

WEST NANTMEAL TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2023-1

ESTABLISHMENT OF A SCHEDULE OF FEES FOR ZONING AND BUILDING PERMITS, SUBDIVISION AND LAND DEVELOPMENT APPLICATIONS, ENGINEERING REVIEWS, ZONING HEARINGS AND OTHER FEES ASSESSED BY THE TOWNSHIP

WHEREAS, the supervisors of West Nantmeal Township are authorized by the Second Class Township Code and by the Pennsylvania Municipalities Planning Code to prescribe reasonable fees with respect to the administration of the Township's Building Code, Zoning Ordinance, and Subdivision and Land Development Ordinance; and

WHEREAS, the Supervisors of West Nantmeal Township on January 3, 2023 incorporated in one Resolution all fees for permit, applications, and fees under the above mentioned Ordinances, as well as provided for the reimbursement to West Nantmeal Township for expenses incurred in the administration of said Ordinances;

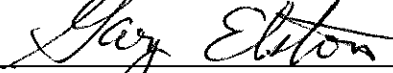
NOW THEREFORE BE IT RESOLVED that the Supervisors of West Nantmeal Township hereby amend the Schedule of Fees as shown in "Exhibit A" attached.


BE IT FURTHER RESOLVED any fee not covered by this Fee Schedule or previously established by Resolution or Ordinance of West Nantmeal Township shall be determined on a case-by-case basis by the appointed Official for West Nantmeal Township.

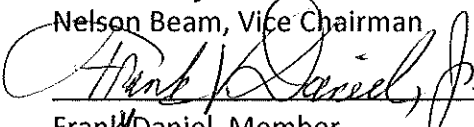
BE IT FURTHER RESOLVED that all other fees established by Resolution or Ordinance of West Nantmeal Township not in conflict with this Resolution shall remain as previously adopted. All Resolutions, or parts of Resolutions conflicting with any provisions of this Resolution are hereby repealed and of no force or effect from this date.

ENACTED AND RESOLVED this 3<sup>rd</sup> day of January 2023. This Resolution shall take effect immediately.

WEST NANTMEAL TOWNSHIP BOARD OF SUPERVISORS

  
\_\_\_\_\_  
Gary Elston, Chairman

  
\_\_\_\_\_  
Nelson Beam, Vice Chairman

  
\_\_\_\_\_  
Frank Daniel, Member

## 1) General Provisions

- a) A \$150.00 Non-refundable Building and/or zoning Permit Application Fee shall be submitted with the Application. Building and/or Zoning Permits are required before beginning projects to enlarge, repair, change, add to or demolish a structure, install improvements, or install equipment or systems in a structure. This includes and is not limited to new construction, alterations and additions to existing structures, installation or modification of mechanical systems and the construction of exterior improvements. A Building and/or zoning Permit is required for construction of a fence or retaining wall that exceeds the heights specified in the International Residential code, when determined by the Building Inspector, zoning Officer and/or Township engineer, or in accordance with Section 250-94E(9).
- b) All fees shall be doubled if the project is started without the applicable permits and/or approvals.
- c) A \$75.00 fee shall be required for all failed inspections and inspections not ready at the scheduled inspection time except as noted otherwise below. Re-inspections will NOT be performed until the re-inspection fee is paid.
- d) Where escrows are required:
  - i) Escrow shall be deposited by the Applicant with and controlled by the Township.
  - ii) Escrows shall be used to cover engineering and legal review costs and any other costs and fees allowed by law.
  - iii) The applicant shall maintain the escrow account balance at a minimum of fifty percent (50%) of the initial amount and upon notification by the Township of a deficiency, the applicant shall deposit additional funds with the Township within 30 calendar days. If the deficiency in the escrow account is not paid within 30 days, Applicant shall pay Township interest on the amount due. The interest shall be calculated on the unpaid balance at a floating rate equal to the prime rate (as determined by the Wall Street Journal Prime Rate plus five percent (5%)) while any part of such fees or costs remain unpaid.
- e) Use Groups – in association with referenced fees, the Use Group designation is derived from the 2018/IBC (International Building Code) as amended and supplemented. R-3 refers to structures arranged for occupancy as a one- or two-family dwelling unit where each unit has an independent means of egress, and each unit is separated by a two-hour fire separation assembly. R-4 refers to all detached one- or two-family dwellings not more than three stories in height. All other Use Groups refer to the following Use Groups: A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M R-1, R-2, S-1, and S-2.

## 2) Policy of Refund of Fees and Deposits of Monies

- a) The final fee for Building and/or zoning Permits shall not be refundable to the applicant unless the Building and/or Zoning Officer is notified in writing of the withdrawal of the permit application prior to commencement of the review process.

- b) Fees designated as non-refundable application fees shall not be refundable unless the Township Treasurer is notified in writing of the withdrawal of any such application or appeal prior to submission of the application to a reviewing agency such as the Township zoning Official, Township Planning commission, Chester County Planning Commission, Zoning Hearing Board or Township Engineer, or prior to the advertising of the matter for public hearing in a newspaper of general circulation.
- c) All unused portions of minimum deposits for review fees shall be refunded to the deposit within 30 days of a determination by the Township Treasurer of the total amount of fees due and owing. In the event that the costs exceed the amount of the minimum deposit, the applicant shall reimburse the township within 30 days of the notification by the Treasurer of the excess amount due. Amounts due the Township shall bear interest at a floating rate equal to the prime rate (as determined by the Wall Street Journal Prime Rate plus five percent (5%)) after 30 days.
- d) If any person shall fail to pay the fees, charges, costs and/or judgment that the Township has against such person for fees prescribed in this Resolution within the time period described above, the Township shall refuse to accept any additional applications for zoning, building, land disturbance, plumbing, electrical, mechanical and subdivision and land development or any other applications submitted to the Township requiring issuance of a permit or approval until such time as all delinquent fees, expenses, charges, costs and/or judgments are paid in full or satisfied.

**3) Printed Material and Duplication**

- a) Zoning Ordinances - \$.025 per copied side of an 8 ½ x 11 page
- b) Subdivision and Land Development - \$.025 per copied side of an 8 ½ x 11 page
- c) Black and white photocopies - \$.025 per copied side of an 8 ½ x 11 page
- d) Open Records Fee Structure in accordance with Section 1307 of the Right-to-Know Law:
  - i) Black and white photocopies - \$.025 per copied side of an 8 ½ x 11 page
  - ii) The Township does not charge for time spent redacting, or blacking out, nonpublic information in a public document, but the Township will charge for making all copies needed to produce redacted material for viewing by the requester.
  - iii) Conversion of electronic file to paper - \$.025 per copied side of an 8 ½ x 11 page
  - iv) Postage – actual cost

**4) Notary**

Notary fees are set by the Secretary of the Commonwealth and shall be provided to any person utilizing the services of the notary upon request; the notary public may waive the right to charge a fee.

**5) Subdivision and Land Development Applications**

- a) Application Fee require for Preliminary and for Final Submittals
  - i) RA Zoning District

- |  |   |
|--|---|
| (1) 1-3 lots:  | \$250.00  |
| (2) 4 or more lots:  | \$75.00 + \$100.00 per lot                                  |
| (3) C-1 and Industrial Zoning District   | \$250.00 plus \$10.00 per 1,000 s/f of gross floor area     |
| b) Escrow required with submission of Preliminary and Final submittals:  |   |
| i) Up to and including two (2) lots:   | \$3,000.00  |
| ii) Exceeding two (2) lots:  | \$5,000.00  |
| c) Sketch Plan – an engineering review meeting, if requested by Applicant, shall be charged at Township Engineer prevailing rate per Consultant Reimbursement Agreement.   |   |
| d) Site Inspections – upon approval of the subdivision plans, all engineering inspection fees related to site improvements shall be borne by the owner/developer at Township Engineer prevailing rate as per Consultant Reimbursement Agreement. |   |
| e) Conditional Use Hearing   | \$1,500.00  |
| f) Zoning Change   | \$1,500.00  |
| <br>   |   |
| 6) Appeal from zoning Officer Determination  | \$500.00  |
| <br>   |   |
| 7) Certified Statement of Compliance with Zoning Fee   | \$150.00 plus charges at township engineer prevailing rate. |
| <br>   |   |
| 8) Zoning Hearing Board  |   |
| a) Applicant shall deposit with the township appropriate filing fee and fees for the purposed of conducting a hearing as set forth in the Township Code.   |   |
| b) Variance fees for Residential   |   |
| i) Initial Fee   | \$1,500.00  |
| ii) Fee per continuance  | \$500.00  |
| c) Variance fees for Commercial/Industrial   |   |
| i) Initial Fee   | \$1,500.00  |
| ii) Fee per continuance  | \$500.00  |
| d) Special Exception fees for Residential  |   |
| i) Initial Fee   | \$1,500.00  |
| ii) Fee per continuance  | \$500.00  |
| e) Special Exception fees for Commercial/Industrial  |   |
| i) Initial Fee   | \$1,500.00  |
| ii) Fee per continuance  | \$500.00  |
| <br>   |   |
| 9) Curative amendments in accordance with the MPC  |   |
| a) Initial Fee   | \$1,000.00  |
| b) Fee per continuance   | \$500.00  |
| <br>   |   |
| 10) Consultant Reimbursement Agreement   |   |

- a) Individuals improving or developing a single lot, or a single lot after subdivision has taken place, shall execute a Consultant Reimbursement Agreement (CRA) with the Township to cover costs incurred with the project including but not limited to reviews by Solicitor, Engineer, and Landscape Architect.
- b) Review of Building Permit Plan or driveway Installation is for conformance with approved subdivision plan and Township Ordinances. Review includes evaluation of grading, stormwater management, and erosion and sediment control provisions for proposed construction. Fee is calculated on a time and material basis.
- c) Escrow accounts shall be established on a case-by-case basis for advisory services in reviewing applications.

**11) Land Disturbance, Erosion and Sedimentation Control and Stormwater Management**

- a) A grading permit is required prior to disturbance of the topography and vegetation of the land in connection with the conduct of activities regulated by chapter 158 of the Township code. Fee due upon submission of application.

Permit Application Fee \$200.00

Escrow to accompany Permit Application Fee \$1,500.00

- b) Application is required for all new construction, additions to driveways, parking lots, the construction of structures, additions, sheds, swimming pools, patios, sidewalks, and any earth moving activities. Applicant must submit information for verification by the Township Engineer to demonstrate compliance with the Township Subdivision and Land Development Ordinance and Stormwater Management Ordinance. A review letter must be received from the Township Engineer before work can commence.
- c) The fee for a new dwelling in a subdivision shall include the zoning permit fees listed in Section 14 *Zoning Permits – construction in the R-3 and R-4 Use Groups* below.
- d) Applicant is responsible for plan review and construction review fees at prevailing rate per Consultant Reimbursement Agreement.
- e) A \$250.00 fee shall be required for all inspections performed as part of the CRA that fail and inspections not ready at the scheduled inspection time. Re-inspections by the Township Engineer will NOT be performed until the re-inspection fee is paid.
- f) Exemptions and Waivers: thresholds for regulated activities that are exempt or are eligible for modified requirements are listed within Chapter 158. Exemptions and modifications, if applicable, do not relieve the applicant or landowner from complying with the requirements of State-designated special protection waters designated by PADEP as high quality or exceptional value waters, or any other current or future State or municipal water quality protection requirement requirements. Generally, exemptions are regulated activities that involve less than one thousand (1,000) square feet of proposed impervious surfaces and less than two thousand (2,000) square feet of earth disturbance OR exemptions as listed in Chapter 158.

g) Stormwater Management Chapter 158 Waivers. The Board of Supervisors shall have the authority to waive or modify the requirements of one or more provisions of this chapter if the literal enforcement will exact undue hardship as fully described in 158.	158 Waiver Request Fee \$1,000.00
h) Stormwater Management Inspection Fees	\$250.00
<b>12) Signs</b>	<b>\$125</b>
<b>13) Fences and walls</b>	
a) Zoning permit fee	\$125.00
b) Escrow fee: depending on location and specifications of the wall or fence, an escrow fee for erosion, sedimentation and grading control may be required.	
<b>14) Zoning permits – Construction in the R-3 and R-4 Use Groups</b>	
a) Written Zoning Opinion by Zoning Officer – Upon request	\$150.00 plus consultant reimbursement fees
b) Conforming uses	
i) New Dwelling Unit	\$125.00
ii) Additions to existing dwelling unit	\$125.00
iii) Accessory Buildings/Structures as defined in Zoning Ordinance	\$125.00
c) Uses within Flood Plain conservation District and Nonconforming Uses (with prior approval from the Zoning Hearing Board, where applicable)	
i) New Dwelling Unit	\$125.00
ii) Additions to existing dwelling unit	\$125.00
iii) Accessory Building/Structures as defined in Zoning Ordinance	\$125.00
d) Escrow Accounts: In addition to the above fees, Applicant shall maintain an Escrow Account with the Township to cover all professional/technical review incurred for reviewing the Zoning Permit Application:	
i) Uses within the Flood Plain conservation District	\$1,000.00
ii) Nonconforming uses	\$500.00
<b>15) Zoning Permits – Construction Within all Other Use Groups</b>	
a) These fees are in addition to applicable SALDO costs	
b) Written Zoning Opinion by Zoning Officer – Upon Request	\$150.00 plus consultant reimbursement fees
c) New Construction	\$125.00
d) Additions to existing structures	\$125.00
e) Accessory Building/Structures as defined in Zoning Ordinance	\$125.00
<b>16) Home Occupation</b>	<b>\$125.00</b>

**17) Flood Plain Determination Review**

- a) Township Engineer Review \$50.00 plus Township Engineer fees
- b) For new construction, Township engineer shall be included in the review of the request only if deemed necessary at the sole discretion of the Zoning Officer, Board of Supervisors and/or Planning Commission.

**18) Temporary Trailer**

- a) Construction, temporary storage, or similar use trailers - \$100.00 per six-month period
- b) Permit may be renewed at the option of the Township for additional six-month periods.

**19) Building Permits**

- a) Gross Building area (GBA) shall be defined as the following: the total square feet of all floors within the perimeter of the outside walls, including basements, bays, cellars, attached garages, roofed patios, breezeways and covered walkways, halls, mechanical/utility areas, restrooms, stairs, stair towers, halls, covered decks and attics and crawl spaces having a minimum headroom of six feet (6'). Attics and crawl spaces having minimum headroom of less than six feet (6') are not included in GBA.
- b) Education and Training Fee (State required) \$4.50
- c) New construction and Additions
  - i) Use Groups R-3 and R-4 \$.40 s/f of GBA
  - ii) All other Use Groups \$.65 s/f of GBAMinimum fee of \$1710.00 for all groups
- d) Alterations
  - i) Use Groups R-3 and R-4 \$.45 s/f of GBA
  - ii) All other Use Groups \$.65s/f of GBA
- e) Demolition
  - i) Use Groups R-3 and R-4 \$275.00
  - ii) All other Use Groups \$275.00 plus \$10.00 for each 100 s/f thereafter
- f) Accessory Structures (Not associated with Agricultural Uses)
  - i) Uncovered Decks or Patio \$275.00
  - ii) Individual applications for covered decks and covered patios shall be classified as an addition. Patios that utilize interlocking pavers and do not require the placement of a foundation and/or frost wall shall require Zoning Permit only.
  - iii) Sheds, Detached Garages, Pole barns and Temporary Buildings greater than 1,000 square feet shall be considered new construction.
- g) Traffic Impact Fee \$377.55 per new weekday afternoon peak hour trip
- h) Fee in lieu of open space – per new dwelling unit \$2,500.00
- i) Fee in lieu of recreation improvements - per new dwelling unit \$2,500.00

**20) Certificate of Occupancy Permits**

Required for changes in existing use and occupancy. \$235.00

**21) Swimming Pools**

- a) In-ground pool (Plus patio for around pool)
  - i) \$0.50 per square foot - \$490.00 minimum permit Fee
- b) Above-ground pool – includes spas and hot tubs (Plus deck for around pool)
  - i) \$1.00 per square foot - \$30.00 minimum permit fee

**22) Blasting Permit**

- a) Permit fee \$100.00
- b) Applicant shall execute a Consultant Reimbursement Agreement (CRA) with the Township to cover costs incurred for the project including but not limited to reviews by Building Inspector solicitor, and Township Engineer.

**23) Fireplaces – New construction and Fireplace Inserts**

- a) Masonry Fireplaces \$150.00
- b) Pre-manufactured fireplace inserts/woodstoves \$150.00

**24) Mechanical, Electrical, Plumbing Permit (MEP) applications (Residential)**

- a) MEP 1 \$200.00
- b) MEP 2 \$275.00
- c) MEP 3 \$350.00

**25) Mechanical, Electrical, Plumbing Permit applications (MEP) (Commercial)**

- a) MEP 1 \$500.00
- b) MEP 2 \$600.00
- c) MEP 3 \$700.00

**26) Fire Protection and Hazardous Equipment and Fire Marshal**

- a) Fire suppression and Detection (fee does not include plan review fee)
  - i) 1 to 20 sprinkler heads \$150.00
  - ii) 1 to 20 smoke/heat detectors \$50.00
  - iii) 21 to 100 sprinkler heads \$250.00
  - iv) 21 to 100 smoke/heat detectors \$100.00
  - v) 101 to 400 smoke/heat detectors \$400.00
  - vi) 101 to 400 smoke/heat detectors \$150.00
  - vii) 401 and greater sprinkler heads or smoke/heat detectors \$500.00

Plus \$100.00 per 100 heads or detectors or fraction thereof over 500
- b) Plan review Fee – applicant shall pay Township for actual costs for Plan review for each fire suppression system proposed, plus a ten percent (10%) administrative fee incurred for engineering and/or third-party plan review of the application.
- c) Non-residential kitchen hood suppression system \$200.00



<b>27) Park and Park Facilities</b>	
a) Request to reserve pavilion, small ballfield, and one volleyball court	
i) Residents	\$75.00
ii) Non-resident for personal use	\$100.00
<b>28) Highway Occupancy Permit</b>	\$230.00
<b>29) Timber Harvest Permit</b>	\$275.00
<b>30) Fireworks – Display Fireworks Permit application fee</b>	\$125.00
<b>31) Appeal Application Building Code Board of Appeals</b>	
a) Documentary Appeal pursuant to 34 PA. code 403.122(d)	\$150.00
b) Document Appeal/Hearing pursuant to 34 PA. code 403.122©	\$500.00
<b>32) Tax Collector fees (payable to Tax Collector)</b>	
a) Tax certifications	\$10.00 per record
b) Duplicate bill fee	\$1.00 per bill
<b>33) Returned check fee</b>	\$35.00