

RESOLUTION NO. 2024 -R-4

A RESOLUTION OF THE TOWNSHIP OF LOWER SWATARA, DAUPHIN COUNTY, PENNSYLVANIA, SETTING THE FEES OF THE TOWNSHIP AS THEY PERTAIN TO RETURNED CHECK CHARGES, APPEALS BOARD PROVISIONS, BUILDING CONSTRUCTION PERMITS, THIRD PARTY ELECTRICAL FEES, ZONING PERMIT FEES, SUBDIVISION AND LAND DEVELOPMENT FEES AND OTHER PERMITS.

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Township of Lower Swatara enact and adopt the fee schedule attached hereto and marked as *Exhibit A*.

RESOLVED this 21st day of February, 2024.

ATTEST:

LOWER SWATARA TOWNSHIP
BOARD OF COMMISSIONERS


Jean R. Arroyo, Secretary

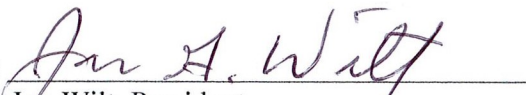
By: 
Jon Wilt, President

EXHIBIT A
Lower Swatara Township 2024 Fee Schedule

§ 1 Returned Check Charges.

A fee of \$40 will be imposed on returned checks issued to Lower Swatara Township or the Lower Swatara Township Tax Collector.

§ 2 Appeals Board.

1. Property Maintenance/Township Ordinance Appeals Board.
 - A. For all Township ordinance hearings, an application fee of \$500 payable in advance to Lower Swatara Township is required and shall be paid by the applicant or appellant.
 - B. Upon conclusion of the proceedings and determination of the actual costs, any unused portion of the fee will be returned to the applicant or appellant. When multiple hearings are necessary, determination will be made by the Township as to whether additional fees in increments of \$500 should be deposited with the Township. In the event that the actual costs exceed the amount of the original deposit, such additional costs shall be paid to the Township by the applicant or appellant prior to the rendering of any opinion on the application or appeal.
 - C. An appeal application will not be accepted without the above-referenced fees. Payment must be made in the form of cash, certified check, money order or check.
2. Building Code (UCC) Appeals Board (Capital Region Council of Governments).
 - A. For all building code hearings, a non-refundable application fee of \$500 (in accordance with Capital Region Council of Governments fees, as amended from time to time) payable in advance to Capital Region Council of Governments is required and shall be paid by the applicant or appellant.
 - B. An appeal application will not be accepted without the above-referenced fees. Payment must be made in the form of cash, certified check, money order or check from an attorney's account.

§ 3 Building Code Permits.

1. Building Code/New Construction Permit Fees. Building permit fees for new construction shall be based upon the building valuation data (BVD), and alterations and decks shall be determined by this section of this resolution, using the following schedules to compute the permit fees.

- A. Value of New Construction. The building valuation data (BVD) shall be used to compute the minimum value of new construction. The BVD represents the current average construction costs per square foot. This BVD is developed and is published by the International Code Council (ICC). The BVD is updated and printed at six-month intervals. The permit fee shall be based on the current BVD for when the permit application is received. Half of this fee shall be paid upon permit application. Remainder of fee required upon permit approval.
 - i. Commercial: gross floor area multiplied by square feet construction costs from the ICC BVD table multiplied by the permit fee multiplier of 0.01.
 - ii. Residential: gross floor area multiplied by square feet construction costs from the ICC BVD table multiplied by the permit fee multiplier of 0.008.
 - B. All permits per Act 45 subject to a UCC surcharge fee of \$4.50.
 - C. With all permit fees, fractions thereof shall be rounded up.
2. Residential Decks/Additions/Alterations/Accessory structures greater than 1000 square feet Permit Fees. Residential construction, as subject to Pennsylvania Uniform Construction Code, as adopted in Chapter 5 of the Code of Ordinances:
 - A. Application fee (paid at time of application): \$50.
 - B. Plan review fee (to be paid at application submission):
 - i. For applications exceeding \$25,000 in BVD, the fee shall be application fee plus \$4 per \$1,000 of contract price.
 - ii. For applications less than \$25,000 in BVD, application fee only applies.
 - C. Inspection Fee (to be paid once permit is approved):
 - i. For applications exceeding \$25,000 in BVD, the fee shall be \$4 per \$1,000 contract price.
 - ii. For applications less than \$25,000 in BVD the fee shall be \$8 per \$1,000 contract price.
 3. Residential new single-family dwellings, as subject to the Pennsylvania Uniform Construction Code, as adopted in Chapter 5 of the Code of Ordinances:
 - A. Application fee: \$50.

- B. Plan review fee to be paid at application:
 - i. For dwelling units up to 2,000 square feet: \$300.
 - ii. For dwelling units 2,001 to 2,500 square feet: \$350.
 - iii. For dwelling units 2,501 square feet and above: \$400.
 - C. Inspection fees paid when the permit is approved: \$525 for seven required inspections at \$75 each. Any additional inspections will be charged at \$75 per inspection, payable prior to the inspection being performed.
4. For duplexes and townhouses:
- A. Application fee: \$50.
 - B. Plan review fee to be paid at application: \$150 per unit.
 - C. Inspection fees, paid when the permit is approved: \$525 for seven required inspections at \$75 each. Any additional inspections will be charged at \$75 per inspection, payable prior to the inspection being performed.)
5. Commercial Construction Permit. Commercial alterations, additions, and new construction, as subject to Pennsylvania Uniform Construction Code, as adopted in Chapter 5 of the Code of Ordinances:
- A. Application fee (paid at time of application): \$75.
 - B. For applications exceeding \$25,000 in value of construction, the plan review fee (to be paid at application submission) shall be:
 - i. \$5 per \$1,000 for the value of construction for the first \$1,000,000.
 - ii. \$4 per \$1,000 for the value of construction for \$1,000,001 to \$5,000,000.
 - iii. \$2 per \$1,000 for the value of construction over \$5,000,001
 - C. For applications less than \$25,000 in BVD application fee only applies.
 - D. For applications exceeding \$25,000 in BVD the inspection fee (to be paid once permit is approved) shall be:
 - i. \$5 per \$1,000 for the value of construction for the first \$1,000,000.
 - ii. \$4 per \$1,000 for the value of construction for \$1,000,001 to \$5,000,000.
 - iii. \$2 per \$1,000 for the value of construction over \$5,000,001.

- E. For applications less than \$25,000 in BVD, the inspection fee shall be \$10 per \$1,000 for the value of construction for the first \$1,000,000.

6. Electrical Permit Fees.

- A. Residential electric fees will be a flat fee of \$25 if a third party is used.
- B. Township fees will be charged \$8 per \$1,000 of contract price as referenced in residential fees.
- C. For commercial electrical permits only, the fee shall be based on the following fee schedule:
 - i. Fee for work not regulated by the International Building Code (IBC) and International Fire Code (IFC): \$25.
 - ii. If regulated by the IBC and IFC, an application fee of \$75 plus \$5 per \$1,000 contract price.
- D. For all plan review and inspections performed by a third-party agency, fees should be paid directly to that third-party agency in accordance with their fee schedule.
- E. Commercial electrical work shall be reviewed and inspected by an approved Township third party in which the applicant chooses. Whichever agency reviews the plans shall also inspect the work.

7. Other Fees. The following schedule shall be used to compute other permit fees:

- A. Mobile Homes:
 - i. Single-wide: \$300.
 - ii. Double-wide: \$425.
- B. Demolition:
 - i. Accessory structures more than 1,000 square feet: \$50.
 - ii. Residential structure: \$100.
 - iii. Nonresidential structure: \$200.
 - iv. Miscellaneous: \$50.
- C. Signs: in accordance with any building permit fees.

- D. Sprinkler system permits when the Township elects to use a third-party agency for plan review and/or inspection: \$25.
- E. Certificate of occupancy not covered under a permit and requiring an inspection: \$75.
- F. Pools (aboveground or in-ground): \$125.
- G. Reinspection fees paid prior to reinspection (for more than one failed inspection or multiple inspections per trade): \$75 per hour per employee with a minimum fee of \$75 (fee will be prorated to the closest half hour).
- H. Missed inspections (fee may be assessed for failure to meet inspector, or failure to cancel a previously scheduled inspection with at least 24 hours' notice): \$75.
- I. Revised/modification of plan:
 - i. Residential: \$4 per \$1,000 of cost of construction or fraction thereof, with minimum fee of \$25.
 - ii. Commercial: \$75 for first \$15,000 of cost of construction or fraction thereof, and \$1 per \$1,000 cost of construction thereafter.
- J. Fees in accordance with this resolution shall be doubled for work started prior to permit approval.
- K. Staff review fees:
 - i. For all plan review and/or inspections performed outside of normal business hours, there will be a minimum fee of \$75 per hour per employee. Fee includes travel time.
 - ii. Hourly rate (for permits estimated at an hourly rate): \$75 per hour for plan review and inspection.
 - iii. Expedited plan review (available at the Township's discretion): \$150 per hour.

§ 4 Stormwater Management.

- 1. Plan Review Fees.
 - A. Every application for approval of a Stormwater Management (hereinafter "SWM") Plan shall be accompanied by a fee payable to the Township Secretary in accordance with the following fee schedule:

- i. For areas of disturbance less than one acre, the fee is based on the square footage of new impervious area as follows:
 1. Less than 1,000 square feet: \$0.
 2. 1,001 to 20,000 square feet: \$500.
 3. 20,001 square feet to one acre: \$700.
 - ii. For areas of disturbance greater than one acre, the fee is based on the square footage of disturbed acres as follows:
 1. One acre to five acres: \$1,000 plus \$300 per acre over one acre.
 2. Greater than five acres to 25 acres: \$2,500 plus \$200 per acre over five acres.
 3. Greater than 25 acres to 100 acres: \$6,700 plus \$100 per acre over 25 acres.
 4. Greater than 100 acres: \$14,300 plus \$50 per acre over 100 acres.
 - B. Should the aforesaid fees be insufficient to cover the cost of the Township's professional consultants or engineer for review of the plan, the applicant shall, when called on to do so, furnish additional amounts to cover all such review charges.
2. Permit Fees. None are required; however, zoning and building permits may be applicable.
3. Inspection Fees.
 - A. On or before the date on which the SWM Plan is to be considered by the Board of Commissioners for approval, the applicant shall pay a check, payable to Lower Swatara Township, an amount determined or approved by the Township Engineer sufficient to cover the costs of:
 - i. Inspecting the site layout for conformance with the plan;
 - ii. Reviewing cost estimates of required improvements (as applicable);
 - iii. Inspecting required improvements during installation; and
 - iv. Final inspection on completion of installation of required improvements.

- B. Upon conclusion of the inspection and determination of the actual costs of the above items, any unused portion of the fee will be returned to the applicant. In the event that the actual costs exceed the amount of the original deposit, such additional costs shall be paid to the Township by the applicant.

§ 5 Junkyards.

1. Application Fee: \$25.
2. Annual License Fee: \$100.

§ 6 Claims.

Interest at a rate of 10% per annum shall be collectible on all Township claims for taxes, water rents or rates, lighting rates or sewer rates from the date of the filing of the lien therefor or, where the claim is for work done by the Township, from the date of completion of the work after it is filed as a lien. However, if the Township claims are filed arising out of a Township project which required the Township to issue bonds to finance the project, interest shall be collectible at the rate of interest of the bond issue or at a rate of 12% per annum, whichever is less.

§ 7 Dumpster Permit Fees.

Permit fees for the Township dumpster program located at 810 Oberlin Road, are as follows:

1. Car trunk load: \$20.
2. Pickup truck load: \$55.
3. Tires \$10 per tire.

§ 8 Mobile Homes and Mobile Home Parks.

1. Mobile home park license fee: \$50.
2. Annual renewal fee: \$50.
3. Fee for each mobile home lot in the park: \$2 per lot.

§ 9 On-Lot Sewage Disposal.

1. Testing fees per lot are as follows:
 - A. Sewage permit application fee (includes permit review and issuance): \$195.

2. Sewage system inspections:

- A. Conventional (in-ground, sandmound): \$260.
- B. Alternate at-grade bed: \$260.
- C. Alternate at-grade bed with pre-treatment: \$260.
- D. Alternate Drip irrigation or micromound: \$260.
- E. Tank Replacement: \$150.
- F. Minor Repair (sewer line, baffle, etc.): \$135.
- G. Reconnection - new house to replace existing house: \$135.
- H. Additional inspection due to improper installation or special request: \$65.

3. Soil Test:

- A. Primary site (2 soil test): \$150.
- B. Secondary site (2 soil test): \$100.
- C. Additional soil test/pit: \$ 60.
- D. Soil test with soil scientist: \$ 65/hr.
- E. Percolation test (includes 6 holes): \$350.
- F. Additional perc test/lot: \$150.
- G. (Additional holes/test)/6 holes (includes existing vacant lots of record as of May 15, 1972): \$125.
- D. On-lot sewage management inspection: \$65.
- E. On-lot management minor repair permit: \$65.
- F. Site verification of prior testing: \$65.
- G. Annual holding tank inspection: \$65.
- H. Planning module review (per review): \$100.
- I. Township meeting attendance: \$65/hr.
- J. Copy of existing permits: \$25.
- K. Administrative fee (letter prep, individual client invoice prep): \$45/hr.

4. Should the aforesaid fees be insufficient to cover the costs to the Township, the applicant shall be notified in writing to furnish additional amounts to cover said costs.

§ 10 Solid Waste and Recycling Program.

An administrative service fee to cover Township costs associated with administering the solid waste program is set at \$2 per quarter (\$8 per year) per residential unit as bid by the contractor and shall be reflected on and collected with the contractor's quarterly billing.

§ 11 Street Openings and Excavations.

1. Driveway Openings.
 - A. Residential: \$50.
 - B. Nonresidential: \$150.
2. Street Excavations.
 - A. Street openings requiring excavation of the street: \$250 for openings 3 feet in width and up to 100 feet in length plus \$50 for each additional 100 linear feet in length.
 - B. Street cut area up to 36 square feet \$100 plus \$75 for each additional area up to 36 square feet.
 - L. Trenching, tunneling, boring or drilling under an improved street: \$125 plus \$25 for every 100 linear feet of work or fraction thereof.
3. Right-of-Way Work.
 - A. Excavation of right-of-way: \$125 for up to 100 linear feet, plus \$25 for every additional 100 linear feet of excavation.
 - B. Trenching, tunneling, boring or drilling: \$50 base fee plus \$5 for every 100 feet of work.
4. Curb Replacement. For curb replacement with no street excavation: \$50 base plus \$5 for each 100 linear feet of replacement or fraction thereof.
5. Permit extension: \$50.
6. Utility pole or core drilling: \$5 per pole or core.

§ 13 Subdivision and Land Development.

1. Recreation fee. Fee in lieu of dedication of land for recreation purposes: \$2,500 per residential unit.
2. Plan Approval of Fees. Every application for approval of a preliminary plan, final plan or preliminary/final plan shall be accompanied by a fee payable to the Township to cover the cost of the Township's professional consultants or engineer for review of the plan in accordance with the following: \$500 plus \$50 per lot or \$50 per acre, whichever is greater.
3. Should the aforesaid fees be insufficient to cover the cost of the Township's professional consultants or engineer for review of the plan, the applicant shall, when required to do so, furnish additional amounts to cover all such review charges.
4. In addition to the professional consultants or engineer fees set forth in Subsections 3 and 3 above, every application for approval of a preliminary plan, final plan or preliminary/final plan shall be accompanied by a fee payable to the Township to cover the cost of Township staff review of the plan in accordance with the following: \$600 plus \$50 per lot or \$50 per acre, whichever is greater, plus \$75 per hour for staff time beginning with the third hour and any subsequent submissions.
5. Engineering fee escrow account: \$3,000 or as determined by the Township staff.
6. Should the Township elect to establish an escrow account, the applicant shall pay the identified amount to cover the engineering review and engineering site inspection fees. In the instance where the escrow account will be exhausted, the Township in writing will request the applicant to provide an additional fee in increments of \$1,500 or as determined by the Township staff. In the event the escrow account is exhausted, all and engineering work will cease until such account is replenished. At the completion of project, once all fees have been paid, the Township will refund the escrow account to the applicant within 30 days of the final payment.

§ 14 Transient Retail Business.

1. License fee for 15 days: \$50.
2. Renewal fee for an additional 15 days: \$50.

§ 15 Zoning Fees (§ 27-2705).

1. Zoning Permit. The fee for a zoning permit (or for a temporary zoning permit) shall be as per schedule below. Such fee shall be payable to the Township office upon making permit approval.
 - A. All construction of structures (including accessory structures) greater than 1,000 square feet and/or requiring a building permit shall be charged a zoning permit fee of \$60.
 - B. All construction of structures where a building permit is not required shall be charged a fee for zoning permit as follows:
 - i. Accessory structures and decks: \$45.
 - ii. Fences:
 1. Residential: \$40.
 2. Nonresidential: \$100
 - C. Signs (per sign):
 - i. Residential: \$35.
 - ii. Nonresidential: \$50.
 - iii. Off-premises billboard: \$75.
2. Hearings and Appeals before the Zoning Hearing Board.
 - A. For all hearings, residential, commercial, or industrial in nature, held before the Zoning Hearing Board, a fee of \$600, payable in advance, shall be paid by the applicant or appellant to the Township of Lower Swatara.
 - B. When multiple hearings are necessary, a determination will be made by the Township as to whether additional fees in increments of \$600 should be deposited with the Township. In the event that the actual costs exceed the amount of the original fee, such additional costs shall be paid to the Township by the applicant or appellant prior to the rendering of any opinion on the application or appeal.
 - C. No hearing shall be conducted before the Zoning Hearing Board before and until the above fees have been paid.
3. Changes or Amendments to the Zoning Ordinance or Map.

- A. For every application for a change or amendment to the Zoning Ordinance or Map, a fee of \$500, payable in advance, shall be paid by the applicant to the Township of Lower Swatara.
4. Home Occupation License. The license fee for all applications for home occupation use shall be \$50. This fee shall be required for any original license issued to any applicant, as well as any renewal of each license.
5. Certificate of Use Letters. A fee of \$35 will be imposed for preparation of any certificate of use letter.

§ 16 False alarms.

1. First, second, and third alarms in each calendar year: no charge.
2. Fourth alarm, each calendar year: \$50.
3. Fifth through ninth alarm each calendar year: \$100 per alarm.
4. Tenth through 19th alarm each calendar year: \$500 per alarm.
5. Twentieth alarm or more in any calendar period: \$1,000 per alarm.

§ 17 Resources.

1. Photocopies:
 - A. Letter (8.5 inches by 11 inches):
 - i. Black and white: \$0.25 per page.
 - ii. Color: \$0.50 per page.
 - B. Legal (8.5 inches by 14 inches):
 - a. Black and white: \$0.30 per page.
 - b. Color: \$0.55 per page.