

UPPER FREDERICK TOWNSHIP

P.O. Box 597, Frederick, PA 19435

RESOLUTION No. 2024-06

A RESOLUTION ADOPTING THE UPPER FREDERICK TOWNSHIP'S FEE SCHEDULE

BE IT RESOLVED, that the Upper Frederick Township's board of Supervisors hereby establish the following Fee Schedule;

Note: 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.

Note: Permit fees for work requiring permits per the Uniform Construction Code and the Upper Frederick Code of Ordinances, that commences prior to the issuance of a permit will be double the permit fee or \$250.00, whichever is greater.

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.

1. Building Permits:

RESIDENTIAL CONSTRUCTION

- a. Non-refundable permit application fee - \$50.00. If a permit is issued, the permit application fee will be applied to the permit fee.
- b. New Residential (New Buildings):* \$0.40 per square foot (includes all floors)**
***Residential detached accessory sheds and detached garages less than 200 square feet require zoning permit only. See Zoning Permits under Section 7.**
****New dwelling unit minimum permit fee of \$800.00/unit**
*****All other permits \$250 minimum**
- c. For residential additions including attached garages, \$0.40 per square foot of building or structure area. Including porches, patios, attics, basements, garages, and living areas. There is a minimum permit fee of \$350.00.
- d. For detached garages 200 square feet and over, accessory structures 200 square feet and over, and decks, \$ 0.40 per square foot of building or structure area (total area, each level) is charged. There is a minimum permit fee of \$ 250.00.

For Non-Modular (one piece prefabricated) accessory structures 200 sq. ft. and over, the permit fee is \$100.00.

- e. Pools- Additional permits required may include, but not be limited to, zoning, electrical permits, grading and stormwater management.
 - i. For private swimming pools over 24 inches in depth, \$ 0.40 per square foot of structure area, including surrounding patio/deck. There is a minimum permit fee of \$ 250.00.
 - ii. For storable pools over 24 inches in depth, the permit fee is \$ 100.00.
 - iii. Above Ground Pools (includes building and electric) the permit fee is \$200.00.

- f. Renovations, Alterations, Modification, and where none of the above categories apply, \$ 0.40 per square foot of building or structure area (areas with at least minimum height ceilings). There is a minimum building permit fee of \$ 200.00.
- g. Re-roofing- non-structural roof work (replacing shingles) does not require a permit. Structural roof work shall obtain a building permit. **The Code Enforcement Officer may require structural analysis of the building structure by a registered engineer.**
- h. The building permit renewal fee is \$75.00.
- i. Additional or re-inspections will be billed to the applicant on a per inspection basis. The fee for each inspection will be \$ 85.00.

NON-RESIDENTIAL and INSTITUTIONAL CONSTRUCTION

- A. The minimum building permit fee for new buildings is \$ 500.00 plus \$ 0.60 per square foot of building area on each floor including the basement for the first 10,000 square feet and \$ 0.25 per square foot for the remaining area.
- B. The minimum building permit fee for renovations, alterations, and/or modifications of existing buildings is \$300 plus \$ 0.60 per square foot of building or structure area (areas with at least minimum height ceilings). There is a minimum building permit fee of \$ 300.00.
- C. Roofing- **The Code Enforcement Officer may require structural analysis of the building structure by a registered engineer.**
 - a. Non-structural roof work (replacing shingles) does not require a permit.
 - b. Structural roof work shall obtain roofing permit \$500.
- D. The building permit renewal fee is \$100.00.
- E. Non-refundable permit application fee - \$500.00 for new buildings and \$300 for renovations, alterations and/or modifications. If a permit is issued, the permit application fee will be applied to the permit fee.
- D. Re-inspection fee is \$125.00

2. Demolition:

- i. Residential \$75.00
- ii. Non-Residential \$100.00 + .03/sq. ft.

3. Plumbing Permit Fees:

RESIDENTIAL CONSTRUCTION

- A. Manufactured dwelling with crawl space (includes mobile home on foundation) \$100.00

B.	Single family dwelling (not over 3 full or partial baths)	\$150.00
	Each additional full or partial bath	\$75.00
C.	Two family dwelling (not over 2 full or partial baths per unit)	\$250.00
	Each additional full or partial bath per unit	\$ 75.00
D.	Multi family apartment 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
E.	Condominium (townhouse, condominium townhouse (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
F.	Additions, Renovations, and Alterations	\$150.00
G.	Additional or re-inspections will be billed to the applicant on a per inspection basis of \$85.00 per inspection.	

2. NON-RESIDENTIAL and INSTITUTIONAL CONSTRUCTION

For plumbing systems regulated by the UCC, \$0.20 per square foot for work area where plumbing is located, including basement. Minimum permit fee \$300.

Re-inspection fee	\$125.00
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3. MISCELLANEOUS PLUMBING FEES

A.	Sewer lateral	\$100.00
B.	Water Lateral	\$100.00
C.	Permit for any Plumbing Work which requires a Permit (Not listed elsewhere)	\$125.00

ELECTRICAL PERMIT FEES

1. RESIDENTIAL CONSTRUCTION

A.	Service (Service Only)	
	Service not over 200 amp	\$100.00
	over 200 but not over 400 amp	\$150.00

	over 400 amp	\$200.00
	Additional meters	\$25.00
B.	Electrical Wiring	
	New Single Family Dwelling	
	200 amp or less	
	Rough / Service / Final	\$225.00
	Over 200 amp but not over 600	
	Rough / Service / Final	\$275.00
C.	Dwelling additions, alterations, renovations (Includes rough and final inspection)	\$150.00
D.	Mobile Homes (includes service and final inspection)	\$175.00
E.	Solar Panels	\$300.00
F.	In-Ground private pools	\$175.00
G.	Generator	\$200.00
H.	Permit for any Electrical Work which requires a Permit (Not listed elsewhere)	\$125.00
I.	Re-Inspection Fee	\$85.00
2.	NON-RESIDENTIAL and RESIDENTIAL other than ONE and TWO FAMILY USES	
	The minimum permit fee is	\$360.00
A.	Electric systems regulated by the UCC per sq. foot of work area where electric is located	\$ 0.20
B.	Electrical Plan Review – per Hour	\$100.00
C.	Annual permit fee for inhouse maintenance projects by qualified individuals that do not require individual inspections.	\$125.00
D.	Re-Inspection Fee	\$125.00

4. Sprinkler System Permits:

- A. The minimum permit fee is \$ 350.00 for up to 200 sprinkler heads plus \$ 0.50 for each additional sprinkler head over 200.

B. Re-Inspection Fee \$125.00

5. Use and Occupancy Permit:

- a. New Construction, Additions and Alterations:
 - i. Residential \$100.00
 - ii. Non-Residential \$100.00

- b. Existing Buildings(Re-sale, Change of Use, Change in Tennant)
 - i. Residential \$100.00
 - ii. Non-Residential \$125.00
 - iii. Transfer Only \$100.00

- c. Residential Rental Occupancy Permit (per unit)
 - i. Inspection \$75.00
 - ii. Permit \$50.00

- d. All Use and Occupancy Re-inspections \$75.00

6. Zoning Permits:*

- a. Sign* (6 square feet up to 20 square feet) \$30.00
- b. Sign* (over 20 square feet) \$50.00 + 1.25/SF
- c. Temporary Signs* \$25.00
- d. Off Premise Signs and Billboards*
 - i. First 20 Square Feet \$150.00
 - ii. Each additional Square foot over 20 SF \$1.50/SF
- e. Agricultural Buildings \$50.00
- f. Sheds (detached residential, less than 200 SF) \$50.00
 - (Sheds over 200 SF require a building permit)
- g. Residential \$50.00
- h. Non-residential \$100.00

***Signs over 20 square feet also require a building permit.**

7. Contractor Registration:* \$50.00 for each trade

***Only applies to new residential construction and all commercial construction.**

8. Minor Stormwater Management Permit:*

- a. New Residential and Commercial Land Developments and Non-Residential
 - i. Application review \$1,000.00
 - ii. Escrow ** \$1,500.00

- b. Residential new one and two family dwellings
 - i. Application review \$100.00
 - ii. Escrow ** \$750.00

- c. Residential additions, detached residential buildings, and other
 - i. Application review \$75.00
 - ii. Escrow ** \$500.00

***As required by Chapter 228**

****Escrow includes the coverage of engineering review of the application as well as construction inspections as required. If costs exceed amount escrowed, applicant will be billed the remaining balance. Any unused funds will be returned to the applicant. Please note, escrow does not include project construction costs. Applicant will be expected to complete project improvements prior to being granted use and occupancy or permit closeout. Applicants not able to complete project improvements due to unforeseen circumstances or inclement weather will be expected to provide the Township with a construction escrow for uncompleted items in an amount satisfactory to the Township prior to Township issuance of use and occupancy or permit closeout.**

9. Grading Permit:*

- a. New Residential and Commercial Land Developments and Non-Residential
 - i. Review of application \$1,000.00
 - ii. Escrow** \$1,500.00

- b. New Residential one and two family dwellings
 - i. Application review \$100.00
 - ii. Escrow** \$500.00

- c. Existing Residential additions, detached residential buildings
 - i. Application review \$75.00
 - ii. Escrow** \$250.00

- d. Grading/Regrading/Disturbance (5,000 sf to 43,559 sf)(No new impervious surface)
 - i. Application review \$75.00
 - ii. Inspection fees (two inspections: E&S and final) \$150.00
 - iii. Additional inspections \$75.00

***As required by Chapter 219**

**** Escrow includes the coverage of engineering review of the application as well as construction inspections as required. If costs exceed amount escrowed, applicant will be billed the remaining balance. Any unused funds will be returned to the applicant. Please note, escrow does not include project construction costs. Applicant will be expected to complete project improvements prior to being granted use and occupancy or permit closeout. Applicants not able to complete project improvements due to unforeseen circumstances or inclement weather will be expected to provide the Township with a construction escrow for uncompleted items in an amount satisfactory to the Township prior to Township issuance of use and occupancy or permit closeout.**

10. Blasting Fees:

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

11. Driveway Permits:

- a. New Driveways \$50.00
- b. Escrow for new driveways** \$1,500.00
- c. Resurfacing existing Driveways \$50.00

****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.**

12. Road Opening Permits:

- a. Working in the legal right of way \$150.00
- b. Escrow* \$1,500.00

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

13. Zoning Hearing Applications (special exception, variance or interpretation):

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| a. Single Family Dwelling | \$600.00 |
| b. Multi-Family Dwelling | \$1,000.00 |
| c. Commercial or Industrial Use | \$1,500.00 |
| d. Subdivision or Land Development | \$1,500.00 |

14. Building Code Appeals Board:*

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| a. Application | \$100.00 |
| b. Escrow* | \$300.00 |

***Escrows include the coverage of legal and advertising costs. If costs exceed escrow amount, applicant will be billed the remaining balance and any unused funds will be returned.**

15. Rental License & Registration:

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| a. Registration fee | \$25.00 |
| b. License fee | \$50.00 |
| c. Inspection/re-inspection fee | \$75.00 |
| d. License re-instatement | \$75.00 |

16. Security Alarm System Registration:

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| a. Within 21 days of installation | No Fee |
| b. After 21 days of installation | \$50.00 |
| c. After false alarm | \$100.00 |

17. Outdoor Wood Burning Heating Appliance:

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| a. Application | \$25.00 |
| b. Permit | \$75.00 |

18. Home Occupation Opinion Letter:

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| a. Home occupation opinion letter from zoning officer | \$50.00 |
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19. Board of Supervisors Appeals and Hearings:

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| a. Conditional Use Hearings | \$ 600.00 |
| b. Constitutional challenge or curative amendment | \$2,500.00 |
| c. Appeals to the decision of the SEO | \$ 600.00 |
| d. Appeals pertaining to abandoned motor vehicles | \$ 600.00 |
| e. Applications or request for a change of or amendment to the Zoning Ordinance, and petitions for rezoning | \$2,500.00 |
| f. All other Hearings | \$ 200.00 |
| g. Challenge to Validity of Zoning Ordinance | \$5,000.00 |

20. Subdivision & Land Development

A. Tentative Sketch Plan:

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| Escrow required for Engineering/Professional review | \$3,000.00 |
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B. Subdivision Plan:

A subdivision engineering and professional consultant escrow fee shall be collected at the time of the filing of any subdivision based on the following schedule:

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| <u>1-5 Lots:</u> | Application fee of \$500.00, plus an escrow of \$3,000.00. |
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- 6-10 Lots: Application fee of \$1,000.00, plus an escrow of \$4,000.00.
- 11-25 Lots: Application fee \$1,500.00, plus escrow of \$8,000.00.
- 26-49 Lots: Application fee \$3,500.00, plus escrow of \$15,000.00.
- 50 Lots or More: Application fee \$5,000.00, plus escrow of \$19,000.00.

C. Land Development:

Filing fee for application for preliminary/final plan:

Residential: Application fee of \$500.00; Escrow fee: \$300.00/Dwelling unit (\$3,000.00 minimum, up to \$24,000.00).

Commercial: Application fee of \$1,500.00; Escrow fee: \$3,000.00, plus \$500.00 per tract acre (up to \$24,000.00).

Review fees of the Township Engineer, or such other professional consultant shall be in accordance with those charged by the Township for similar services, but, in no event, shall the fees exceed the rate or cost charged by the Township Engineer, or other professional consultant to the Township when fees are not reimbursed or otherwise imposed upon the subdivider or developer. The hourly rates for the Township Engineer and other professional consultants employed by the Township and any Public Works employee are based on the rates approved by the Board of Supervisors at the annual reorganization meeting held the first Monday of each new year.

Note 1: Applicant is responsible for fees charged by Montgomery County Planning Commission for review of preliminary and final plans.¹

Note 2: Any unused portion of escrow funds shall be returned to the developer when final accounting of record is closed.

Note 3: Costs for Subdivision or Land Development review which exceed the established escrow funds will be billed on a monthly basis. Plans will not be placed on the agenda for preliminary plan or final plan approval until all fees are paid to the Township.

Note 4: Record Plan. No fee, except the cost of recording the final plan in the Office of the Recorder of Deeds of Montgomery County shall be paid to the County by the subdivider.

23. Development Fees (In Lieu of Park Land Dedication):

- a. Non-residential Development: \$ 700.00/ Per 1,000 square feet of building area
- b. Residential Land Development: \$ 500.00/ Per Attached Dwelling/Lot or Apartment (Attached & Apartment Dwellings/Lots) Dwellings/Lot
- c. Residential Land Development: \$ 450.00/ Per Single-Family Detached Dwellings/ (Single-Family Detached Dwellings/Lots) Lot Associated with Major Subdivision
- d. Minor Subdivision: \$ 350.00/ Per Single-Family Detached Dwellings/ (Single-Family Detached Dwellings/Lots) Lots Associated with Minor Subdivision

24. Miscellaneous Fees:

- 1. Permit Renewal Fee: Residential & Commercial (not listed elsewhere) \$ 100.00
- 2. Holding Tank Escrow Fee:
 - a. Residential: \$1,000.00
 - b. Non-residential \$4,000.00

3. Holding Tank Inspection Fee (annually)	\$ 100.00
4. Special Events Basic Permit Fee	\$ 75.00
5. Special Event Fireworks Display Fee (10% Passed on to Fire Co.)	10% of contract cost
6. Copy of Zoning Ordinance	\$ 35.00
7. Copy of Subdivision/Land Development Ordinance	\$ 35.00
8. Copy of Act 537 Plan	\$ 35.00
9. Community Sewage Disposal Systems	
a. Application (Part A)	\$2,500.00
b. Application (Part B)	\$1,500.00
10. Water/Sewer Certification	\$ 40.00
11. Sewer Certification	\$ 20.00
12. Water Reconnection Fee	\$ 50.00
13. Insufficient Funds Check	\$ 20.00
14. Pavilion Rental Fee	\$ 50.00
15. Tax Certification fee (per request)	\$ 40.00
16. Tax Certification duplicate	\$ 5.00
17. Transient Retail Business License	\$ 50.00
18. Performance Bond to ensure adequate sewage disposal and potable water supply	\$2,500.00
19. Performance Bond for removal of unit if applicant fails to do so	\$2,500.00
20. Annual fee for Elder Cottage Use Permit	\$ 50.00
21. Each certified statement of compliance with the provisions of the Zoning Ordinance	\$ 50.00
22. Preliminary determination from Zoning Officer for any active Subdivision/Land Development	\$1,500.00
23. Credit card fee	3% + \$0.50
24. E-check fee	\$1.50

25. APPLICATION, MAINTENANCE AND REMOVAL FEES FOR WIRELESS COMMUNICATION FACILITIES:

a. Application Fees:

(1). \$100.00 for each communications antenna co-located on an existing structure.

(2). \$500.00 for small wireless facility applications that may include up to 5 batch small wireless facilities, with an additional \$100.00 for each batch small wireless facility required beyond 5. If a batch small wireless facility application is submitted, it must be for the same equipment to be installed on existing poles, a small wireless facility pole, or other existing wireless support structures. Dissimilar equipment installations or installations on both existing and new poles will require separate applications.

(3). \$500.00 for installation of a new pole to support 1 or more small wireless facilities.

(4). \$1,000.00 per communications tower which is to be installed or modified, not including the poles for small wireless facilities.

b. Maintenance Fees:

(1). Right of Way Access Fee - \$225.00 per year for each small wireless facility or other communication antenna located in a right-of-way. \$500 per year for each communications tower located in a right-of-way, not including the poles for small wireless facilities.

(2). Attachment Fee - \$25.00 per year for each small wireless facility or other communication antenna which is attached to a Township-owned or Township-maintained structure located in the right-of-way. This fee is in addition to the Right of Way Access Fee.

c. Removal Fees:

(1). \$100.00 per small wireless facility or communication antenna.

(2). \$250.00 per small wireless facility pole.

(3). \$1,000.00 per communications tower.

d. Permit Fees:

(1). Applicants seeking to install or modify a communications tower or a small wireless facility poll must pay all other applicable permit fees required to build or modify the structure.

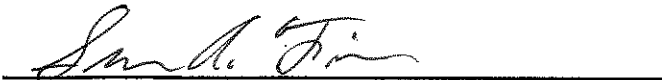
RESOLVED AND ENACTED THIS 14th DAY OF February 2024.

**UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS**



William Landman, Chairman

Lisa Fischer, Vice-Chairman



Sean A. Frisco, Member