

LOWER FREDERICK TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 2023R – 10

2023 FEE SCHEDULE

BE IT RESOLVED, that the Lower Frederick Township’s Board of Supervisors hereby establish the following fee schedule:

- All filing fees and permits fees are non-refundable, except when required by law.
- Where applicable, these fees are based on gross floor area which includes all interior and exterior areas connected to a structure, including, but not limited to, all rooms and living areas, garages, storage areas, corridors, stairs, closets, and attics. Crawlspace with a maximum height of five (5) feet at their highest point are excluded from square foot calculations.
- Residential additions over existing structures will require the submission of building plans by a registered engineer. All other residential construction shall require engineered signed and sealed plans upon determination of the Code Enforcement Officer.
- **Ordinary repairs do not require any permit.** Ordinary repairs shall include repairs or installation of down spout & rain gutters, masonry pointing, interior floor coverings, kitchen or bathroom cabinet replacement, replacing existing fencing of the same height and location, private concrete, wood or stone walkways on grade not for use by the public, replacement or repair of existing roof covering, repairs and/or replacement of metal or vinyl siding, installation of interior decorative wall covering on existing walls such as wall papering, wood veneer panels and wood and/or plastic trim moldings. Ordinary repairs **SHALL NOT** include cutting away of any load-bearing wall, partition or portion thereof, the removal or cutting of any structural beam or bearing support, or the removal or change of any required means of egress, or re-arrangement of parts of a structure affecting the exit requirements, further, ordinary repairs **SHALL NOT** include additions to structures, or installation of any new electrical wiring or circuits, mechanical equipment, or plumbing drain lines, water line or gas piping.

1. APPLICATION/PLAN REVIEW FEES:

Building, Plumbing, Electrical and Mechanical Permits:

a. Residential building/property	\$75.00
b. Non-residential building/property	\$200.00
c. Revisions to issued permit	\$100.00
d. Renewal fee for issued permit	\$100.00
e. Zoning permit (when building, plumbing, electrical and/or mechanical permits are needed)	\$50.00

2. BUILDING PERMIT FEES:

a. Residential (New buildings, structures, and additions as listed below)*	
i. New dwelling	\$0.38/sq ft
1. Minimum permit fee	\$800.00
ii. New additions	\$0.38/sq ft

1. Minimum permit fee	\$350.00
iii. Accessory structures 1,000 square feet and over	\$0.38/sq ft
1. Minimum permit fee	\$175.00
iv. Decks and porches over 30" high or having a roof or attached to a residential structure	\$0.38/sq ft
1. Minimum permit fee	\$175.00
v. Where none of the above categories apply	\$0.38/sq ft
1. Minimum permit fee	\$150.00
* Detached accessory structures that are less than 1,000 square feet in floor area require a Zoning Permit only.	
b. Non-Residential (New buildings, structures, and additions as listed below)	
i. The first 0-10,000 Square feet	\$0.60/sq ft
ii. 10,001 Square feet and over	\$0.20/sq ft
iii. Minimum permit fee	\$250.00
c. Alterations and Renovations (Not increasing square footage of an existing building or structure) <i>Square Feet is based on where renovation and alterations are occurring.</i>	
i. Residential	\$0.38/ sq ft
ii. Non-Residential	\$0.38/ sq ft
d. Re-roofing Permit*	
i. Residential	\$100.00
ii. Non-Residential	\$250.00
* Re-roofing that involves the repair or replacement of any part of the building structure, will require Building Permits. The Code Enforcement Officer may require structural analysis of the building structure by a registered engineer before issuing a re-roofing permit.	
e. Residential Swimming Pool*	
i. Inground Pools	\$400.00
ii. Above Ground Pools	\$200.00
iii. Storable Pools (temporary pools with 24"-42" of water depth) require a Zoning Permit only	
* Electrical Permit is also required	
* Building Permit may be required for any associated structures	
f. Non-Residential Swimming Pool*	
i. First \$1,000 of cost	\$500.00
ii. Each Additional \$1,000	\$20.00
* Electrical Permit is also required	
* Building Permit may be required for any associated structures	
g. Agricultural Buildings	No fee if building meets UCC definition
h. Wind turbine, solar panel, geo-thermal installations	\$300.00
i. Demolition	
i. Residential	\$75.00 (per structure)
ii. Non-Residential	\$100 + \$0.03/sq ft (per structure)
j. Fuel storage tank installation fee	\$50.00/tank
k. Compliance escrow for new construction	\$2,000.00

- I. Re-inspections (will be assessed on a per inspection basis) \$75.00

Note: \$4.50 will be added to each building permit for remittance to the Department of Labor and Industry, as mandated by Pennsylvania State Law for training fees.

3. PLUMBING PERMIT FEES

- a. Residential
 - i. Manufactured home with crawl space or on a slab \$75.00/unit
(includes mobile home on foundation)
 - ii. Single family dwelling (not over 3 full or partial baths) \$135.00
Each additional full or partial bath \$55.00
 - iii. Two family dwelling (not over 2 full or partial baths per unit) \$230.00
Each additional full or partial bath per unit \$75.00
 - iv. Multifamily building (not over 2 full or partial baths per unit)
 - First two units \$200.00
 - Each additional unit \$100.00
 - Each additional full or partial bath per unit \$50.00
 - v. Townhouse building (not over 2 full or partial baths per unit)
 - First two units \$200.00
 - Each additional unit \$100.00
 - Each additional full or partial bath per unit \$50.00
- b. Non-Residential
 - i. Plumbing systems regulated by Chapter 61, Construction Codes, of the Lower Frederick Township Code, for the entire work area where plumbing is proposed to be installed, including basement \$0.20/sq ft
 - ii. Minimum permit fee \$300.00
- c. Miscellaneous
 - i. Sewer lateral \$75.00
 - ii. Water lateral \$75.00
 - iii. Sewer and water lateral at installed at same time \$90.00
 - iv. Any Plumbing Work not listed elsewhere in this Schedule which requires a Permit \$75.00
 - v. Re-inspections (will be assessed on a per inspection basis) \$75.00

4. ELECTRICAL PERMIT FEES

- a. Residential service inspections
 - i. Service not over 200 amp \$75.00
 - ii. Service over 200 amp but not over 400 amp \$100.00
 - iii. Service over 400 amp \$150.00
 - iv. Additional meters \$20.00
- b. Non-residential and residential (other than single- and two-family dwellings)

i. Electric systems regulated by Chapter 61, Construction Codes, of the Lower Frederick Township Code for the entire work area where electric is proposed to be installed, including basement	\$0.20/sq ft
ii. Minimum permit fee	\$360.00
c. Electrical wiring	
i. New single-family dwelling	
1. 200 amp or less Rough or Service (Each)	\$75.00
2. Over 200 amp but not over 600 Rough or Service (Each)	\$95.00
d. Dwelling additions and rewiring	\$95.00
e. Mobile homes	\$75.00
f. Final inspections	\$75.00
g. Private pools	
i. bonding inspection	\$75.00
ii. electrical inspection	\$75.00
h. Miscellaneous	
i. Any Electrical Work not listed elsewhere in this Schedule which requires a Permit	\$110.00
ii. Extra inspection fees	
1. Special appointments	\$95.00
2. Duplicate final certificate	\$10.00
iii. Written verification of a residential permit or approval	\$100.00
iv. Written verification of a non-residential permit or approval	\$500.00
v. Annual permit fee for inhouse maintenance projects by qualified individuals that do not require individual inspections	\$100.00
vi. Re-inspections (will be assessed on a per inspection basis)	\$75.00

5. MECHANICAL PERMIT FEES

a. Residential*	\$100.00
b. Non-Residential*	\$150.00
c. Miscellaneous Mechanical Fees	
i. Any Mechanical Work not listed elsewhere in this Schedule which requires a Permit	\$75.00
ii. Re-inspection (will be assessed on a per inspection basis)	\$75.00

****Additional inspections based on plan review at a cost of \$75.00 per inspection***

6. SPRINKLER SYSTEM PERMIT FEES:

a. Residential	\$50.00 + \$10.00/head
b. Non-Residential	\$150.00 + \$10.00/head

7. USE AND OCCUPANCY PERMIT FEES:

a. New construction, additions, and alterations	
i. Residential	\$50.00

ii. Non-residential	\$100.00
b. Existing buildings, (health safety, transfer inspection)	
i. Residential resale (single- and two-family dwellings)	\$25.00
1. Require a signed affidavit	
ii. Residential resale (multifamily)	\$75.00/dwelling
iii. Non-residential resale (change of use or tenant)	\$200.00/unit

8. ZONING PERMIT FEES:

Such permits are required to show compliance with the Township Zoning Ordinance, which includes, amongst other things, the establishment/expansion/change of a use; the construction/installation/erection of any building or structure, addition, accessory building or structure, deck or porch, sign, or paving or similar work that creates an impervious surface (walkways, patios, concrete pads, driveways, etc.); alteration of any building or structure (exterior only); fence location & height; and/or the moving a building or structure.

a. Residential (includes accessory structures 200 sq ft or under, patios, Decks & porches 30" high or less (not attached to dwelling & having no roof)	\$125.00
b. Non-residential	\$250.00
c. Accessory structures	
i. 201 sq ft to 999 sq ft (accessory structure must have anchorage)	\$150.00
ii. 1,000 sq ft and over	\$50.00
*Accessory structures 1,000 sq ft or over must have building permit	
d. Change of use/Establishment of new use	\$75.00
e. Home occupation	
i. Home occupation zoning permit fee	\$30.00
ii. Annual home occupation renewal zoning permit fee	\$10.00
f. Sign*	
i. (6 square feet up to 20 square feet)	\$50.00
ii. (over 20 square feet)	\$50.00 + 1.25/sq ft over 20
iii. Temporary signs	\$25.00
* Signs over 20 square feet also require a Building Permit.	
g. Off premise signs and billboards*	
i. First 20 square feet	\$150.00
ii. Each additional square foot over 20 sq ft	\$1.50/sq ft
* Signs/Billboards over 20 square feet also require a Building Permit.	
h. Agricultural buildings	\$0.10/sq ft up to \$500.00 max
i. Wind turbine, solar panel, geo-thermal installations	\$300.00
j. Temporary uses, events, trailers	\$100.00
k. Portable Storage Units/Dumpsters	\$35.00 per 3-month period
l. Preliminary opinion from the Zoning Officer	\$750.00
m. Re-inspection (will be assessed on a per inspection basis)	\$75.00

- n. Zoning decisions – any formal written zoning decision by the Zoning Officer \$250.00

9. STORMWATER MANAGEMENT FEES: *

Projects which add 1,000 square feet or more of impervious surface or cause earth disturbances of 5,000 square feet or more must submit an application and escrow with plans (including electronic) for review by the Township Engineer

- a. Residential (new one- and two-family dwellings on existing lots)
 - i. Application fee \$100.00
 - ii. Escrow (non-exempt projects) \$2,000.00
- b. Residential (additions, accessory buildings, structures, and uses)
 - i. Application fee \$75.00
 - ii. Escrow \$2000.00
- c. Non-Residential (all)
 - i. Application fee \$1,000.00
 - ii. Escrow \$3,000.00

*** As required by Chapter 134 of the Township Code.**

*** Escrows include the coverage of engineering reviews and inspections as required. If costs exceed escrow amount, applicant will be billed the remaining balance and any unused funds will be returned.**

10. GRADING PERMIT FEES: *

Projects which cause earth disturbances of 5,000 square feet or more and/or for individual lots in a large subdivision.

- a. Non-Residential
 - i. Review of application \$1,000.00
 - ii. Escrow \$1,500.00
 - iii. 1
- b. All other (including residential)
 - i. Review of application \$100.00
 - ii. Escrow \$750.00

*** As required by Chapter 77 of the Township Code.**

*** Escrows include the coverage of engineering reviews and inspections as required. If costs exceed escrow amount, applicant will be billed the remaining balance and any unused funds will be returned.**

11. DRIVEWAY PERMIT FEES:

- a. New Driveways
 - i. Residential \$100.00
 - ii. Commercial \$250.00
 - iii. Escrow* \$1,500.00
- b. Resurfacing or alteration of existing driveways \$25.00
 - i. Escrow* \$1,000.00

** Escrow may be waived in whole or part at the recommendation of the Township's Road Master*

12. ROAD OPENING PERMIT FEES:

- a. HOP - Work in the legal right of way \$250.00 plus \$10.00/square yard of excavation within Township ROW
 - i. Work in road paved within last 5 years Additional \$10.00/square yard
 - ii. Escrow* \$3,000 plus \$15 per square yard pavement opening
- * Escrow may be waived in whole or part at the recommendation of the Township's Road Master*
- b. HOP – Above-ground facilities (poles, guy wires, etc.) \$50.00 for up to 10 physically connected facilities + \$10.00 for each additional facility over 10 (continuous group)
 - c. HOP – Below-ground facilities (pipes, wires, etc.) \$75.00 for up to 100 feet of physically connected facilities + \$10.00 for each additional 50 feet (continuous group)
 - i. Escrow 3,000 plus \$15 per square yard pavement opening

13. SECURITY ALARM SYSTEM REGISTRATION FEES:

- a. Within 21 days of installation No Fee
- b. After 21 days of installation \$50.00

14. OUTDOOR WOOD BURNING HEATING APPLIANCE FEES:

- a. Application/Permit \$100.00

15. BLASTING FEES:

Must show proof of insurance & PA blaster's license

- a. Application fee \$150.00
- b. Fee per each day of blasting \$50.00

16. ZONING HEARING APPLICATION FEES:

- a. Residential use/property \$800.00
- b. Non-residential use/property \$1,200.00
- c. In conjunction with a subdivision/land development \$1,500.00
- d. Substantive Challenge \$7,500.00
- e. Additional hearing dates \$200.00/date
- f. Applicant-requested continuance \$200.00/request

17. UCC BOARD OF APPEALS FEES:

- a. Application \$100.00

b. - Residential	\$800.00
c. Non-Residential	\$1200.00
d. Additional hearing date – Residential	\$200.00/date
e. Additional hearing date – Non-Residential	\$200.00/date
f. Applicant-requested continuance	\$200/request

18. BOARD OF SUPERVISORS HEARING FEES:

a. Conditional Use	\$800.00
i. In conjunction with a subdivision/land development	\$1,500.00
b. Constitutional challenge or Curative Amendment	\$7,500.00
c. Liquor license transfer	\$800.00
d. Appeals to the decision of the SEO	\$600.00
e. Zoning amendment/rezoning	
i. Application fee	\$500.00
ii. Escrow	\$2,000.00
f. Petition to vacate public road/right-of-way/paper street	
i. Application fee	\$500.00
ii. Escrow	\$2,000.00
g. All other hearings	\$500.00
h. Additional hearing dates	\$200.00/date
i. Applicant-requested continuance	\$200.00/request

19. SUBDIVISION/LAND DEVELOPMENT FEES AND ESCROWS

The following amounts must be posted by check for the application to be considered complete:

a. Sketch Plan	
i. Application fee	\$250.00
ii. Escrow	\$1,000.00
b. Minor Plan	
i. Application fee	\$500.00
ii. Escrow	\$2,500.00
c. Residential Subdivision/Land Development	
i. Preliminary Plan Application (10 lots/units or less)	
1. Application fee	\$500.00
2. Escrow	\$5,000.00
ii. Preliminary Plan Application (11-25 lots/units)	
1. Application fee	\$1,000.00
2. Escrow	\$10,000
iii. Preliminary Plan Application (26-49 lots/units)	
1. Application fee	\$2,000.00
2. Escrow	\$15,000
iv. Preliminary Plan Application (50 lots/units or more)	
1. Application fee	\$3,000.00

2. Escrow	\$20,000
v. Final Plan Application	
1. Application fee	\$800.00
2. Escrow	Rollover remainder from Preliminary Plan
3. Minimum Escrow	\$5,000.00.
d. Nonresidential Subdivision/Land Development:	
i. Preliminary Plan Application (equal to or less than 10 lots/units or 25,000 sq ft of floor area)	
1. Application	\$1,000.00
2. Escrow	\$7,500.00
ii. Preliminary Plan Application (greater than 10 lots/units or 25,000 sq ft of floor area)	
1. Application	\$3,000.00
2. Escrow	\$10,000.00
iii. Final Plan Application	
1. Application Fee	\$800.00
2. Escrow	Rollover remainder from Preliminary Plan
3. Minimum Escrow	\$5,000.00
e. Waiver of Land Development	
1. Application	\$500.00
2. Escrow	\$2,500.00
f. Act 537 Applications	
i. Planning Module Review (1 – 2 lots or EDU's)	\$400.00
ii. Planning Module Review (3 – 9 lots or EDU's)	\$800.00
iii. Planning Module Review (More than 9 lots or EDU's)	\$1,500.00
iv. Act 537 Amendment/Revision	\$800.00
v. Escrow (if not part of subdivision/land development)	\$1,000.00

20. SEWERS

a. Sewer Tap in Fee (Residential)	\$7,405.26
i. (1 EDU = 249 Gallons per day)	
b. Sewer Tap In Fee (Nonresidential)	\$29.74 per gallon/day
c. Rental Charges – per EDU	\$800 per annum
i. \$200.00 quarterly.	
d. Sewer Grinder Pumps	
i. Residential	\$100.00
ii. Commercial	\$200.00
e. Sewer Connection	\$250.00
f. Sewer Certifications	\$25.00 each
g. Sewage Management Fee	\$500.00
h. Escrow (plan review & document preparation)	\$1,000.00

21. WIRELESS COMMUNICATION FACILITIES FEES*

a. New Tower Based WTF	
i. Application fee	\$1,500.00
ii. Escrow	\$2,000.00
b. Alteration of Existing Tower Based WTF	
i. Application fee	\$800.00
ii. Escrow	\$1,000.00
c. New Non-Tower Based WTF	
i. Application fee	\$700.00
ii. Escrow	\$1000.00
d. Alteration of Existing Non-Tower Based WTF	
i. Application fee	\$500.00
ii. Escrow	\$500.00
e. SWF (collocated)	\$500.00 for up to five SWFs in single application plus \$100 for each additional SWF in same application.
f. SWF (requiring new/replacement wireless support structure)	\$1,000
g. Annual ROW use fee (per WTF)	\$270
	<i>* \$4,000 total permit fee maximum for new & existing tower-based facilities</i>
	<i>* \$1,000 total permit fee maximum for new & existing non-tower-based facilities</i>

22. POLICE DEPARTMENT FEES

a. Accident reports (State sets charge)	\$15.00
b. Local check concealed weapons permit	\$15.00
c. Fingerprinting	\$15.00

23. OTHER FEES

a. Sidewalks	
i. Permit fee	\$50.00
ii. Escrow deposit	\$1,000.00
b. Vehicles, abandoned, or junked – registration for repairable vehicles	\$15.00 for 120 days.
c. Fire insurance escrow	\$500.00
d. Junkyards and junk dealers	
i. License	\$500.00/year
ii. Transfer	\$250.00
e. Peddling and soliciting	
i. Issuance of permit	\$75.00
ii. Renewal every 6 months	\$75.00
f. Public Gatherings – Application for permit and fees	
i. 200 – 500	\$300.00
ii. 501 – 2,000	\$500.00
iii. 2,001 – 3,500	\$800.00
iv. 3,501 – 5,000	\$800.00

v. 5,001 – 10,000	\$1,000.00
vi. Over 10,000	\$1,200.00
g. Vendor permits (for Public Gatherings)	\$50.00
h. Use of Township Building (non-profit organizations only)	\$25.00
i. Pavilion Rental	
i. Resident	\$50.00
ii. Non-Resident	\$75.00
j. Miscellaneous fees	
i. Copy of Zoning Ordinance, including map	\$30.00
ii. Copy of SALDO, Stormwater, or Grading Ordinances	\$40.00 each
iii. Zoning Map	\$2.00
iv. Codified Codes	
1. Printed	\$500.00
v. Photocopies*	
1. Black & White (up to 8.5" x 11")	\$0.25/page
2. Color (up to 8.5" x 11")	\$0.35/page
3. Copying by outside vendor	actual service cost
* Additional RTKL fees may apply.	
* Applicant must supply flash drive for electronic copies.	
vi. Certification of record	\$25.00
vii. Returned check/insufficient funds fee	\$30.00 plus bank charges

24. FAILURE TO COMPLY FEES

- a. Work without permit (applies to permits issued after work has started)
 - i. Fee Double the standard fee
 - ii. Minimum fee \$250.00
- b. Occupancy without certificate (applies to U&O certificates issued after occupancy)
 - i. Fee Double the standard fee
 - ii. Minimum fee \$250.00
- c. Where special tests and/or agencies are required to determine compliance due to concealed construction or work completed prior to obtaining any required permit(s) or inspections, applicant shall pay the cost incurred by the Township plus 10%, or in the alternative, the applicant shall be required to produce approved proof of compliance, such as soil compaction testing, electrical certifications, compressed air testing of pipes, or other similar testing deemed necessary and deemed acceptable to the Township.

25. ESCROWS

The Board of Supervisors and Staff of Lower Frederick Township may call upon the services of consultants for engineering, legal, site design, traffic design, landscape architecture, environmental, and other professional services as may be deemed necessary incidental to the review, examination, and approval of permit applications and plans; review, examination, and approval of subdivision and land development applications and plans; the inspection of the work completed pursuant to the approval of such applications and plans; securing compliance with the approval of such application or plans; and the review and/or preparation of such legal

and engineering documents concerning the same which may be necessary to implement the approval of such applications and plans. In addition, the Township may incur other costs and expenses as result of certain submissions to the Township which the Township is permitted to pass onto the applicant. As such and as required above, an Escrow may be established to reimburse the Township for all such fees, costs, and expenses so incurred and shall be used in accordance with the Pennsylvania Municipalities Planning Code, the Second-Class Township Code, and Township Ordinances & Fee Schedules. In addition, a Professional Services Agreement (PSA) is required as part of the submission process involving an Escrow.

Prior to acceptance by the Township of an application and/or plan, the applicant shall pay to the Township the amount specified above for the Escrow for that particular type of application or plan. Any balances remaining after the review and approval of a prior phase of a project may be applied by the applicant toward the Escrow required for a subsequent phase of review. The Escrow shall be held and maintained in a non-interest-bearing account by the Township as security for the payment of all the reasonable and necessary fees, costs, and expenses incurred by the Township for the purposes above stated and for the payment of a Township administrative fee as set forth herein.

As the Township receives invoices for the fees, costs, and expenses provided herein, it shall forward them to the applicant on a monthly basis and shall withdraw from the Escrow the amount required for the Township to pay such bills. Moreover, Township administrative expenses shall be reimbursed at 10% per billing and with minimum of \$10.00 per bill.

It is the responsibility of the applicant to maintain the Escrow at all times in the amount provided in this Fee Schedule. When funds in the Escrow fall below 50% of the original required amount of the Escrow, the Township shall forward notice to the Applicant to replenish the Escrow within thirty (30) days. If the Township does not receive payment in full from the applicant to replenish the Escrow, the Township reserves the right to charge the applicant an additional administrative fee of 10% of the amount of the replenishment not so paid. Additionally, if the Escrow is completely depleted and the applicant fails to replenish it in a timely fashion upon notice from the Township, the Township may withhold all future action, consideration, and approval on the applicant's plan and application, and the Township may deny the issuance of any permit or other approval related thereto until all of the outstanding fees, costs, and expenses (plus the administrative fees) incurred by the Township are paid in full, and the Escrow is fully funded as provided herein.

The balance of the Escrow may be refunded to the applicant upon the issuance of an occupancy certificate and/or certificate of completion, less any unpaid fees, costs, and expenses incurred by the Township concerning the application and plan. To obtain this refund of the balance, the applicant shall forward to the Township a written request for such refund stating that the subject project has been granted final occupancy, is fully complete, has been denied, or is officially withdrawn. Such request for a refund must be made within twelve (12) months of the completion, denial, or withdrawal of the project/application. **In addition, if any property, building, or structure is used or occupied prior to the issuance of any occupancy certificate and/or certificate of completion, the funds in the Escrow shall be automatically forfeited.**

DULY ADOPTED by the Board of Supervisors of Lower Frederick Township, Montgomery County, Pennsylvania, in the lawful session duly assembled this 4th day of April, 2023.

**LOWER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS**

Marla Hexter, Chair

ATTEST:

Dan Orfe, Vice-Chair

Jason A. Wager, Township Manager

Terry Bird

Terry Sacks

Chuck Yeiser