

PENN TOWNSHIP

FEE SCHEDULE RESOLUTION NO. 2025-01

BE IT KNOWN AND IT IS HEREBY RESOLVED by the Board of Supervisors of Penn Township, Perry County, Pennsylvania, that, pursuant to the grant of powers set forth in the Second-Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania, the Schedule of Fees for Penn Township, Perry County, is as follows:

ADMINISTRATION

Mailing Fee:	Actual postage
Photocopies, per page	\$ 0.50
Charge for returned checks: Actual bank charge plus handling fee of	\$ 25.00
Past Due Late Fee for Invoices not paid within 30 days (Monthly)	1.5% of bill
Fax Copies: Local Calls	\$.50
Long Distance	\$ 1.00

ROOM RENTALS

Small Room	\$ 40.00
Large Conference Room	\$ 80.00

BUILDING PERMITS

Building Permit fees will be in accordance with the fee schedule of the Township's third party inspection agency.

Additional Fees

State Fee	\$ 4.50
Township Administrative Fee	\$ 30.00
Demolition Permit	\$30.00

UNIFORM CONSTRUCTION CODE BOARD OF APPEALS

Variance for Residential Construction*	(Escrow)	\$500.00
Variance for Commercial Construction*	(Escrow)	\$1000.00

*Applicable fees plus any additional accrued expense allowable
by PA Municipalities Planning Code

HIGHWAY OCCUPANCY PERMITS

Driveway, Street Cut, and Non-wireless Utility Permit fees will be in accordance with the attached approved schedule.

Driveway Paving Permit	\$15.00
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WIRELESS FEES

Connection Fee	\$125.00
Tower Base Permit Fee – Escrow	\$500.00
Non-Tower Permit Fee – Escrow	\$500.00

COMMUNICATIONS RIGHT-OF-WAY FEES

Administrative Fee	\$50.00
Right of Way Management Fee (Per Linear foot of aerial or underground Facilities.	\$0.50
Annual Fee	\$400.00

ENGINEERING AND LEGAL FEES

For review of plans by the Township Engineer or Solicitor, or any other expenses related to the plans, the fee will be the actual fee charged by the Engineering Firm, Solicitor, or other agency.

NOTARY PUBLIC FEES

Administrative	\$ 10.00
Affidavits	\$ 5.00
Executive Acknowledgments	\$ 5.00
Each additional name	\$ 5.00
Certificates	\$ 5.00
Oath Administration	\$ 5.00
Taking Depositions, per page	\$ 5.00
Making Protests, per page	\$ 5.00

SEWAGE ENFORCEMENT FEES

Sewage Enforcement fees will be in accordance with the fee schedule of the Township's Sewage Enforcement Officer (SEO)

Appeals – As provided for under Section 72.26 (b) of the PA Sewage Facilities Act, Title 25, a person aggrieved by action of the SEO may appeal to the Board of Supervisors who shall

hear such appeal. In filing the request for a hearing, the appellant shall submit the sum of \$300.00 to cover the expense of the Court Reporter, the SEO, and administrative costs.

PA ONE CALL – It is the responsibility of the applicant to obtain a reference number from PA ONE CALL (1-800-242-1776) at least five working days in advance of digging. **The reference number must be presented to the SEO before beginning any work. NO EXCEPTIONS.**

PEDDLER'S LICENSE

Monthly license	\$ 50.00
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SALE OF PUBLICATIONS

Zoning Ordinance	\$ 40.00/book
Zoning Map - Large	\$ 10.00
Subdivision and Land Development Ordinance	\$ 40.00
Stormwater Management Ordinance	\$ 20.00
Comprehensive Plan	\$ 40.00
Miscellaneous Ordinances	\$.25/page

SUBDIVISION AND LAND DEVELOPMENT PLAN SUBMISSION

Minor Subdivision or Land Development
Filing Fee of \$55.00 plus \$20.00 per lot or equivalent dwelling unit.

Preliminary Subdivision or Land Development
Filing Fee of \$55.00 plus \$20.00 per lot or equivalent dwelling unit.

Final Subdivision or Land Development
Filing Fee of \$55.00 plus \$20.00 per lot or equivalent dwelling unit.

Inspection Fee

When the applicant is required to post performance guarantees as required by the Subdivision and Land Development Ordinance, an inspection fee shall be paid to Penn Township in the amount of ten (10) percent of the performance guarantee for cost of improvements of \$5,000 or greater, (i.e., streets, sidewalks, curbs, stormwater, water, and sanitary facilities.) Said fee shall be placed in an escrow account with any unused portion of the inspection fee returned to the applicant and any fees shall be paid to the Township prior to release of the bond.

Plan Recording Fees

Township Administrative Cost, per plan	\$ 35.00
Recording Costs as charged by the Perry County Recorder of Deeds	

1 st Page	\$ 20.00
2 nd + Pages	\$ 10.00
UPI Certification	\$ 20.00

WATER FEASIBILITY REPORT APPLICATION

Administration \$50.00

For review of plans by the Township Engineer or Solicitor, or any other expenses related to the report, the fee will be the actual fee charged by the Engineering Firm, Solicitor, or other agency.

PUBLIC DEDICATION OF PARK AND RECREATION LAND

Per Lot and/or unit proposed \$ 700.00

STORMWATER REVIEW FEES

Administration \$150.00

For review of plans by the Township Engineer or Solicitor, or any other expenses related to the report, the fee will be the actual fee charged by the Engineering Firm, Solicitor, or other agency.

ZONING FEES

Zoning Permit - Permit fees will be in accordance with the fee schedule of the Township's third-party inspection agency

Curative Amendment* \$300.00

Appeals to Zoning Hearing Board - Escrow* \$500.00

Variance - Escrow* \$500.00

Conditional Uses* \$1,000.00

Change Zoning Ordinance or Map* \$500.00

Subdivision/Land Development Plan Review**

Hourly Rate

*Applicable fees plus any additional accrued expense allowable by PA Municipalities Planning Code (Escrow)

**Hourly Rate for services rendered not on Zoning Officer Fee Schedule

Zoning Officer

Alternate Zoning Officer and all other staff - Permit fees will be in accordance with the fee schedule of the Township's third-party inspection agency

SIGN PERMITS - Zoning Permit Fee Plus Below

Up to 25 Square Feet	\$ 25.00
26 to 50 Square Feet	\$ 50.00
51 to 75 Square Feet	\$ 75.00

76 to 100 Square Feet	\$100.00
101 to 150 Square Feet	\$150.00
151 to 200 Square Feet	\$200.00
201 to 250 Square Feet	\$250.00
251 to 300 Square Feet	\$300.00

JUNK YARD LICENSING

Annual License	\$750.00
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SEXUALLY ORIENTED BUSINESS

Business Permit – Annual	\$300.00
Employee License - Annual	\$ 40.00

OPEN RECORDS POLICY

Paper Copies, per page	\$.25
Addition copies of document and Disc	\$4.00
True and Correct Certification	\$ 5.00
Specialized documents	Cost
Fax Copies: Local Calls (per call)	\$.50
Long Distance (per call)	\$ 1.00
Postage	Actual postage

Note: The Township will require prepayment if the total fees are estimated to exceed \$100.00.

PARK AND RECREATION BOARD FEES

Small Pavilion (Use of Bathrooms)	\$ 55.00
Large Pavilion (Use of Bathrooms & Electric)	\$80.00
Concession Stand (Ball Teams)	\$1,200.00

RESOLVED this 6th day of January, 2025 at a regularly scheduled meeting of the Board of Supervisors of Penn Township, Perry County, Pennsylvania.

ATTEST:

Secretary

Karen Potteiger

Clifford Lindgren

Forrest Woodward



MUNICIPAL HOURLY FEE SCHEDULE - 2025 (CAP REGION)

UCC Building Code Official Enforcement/Assistance	
Per hour	\$130.00
Flood Plain Management Services	
Per hour	\$130.00
Property Maintenance Services	
Per hour	\$ 95.00 with UCC \$112.00 without UCC
Zoning/Local Code Enforcement Services	
Per hour	\$ 95.00 with UCC \$112.00 without UCC
Rental Inspection Program Services	
Per hour	\$ 95.00 with UCC \$112.00 without UCC
Code Admin Services	
Per hour	\$ 75.00

Code Inspection & Plan Review



JUNIATA SEWAGE COMMITTEE

3044 Middle Ridge Road
Honey Grove, PA. 17035
717-436-9094

Applicant Fee Schedule

Fees for Existing Lot Work

Application	\$90
Site investigation	\$145
Deep Probes	\$165
Perc test (6 holes)	\$200
Design Review	\$75
Permit Application	\$75
Permit Issued	\$75
Interim Inspection of System	\$100
Final Inspection	<u>\$100</u>
Total	\$1,025.00

Fees for Planning Module Work

Application	\$90
Site investigation	\$145
Deep Probes (3 probes) primary and replacement areas	\$250
Perc test (12 holes) primary and replacement areas	\$275
Module review	\$100
Total	\$860.00 per lot
Design Review	\$90
Permit Application	\$110
Permit Issued	\$105
Interim Inspection of System	\$155
Final Inspection	<u>\$155</u>
Total	\$615 per lot

Back up testing for existing lot **\$500**

Additional Deep Probes	\$75/probe
Additional Perc Holes	\$75/probe
Issue Permit tested by others	\$200
Reissue Permit Issued by others	\$200
Renew expired Permit	\$125
Malfunction/Compliant/violation	\$100/hour
Sewage Management pumping	\$60
Tank Replacement Permit	\$250
Holding Tank	\$250
Verification of Existing System	\$250
Inspection of systems for Form B	\$200
Dye Test & follow up	\$250
Evaluation of Existing System	\$250
Renew- ReIssue Test Results	\$50-\$100
Mailing / Office Fee	\$50-\$100

Approved 1/1/2022



Revised September 1992.
Destroy previous editions.

SCHEDULE OF FEES FOR HIGHWAY OCCUPANCY PERMITS

PERMIT ISSUANCE FEES

These fees are applied to the administrative costs incurred in reviewing the application and plan(s) and issuing and processing the permit, including the preliminary review of the site location identified in the application, whether or not a permit is issued and processed.

Schedule Item No.

Unit Fee

1) Application Fee	
a) Utility	\$50.00
b) Driveways	
(i) minimum use (e.g., single-family dwellings, apartments with five or fewer units)	15.00
(ii) low volume (e.g., office buildings, car washes)	30.00
(iii) medium volume (e.g., motels, fast food restaurants, service stations, small shopping plazas)	40.00
(iv) high volume (e.g., large shopping centers, multi-building apartment or office complexes)	50.00
c) Other (e.g., bank removal, sidewalk and curb)	20.00
2) Supplement Fee (each six-month time extension) (each submitted change)	10.00
3) Emergency Permit Card (each card)	5.00
4) Exemption (see below for list of exemptions)	

GENERAL PERMIT INSPECTION FEES

These fees are applied to the costs incurred in the preliminary review of the location covered by the permit, and/or spot inspection of the permitted work, and/or subsequent inspection after the permitted work has been completed to ensure compliance with PennDOT specifications and permit provisions.

5) Driveways	
a) Each minimum use driveway	10.00
b) Each low-volume driveway	20.00
c) Each medium-volume driveway	35.00
d) Each high-volume driveway	50.00
6) Surface Openings (These fees are calculated on the total linear feet of the opening being permitted within different areas of the right-of-way.)	
a) Total linear feet of opening each (100 foot increment or fraction thereof):	
(i) Opening in pavement	40.00
(ii) Opening in shoulder	20.00
(iii) Opening outside pavement and shoulder	10.00
b) If a longitudinal opening simultaneously occupies two or more highway areas identified in subparagraph (a), only the higher fee will be charged. Linear distances, shall be measured to the nearest foot.	
7) Surface Openings of Less Than 36 Square Feet (e.g., service connections performed independently of underground facility installation, pipe line repairs) (each opening)	
(i) Opening in pavement	30.00
(ii) Opening in shoulder	15.00
(iii) Opening outside pavement and shoulder	10.00
If an opening simultaneously occupies two or more highway areas identified in subparagraphs (i)-(iii), only the higher fee will be charged.	
8) Above-Ground Facilities (e.g., poles, guys and/or anchors if installed independently of poles)	
a) Up to 10 physically connected above-ground facilities (each continuous group)	20.00
b) Additional above-ground physically connected facilities (each pole with appurtenances)	2.00
9) Crossings (e.g., "overhead" tipples, conveyors or pedestrian walkways and "undergrade" subways or mines)	80.00
10) Seismograph — Vibroseis Method (e.g., prospecting for oil, gas)	
a) First mile	50.00
b) Each additional mile or fraction thereof	5.00
11) Non-Emergency Test Holes in Pavement or Shoulder (each hole)	5.00
12) Other (e.g., bank removal, sidewalk and curb)	20.00

EXEMPTIONS

Permit issuance fees and general permit inspection fees are not payable by any of the following:

- 1) The commonwealth.
- 2) Political subdivisions of the commonwealth, except when placing a facility longitudinally within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged.
- 3) Governmental authorities organized under the laws of the commonwealth.
- 4) The federal government.
- 5) Charitable organizations that are in compliance with Act No. 337, approved August 9, 1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veterans' organizations, non-profit organizations)
- 6) Utility facility owners for:
 - a) The installation of street lights at the request of PennDOT or the political subdivision.
 - b) The replacement or renewal of their facilities prior to a township resurfacing project after notice from the township.
 - c) The removal of poles and attached appurtenances.
 - d) Facilities moved at the request of PennDOT or the political subdivision.
 - e) The reconstruction or maintenance of their facilities that occupy the right-of-way under private status.

ADDITIONAL INSPECTION FEES

If the township determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by each assigned inspector and the township.