

**2024 TINICUM TOWNSHIP FEE SCHEDULE
RESOLUTION 010224.02**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF TINICUM TOWNSHIP, BUCKS COUNTY, SETTING THE SCHEDULE OF SUBDIVISION, LAND DEVELOPMENT, ZONING, BUILDING AND OTHER FEES AND CHARGES, AS FOLLOWS:

Whereas, the Township of Tinicum has determined that it is necessary to collect certain fees for directly rendered services; and
 Whereas, such fees offset the expenses incurred by the Township relating to such services; and
 Whereas, such fees must stay current to effectively cover the related expenses; and
 Whereas, the Tinicum Township Board of Supervisors reviews and amends the fee schedule on an annual and as needed basis;
 Therefore, be it Resolved, by the Board of Supervisors that the following schedule sets forth the fees for Tinicum Township services.

ESCROW: All escrow accounts are subject to a 10% administrative fee.

PENALTY FEE: In the event construction is started without the required zoning and building permit(s), applicable fees will be quadrupled. Permits will be issued after construction is started only if the structure is determined to be in compliance with zoning and building regulations and payment of fees. Should an Owner or Applicant fail to obtain required permits for the second time, the applicable fees will be assessed as determined by the Township at a penalty rate of up to ten (10) times the amount listed. Applicable fines will be assessed and enforcement pursued if structure is found to be non-compliant.

ZONING PERMITS & FEES

A non-refundable review fee of \$50 must accompany all permit applications. This fee will be applied to the permit fee if approved.

| A. Residential | Fees: |
|--|---|
| 1. New Construction/Dwellings | \$250 + .10¢ sq. ft. |
| 2. Additions | \$200 + .10¢ sq. ft. |
| 3. Renovations/Alterations | \$150 + 1% of construction cost minimum \$125 fee |
| 4. Garages/Accessory Structures | \$150 + .10¢ sq. ft. |
| 5. Storage Sheds (under 200 sf)/ Uncovered Decks/ Patios/ Porches | \$100 + .10¢ sq. ft. |
| 6. Generator (Permanent) | See Building Section A #8 |
| 7. Pools | |
| a. In-Ground Pool | \$200 |
| b. Above Ground Pool/ Spa | \$150 |
| 8. Use Permits | |
| a. Limited Impact Home Occupation | \$100 |
| b. Non-Residential Use | \$250 |
| c. Transient Rental Use | \$250 |
| d. Bed & Breakfast Use | \$250 |
| 9. Demolition | \$100 |
| 10. Fences & Walls | \$100 |
| 11. Sewage Zoning Review | \$150 <i>plus Sewage Management Permit</i> |
| 12. Zoning Consultation/Opinion: | |
| a. Resident Zoning Consultation | \$100 per hour (first 1/2 hour free - residents only) |
| b. Written Zoning Opinion / Realtor Review | \$150 |
| 13. Registration of Non-Conforming Use | \$200 |
| B. Commercial/Industrial | Fees: |
| 1. New Construction | \$400 + .25¢/sq. ft. with escrow of \$575 |
| 2. Additions | \$300 + .25¢/sq. ft. with escrow of \$575 |
| 3. Renovations/Alterations | 1% construction cost minimum \$300 fee |
| 4. Non-Residential or Community Pool | \$300 |
| 5. Septic Zoning Review | \$200 <i>plus Sewage Management Permit</i> |
| 6. Generator (Permanent) | See Building Section B #8 |
| 7. Demo | \$200 |
| C. Agriculture | Fees: |
| For new construction and additions (nonresidential) to existing structures for farm support, i.e., barns, livestock shelters, poultry buildings and equipment sheds. | \$150 + .10¢/sq. ft. |
| D. Processing of Zoning Permit Application | Fees: |
| For those uses established by the Zoning Ordinance which require review by the Township Planning Commission and/or Board of Supervisors. | \$400 |

BUILDING PERMITS & FEES

- A non-refundable review fee of \$50 must accompany all permit applications. This fee will be applied to the permit fee if approved.
- A fee of \$4.50 will be collected for the required UCC fee for each Building Permit and is included in the permit fee.
- All additions and accessory structures require building permits with the exception of accessory structures identified in the H3(a) and H3(c) use groups, which contain gross square footage of 1,000 square feet or less. (Zoning Permit is required.)

| A. Residential | Fees: |
|---|--|
| 1. New Buildings/Single Family Dwellings/Additions | \$300 + .25¢ sq. ft. |
| 2. New Multi-Family | \$500 + .30¢ sq. ft. / per unit |
| 3. Renovations/Repairs/Alterations - Non-Structural | 1% of construction costs - minimum \$150 fee |
| 4. Renovations/Repairs/Alterations - Structural | 3% of construction costs - minimum \$150 fee |
| 5. Decks | \$150 + 25¢ sq. ft. |
| 6. HVAC Equipment | \$125 |
| 7. Plumbing - first (5) fixtures | \$75 + \$20 per fixture over five |
| 8. Generator (Permanent) | \$225 (includes \$4.50 PA UCC fee) |
| 9. Demo | \$100 |
| 10. Re-Inspections | |
| a. Building | \$75 |
| b. Use and Occupancy | \$100 |
| 11. Sprinkler Heads and Detectors (smoke or heat) - Can be combined for total number: | |
| a. 1 - 20 | \$60 |
| b. 21+ | \$90 |
| 12. Use and Occupancy Certificate | \$100 per dwelling unit |
| 13. Temporary Use and Occupancy | \$100 per dwelling unit |
| 14. Transient Rental Use | \$100 |
| 15. Pools (Also see Fence Permit under Zoning): | |
| a. In Ground | \$185 |
| b. Above Ground and Spa | \$110 |
| c. Pennsylvania Pool Certification | \$297 |
| 16. Alternative Energy (Solar, Wind, Etc.): | |
| a. up to 10 kW | \$220 |
| b. 11-100 kW | \$22 per each kW |
| c. 100-500 kW | \$17 per each kW |
| d. over 500 kW | \$11 per each kW |
| 17. Temporary Event | \$150 |
| 18. Fuel Burning Appliances (interior wood, pellet, coal stoves) | \$110 per unit |
| 19. Outdoor Wood Fired Boilers | \$210 |
| 20. Oil Tank Install/ Removal | \$200 |
| 21. Electric* (See HVAC Equipment item #6 for hook up.) | \$25 (includes \$4.50 PA UCC fee) |
| B. Commercial or Non-Residential | Fees: |
| 1. New Buildings/Additions | \$500 + .30¢ per square foot |
| 2. Renovations/Repairs/Alterations- Non-Structural | 1% of construction costs minimum \$150 fee |
| 3. Renovations/Repairs/Alterations- Structural | 3% of construction costs minimum \$150 fee |
| 4. HVAC Equipment | \$175 |
| 5. Plumbing Permit- first (5) fixtures | \$115 + \$10 per fixture over five |
| 6. Generator (Permanent) | \$300 (includes \$4.50 PA UCC fee) |
| 7. Re-Inspections: | |
| a. Building | \$100 |
| b. Use and Occupancy | \$100 |
| 8. Sprinkler Heads and Detectors (smoke or heat) - Can be combined for total number: | |
| a. 1-20 | \$75 |
| b. 21+ | \$100 |
| 9. Use and Occupancy Certificate | \$200 per unit |
| 10. Electric* (See HVAC Equipment item #4 for hook up.) | \$50 (includes \$4.50 PA UCC) |
| 11. Oil Tank Install/ Removal | \$250 |
| C. Building Code Board of Appeals Hearing | \$750 Fee |

**The applicant shall obtain approvals, at their own expense, for all electrical work from a certified, third-party agency licensed within the Commonwealth of Pennsylvania with notification provided to the Township at the plan review, rough and final phases of construction. The fees identified above are for verification of these requirements, processing of the record file cards, and reporting to the UCC.*

| DRIVEWAY/ROAD ENCROACHMENT PERMITS | | |
|--|-------|---------|
| Type | Fee | Escrow |
| 1. Township Road | \$125 | \$1,000 |
| 2. State Road | \$125 | \$200 |
| 3. Driveway Alterations <i>outside of Right-of-Way</i> | \$125 | |
| 4. Vacation of Township Roads | \$500 | \$500 |

| GRADING / SEWAGE / FLOODPLAIN PERMITS | | |
|---------------------------------------|-------|------------------------------------|
| Type | Fee | Escrow |
| 1. Sewage Management | \$350 | Refer to Sewage Escrow Table below |
| 2. Grading | \$250 | \$750 |
| 3. Grading Re-Inspection | \$125 | |
| 4. Stormwater | \$250 | \$750 |
| 5. Floodplain | \$250 | \$750 |

| SEWAGE ESCROW SUMMARY (Refer to Ordinance 246) | | | | |
|---|------------------------------------|--|---|--|
| Type | Ownership | Operation and Maintenance Responsibility | Construction Escrow Amount <i>*See notes below</i> | Performance Bond Amount <i>*See notes below</i> |
| A. Individual Sewage Systems (single lot) | | | | |
| 1. Standard On-Lot Disposal System (OLDS) <i>with</i> replacement area | Property Owner | Property Owner | None | None |
| 2. Standard OLDS <i>without</i> replacement area | Property Owner | Property Owner | None | None |
| 3. Standard OLDS Replacement System | Property Owner | Property Owner | None | None |
| 4. Individual Spray Irrigation System (IRSIS) | Property Owner | Property Owner | \$1,000 | None |
| 5. Holding Tank | Property Owner | Property Owner | \$1,000 | None |
| B. Community Sewage Systems (two or more lots) | | | | |
| 1. OLDS Elevated Sand Mound System 3 or less lots/ units | Township, BMA, or Community Assoc. | Community Assoc. or BMA | \$5,000 | \$5,000 three years |
| 1. OLDS Elevated Sand Mound System 4+ lots/units | Township, BMA, or Community Assoc. | Community Assoc. or BMA | To be determined at Land Development | To be determined at Land Development |
| 2. Community Spray Irrigation or other non-OLDS System 3 or less lots/units | Township, BMA, or Community Assoc. | Community Assoc. or BMA | \$5,000 | \$5,000 three years |
| 2. Community Spray Irrigation or other non-OLDS System 4+ lots/units | Township, BMA, or Community Assoc. | Community Assoc. or BMA | To be determined at Land Development | To be determined at Land Development |
| C. Alternative or Experimental System | | | | |
| 1. Individual Alternative Sewage System | Property Owner | Property Owner | \$5,000 | \$5,000 three years |
| 2. Individual Experimental Sewage System | Property Owner | Property Owner | \$5,000 | \$5,000 three years |
| 3. Community Sewage System 3 or more lots/units | Township, BMA, or Community Assoc. | Community Assoc. or BMA | To be determined at Land Development | To be determined at Land Development |
| NOTE: <i>This table is a summary only. Please refer to Ordinance #246 for a more comprehensive discussion of restrictions and requirements.</i> | | | | |
| 1. Time period starts after the unit or all units are completed and sold, and occupancy permits for all units have been issued by the Township. | | | | |
| 2. Inspection fees will be established by separate Township resolution. | | | | |
| 3. Property owner or community association shall pay for all costs involved in onsite inspections, reviews or professional services. | | | | |
| 4. Inspection report documenting that the system is operating correctly is to be provided by the owner prior to release of any unused bond or escrow funds. | | | | |
| 5. Applicable permit fees additional. | | | | |

| MISCELLANEOUS | |
|---|---|
| Item | Fee/ Escrow |
| 1. Well Permit | \$75 + \$250 if review or site inspection is required |
| a. Test Well for the purpose of community water supply or any other investigatory purpose per Ordinance 124 | \$1,000 + \$10,000 escrow for adverse impact per Ord.228 and \$3,000. Professional Services Agreement |
| b. Monitoring Well | \$500 |
| 2. Temporary Event Permit | \$200 plus applicable Building permits |
| 3. Fireworks Permit | \$200/event + \$500 escrow |
| 4. Structural Moving Permit | \$200 plus applicable permits |
| 5. Tree Harvesting Permit | \$200 min. bond+ escrow based on Twp. Engineer \$2,500 min. |
| 6. Signs: | |
| a. Sign Permit - Residential | \$100 |
| b. Sign Permit - Commercial | \$250 |
| c. Installation of Owner Provided Signs | \$150 per sign (i.e., deaf child – must receive approval) |
| d. Replacement Charge for Destroyed or Specialty Signs | \$365 per sign |
| 7. Miscellaneous Structure Permit - bridges, basins, etc. | \$175 plus \$5,000 bond |
| 8. Campground Permits | \$100 |
| 9. Junkyard Permit | \$150 |
| 10. Blasting Permits: | |
| a. Within Public Right-of-Way | \$600 + \$1,000 escrow |
| b. Non-Commercial Activity | \$500 + \$1,000 escrow |
| c. Commercial Activity | \$7,500 + \$12,500 escrow |
| 11. Telecommunication Tower Testing | \$1,050 |
| 12. Application for Ag Security District | \$200 |

| MEETINGS WITH TOWNSHIP CONSULTANTS / SOLICITOR | |
|---|--|
| Item | Fee/ Escrow |
| 1. Meeting with Township Consultant | \$100 per hour + \$500 escrow |
| 2. Meeting with Township Solicitor | hourly rate + 10% admin fee + \$500 escrow |

| PUBLICATIONS, COPIES & ADMINSTRATIVE FEES | |
|--|---|
| Item | Fee |
| 1. Publications: | |
| a. Zoning Ordinance | \$60 |
| b. Subdivision Ordinance | \$80 |
| c. Zoning Overlay District Maps | \$45 |
| d. Comprehensive Plan | \$75 |
| e. Open Space Plan | \$50 |
| f. Act 537 Plan (per volume) | \$55 |
| g. Park and Recreation Plan | \$50 |
| 2. Photocopies | B&W .25¢/page, Color .50¢/page, 11"x17" .50¢/page |
| 3. Research and Copies of Township Records | \$65/hour + .25¢/page |
| 4. Returned checks | \$35 |

| POLICE | |
|---|---|
| Item | Fee/ Escrow |
| 1. Police Report | \$15 + .25¢/page when over 5 pages |
| 2. Traffic Accident Reconstruction Report | \$250 |
| 3. Subpoenaed Photograph | \$25 per image, plus processing cost |
| 4. Alarm Registration | \$15 (one-time fee) |
| 5. False Alarm: | |
| a. Third Occurrence in 12-month period | \$50 |
| b. Fourth and subsequent within a 12-month period | \$100 |
| 6. Cost of Officer | \$150/hour |
| 7. Solicitation "Peddler" Permit | \$50 base fee plus \$20 per day per individual, \$100 per week per individual, \$200 per month per individual |

APPEALS

- The owner and applicant must certify the application is true, accurate & complete.
- Applicant or Owner must execute a Professional Services Agreement with Tincum Township. The Professional Services Agreement establishes the terms for the required Escrow Account.
- The Escrow Account will be used to cover the expenses of the Township in processing, administrating, and reviewing the submission and to reimburse the costs the Township incurs by payment to its professional consultants.
- The Escrow Account funds must be replenished when they are depleted to 50% of the amount of escrow required in sketch plan phase, preliminary plan phase, each revised plan submission, and final plan phase.
- Escrow amounts shall also be reviewed by the Township and determined to be sufficient to cover costs the Township estimates will be incurred by a project phase such as aquifer testing before the project phase will be permitted to commence.
- Unpaid escrow balances will be charged interest at a rate of 1.25% per month.

NOTE: Any fee not covered by the fee schedule shall be determined on a case-by-case basis by the Board of Supervisors.

| A. Zoning Hearing Board | | | |
|---|---------------------------------|---------------|--------------|
| | Fee | Escrow | Total |
| 1. Residential | \$1,500 | \$500 | \$2,000 |
| a. Continuance (second hearing and each subsequent hearing) * | \$500/ hearing * | | |
| 2. Commercial | \$2,000 | \$750 | \$2,750 |
| a. Continuance (second hearing and each subsequent hearing) * | \$750/ hearing * | | |
| 3. Challenge to Validity of the Ordinance: | | | |
| a. Substantive Filing Fee | \$5,250 | \$5,250 | \$10,500 |
| b. Procedural Section 909.1, Par.2 MPC | | | |
| 4. Challenges to the validity of any land use ordinance or map/procedural question | \$2,500 | \$3,000 | \$5,500 |
| B. Conditional Use | | | |
| | Fee | | Total |
| 1. Residential | \$1,500 | \$500 | \$2,000 |
| a. Continuance (second hearing and each subsequent hearing) * | \$500/ hearing * | | |
| b. Township Legal Services - preparation and recording of O&M Agreement if applicable | \$350 Including O & M Agreement | | \$1,850 |
| 2. Commercial and Industrial | \$2,500 | \$750 | \$3,250 |
| a. Continuance (second hearing and each subsequent hearing) * | \$750/ hearing * | | |
| C. Local Agency Appeals | | | |
| | Fee | | Total |
| 1. Residential | \$1,000 | \$500 | \$1,500 |
| 2. Continuance (second hearing and each subsequent hearing) * | \$500/ hearing * | | |
| 3. Commercial and Industrial | \$1,250 | \$625 | \$1,875 |
| 4. Continuance (second hearing and each subsequent hearing) * | \$625/ hearing * | | |
| D. Zoning Ordinance Amendment | | | |
| | Fee | Escrow | Total |
| 1. Residential & Commercial | \$2,000 | \$1,000 | \$3,000 |

** The Continuance Fee is due at the time of application and will be refunded if there is no second hearing. If subsequent continuances are necessary, additional fees will be due prior to scheduling.*

SUBDIVISION AND LAND DEVELOPMENT

- The owner and applicant must certify the application is true, accurate and complete.
- Applicant or Owner must execute a Professional Services Agreement with Tincum Township. The Professional Services Agreement establishes the terms for the required Escrow Account.
- The Escrow Account will be used to cover the expenses of the Township in processing, administrating, and reviewing the submission and to reimburse the costs the Township incurs by payment to its professional consultants. The Escrow Account funds must be replenished when they are depleted to fifty percent of the amount of escrow required in sketch plan phase, preliminary plan phase, each revised plan submission, and final plan phase.
- Escrow amounts shall also be reviewed by the Township and determined to be sufficient to cover costs the Township estimates will be incurred by a project phase, such as aquifer testing, before the project phase will be permitted to commence. Unpaid escrow balances will be charged an interest rate of 1.25% per month.

NOTE: Any fee not covered by the fee schedule shall be determined on a case-by-case basis by the Board of Supervisors.

| A. Subdivision | | Fee (non-refundable) | Escrow | Total |
|-------------------------------|---|---|--------------------------|------------|
| 1. | Lot Line Change | \$1,000 | \$2,500 | \$3,500 |
| 2. | Sketch Plan | 50% of applicable preliminary plan fee | 50% of applicable escrow | |
| 3. | Minor Subdivision | | | |
| | - 1-2 Lots Preliminary | \$1,000 | \$2,500 | \$3,500 |
| | Revised | \$500 | \$1,000 | \$1,500 |
| | Final | \$500 | \$500 | \$1,000 |
| 4. | Major Subdivision | | | |
| | - 3-5 Lots Preliminary | \$1,500 | \$2,500 | \$4,000 |
| | Revised | \$500 | \$1,500 | \$2,000 |
| | Final | \$500 | \$1,000 | \$1,500 |
| | - 6-10 Lots Preliminary | \$1,500 | \$5,000 | \$6,500 |
| | Revised | \$500 | \$2,000 | \$2,500 |
| | Final | \$750 | \$1,400 | \$2,150 |
| | - 11-50 Lots Preliminary | \$2,000 | \$10,000 | \$12,000 |
| | Revised | \$1,000 | \$5,000 | \$6,000 |
| | Final | \$1,500 | \$5,000 | \$6,500 |
| | - 51 or more Lots Preliminary | \$3,000 | \$15,000 | \$18,000 |
| | Revised | \$1,500 | \$10,000 | \$11,500 |
| | Final | \$2,000 | \$10,000 | \$12,000 |
| B. Land Development | | Fee (non-refundable) | Escrow | |
| 1. | Residential Land Development | | | |
| | - 1-10 Lots or dwelling units | | | |
| | Sketch Plan | \$750 | | \$2,500.00 |
| | Preliminary | \$1500 + \$10/1,000 sq. ft. | | 4 x Fee |
| | Revised | \$500 + \$5/1,000 sq. ft. | | 4 x Fee |
| | Final | \$1500 + \$10/1,000 sq. ft. | | 4 x Fee |
| | - 11-50 Lots or dwelling units | | | |
| | Preliminary | \$2,000 + \$10/1,000 sq. ft. | | 4 x Fee |
| | Revised | \$500 + \$5/1,000 sq. ft. | | 4 x Fee |
| | Final | \$2,000 + \$10/1,000 sq. ft. | | 4 x Fee |
| | - 51 or more Lots or dwelling units | | | |
| | Preliminary | \$5,000 + \$10/1,000 sq. ft. | | 4 x Fee |
| | Revised | \$1,000 + \$5/1,000 sq. ft. | | 4 x Fee |
| | Final | \$5,000 + \$10/1,000 sq. ft. | | 4 x Fee |
| 2. | Commercial /Industrial | | | |
| | Sketch Plan | \$750 | | |
| | Preliminary | \$5,000+\$40/1,000 sq. ft. or portion of gross area | | 4 x Fee |
| | Revised | \$2,500+\$20/1,000 sq. ft. or portion of gross area | | 4 x Fee |
| | Final | \$5,000+\$40/1,000 sq. ft. or portion of gross area | | 4 x Fee |
| 3. | Subdivision and Land Development (SALDO) Park and Recreation Fee | | | |
| | Fee in lieu of Recreation Use | \$1,120 per dwelling unit | | |
| | Fee in lieu of Road Improvements | \$3,000 per dwelling | | |
| C. 537 Planning Module Review | | Fee (non-refundable) | | |
| | 1 - 2 lots | \$500 | | |
| | 3 - 6 lots | \$800 | | |
| | 7 or more | \$1,000 | | |
| | Sketch Plan | \$500 | | |

OPEN RECORDS

Section 1307 of the Right-to-Know Law requires the Office of Open Records to establish a fee structure to promote uniformity among all agencies. The following fee structure is taken from Pennsylvania's Office of Open Record and is subject to biannual review:

| Record Type | Fee |
|--|--|
| 1. <u>Copies</u> (A photocopy is either a single-sided copy or one side of a double-sided black-and-white copy of a standard 8.5" x 11" page.) | .25¢ per page |
| 2. <u>Certification of a Record</u> | \$5 per record, not per page. (Please note: certification fees do <u>not</u> include notarization fees.) |
| 3. <u>Specialized Documents</u> (For example: blue prints, color copies, non-standard sized documents, etc.) | Actual Cost. Cost must be prepaid. |
| 4. Redaction: If a requester seeks records requiring redaction, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate. | |
| 5. <u>Conversion to Paper</u> : If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for the duplication on paper or the fee for duplication in the original media unless the requester specifically requests for the record to be duplicated in the more expensive medium. | |
| 6. <u>Photographing a Record</u> | No fee. This assumes the requester is using his or her cellphone or camera to photograph the records. |
| 7. <u>Postage Fees</u> | Actual Cost of Mailing |
| 8. <u>Statutory Fees</u> (Police) | \$15 per Report |
| 9. <u>Enhanced Electronic Access</u> | Not Available |
| 10. <u>Audio Recording of Board of Supervisors Meeting Minutes</u> Audio recordings are erased once the Board of Supervisors has approved the written minutes. However, a copy of the recording may be requested prior to approval by filing a Right-To-Know request. | \$10 provided on a USB drive supplied by the Township |
| NOTE: Prior to granting a request for access, the requester is required to prepay an estimate of fees when it is expected to exceed \$100 in accordance with Act 3 of 2008 Right-to-Know Law. | |

NOW THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Tincum Township that the official schedule for zoning, building, subdivision, land development and other fees and charges is hereby revised, amended and re-adopted as set forth above this day January 9th of 2024.

TINICUM TOWNSHIP SUPERVISORS

Attest:

Chairperson

Vice Chairperson

Member