Applicant shall pay Township interest on the amount due. The interest shall be calculated on the unpaid balance at a floating rate equal to the prime rate (as determined by First National Bank of Chester County) plus five percent (5%) while any part of such fees or costs remain unpaid.
- d) Use Groups – in association with referenced fees, the Use Group designation is derived from the 2006/IBC (International Building Code) as amended and supplemented. R-3 refers to structures arranged for occupancy as a one or two family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. R-4 refers to all detached one or two family dwellings not more than three stories in height. All other Use Groups refer to the following Use Groups: A-1, A-2, A-3, A-4, A-5, B,E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.

2) Printed Material and Duplication

- a) Zoning Ordinances – Chapter 250 \$25
- b) Subdivision and Land Development – Chapter 190 \$25
- c) Zoning Maps – 11x17 \$5
- d) Black and white photocopies – \$0.25 per copied side of an 8½ x 11 page
- e) Color photocopies – \$0.35 per copied side of an 8½ x 11 page if in-house capability exists, otherwise actual cost
- f) Open Records Fee Structure in accordance with Section 1307 of the Right-to-Know Law:
 - i) Black and white photocopies – \$0.25 per copied side of an 8½ x 11 page
 - ii) Color photocopies – \$0.35 per copied side of an 8½ x 11 page if in-house capability exists, otherwise actual cost
 - iii) Certification of a Record – \$1 per record (does not include notary fee set by the Secretary of the Commonwealth)

- iv) Specialized documents (blue prints, plans, plats, 11x17, and any non-standard sized documents) – actual cost
- v) CD or other electronic media – actual cost
- vi) Conversion of electronic file to paper:
 - (1) \$0.25 per single side for 8½ x 11 paper in black and white
 - (2) \$0.35 per single side for 8½ x 11 paper in color
 - (3) Other sizes – actual cost
- vii) Postage – actual cost

3) Notary

Notary fees are set by the Secretary of the Commonwealth and shall be provided to any person utilizing the services of the notary upon request; the notary public may waive the right to charge a fee.

4) Subdivision and Land Development Applications

- a) Act 46 of 2010 providing for the extension of certain Township granted approvals as defined by the Act in effect after December 31, 2008 and prior to July 2, 2013, mandating the Township to provide a written verification of the approval as follows:
 - i) Residential Approval Verification Fee - \$100 per approval verified.
 - ii) Commercial Approval Verification Fee - \$500 per approval verified.
- b) Application Fee required for Preliminary and for Final Submittals
 - i) RA Zoning District
 - (1) 1-3 lots: \$250
 - (2) 4 or more lots: \$75 + \$100/lot
 - C-1 and Industrial Zoning District \$250.00 plus \$10 per 1,000 s/f of gross floor area
- c) Escrow required with submission of Preliminary and Final Submittals:
 - i) Up to and including two (2) lots: \$ 5,000
 - ii) Exceeding two (2) lots: \$10,000
- d) Sketch Plan – an engineering review meeting, if requested by Applicant, shall be charged at Township Engineer prevailing rate per Professional Services Authorization
- e) Site Inspections – upon approval of the subdivision plans, all engineering inspection fees related to site improvements shall be borne by the owner/developer at Township Engineer prevailing rate per Professional Services Authorization.
- f) Conditional Use Hearing \$1,500
- g) Zoning Change \$1,500

5) Zoning Hearing Board

- a) Applicant shall deposit with the Township appropriate filing fee and fees for the purposes of conducting a hearing as set forth in the Township Code.
- b) Variance fees for Residential

| | |
|---|-------|
| i) Initial Fee | \$500 |
| ii) Fee per continuance | \$250 |
| c) Variance fees for Commercial/Industrial | |
| i) Initial Fee | \$600 |
| ii) Fee per continuance | \$300 |
| d) Special Exception fees for Residential | |
| i) Initial Fee | \$500 |
| ii) Fee per continuance | \$250 |
| e) Special Exception fees for Commercial/Industrial | |
| i) Initial Fee | \$600 |
| ii) Fee per continuance | \$250 |

6) Curative Amendments in accordance with the MPC

| | |
|-------------------------|-------|
| i) Initial Fee | \$600 |
| ii) Fee per continuance | \$250 |

7) Professional Service Agreement

- a) Individuals improving or developing a single lot, after subdivision has taken place, shall execute a Professional Services Agreement (PSA) with the Township to cover costs incurred with the project including but not limited to reviews by Solicitor, Engineer, and Landscape Architect.
- b) Review of Building Permit Plan is for conformance with approved subdivision plan and Township Ordinances. Review includes evaluation of grading, stormwater management, and erosion and sediment control provisions for proposed construction. Fee is calculated on a time and material basis.
- c) Escrow accounts shall be established on a case-by-case basis for advisory services in reviewing applications.

8) Land Disturbance, Erosion and Sedimentation Control and Stormwater Management

- a) Required for all new construction, additions and for additional impervious surfaces including driveways, additions to driveways, parking lots, the construction of structures, additions, sheds, swimming pools, patios, sidewalks and any earth moving activities. Applicant must submit information for verification by the Township Engineer to demonstrate compliance with Township Subdivision and Land Development Ordinance and Stormwater Management Ordinance. A review letter must be received from the Township Engineer before work can commence.
- b) The fee for a new dwelling in a subdivision shall include the zoning permit fees listed in Section (10) *Zoning Permits – Construction in the R-3 and R-4 Use Groups* below.
- c) Applicant is responsible for plan review and construction review fees at prevailing rate per Professional Services Authorization.

- d) A \$250 fee shall be required for all inspections performed as part of the PSA that fail and inspections not ready at the scheduled inspection time. Re-inspections by the Township Engineer will NOT be performed until the re-inspection fee is paid.
- e) Exemption: With approval of Township Zoning Officer or Township Engineer activities as identified in §178-2.C (1) – (6) may be exempted from on-site stormwater runoff control. Stormwater management facilities will not be required for any net increase of impervious surface of less than 1,000 square feet where the cumulative total square feet of all impervious surfaces does not exceed the impervious surface standards of the applicable zoning district and where there are no existing stormwater-related erosion problems attributable to existing improvements.

9) Signs

- a) Permanent Signs
 - i) Utility Company and Municipal Signs No cost
 - ii) School, Church, Hospital, Farm or Club \$50
 - iii) Signs that require a permit as specified in § 250 of the Pocopson Code. Area shall be calculated in square feet and as defined in that section.
 - (1) Window/Wall signs \$1.50 s/f – \$50 minimum
 - (2) Free Standing signs \$1.50 s/f – \$75 minimum
 - (3) Ground Pole signs \$1.50 s/f – \$100 minimum
 - (4) Real Estate Development \$1.50 s/f – \$100 minimum
 - (5) Residential in-home occupation \$1.50 s/f – \$50 minimum
 - (6) All Others \$1.50 s/f – \$50 minimum
 - (7) Additional fees may be imposed if on-site engineering inspection is required. Applicant shall provide an Insurance Certificate if requested.
- b) Temporary Signs \$50
- c) Advertising banners, flags, and pennants \$50

10) Zoning Permits – Construction in the R-3 and R-4 Use Groups

- a) Written Zoning Opinion by Zoning Officer – Upon Request \$100 each
- b) Conforming uses
 - i) New Dwelling Unit \$150 each
 - ii) Additions to existing dwelling unit \$150 each
 - iii) Accessory Buildings/Structures as defined in Zoning Ordinance \$150 each
 [By Example: storage sheds, detached garages, uncovered decks and patios, retaining walls, barns silos, swimming pools, hot tubs, etc. Patios with interlocking pavers that do not require the placement of a foundation and/or frost wall and sheds, pole barns and temporary buildings less than 1,000 square feet shall require a Zoning Permit Only.]
- c) Uses within Flood Plain Conservation District and Nonconforming Uses (with prior approval from the Zoning Hearing Board where applicable)
 - i) New Dwelling Unit \$150 each

- ii) Additions to existing dwelling unit \$150 each
- iii) Accessory Buildings/Structures as defined in Zoning Ordinance \$150 each
 [By Example: storage sheds, detached garages, uncovered decks and patios, retaining walls, barns, silos, swimming pools, hot tubs, etc.). Patios that utilize interlocking pavers and do not require the placement of a foundation and/or frost wall and sheds, pole barns and temporary buildings less than 1,000 square feet shall require a Zoning Permit only.]
- d) Escrow Accounts: In addition to the above fees, Applicant shall maintain an Escrow Account with the Township to cover all professional/technical reviews incurred for reviewing the Zoning Permit Application:
 - i) Uses within the Flood Plain Conservation District \$1,000
 - ii) Nonconforming Uses \$500
- e) Fences within the R-3 and R-4 Use Groups \$100

11) Zoning Permits – Construction Within All Other Use Groups

- a) These fees are in addition to applicable SALDO costs
- b) Written Zoning Opinion by Zoning Officer – Upon Request \$100 each
- c) New Construction \$150
- d) Additions to existing structures \$150
- e) Accessory Buildings/Structures as defined in Zoning Ordinance \$150
 [By Example: storage sheds, detached garages, uncovered decks and patios, retaining walls, barns, silos, swimming pools, hot tubs, etc.). Patios that utilize interlocking pavers and do not require the placement of a foundation and/or frost wall and sheds, pole barns and temporary buildings less than 1,000 square feet shall require a Zoning Permit only.]
- f) Fences \$150

12) Home Occupation

- a) Major \$300
- b) Minor \$150
- c) Escrow Amount – Major Occupation Applicant \$500

13) Flood Plain Determination Review

- a) Township Engineer Review \$50 plus Township Engineer fees
- b) For new construction, Township Engineer shall be included in the review of the request only if deemed necessary at the sole discretion of the Zoning Officer, Board of Supervisors and/or Planning Commission.

14) Temporary Trailer

- a) Construction, temporary storage or similar use trailers – \$50 per six month period

- b) Permit may be renewed at the option of the Township for additional six-month periods.

15) Building Permits

- a) Gross Building Area (GBA) shall be defined as the following: the total square feet of all floors within the perimeter of the outside walls, including basements, bays, cellars, attached garages, roofed patios, breezeways and covered walkways, halls, mechanical/utility areas, restrooms, stairs, stair towers, halls, covered decks and attics and crawl spaces having a minimum headroom of six feet (6'). Attics and crawl spaces having minimum headroom of less than six feet (6') are not included in GBA.
- b) Education and Training Fee (State required) \$4
- c) New Construction and Additions
 - i) Use Groups R-3 and R-4 \$200 plus .25 s/f of GBA
 - ii) All other Use Groups \$200 plus .25 s/f of GBA
- d) Alterations
 - i) Use Groups R-3 and R-4 – 2% of construction cost up to \$10,000 plus 1.50% of construction costs over \$10,000 – Minimum fee \$50
 - ii) All other Use Groups – 3% of construction cost up to \$10,000 plus 2.50% of construction costs over \$10,000 – Minimum fee \$50
- e) Demolition
 - i) Use Groups R-3 and R-4 – \$5 for each \$1,000 of costs – Minimum fee \$100
 - ii) All other Use Groups – \$100 for first 1,000 s/f plus \$10 for each 100 s/f thereafter – Minimum fee \$100
- f) Accessory Structures (Not Associated with Agricultural Uses)
 - i) Uncovered Decks or Patio \$0.30 per s/f – Minimum fee \$100
 - ii) Individual applications for covered decks and covered patios shall be classified as an addition. Patios that utilize interlocking pavers and do not require the placement of a foundation and/or frost wall shall require Zoning Permit Only.
 - iii) Sheds, Detached Garages, Pole Barns and Temporary Buildings greater than 1,000 square feet shall be considered new construction.
- g) Impact Fee for new residential and commercial structures except Accessory Structures – subtract 600 s/f from total GBA of structure and multiply by \$0.15 per s/f
- h) Fee in lieu of open space – per new dwelling unit \$2,500
- i) Fee in lieu of recreation improvements – per new dwelling unit \$2,500

16) Certificate of Occupancy Permits

Required for new construction and changes in existing use and occupancy.

- a) Use Groups R-3 and R-4 and Multi-Family (new dwelling) per unit \$100
- b) Additions to R-3 and R-4 and Detached Accessory Uses \$50
- c) All other Use Groups (new structure) per unit \$300

- d) Temporary Use and Occupancy Certificate (per unit new construction) \$200
- e) Use and Occupancy for swimming pools \$50

17) Miscellaneous Renovations

Includes roofing, doors, windows, etc., requiring no structural changes to building or structure. Renovations requiring structural changes shall be considered alterations under *Building Permits* above. \$50

18) Swimming Pools

- a) In-ground pool – \$25 for first \$1,000 of construction cost plus \$10 for each additional \$1,000 of construction cost or portion thereof with a minimum of \$250
- b) Above-ground pool \$150
- c) Use and Occupancy \$50
- d) Certification: certifications of pool bonding and electrical equipment grounding shall be provided by a certified Electrical Underwriting Agency licensed within the Commonwealth of Pennsylvania with notification being provided to the Township for pool steel grounding inspection and final inspection.
- e) Pool fencing is included within permit cost.

19) Blasting Permit

- a) Fee \$100
- b) Applicant shall execute a Professional Services Agreement (PSA) with the Township to cover costs incurred for the project including but not limited to reviews by Building Inspector, Solicitor, Township Engineer, and Fire Marshal.

20) Storage Tanks – Non-Residential

- a) Aboveground/Underground and not associated with residential heating or cooling operations
- b) Tank Installation (aboveground/underground)
 - i) Fee gallons x \$0.05
 - ii) Minimum fee 0 to 10,000 gallons \$75
 - iii) Minimum fee greater than 10,000 gallons \$750
- c) Tank Removal (underground) per tank \$100
Copies of soil and water test results, disposal ticket and closure report shall be provided to the Township

21) Storage Tanks – Residential

- a) Aboveground/Underground oil and propane tanks specifically associated with residential heating or cooking operations
- b) Tank Installation
 - i) Fee gallons x \$0.05

- ii) Minimum fee 0 to 10,000 gallons \$60
 - iii) Minimum fee greater than 10,000 gallons \$75
 - c) Tank Removal (underground) per tank \$100
- Copies of soil and water test results, disposal ticket and closure report shall be provided to the Township

22) Fireplaces – New Construction Only

- a) Masonry Fireplaces \$100
- b) Pre-manufactured fireplace inserts/Woodstoves \$150

23) Mobile Home Units Installation

- a) Permanent Residential per unit \$250
- b) Temporary Residential per unit \$50

When associated with a building permit for a single-family dwelling. Permit may be renewed at the option of the Township for six-month period; each period shall be considered an additional application.

24) Mechanical Permit Applications

- a) Replacement of Existing Equipment (in-kind) – Units utilizing an existing chimney and/or vent pipe must have the existing chimney and/or vent certified by a qualified professional specializing in certification of chimneys and vents with written evaluation provided to the township.
- b) Existing heater (gas, electric, oil) (Use Groups R-3 and R-4) \$100
- c) Existing residential air conditioning unit/condenser (R-3 and R-4) \$100
- d) Existing heater or air conditioning unit all other Use Groups \$100
- e) Emergency Occurrences: for all Use Groups, installation of an in-kind unit due to emergency is permitted with submission of documentation to the Township within 3 business days following the installation.
- f) New Construction (Equipment Installation)
 - i) Heater (gas, electric, oil) in Use Groups R-3 and R-4 – \$75 for the first \$1,000 of construction cost plus \$10 for each additional \$1,000 of costs with a minimum fee of \$75
 - ii) Air Conditioning Unit/Condenser in Use Groups R-3 and R-4 – \$75 for the first \$1,000 of construction cost plus \$10 for each additional \$1,000 of costs with a minimum fee of \$75
 - iii) Non-residential heater or air conditioning unit/condenser – \$100 for the first \$1,000 of construction cost plus \$10 for each additional \$1,000 of costs with a minimum fee of \$100
- g) Alterations to Existing HVAC Systems
 - i) Use Groups R-3 and R-4 \$50
 - ii) All other Use Groups \$75

h) Commercial Kitchen Exhaust System \$200

Note: Units utilizing an existing chimney and/or vent pipe must have the existing chimney and/or vent certified by a qualified professional specializing in certification of chimneys and vents with written evaluation provided to the Township.

25) Plumbing Permit Applications

- a) New Construction and Alterations
 - i) Use Groups R-3 and R-4 – first 7 fixtures \$100
 - (1) Each additional fixture \$10
 - (2) Minimum per dwelling \$100
 - ii) All Other Use Groups – first 7 fixtures \$150
 - (1) Each additional fixture \$15
 - (2) Minimum per dwelling within multi-family \$100
 - (3) Minimum for new systems within other Use Groups \$200
- b) Hot Water Generator/Domestic Water Heater or Coil
 - i) Use Groups R-3 and R-4 (new or replacement) \$25
 - ii) All Other Use Groups (new or replacement) \$30
- c) Boiler to potable water tie-in (All Use Groups) \$25
- d) Lawn Sprinkler System to potable water tie-in (include backflow preventer)
 - i) Use Groups R-3 and R-4 \$25
 - ii) All Other Use Groups \$50
- e) Fire Sprinkler System to potable water tie-in
 - i) Use Groups R-3 and R-4 \$25
 - ii) All Other use Groups \$50
- f) Solar System to potable water tie-in
 - i) Use Groups R-3 and R-4 \$25
 - ii) All Other Use Groups \$50
- g) Circulators, Pumps and Sump Pumps (All Use Groups)
 - i) Under 2 H.P. \$25
 - ii) 2 H.P. to 6 H.P. \$30
 - iii) 6 H.P. and greater \$60
- h) Interceptors – inspected by Township Engineer and associated with a Land Development Application with an associated approved Developers Agreement
 - i) Mobile Home Unit Installation – per unit \$150
 - ii) Sanitary Sewer Service Lateral Inspection – per unit \$100
 - iii) Sewage Holding Tank \$250
 - iv) Sewage Facility Operations and Maintenance Agreement \$250

26) Fire Protection and Hazardous Equipment

- a) Fire Suppression and Detection (fee does not include plan review fee)

- i) 1 to 20 sprinkler heads or smoke/heat detectors \$50
- ii) 21 to 100 sprinkler heads or smoke/heat detectors \$100
- iii) 101 to 200 sprinkler heads or smoke/heat detectors \$150
- iv) 201 to 400 sprinkler heads or smoke/heat detectors \$200
- v) 401 and greater sprinkler heads or smoke/heat detectors \$500
plus \$100 per 100 heads or detectors or fraction thereof over 500.
- b) Plan Review Fee – Applicant shall pay Township for actual costs for Plan Review for each system proposed, plus a ten percent (10%) administrative fee incurred for engineering and/or third party plan review of the application.
- c) Non-residential Kitchen Hood Suppression System \$200
- d) Fire Report from Fire Marshal – per copy \$60
- e) All Other Inspections Not Referenced Herein by Fire Inspector or Fire Marshal billed at \$60 per hour
- f) Fireworks Permit (reviewed by Zoning Officer and Fire Marshal) \$50

27) Electrical Permits

- a) The Applicant shall obtain, at his/her own expense, certifications for all installed electrical work from a certified electrical underwriting agency licensed within the Commonwealth of Pennsylvania with notifications being provided to the Township at the plan review, rough and final phases of construction. The fees identified below are for verification of these requirements, processing of the record file cards, and related administrative activities.
- b) New Construction
 - i) Use Groups R-3 and R-4 \$25
 - ii) All Other Use Groups \$50
- c) Alterations to Existing Structures
 - i) Use Groups R-3 and R-4 \$15
 - ii) All Other Use Groups \$30

28) Park and Park Facilities

- a) Adult organizations or instructional groups of fifteen (15) or more persons shall pay a fee on behalf of that organization or group for the facility or facilities requested in accordance with the following fee schedule:
 - i) Ball fields – per use \$40
 - ii) Ball fields – per season (one evening weekly for 20 weeks) \$750
 - iii) Tennis court – per use per 3-hour period \$30
 - iv) Volleyball court – per use per 2-hour period \$25
 - v) Basketball court – per use for 3-hour period \$30
 - vi) Soccer field – per use for 3-hour period \$40

b) Youth organizations or instructional groups (Little League, youth soccer programs, etc.) shall pay a fee on behalf of that organization or instructional group for the facility or facilities requested in accordance with the following fee schedule:

- | | |
|--------------------------------|------|
| i) Ball field – per day | \$10 |
| ii) Soccer field – per day | \$10 |
| iii) Tennis court – per day | \$10 |
| iv) Volleyball court – per day | \$10 |
| v) Basketball court | \$10 |

c) Pavilion and Grills

- | | |
|-----------------------------------|-------|
| i) Residents | \$0 |
| ii) Nonresident for personal use | \$50 |
| iii) Nonresident for business use | \$100 |

29) Highway Occupancy Permit

Fees based on schedule prepared by the Pennsylvania State Association of Township Supervisors as amended from time to time.