

Upper Tulpehocken Township

6501 Old Route 22, Bernville, Berks County, PA

RESOLUTION No. 1 of 2024

A RESOLUTION OF THE TOWNSHIP OF UPPER TULPEHOCKEN, BERKS COUNTY, PA, AMENDING THE SCHEDULE OF FEES.

BE IT HEREBY RESOLVED AND ENACTED, by the Board of Supervisors of the Township of Upper Tulpehocken, Berks County, PA that, pursuant to the grant of powers set forth in the Second Class Township Code, the Pennsylvania Municipalities Planning Code, and any other applicable statute or ordinance, the current Schedule of Fees for the Township of Upper Tulpehocken, Berks County, PA is as follows:

SUBJECT	FEE
<u>ADMINISTRATION</u>	
Returned Check	\$40.00
Photocopying	\$.25 per page
Copy Certifications	\$10.00 for the first page \$1.75 for each additional page certified
Township Code Book	\$200.00
Zoning Map	\$5.00
SALDO	\$10.00
Sewer Certification	\$25.00
Real Estate Tax Certification	\$25.00 payable to the Tax Collector
Administrative Hourly Rate	\$30.00 per hour for time expended for records search in excess of one hour.

If the estimated cost of duplication of a public record is expected to exceed One Hundred Dollars (\$100.00), the Township may require the person or entity requesting the record to prepay the estimated fees authorized by this policy, prior to providing access to the public record. Access to the records requested shall be postponed until prepayment is received.

RECYCLING CENTER KEY FOB

Township Residents	\$25.00
Non-Residents (Berks County)	\$40.00
Out of Berks County	\$50.00
Replacement of Lost Key Fob	\$20.00

JUNKYARD PERMIT

\$50.00

RENTAL LICENSE & INSPECTION

Rental License/ registration- annual	\$15.00/ unit
Rental Inspection- initial	\$75.00/ unit
Rental Re-inspection	\$50.00 per occurrence

CERTIFICATE OF USE AND OCCUPANCY

Annual Travel Trailer Park/Campground	\$50.00 minimum, plus \$1.00 per campsite exceeding 25 sites
Road Occupancy Permit- Utility/Private	\$250.00

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ZONING PERMIT & INSPECTION

Zoning Ordinance fees for construction per the annual professional fee schedule attached.

Non-residential permits: add \$150 administrative fee.

ZONING ORDINANCE

Zoning Hearing Board Appeal	\$1,500.00
Request for Zoning Change	\$2,000.00
Curative Amendment	\$1,000.00
Conditional Use Hearing	\$1,500.00
Preliminary Opinion Request	\$500.00

UCC PERMIT & INSPECTION

Building Code (UCC) fees for construction per the annual professional fee schedule attached.

Non-residential permits: add \$150 administrative fee.

The application fee for any type of Zoning Hearing Board Appeals, Special Exception, Variance, Amendment to the Zoning Ordinance, Conditional Use Hearing, and any other appeal proceeding that may come before the Upper Tulpehocken Township Zoning Hearing Board, Board of Supervisors, or the Zoning Officer is to be paid in advance along with the application. PLUS any additional administrative expenses shall also be paid for by the applicant, at the conclusion of the proceeding. Application costs are non-refundable regardless of the outcome of said proceedings.

SUBDIVISION AND LAND DEVELOPMENT

Land Development Plan	\$1,500.00 plus \$100.00 per acre of developable land
Minor Subdivision (5 lots or less)	
Preliminary Plan	\$1,000.00 plus \$100.00 per lot OR \$1,000.00 plus \$100.00 per dwelling unit Whichever is greater.
Final Plan	\$1,000.00 plus \$100.00 per lot OR \$1,000.00 plus \$100.00 per dwelling unit Whichever is greater.
Major Subdivision (6 lots or more)	
Preliminary Plan	\$2,000.00 plus \$150.00 per lot OR \$2,000.00 plus \$150.00 per dwelling unit Whichever is greater.
Final Plan	\$2,000.00 plus \$150.00 per lot OR \$2,000.00 plus \$150.00 per dwelling unit Whichever is greater.
Sketch Plan for Record	\$750.00
Revisions to Plan of Record	\$500.00 Minor Subdivision \$1,000.00 Major Subdivision

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STORMWATER MANAGEMENT

Installation of any stormwater management facility or appurtenances thereto which are not covered elsewhere shall be 5% of the estimated cost of said installation. If the regulated activity is not included within a subdivision or Land Development Plan the following fees apply.

Construction of new impervious or semi-impervious surfaces

Up to one acre of surface \$500.00
For each additional acre of surface \$50.00

Construction of new building(s) or additions to building(s)

Up to 10,000 square feet of footprint \$500.00
For each additional 10,000 square feet \$50.00

Diversion or piping of any natural or man-made stream channel

For watersheds up to 50 acres \$500.00
For each additional 50 acre increment \$50.00

ALL APPLICATION FEES are required to provide remuneration to Upper Tulpehocken Township for the administrative costs (i.e. administrative, legal fees, engineering fees, consultant fees, professional fees, advertising costs, and all other related costs) associated with the review of any officially submitted plans. The Township will keep an accounting of all such costs associated with each plan submission, and shall invoice the Applicant for any such costs that exceed the application fees. Any and all outstanding costs must be fully paid by the Applicant prior to the release of any approved plans by Upper Tulpehocken Township.

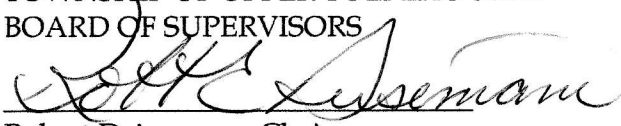
PENALTY FOR COMMENCING WORK WITHOUT PERMITS

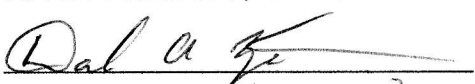
Per Ordinance No. 9 of 2017, included in Township Code Ordinance #2019-3: Double fees. Any person, firm or corporation who shall commence any work for which a permit is required by the applicable codes and ordinances, without first having obtained a permit therefore, shall, if subsequently permitted to obtain a permit, pay double the permit fee fixed for such work, provided that this provision shall not apply to emergency work.

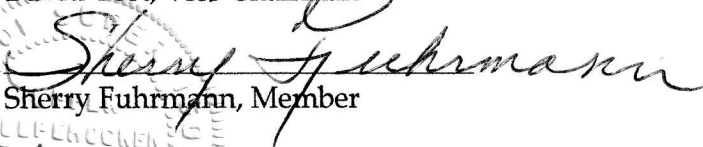
BE IT RESOLVED that all resolutions or ordinances, or parts of resolutions or ordinances which are inconsistent herewith are hereby repealed to the degree of said inconsistency.

DULY ENACTED AND APPROVED this 2nd day of January, 2024.


TOWNSHIP OF UPPER TULPEHOCKEN
BOARD OF SUPERVISORS


Robert Deisemann, Chairman


David Yost, Vice Chairman


Sherry Fuhrmann, Member

Attest:


Secretary

Kraft Municipal Group
2024 HOURLY FEE SCHEDULE

The following rates represent a "task-value" fee schedule. Kraft Municipal Group invoices for services based on the value to the client for the specific task performed. The charge rates shown below are all-inclusive incorporating all overhead, profit and expenses.

Service Task	Hourly Fee
Senior Project Engineer	\$120.00/hour
Project Engineer	\$105.00/hour
Building Inspection/Plan Review Services	\$90.00/hour
Admin Tech	\$59.00/hour
Support	\$38.00/hour

Postage for all required mailings is billed at the actual postal rate. Color photos, if requested or required are billed at a rate of \$1.00 per sheet. Large format printing, if requested or required is billed at the rate as follows:

Sheet size	Black & White	Full Color
18" x 24"	\$2.75	\$5.50
24" x 36"	\$3.50	\$7.00
30" x 42"	\$4.25	\$8.50
36"x 48"	\$5.00	\$10.00

Wide format scanning is provided at a flat rate of \$1/sheet with a \$10 minimum. This cost includes black & white or color scanning. Documents are furnished either by email or a customer supplied USB device.

Kraft Municipal Group
2024 ZONING PERMIT FEE SCHEDULE

The following permit costs include the initial plan review and initial inspection. Inspections will be conducted Monday - Friday between 8:00 am and 4:00 pm.

Residential

Non-refundable application fee (applied to overall cost of permit)	\$50.00
New Construction & Additions	\$95.00
Accessory Structures and Structures not regulated by the UCC (Sheds, Fences, Decks less than 30" above grade, etc.)	\$95.00
Home Occupation/Home Based Business Use Permit	\$125.00
Sign	\$95.00
Driveway and/or sidewalk	
- New Driveway	\$160.00
- Pave Existing Driveway or Modifications	\$120.00
- Curb, sidewalk or driveway apron repair/ replacement	\$160.00
Permit Renewal Fee	\$50.00
Misc. Review / Re-inspection Fee	\$80.00

Non-Residential

Non-refundable application fee (applied to overall cost of permit)	\$150.00
Land Use or New Construction & Additions including accessory structures	\$225.00
Sign Permit	
- New	\$180.00
- Replacement (in same location)	\$150.00
- Temporary	\$150.00
Cell and Radio Towers	\$5.00/ft
Driveway and/or sidewalk	
- New Driveway	\$275.00
- Pave Existing Driveway or Modifications	\$180.00
- Curb, sidewalk or driveway apron repair/ replacement	\$180.00
Temporary Use (tents, trailers, construction trailers, etc.)	\$180.00
Misc. Review / Re-inspection Fee	\$90.00

Kraft Municipal Group

2024 BUILDING PERMIT FEE SCHEDULE

Note: Any permit required work which is started without an approved permit being issued automatically doubles the permit fees (excluding CO and L & I fees).

Note: Many permits will require a Zoning Ordinance review fee, as well as a building permit fee in combination with the other fees prescribed in this schedule.

Note: All permits applicable to the Pennsylvania Uniform Construction Code will require a Labor & Industry training fee of \$4.50 in combination with the other fees prescribed in this schedule.

The following permit costs include the initial plan review and initial inspection. Inspections will be conducted Monday - Friday between 8:00 am and 4:00 pm.

RESIDENTIAL BUILDING PERMIT FEES

Non-refundable application fee	\$100.00
<i>(Note: Application fee is applied to the overall cost of the permit(s) with the balance due at pick up.)</i>	
Returned check fee	\$50.00

Single Family – Attached, Detached, and Townhouse Dwelling Units

- Review, Permit, and Initial Inspections included \$ 0.80/square foot
(Includes only initial inspection for all disciplines as checked off on inspection checklist. Failed inspections will require re-inspection fees)
 - \$ 95.00 Zoning fee
 - \$ 50.00 Cert of Occupancy
 - \$ 4.50 L&I fee
- Residential Sprinkler fee *(Review, Permit, Rough And Final Inspection)* \$ 250.00
- Failed Inspection/Re-inspection Fee \$ 120.00

Additions and Alterations to Existing Dwellings (Ex. Habitable and non-habitable additions; sunrooms; finished basements; habitable attics, attached garages, structural alterations, fire damage repair, bathroom and kitchen alterations requiring a permit, etc.)

- Review/ Process permit...\$250.00 + inspections + \$4.50 L & I fee
- Permit fee is based on the number of required inspections determined by the Building Code Official during the application review stage. Rate is \$80.00 per inspection except for Rough and Final Inspection Groups as noted. Group inspections must all be performed at the same time in order to receive the group discount. Additional Zoning and other permit fees may also apply.
- Failed Inspection/Re-inspection Fee \$ 120.00

Footing	\$ 80.00	Energy	\$ 80.00
Foundation	\$ 80.00	Wallboard Inspection	\$ 80.00
Under Slab	\$ 80.00	Final Plumbing Insp Standalone	\$ 80.00
Rough Plumb	\$ 80.00	Final Mechanical Insp Standalone	\$ 80.00
Rough Mechanical	\$ 80.00	Final Electrical Insp Standalone	\$ 80.00
Rough Electric	\$ 80.00	Final Structural Inspection	\$ 80.00
Rough Structural	\$ 80.00	Final Inspection Group (Building, Plumbing, Mechanical & Electric)	\$200.00
Rough Inspection Group (Building, Plumbing, Mechanical & Electric)	\$200.00	Certificate of Occupancy	\$ 50.00
Electrical Service Inspection	\$ 80.00		

Manufactured or Industrialized Housing

- Review, Permit and Initial Inspections *(no basement)* \$ 650.00 Building fee
- Review, Permit and Initial Inspections *(with basement)* \$ 850.00 Building fee
- \$ 95.00 Zoning fee
- \$ 50.00 Cert of Occupancy
- \$ 4.50 L&I fee

Accessory Structures Requiring a Building Permit

- Detached Accessory Buildings > 1000 sq ft (Pole Buildings, Garages, etc.)

Review, Permit and Initial Inspections <i>(elec, plumb, and mech fees are separate based on inspections as shown on additions and alterations)</i>	\$ 350.00 Building fee
	\$ 95.00 Zoning fee
	\$ 50.00 Occ Cert
	\$ 4.50 L & I fee

- Decks > 30 Inches Above Final Grade and/or attached Roof over Decks, Porches and Patios

Review, Permit and Initial Inspections <i>(elec, plumb, and mech fees are separate based on inspections as shown on additions and alterations)</i>	\$ 250.00 Building fee
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- Pool Fence Replacement \$ 125.00

- Swimming Pools **(Bldg/Elec Fee + Zoning Fee + L & I Fee)**
 - In-ground pool (water depth 24-inches or greater)
(includes review, permit and initial inspections) \$ 400.00 + \$95.00 + \$4.50 L & I
 - Above-ground pool (water depth 24-inches or greater)
(includes review, permit and initial inspections) \$ 300.00 + \$95.00 + \$4.50 L & I
 - Spas, saunas, hot tubs
(includes review, permit and initial inspections) \$ 150.00 + \$95.00 + \$4.50 L & I

Electric Permits

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|--------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| • Solar Electric Systems | \$ 300.00 + \$ 150.00 structural permit when applicable + \$4.50 L & I |
| • Electrical Alterations Fee based on # of inspections determined during plan review | \$ 80.00 per insp + \$4.50 L & I |
| • Residential generators | \$ 150.00 + \$95.00 Zoning + \$4.50 L&I |
| • Service/Panel upgrades and/or Service Re-connection | \$ 150.00 + \$4.50 L & I |
| • Failed Inspection/Re-inspection Fee | \$ 120.00 |

Plumbing Permits

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| • Sewer Lateral (connect to existing lateral or septic tank Repair or replacement | \$ 150.00 + \$4.50 L & I |
| • Water Service Connection | \$ 150.00 + \$4.50 L & I |
| • Residential Sprinkler Fee (Review & Inspection) | \$ 250.00 + \$4.50 L & I |
| • Failed Inspection/Re-inspection Fee | \$ 120.00 |

Mechanical Permits (Ex. New heaters, furnaces, boilers, H2O heaters, fuel burning appliances, a/c units, exhaust systems, and geothermal/solar-thermal mechanical systems)

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|---------------------------------------|--------------------------|
| • Mechanical Fee | \$ 150.00 + \$4.50 L & I |
| • Failed Inspection/Re-inspection Fee | \$ 120.00 |

Demolition

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|--------------|--------------------------|
| • Demolition | \$ 150.00 + \$4.50 L & I |
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Miscellaneous Fees

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|----------------------------------------------------|---------------|
| • Certificate of Occupancy | \$ 50.00 |
| • Partial Certificate of Occupancy | \$ 100.00 |
| • Bldg Permit Renewal/Transfer | \$ 75.00 |
| • Active Permit Design Revision | \$ 80.00/hour |
| • Failed Inspection/Re-inspection Fee | \$ 120.00 |
| • Miscellaneous Plan Review/Processing/Permit Prep | \$ 80.00/hour |
| • Returned Check Fee | \$ 50.00 |

NON-RESIDENTIAL BUILDING PERMIT FEES

Non-refundable application fee	\$250.00
<i>(Note: Application fee is applied to the overall cost of the permit(s) with the balance due at pick up.)</i>	
Returned check fee	\$50.00

New Building and Additions

• Building Fee – Occupiable Space (See IBC 2018 definition)	\$ 0.50/sq ft (\$350 min)
• Building Fee – Un-occupiable Spaces	\$ 0.25/sq ft (\$350 min)
• Electrical	\$ 0.05/sq ft (\$350 min)
• Plumbing	\$ 0.05/sq ft (\$350 min)
• Mechanical	\$ 0.05/sq ft (\$350 min)
• Accessibility	\$ 0.05/sq ft (\$350 min)
• Sprinkler System	\$ 275.00 + \$5/head
• Warehouse/Industrial Bldg shell in excess of 100,000 s.f.	\$ 0.175/sq ft
• Certificate of Occupancy	\$ 75.00
• PA Dept of Labor & Industry Fee	\$ 4.50

Alterations/Renovations/Repairs

• Building Fee is based on cost of construction as stated by contract or fair market value*. \$ 150.00 fee minimum for the 1 st thousand dollars + \$10.00 for each extra \$1000 or fraction thereof.	
• Accessibility Review and Inspection (if applicable)	\$ 300.00
• Fire Protection Systems and/or Sprinkler Insp (if applicable)	\$ 275.00 + \$5/head
• Certificate of Occupancy	\$ 75.00
• PA Dept of Labor & Industry Fee	\$ 4.50

Accessory Building (shed, garage, swimming pool or similar structure)

• Building Fee	\$ 0.25/sq ft (\$300 min)
• Electrical Fee (if applicable)	\$ 0.05/sq ft (\$350 min)
• Plumbing Fee (if applicable)	\$ 0.05/sq ft (\$350 min)
• Mechanical Fee (if applicable)	\$ 0.05/sq ft (\$350 min)
• Sprinkler Fee (if applicable)	\$ 275.00 + \$5/head
• Accessibility Review and Inspection(if applicable)	\$ 300.00
• Certificate of Occupancy	\$ 75.00
• PA Dept of Labor & Industry Fee	\$ 4.50

Signage

Permanent Signs

- Building Fee is based on cost of construction as stated by contract or fair market value*. \$150.00 fee minimum for the 1st thousand dollars + 10.00 for each additional thousand or fraction thereof.
- Zoning Fee See Zoning Fee Schedule
- PA Dept of Labor & Industry Fee \$ 4.50

Temporary Signs

- Temporary Sign Fee \$ 80.00/permit issuance

Miscellaneous Permits & Fees

- Fire Suppression/Sprinkler review and inspection \$ 275.00 + \$5/head
- Demolition Fee \$ 275.00 + \$4.50 L & I
- Certificate of Occupancy \$ 75.00
- Building Permit Transfer Fee \$ 100.00
- Building Permit Design Change/Revision \$ 90.00 per review hour
- Failed Inspection/Re-inspection fee (per inspection) \$ 135.00
- PA Dept of Labor & Industry Training Fee added to bldg. permit \$ 4.50

*Fair Market Value – a cost determined by the Township Building Code Official when a contracted cost is not available. This cost may be established before or after construction is completed.

GENERAL BUILDING PERMIT NOTES

1. Residential Building Permit review may take up to **15 business days** upon receipt of a complete application pursuant to the PA Uniform Construction Code.
2. Commercial Building Permit review may take up to **30 business days** upon receipt of a complete application pursuant to the PA Uniform Construction Code.
3. Permit application fees are due at the time of the application. Permits will not be reviewed until the appropriate fees have been paid.
4. All additional fees must be satisfied prior to release of permit(s).
5. Generally, stamped and/or sealed plans prepared by a design professional licensed in the Commonwealth of Pennsylvania are not required for residential building permits. However, under certain circumstances, the municipality's Third-Party Inspection Agency may require building plans and specifications to be stamped and/or sealed by a design professional licensed in the Commonwealth of Pennsylvania. This would typically apply to non-conventional type construction or structures.
6. Square footage will be verified, adjustments noted, and cost adjusted accordingly during plan review. Square footage is calculated on the industry standard square footage basis measured outside-to-outside dimensions of all levels of the structure, and shall include basements, bays, hallways, stairways, utility/mechanical rooms, storage rooms, lobbies, attached garages, foyers, elevators, decks, covered patios, porches, and attics that have a minimum headroom height of six feet.
7. Consultation, site visits and/or attendance at meetings with applicants, municipality officials or Staff shall be billed at the plan review hourly rate with a 1 hour minimum.
8. Fees for apartment building or greater than 2-family dwellings shall be calculated using the Commercial Building Permit Fee Schedule.