

**TOWNSHIP OF PENN
RESOLUTION 2010-03**

**ESTABLISHMENT OF PLAN APPLICATION FEES, REVIEW FEES AND ESCROW
AMOUNTS FOR TOWNSHIP REVIEW OF SUBDIVISION AND LAND
DEVELOPMENT PLANS**

WHEREAS, The Pennsylvania Municipalities Planning Code, Section 503 (1) authorizes the charging of review fees for Land Development and Subdivision applications;

WHEREAS, Article VII of the Penn Township Subdivision and Land Development Ordinance authorizes the Board of Supervisors by Resolution to establish and adopt a schedule of application fees and initial escrow deposits for plan review and processing;

WHEREAS, by Resolution duly adopted, the Board of Supervisors did adopt such Fee Schedule; and

WHEREAS, the Board of Supervisors deems it necessary to amend said Fee schedule.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Supervisors of Penn Township that the fee schedules above referenced are hereby amended as follows:

- I. To the extent any inconsistency exists between any prior Resolutions, the content of this Resolution shall control.

- II. All applicants shall pay the following amounts as determined by the Township and/or its representative based upon all information provided by the application. An application is considered incomplete until the applicant has satisfied all conditions of this Resolution. The Escrow payment is an estimate as to the amount necessary to reimburse Township for all costs permitted by the PA Municipalities Planning Code. Applicant must restore the balance to the initial payment amount for each category whenever the then balance of any account is reduced by fifty-percent (50%). Any subsequent change in any application and/or density described in the application shall require satisfaction of this Resolution. The fees, costs and escrow requirements are as follows:

RESIDENTIAL DEVELOPMENT

	<u>Application Fee</u>	<u>Review</u>
Minor Subdivision:	\$200.00 plus \$50.00 per unit	\$1,000.00
Sketch Plan:	\$25.00 per unit	\$500.00

MAJOR SUBDIVISION AND LAND DEVELOPMENT

Sketch: Section 202 permits the submission of sketch to facilitate unofficial and informal discussion between the Township and the applicant. The applicant shall deposit the sum of \$2,500 and sign the Professional Plan Review Agreement authorizing the Township to pay all costs and review fees incurred by Township to provide a response to

the applicant. In the event the actual review fees and professional consultant expenses exceed the initial escrow payment, applicant must pay any outstanding balance as a condition to completion of any subsequent plan submission.

Preliminary:

	<u>Application Fee</u>	<u>Review</u>
1) Residential	\$500 plus \$25.00 per unit	\$10,000.00
2) Commercial, Industrial, Institutional	\$1,000.00 per plan plus \$300.00 per unit	\$10,000.00
3) Commercial, Industrial, Industrial Land Development	\$1,000.00 per plan plus \$0.35 per square foot of floor space	\$1,000.00

Final:

	<u>Application Fee</u>	<u>Review</u>
1) Residential, Commercial, Institutional, Industrial Subdivision	\$1,000.00 per plan	\$10,000.00
2) Commercial, Industrial, Institutional Land Development	\$1,000.00 per plan	\$10,000.00
3) Reverse Subdivision	\$500.00	\$1,000.00

- III. Township will disburse and/or pay for the reimbursement for all costs, expenses and fees permitted by the Pennsylvania Municipalities Planning Code to those parties completing professional review. Township may disburse all funds directly to satisfy any fee, expense and/or cost directly from any account so long as Township satisfies Section 503 of the Pennsylvania Planning Code.

Applicant's failure to pay all costs and fees contained herein, and/or maintain a then current Review Account balance shall constitute an incomplete application. Township may reject any application and/or permit after providing thirty days written notice, by regular and certified mail to the address contained in the application of their failure to satisfy the terms of this Resolution

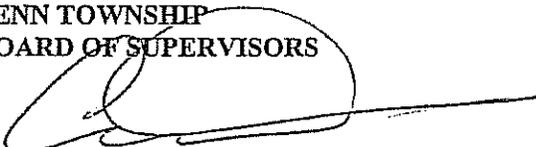
- IV. Applicant must submit a separate application fee and escrow account for each type of application and/or submission. Township will not transfer any balance from any prior submission and/or application to a subsequent application or submission, but will provide an explanation and summary for the then balance of each account according to the requirements of the Pennsylvania Municipalities Planning Code.
- V. At the conclusion, termination or withdrawal of any application, Township will provide a report of the then status of any account as required by the Pennsylvania Municipalities Planning Code. The applicant may not record any plans until all costs, fees and expenses are paid in full and/or resolved by the procedure for disputed fees as provided in the

Pennsylvania Planning Code. In lieu of payment of any disputed amount, the applicant may provide financial security to assure payment in the same manner as is provided in Section 509 of the Pennsylvania Municipalities Planning Code.

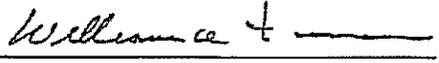
- VI. The requirements of this Resolution shall complement and be in addition to applicant's obligation to execute all required developer's submission and escrow agreements, as may required by any other Township Ordinance, Resolution or Regulation.

RESOLVED BY the undersigned Supervisors this 7th day of April 2010 and effective immediately.

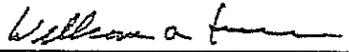
**PENN TOWNSHIP
BOARD OF SUPERVISORS**


Curtis Mason, Chairman

Robin Marcello, Vice Chairman


William A. Finnen, Supervisor

ATTEST:


William A. Finnen, Secretary

Victor Mantegna, Supervisor


Thomas Barlow, Supervisor

PENN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION 2010-04

**RESOLUTION ESTABLISHING FEES PURSUANT TO
ACT 45, THE UNIFORM CONSTRUCTION CODE**

WHEREAS, the Uniform Construction Code and/or Building Code of Penn Township authorizes the Board of Supervisors by Resolution to adopt a schedule of fees to cover various costs incurred in the Building Code process, including, but not limited to, applications for building permits, inspection fees; and

WHEREAS, by Resolution duly adopted, the Board of Supervisors did adopt such Fee Schedule; and

WHEREAS, the Board of Supervisors has deemed it necessary to amend said fee schedule.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Supervisors of Penn Township that the Fee Schedule referenced above shall be and hereby is amended as follows:

SECTION 1. An application for a building permit is incomplete unless the application includes payment for the satisfaction of the terms of this Resolution.

SECTION 2. No permit will be issued unless the applicant includes payment according to this Resolution. The permit and fees for each type of permit are as follows:

A. ZONING PERMIT FOR REGULATED USES

1. A Zoning Permit is required under the terms of the Penn Township Zoning Ordinance to assure compliance with the Ordinance.
2. The Township will issue no building permit for a regulated use until the applicant provides a current Zoning Permit.
3. The fee for a Zoning Permit for a regulated use is \$55.00.

B. ZONING PERMIT FOR UNREGULATED USES

1. A Zoning Permit is required under the terms of the Penn Township Zoning Ordinance to assure compliance with the Ordinance.
2. Agricultural Building: \$55.00 plus \$.10 per square feet, with a maximum fee of \$500.00.
3. Single-family Dwelling Detached Accessory Structures (less than 500 square feet): \$75.00.
4. Single-family Dwelling Detached Accessory Structure (more than 300 square feet, but less than 1000 square feet): \$100.00.

5. Decks containing a finished floor height less than thirty inches from finished grade: \$75.00
- C. ACT 45 FEE: A separate fee in the amount of \$4.00 is imposed in addition to any other fee described in this Resolution, and must be paid at the time of the application.
- D. RESIDENTIAL BUILDING PERMIT
1. New Construction: \$0.45 per square foot (may increase if re-inspections are required).
 2. Agricultural Buildings (which include a living area as defined by the Uniform Construction Code, Act 45 of 1999): \$0.25 per square foot, with a minimum of fee of \$300.00.
 3. Additions: \$0.25 per square foot, with a minimum fee of \$300.00.
 4. Alterations that do not increase living area: \$0.22 per square foot per \$1,000 of estimated costs, with a minimum fee of \$250.00.
 5. Garages/accessory structures larger than 1,000 square feet: \$0.40 per square foot, with a minimum fee of \$300.00.
 6. Residential Decks over thirty inches from grade with no enclosed porch: \$0.40 per square foot with a minimum fee of \$150.00. All decks must comply with the Uniform Construction Code.
 7. Residential swimming pool:
 - a. Above-ground 24 to 40 inches in height: \$75.00
 - b. Above-ground in excess of 40 inches in height: \$150.00
 - c. In-ground: \$300.00
 - d. All pools with a depth greater than 24 inches shall include a protective fence with a self-latching gate.
 8. Miscellaneous (not specifically listed in fee schedule): To be determined at the rate of one-percent (1%) of the estimated construction cost, with a minimum fee of \$200.00.
 9. Demolition: To be determined at the rate of one-percent (1%) of estimated cost, with a minimum fee of \$200.00.
 10. Driveways: \$75.00.
 11. Construction Trailer: \$250.00
 12. Structure movement (including manufactured homes): To be determined at one-percent (1%) of estimated cost, with a minimum fee of \$150.00.

13. Road Opening Permits for utility construction: To be determined by the "Schedule of Fees for Highway Occupancy Permits, last revised September 1992, Pennsylvania State Association of Township Supervisors."

E. COMMERCIAL/INDUSTRIAL/INSTITUTIONAL PERMITS

1. New Construction (including additions): \$600.00 for the first 500 square feet; \$400.00 for each additional 1,500 square feet up to 9,500 square feet; \$200.00 for each additional 1,000 square feet over 9,500 square feet.
2. Alterations: \$30.00 per \$1,000 of estimated costs, with a minimum fee of \$600.00.
3. Miscellaneous (not specifically identified in Fee Schedule): To be calculated at the rate of one-percent (1%) of estimated cost, with a minimum of \$250.00.
4. Construction Trailer: \$500.00.
5. Road Opening Permits for utility installation: To be determined by the "Schedule of Fees for Highway Occupancy Permits, last revised September 1992, Pennsylvania State Association of Township Supervisors."
6. Street/Driveway to Township Right-of-way: \$100.00.
7. Demolition: To be calculated at the rate of one-percent (1%) of estimated cost, with a minimum fee of \$300.00.

- F. SIGNS: The fee shall be \$6.00 per square foot, with a minimum fee of \$100.00 and a maximum fee of \$1,000. The outside dimensions of the framework shall determine the area. The fee shall also include the fee determined in Section 2.C. (\$4.00).

G. PLUMBING FEES

1. First 5 fixtures: \$75.00.
2. Each additional fixture: \$10.00
3. Public sewer connection: \$80.00
4. Public water connection: \$80.00
5. Alterations to plumbing other than repairs: \$75.00

H. HVAC/MECHANICAL PERMITS

1. First \$1,000 in estimated costs: \$75.00
2. Each additional \$1,000 estimated cost or fraction thereof: \$20.00

- I. ELECTRICAL PERMITS: The applicant must provide proof of certified inspection and approval by a licensed entity. Prior to the provision of this certificate, applicant must establish that the licensed entity is properly qualified and licensed, subject to Township's approval, which shall not be unreasonably withheld. The fee shall be a minimum of \$100.00 together with the actual costs for the review and approval of certification by the Township's professional consultants.

J. ANNUAL PERMITS: In the event the Township determines that an annual permit is required for any use and/or structure for compliance with the Uniform Construction Code, the minimum fee shall be \$250.00 together with the actual costs to complete such compliance certification.

SECTION 3. Applicant shall provide an accurate estimate for any use on which the permit feet is determined. The Township may obtain an independent evaluation in the event it determines the estimated cost does not reasonably represent the actual cost. Applicant shall reimburse Township for any costs incurred to obtain the independent estimated cost. In the event the fee is based upon a contract, applicant must provide a bona fide contract.

SECTION 4. Fees based upon square footage are based upon outside dimensions, and includes attached garage and/or unfinished basements. Crawl spaces are excluded.

SECTION 5. Township will not issue a Use and Occupancy Permit until all fees, costs and inspection fees, including but not limited to reinspection fees required as a result of the applicant's failure to comply with all standards, are paid in full.

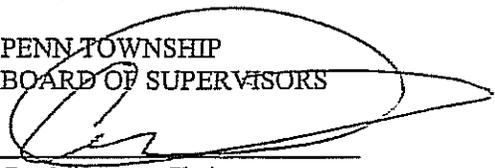
SECTION 6. Fees for all applications filed after construction and/or improvement have commenced are determined at twice the rate for each permit required, with a minimum fee of \$250.00.

SECTION 7. All applications for Zoning Permits require a plot plan drawn to scale which clearly identifies the size, dimensions of the lot, location of all structures (existing and proposed), and setbacks from lot lines for all structures (proposed and existing).

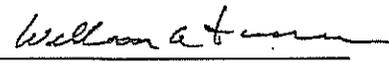
SECTION 8. All previously enacted Resolutions establishing a fee schedule inconsistent with that set forth above are hereby repealed and superseded to the extent of any such inconsistency.

RESOLVED BY the undersigned on this 7th day of April 2010 and effective immediately.

PENN TOWNSHIP
BOARD OF SUPERVISORS

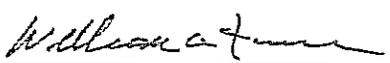

Curtis Mason, Chairman

Robin Marcello, Vice Chairman


William A. Finnen, Supervisor

ATTEST:

Victor Mantegna, Supervisor


William A. Finnen, Secretary


Thomas Barlow, Supervisor

PENN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION 2010-05

RESOLUTION ESTABLISHING FEES FOR
APPLICATIONS FOR HEARINGS BEFORE THE ZONING HEARING BOARD
AND/OR BOARD OF SUPERVISORS, AND APPEALS TO THE ZONING
HEARING BOARD, BOARD OF SUPERVISORS, AND/OR UNIFORM
CONSTRUCTION CODE BOARD OF APPEALS

WHEREAS, the Pennsylvania Municipalities Code Section 617.3 and Section 908(1.1) authorizes the Board of Supervisors to establish fees for hearings; and

WHEREAS, the Uniform Construction Code, Act 45, authorizes the Board of Supervisors to establish fees for appeals regarding the administration/enforcement of the Uniform Construction Code; and

WHEREAS, by Resolution duly adopted, the Board of Supervisors did adopt such Fee Schedule; and

WHEREAS, the Board of Supervisors deems it necessary to amend said Fee Schedule.

NOW, THEREFORE IT IS HEREBY RESOLVED by the Board of Supervisors of Penn Township resolve that the above-mentioned Fee Schedules are amended and/or adopted as follows:

1. Application to the Zoning Hearing Board for Variances and/or Special Exceptions; Appeals from the determination of the Zoning Officer; and/or any other Zoning Hearing Board hearing in accordance with the Pennsylvania Municipal Planning Code:
 - a. Residential: An initial escrow deposit of \$800.00 is required with the completed application and plans. Each continued hearing shall require an additional escrow deposit of \$300.00.
 - b. Commercial, Institutional, Industrial: An initial escrow deposit of \$1,500.00 is required with the completed application and plans. Each continued hearing shall require an additional escrow deposit of \$500.00.
 - c. Funds deposited into escrow shall be applied to those costs as permitted by the Pennsylvania Municipalities Planning Code. These costs shall include \$50.00 per meeting for each Zoning Hearing Board Member.
2. Application to the Board of Supervisors: Conditional Use Hearing; Challenge to the Validity of the Ordinance; and/or any other Board of Supervisors hearing in accordance with the Pennsylvania Municipal Planning Code:

An initial escrow deposit of \$1,500.00 is required with a completed application and plans. Each continued hearing shall require an additional escrow deposit of \$500.00.

3. Application to the Uniform Construction Code Board of Appeals

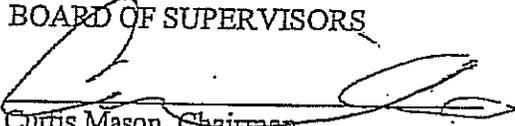
An initial escrow deposit of \$750.00 is required with the appropriate documentation or documentation as established by the UCC Board of Appeals. Each continued hearing shall require an additional escrow deposit of \$500.00.

4. Appeal to the Board of Supervisors in accordance with applicable Ordinance language and an initial fee of \$1500.00 together with the appropriate documentation as enumerated above shall accompany Curative Amendments not otherwise provided for by specific processes. Any Appeal Hearing, which is continued, shall require an additional fee of \$500.00 for each additional Hearing.

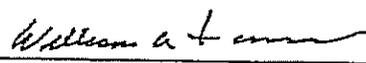
All previously enacted Resolutions establishing a fee schedule inconsistent with that set forth above are hereby repealed and superseded to the extent of any such inconsistency.

RESOLVED BY the undersigned Supervisors this 7th day of April 2010 and effective immediately.

PENN TOWNSHIP
BOARD OF SUPERVISORS

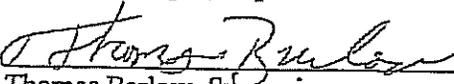

Curtis Mason, Chairman

Robin Marcello, Vice Chairman

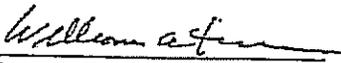


William A. Finnen, Secretary/Supervisor

Victor Mantegna, Supervisor



Thomas Barlow, Supervisor

ATTEST: 

William A. Finnen, Secretary

TOWNSHIP OF PENN
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION # 2010 - 06

Whereas, Penn Township, Chester County (the Township) enacted Ordinance #2004-04 adopting the Pennsylvania Uniform Construction Code (UCC) as the Township Building Code; and

Whereas, Section 3b of Ordinance 2004-04 provides for administration and enforcement of the UCC by Third Party Agencies; and

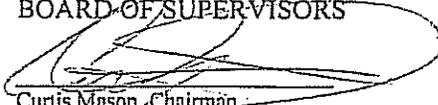
Whereas, the Board of Supervisors of the Township (Board) desires to retain a Third Party Agency to enact on behalf of the Township to administer and enforce the provisions of the UCC within the Township, as appointed by Resolution of the Board from time to time.

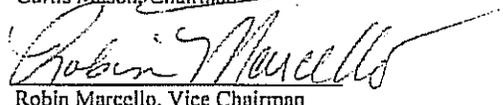
Now, Therefore, Be It Resolved by the Board of Supervisors of Penn Township, Chester County, Pennsylvania, as follows

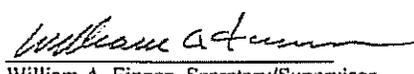
1. Municipal Support Services, Inc is hereby retained and appointed as the Third Party Agency with Thomas H. Lowry, C.B.O. and Robert Bieber serving as Building Code Officials to undertake the administration and enforcement of the UCC on behalf of the Township.
2. A schedule of fees for administration and enforcement will be set by a separate resolution.

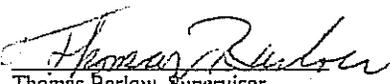
Resolved and enacted into a Resolution this 7 day of April 2010 and is hereby effective immediately.

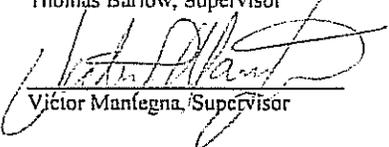
PENN TOWNSHIP
BOARD OF SUPERVISORS

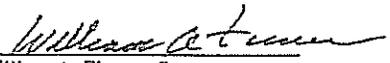

Curtis Mason, Chairman


Robin Marcello, Vice Chairman


William A. Finnen, Secretary/Supervisor


Thomas Barlow, Supervisor


Victor Mantegna, Supervisor

ATTEST: 
William A. Finnen, Secretary

PENN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION 2013-01

A RESOLUTION AMENDING THE PENN TOWNSHIP
RESOLUTION 2010-04

RESOLUTION ESTABLISHING FEES PURSUANT TO
ACT 45, THE UNIFORM CONSTRUCTION CODE

BE IT AND IT IS HEREBY ORDAINED AND ENACTED by the authority vested in it by the Second Class Township Code and the Pennsylvania Municipalities Planning Code, the Board of Supervisors of the Township Of Penn, Chester County, Pennsylvania adopts the following amendment to the Penn Township Resolution 2010-04.

A. ZONING PERMIT FOR REGULATED USES

3. The fee for a Zoning Permit for a regulated use is \$100.00

B. ZONING PERMIT FOR UNREGULATED USES

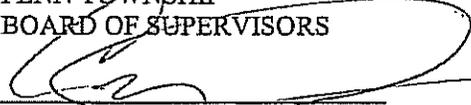
2. Agricultural Building without a Living Area: \$100.00 plus \$.10 per square feet, with a maximum fee of \$500.00.
3. Single family Dwelling Detached Accessory Structures under 1000 square feet: \$100.00.

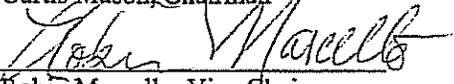
E. COMMERCIAL/INDUSTRIAL INSTITUTIONAL PERMITS

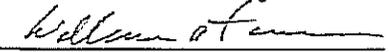
2. Alterations: \$40.00 per \$1,000 of estimated costs, with a minimum fee of \$700.00.

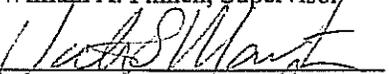
RESOLVED BY the undersigned on this 7th day of January, 2013 and effective immediately.

PENN TOWNSHIP
BOARD OF SUPERVISORS


Curtis Mason, Chairman

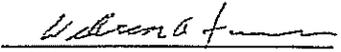

Robin Marcello, Vice Chairman


William A. Finnen, Supervisor


Victor Mantegna, Supervisor


Thomas Barlow, Supervisor

ATTEST:


William A. Finnen, Secretary



260 Lewis Road
West Grove, PA 19390
(o) 610-869-9620 • (f) 610-869-9194
office@penntownship.us

If you are looking for more information please call either our
Zoning Officer or Building Inspector at the numbers below:

Zoning Officer – Scott Moran: 610-637-1003

Building Inspector – Tom Lowry: 610-692-9232