

AMENDED 02/09/2011

**WILLIAMS TOWNSHIP
FEE SCHEDULE
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SECTION I – PLANNING

PLANNING FEES & APPLICATIONS

Copies of Planning Application (11)

5 Board Members
Township Engineer
Township Solicitor
Zoning Officer/Building Code Administrator
Fire Chief
Township Manager
File

Planning Minutes (19)

5 Board Members
4 Zoning Members
Zoning Solicitor
Fire Chief
7 Supervisors Meeting
 (3 Supervisors, Township Manager, Zoning Officer, Township
 Engineer, Township Secretary)
File

To have a plan recorded you must have the following completed:

All Fees Paid
Address on Plans
Notarized

SECTION I – PLANNING

SUBDIVISIONS AND LAND DEVELOPMENT

1. RESIDENTIAL**

	<u>Application Fee</u>	<u>Professional Services</u>
A. Minor Subdivisions	\$1,000.00	\$2,000.00
B. Lot Line Changes	\$ 500.00	\$1,000.00
C. Sketch Plans	\$ 100.00	\$ 500.00
D. Special Exception	\$ 200.00	As Needed
E. Preliminary Plans (Major Subdivisions/Land Developments)		
3 to 5 lots/units	\$1,000.00	\$ 3,500.00
6 to 10 lots/units	\$1,500.00	\$ 5,000.00
11 to 15 lots/units	\$2,500.00	\$ 6,500.00
16 to 20 lots/units	\$3,500.00	\$ 7,500.00
21 to 50 lots/units	\$4,500.00	\$10,000.00
51 or more lots/units	\$5,500.00	\$12,000.00
F. Final Plans (Major Subdivisions/Land Developments)		
3 to 5 lots/units	\$1,000.00	\$ 3,500.00
6 to 10 lots/units	\$1,500.00	\$ 5,000.00
11 to 15 lots/units	\$2,500.00	\$ 6,500.00
16 to 20 lots/units	\$3,500.00	\$ 7,500.00
21 to 50 lots/units	\$4,500.00	\$10,000.00
51 or more lots/units	\$5,500.00	\$12,000.00
G. Revised Final Plans		
Minor Subdivisions	\$ 500.00	\$ 1,000.00
Major Subdivisions/Land Developments		
3 to 5 lots/units	\$1,000.00	\$ 3,500.00
6 to 10 lots/units	\$1,500.00	\$ 4,500.00
11 to 15 lots/units	\$2,000.00	\$ 5,500.00
16 to 20 lots/units	\$2,500.00	\$ 6,500.00
21 to 50 lots/units	\$3,500.00	\$ 7,500.00

51 or more lots/units	\$5,00000	\$10,000.00
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SECTION I – PLANNING

2. NON-RESIDENTIAL**

	<u>Filing Fee</u>	<u>Professional Services</u>
A. Minor Subdivisions	\$1,500.00	\$2,000.00
B. Lot Line Changes	\$1,000.00	\$1,500.00
C. Sketch Plans	\$ 250.00	\$1,000.00
D. <u>Preliminary Plans (Major Subdivisions/Land Developments)</u>		
\$5,500 plus \$300.00 for each 5,000 square feet of Gross building area to be altered or constructed		\$10,000.00
E. <u>Final Plans (Major Subdivisions/Land Developments)</u>		
\$3,000.00 plus \$200.00 for each 5,000 square feet of Gross building area to be altered or constructed		\$10,000.00
F. <u>Revised Final Plans</u>		
\$3,000.00 plus \$200.00 for each 5,000.00 square feet of Gross building area to be altered or constructed		\$10,000.00

*Applicants shall execute a Professional Services Agreement with the Township to establish a professional services escrow account for expenses incurred by the Township for professional consultants as permitted by the Pennsylvania Municipalities Planning Code. Fees for professional consultants shall be charged to the applicant as the same hourly rate as the consultants charge the Township.

The professional services escrow account must be replenished within fifteen (15) days from receipt of written notice by the Township when it is depleted to fifty percent (50%) of the original amount and further costs are expected to be incurred by the Township. A fifteen percent (15%) administration fee will be added to all invoices.

Any unused escrow account balance will be refunded to the applicant upon written request within twelve (12) months of the final hearing. Escrow funds not returned to the applicant with the twelve (12) month period following project completion shall be forfeited to the Township.

****Verification Pursuant to Senate Bill No. 1042 of a Residential approval \$100.00**

****Verification Pursuant to Senate Bill No. 1042 of a Commercial approval \$500.00**

****Extension of Approval Pursuant to Senate Bill No. 1042 shall be 25% of the original application fee but no greater than \$5,000.00 whichever is less.**

SECTION 11 – ZONING

WILLIAMS TOWNSHIP ZONING/BUILDING PERMITS***

A ZONING/BUILDING PERMIT IS REQUIRED FOR AND THE FEES ARE:

- NEW BUILDINGS - \$100.00 Residential **PLUS** square footage and \$300.00 Commercial **PLUS** square footage
- NEW MULTI-UNIT BUILDINGS - \$100.00 per unit for Residential **PLUS** square footage and \$300.00 per unit Commercial **PLUS** square footage
- ADDITIONS TO AN EXISTING BUILDING AND THE ENLARGEMENT OF AN EXISTING BUILDING - \$25.00 Residential **PLUS** square footage and \$100.00 Commercial **PLUS** square footage

1. **ABOVE GROUND POOL** \$50.00
2. **ACCESSORY SF DETACHED DWELLING** (Farm) as per Article XIV Section 1403.D.2. \$25.00 annually
3. **ACCESSORY BUILDINGS**
 - A) Garages - \$25.00 Residential and \$100.00 Commercial **PLUS** square Footage
 - B) Sheds - \$10.00 Residential and \$25.00 Commercial
 - C) Pole Barns - \$25.00 Residential and \$100.00 Commercial **PLUS** square footage
 - D) Barns - \$25.00 Residential and \$100.00 Commercial **PLUS** square footage
 - E) Gazebos - \$25.00
4. **ALL ENCLOSURES**
 - A) Patio Enclosure \$25.00
 - B) Deck Enclosure
 - C) Breezeway Enclosure
5. **ALTERATION – IBC (Basement, Conversion, etc)** \$25.00
6. **APARTMENTS, NURSING HOMES, ASSISTED CARE FACILITIES, AND BOARDING HOUSES** - \$300.00 per living unit **PLUS** square footage
7. **BILLBOARDS (1-78)** \$1,000.00
8. **BUSINESSES** \$ 25.00
9. **TIMBER HARVEST** \$ 10.00 **PER ACRE**
10. **COMMERCIAL COMMUNICATIONS TOWER** \$1,000.00
11. **COMMERCIAL COMMUNICATION TOWER CO-LOCATE** \$ 100.00
12. **COMMERCIAL SWIMMING POOL** \$ 500.00
13. **DECKS, PORCHES & PATIO'S** \$ 25.00
14. **DEMOLITION** \$ 25.00 & E&S Plan
15. **DRIVEWAYS-NEW AND RESURFACING** \$ 30.00
(Not for reseat) **Plus** required escrow
16. **ELECTRICAL – IBC** \$ 25.00
17. **GENERAL COMMERCIAL – IBC** \$ 35.00

18. GRADING PERMIT	\$ 500.00
PLUS \$250.00 FOR EACH RESUBMISSION (APPROVED 01-12-2011)	
19. HOME OCCUPATIONS	\$ 50.00
20. MOTELS, HOTELS & DORMITORIES	\$ 300.00 per unit
PLUS square footage	
21. INGROUND SWIMMING POOLS	\$ 100.00
22. MECHANICAL- IBC (AC CENTRAL, ETC)	\$ 25.00
23. MINING EXTRACTIONS	\$ 100.00
24. PLUMBING – IBC	\$ 25.00
25. ROAD OPENINGS	\$ 100.00 Plus Escrow
26. SIGNS	\$ 50.00
27. SOLICITATION	\$25.00 to One Day \$10.00 Semi Annual \$60.00 Annual \$100.00
28. TEMPORARY STRUCTURE	\$100.00
(Construction trailer, real estate sales trailer, tents, etc)	

ABOVE LISTED FEES ARE NONREFUNDABLE

- ALL NEW ZONING/BUILDING PERMIT FEES WILL BE CALCULATED ON THE FEE SCHEDULE LISTED BELOW:
 - A. INSULATED LIVING AREA \$4.00PER 25 SQ. FT.
 - B. UN-INSULATED LIVING AREA \$4.00 PER 35 SQ. FT.
 - C. ATTACHED STORAGE AREA \$4.00 PER 50 SQ. FT.
- OTHER BUILDINGS:
 - A. OUT BUILDING UNDER 100 SQ.FT. NO PERMIT REQUIRED
 - B. OFFICE AREA \$4.00 PER 25 SQ. FT.
 - C. COMMERCIAL AND INDUSTRIAL \$4.00 PER 35 SQ. FT.
 - D. UNCOVERED STORAGE AREA \$4.00 PER 100 SQ. FT.

ADMINISTRATION PROCEDURES AND INFORMATION NEEDED TO OBTAIN A ZONING/BUILDING PERMIT

- COMPLETED APPLICATION FORM9(AVAILABLE FROM THE ZONING OFFICER)
- VALID SEPTIC PERMIT
- DOCUMENT VIA AN APPROVED PLAN COMPLIANCE WITH ACT 45 UCC
- GRADING PERMIT
- PLOT PLAN SHOWING THE LOCATION OF THE PLANNED CONSTRUCTION & PROPERTY LINES
- DIMENSIONS OF THE PLANNED CONSTRUCTION
- ESTIMATED COST OF CONSTRUCTION (THIS WILL NOT EFFECT THE PERMIT FEE OR ASSESSMENT)
- PROOF OF PROPERTY OWNERSHIP & PERMISSION OF OWNER IF PERMIT IS ISSUED TO A LESSEE
- DRIVEWAY PERMIT
- GRADING PERMIT
- A CHECK MADE PAYABLE TO "WILLIAMS TOWNSHIP"

Establish a requirement for Porta Potties on a construction site. (As per OSHA 1926.51 C. Sanitation) "Toilets at construction jobsites".

****Gross Floor Area is defined as the total square feet of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways and covered walkways, halls, mechanical areas, restrooms, stairs, stair towers, covered decks, and attics with floor peak of 6'6" or more. Crawl space and attic shall be calculated at one-half (1/2) the square footage of floor area.**

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LAND USE APPLICATIONS**

1. BOARD OF SUPERVISORS APPLICATIONS

	<u>Non-Refundable Filing Fee</u>
<u>Conditional Use Applications</u>	
Residential	\$350.00
Non-Residential	\$500.00
Zoning Map and Text Amendments	\$5,000.00
	<u>Refundable Filing Fee</u>
Curative Amendment Applications	\$10,000.00

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ZONING HEARING BOARD APPLICATIONS**

	<u>Non-Refundable Filing Fee</u>
Residential & Subdivisions	\$ 425.00
Commercial/Business	\$ 750.00
Industrial	\$ 2,500.00
Quarry	\$ 2,500.00
Non-Profit, Educational, institutional, Religious	\$ 700.00
Signs	\$ 500.00
Landowner Appeals (Section 1007, MPC)	\$ 2,500.00
All Other Applications	\$ 1,500.00
	 <u>Refundable Filing Fee</u>
Challenge to Validity of Zoning Ordinance	\$10,000.00

Any unused escrow account balance will be refunded to the applicant upon written request within twelve (12) months of the final hearing. Escrow funds not returned to the applicant within the twelve (12) month period following project completion shall be forfeited to the Township.

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SECTION III – DRIVEWAYS**

INSURANCE FEE, ESCROW, AND DEPOSIT REQUIREMENTS
RIGHT-OF-WAY OCCUPANCY/STREET OPENING PERMIT APPLICATIONS

1. The following Application Fees shall apply:

Right-of-Way Occupancy Application Fee	\$ 30.00
Street Opening Application Fee	\$100.00
Detour Plan Review	\$100.00

2. The following Engineering Review Escrow requirements apply:

If a review by the Township Engineer or inspection of the work is deemed to be necessary by the Township, the fees for such work will be charged against a review and inspection escrow account in accordance with the Township's Schedule of Rates for Professional Engineering Services. If an escrow deposit is required, a minimum of \$250.00 for old construction and \$500.00 for new construction shall be provided by the applicant to offset anticipated review or inspection fees. Unused escrow balance will be refunded to the applicant following satisfactory completion of the work.

3. Computation of Security Deposit:

The amount of security to be deposited for street opening applications shall be based on the area of pavement that will be required for restoration of the roadway surface. The deposit amount shall be \$15.00 per square yard times the quantity of roadway pavement anticipated for replacement. The minimum deposit shall be \$250.00.

Inspection by the Township or its authorized agent shall occur upon notice by the permittee that the work has been satisfactorily completed. If inspection indicates that the work is acceptable, the security deposit will be released in accordance with the provisions of the ordinance.

4. Contractors shall provide evidence of general liability coverage in an amount not less than \$1,000,000.00 and Williams Township being names as "additional insured".

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SECTION IV – PARKS AND RECREATION

PARKS AND RECREATION

1. Pavilion Rental Reservation Fee	Township Resident	\$35.00
	Non- Resident	\$50.00
2. Tennis Court Light Key		\$10.00

3. RECREATION/OPEN SPACE CONTRIBUTIONS

Fees for Residential and Commercial/Industrial Development. If the Board of Supervisors determines that a proposed subdivision or land development is required to pay fees – in lieu of dedication open space, this fee shall be assessed as follows:

- (1) Residential Development - \$2,000.00 per permitted dwelling unit;
- (2) Commercial/Industrial Development - \$2,000.00 multiplied by 80% of the total number of acres in the proposed development.

SECTION VI – MISCELLANEOUS FEES

Administration Fee	15%
Moving Permit	\$5.00
<u>Publications</u>	
Comprehensive Plans	\$35.00
Subdivision & Land Development Ordinances	\$30.00
Zoning Ordinances	\$30.00
Additional Recycling Containers	\$5.00

Copies (See Right-To-Know Policy)

Copying Fee*	\$0.25 per page
Certification of Record*	\$0.25 per page
Copying fee, plus \$5.00 per Record to certify a public record.	
Please note that certification fees do not include notarization fees.	
Specialized documents*	Actual cost to Township
Postage Fees	Fees for postage shall be the actual cost of mailing

* If a requester wishes to inspect rather than receive a copy of a record and the record contains both public and non-public information, the Township shall redact the non-public information. The Township will not charge the requester for the redaction. However, the Township shall charge for the copies it must make of the redacted material in order for the requester to view the public record. If, after inspecting the records, the requester chooses to obtain the copies, no additional fee shall be charged. No fee shall be charged for searching for or retrieval of documents. 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 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. If the fees required to fulfill the requests under the Right-to-Know Law exceed \$100.00, the requester must prepay the estimated fee. Before records are released under the Right-to-Know Law, the fees for the records must be paid in full.

Notary Public Fee Schedule

Executing affidavits (no matter how many signature	\$5.00
Executing Acknowledgements	\$5.00
In executing acknowledgements, each individual name	\$2.00
Executing certificates (per certified copy)	\$5.00
Administering oaths (per individual taking oath)	\$5.00
Taking depositions, per page	\$3.00
Executing verifications	\$5.00
(Making) Executing protest, per page	\$3.00