

RESOLUTION OF TOWNSHIP OF ROBINSON, WASHINGTON COUNTY
BOARD OF SUPERVISORS - RESOLUTION NO. of 2017

A RESOLUTION REVISING AND ESTABLISHING VARIOUS FEES FOR TOWNSHIP COSTS, INSPECTION FEES, AND OTHER FEES AND REPEALING SUCH CONFLICTING RESOLUTIONS OR PORTIONS THEREOF, WHICHEVER MAY APPLY

WHEREAS, from time to time it is necessary for the Township to review and revise its fee schedule;

WHEREAS, the Second-Class Township Code, P.L. 350, No. 60, as amended, pursuant to General Powers, Section 1506, provides for the adoption of resolutions for the proper management of township finances; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as amended, pursuant to Article V Subdivision and Land Development, Section 503, provides for the charge of review fees including the necessary and reasonable charges by the municipality’s professional consultants or engineers for review or report; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as amended, pursuant to Article VI Zoning, Section 617.3(e), provides for the governing body to prescribe reasonable fees with respect to the administration of a zoning ordinance and with respect to hearings before the zoning hearing board; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as amended, pursuant to Article IX Zoning Hearing Board and other Administrative Proceedings, Section 908, provides for the governing body to prescribe reasonable fees with respect to hearings before the zoning hearing board and also for conditional uses before the governing body (Section 913.2); and

WHEREAS, Robinson Township provides for the charge of building plan review and inspection fees including reasonable permit fees deemed necessary by the municipalities’ Building Official professional and for review or reports for attendant inspections, including, but not limited to Soil Erosion and Sediment Control of Robinson Township; and

NOW THEREFORE BE IT RESOLVED, By the Board of Supervisors of Robinson Township, Washington County, Pennsylvania, as follows:

CONDITIONAL USE HEARINGS

RESIDENTIAL CONDITIONAL USES	\$500, plus other land development or subdivision costs
COMMERCIAL/INDUSTRIAL CONDITIONAL USES	\$600, plus costs of site plan and land development review
CONTINUANCE OF ANY PUBLIC HEARING AT REQUEST OF APPLICANT	\$400

These fees are not reimbursable and if chargeable costs exceed these fees, the applicant will pay for those costs.

ZONING HEARING BOARD APPEAL FEES

ZONING DISTRICT CHANGE OR AMENDMENT TO TEXT. The fee for a zoning district change or amendment to the Zoning Ordinance proposed by other than a public body shall be as indicated:	\$600, applications that require additional review meetings will be assessed additional fees
ZONING HEARING BOARD APPEAL. The fee payable with an appeal of any nature to the Zoning Hearing Board (the “ZHB”) by other than a public body shall be as indicated:	\$600
CONTINUANCE OF ANY PUBLIC HEARING AT REQUEST OF APPLICANT	\$400

Fees include compensation for the secretary and members of the ZHB, notice and advertising costs, and necessary administrative overhead. Stenographer’s fee shall be shared equally by the applicant and the ZHB. The applicant is responsible for any and all additional costs incurred for the review and processing of the submitted application, including but not limited to engineering reviews, legal advertisements, and administrative costs.

SUBDIVISION AND LAND DEVELOPMENT

Every applicant, at the time of filing an application for approval of a subdivision, land development, or planned residential development plan, shall pay to Robinson Township (the “Township”) a non-refundable filing fee and escrow deposit for reasonable and necessary charges by the professional consultants and Township engineers and staff in accordance with the schedule provided below (“First Tier Escrow”). If at any time the escrow falls below the minimum balance, including all balances due, the Township shall cease any work and/or withhold building permits until the applicant submits a deposit to bring the account back to a minimum balance.

The original escrow deposited for site plan review shall be used to pay for engineering reviews, special administrative costs attendant to the subdivision/land development, consultant reviews (including but not limited to legal review, when permitted, of subdivision plans, legal documents, agreements and performance guarantees) and other miscellaneous costs of applicant review and approval, but does not include a deposit for site inspections and other monitoring during development. The amounts for such review will in no event exceed the rate or cost charged by consultant to the Township for work of the same type. When the amount of the initial escrow deposit falls below the appropriate minimum account balance indicated herein, the applicant shall be notified by the Township Manager or other authorized staff to deposit sufficient additional monies to bring the balance of the escrow account up to the amount initially deposited or to an amount deemed reasonable at the discretion of the Township Manager. Upon completion of the subdivision/land development plan review activity, any unused funds remaining in the escrow account shall be returned to the applicant upon request.

Every applicant, after receiving final approval of a subdivision, land development, or planned residential development plan, but before any building permits may be reviewed or issued or any development activity or construction commenced, shall pay to the Township additional escrow money to pay for site inspections and other monitoring during development and whatever other administrative and consultant fees are incurred during development and construction (“Second Tier Escrow”). When all construction is complete and the Township has accepted all public improvements for dedication, as may be applicable, and there are no outstanding charges to be placed against the escrow account, any remaining balance shall be returned to the applicant.

SUBDIVISION AND LAND DEVELOPMENT

	First Tier Fees and Escrow	Second Tier Escrow
PROPERTY LINE SHIFT	\$200	
SKETCH PLAN APPLICANT (WRITTEN REVIEW)	Filing fee: \$300 Escrow Deposit: \$800 Minimum Escrow Balance: \$400	
SUB-DIVISIONS		
MINOR SUBDIVISION (1 to 3 lots)	Filing fee: \$300.00 Escrow Deposit: \$800 Minimum Escrow Balance: \$400	Escrow Deposit: \$500 per lot Minimum Escrow Balance: \$750
MAJOR SUBDIVISION (4 lots or more)	Filing fee: \$800 Escrow Deposit: \$3,000 Minimum Escrow Balance: \$1,000	Escrow Deposit: \$500 per lot Minimum Escrow Balance: \$2,000
MAJOR SUBDIVISION (11 LOTS OR MORE)	Filing fee: \$800 for the first ten (10) lots plus \$100 for each additional lot Escrow Deposit: \$3,000 for the first ten (10) lots plus \$250 for each additional lot Minimum Escrow Balance: \$2,000	Escrow Deposit: \$500 per lot Minimum Escrow Balance: \$2,000
LAND DEVELOPMENT APPLICATIONS – PLANS OF LESS THAN TEN (10) ACRES OF DEVELOPMENT: *	Filing fee: \$800 Escrow Deposit: \$3,000 initial deposit Minimum Escrow Balance: \$1,000	Escrow Deposit: \$5,000 Minimum Escrow Balance: \$3,000
LAND DEVELOPMENT APPLICATIONS – PLANS OF TEN (10) ACRES OR MORE DEVELOPMENT: *	Filing fee: \$1,200 Escrow Deposit: \$6,000 initial deposit Minimum Escrow Balance: \$3,000	Escrow Deposit: \$15,000 Minimum Escrow Balance: \$3,000
STORMWATER PLAN REVIEW	Stormwater plan review and Stormwater escrow is determined individually for each project	
RESUBMISSION FEE	\$250	
PLANNED RESIDENTIAL DEVELOPMENT	In addition to fees listed above and any and all fees required by the Planned Residential Development Ordinance, developers will be required to maintain a \$5,000 balance on account	
PLANNED COMMERCIAL/INDUSTRIAL DEVELOPMENTS	Same as Planned Residential Developments but developers will be required to maintain a \$10,000 balance on account	

The applicant shall be responsible to pay the actual cost of the Township engineer's plan review, field inspections, report preparation, etc. The applicant shall also bear the cost of the Township Solicitor or other consultants (i.e. traffic lighting, etc.) as billed to the Township at the normal rate charged for such services. The Township Solicitor reserves the right to increase the escrow amount based on the circumstances of each case.

The Township reserves the right to withhold any required permits and bond money until such time that the balance is paid.

ROAD BONDING, SURFACE OPENINGS AND UTILITIES

ROAD BOND APPLICATION	\$300 (application fee)
Type 1 Unpaved Township Roads per mile	\$6,000
Type 2 Paved Township Roads per mile	\$12,500
Type 3 Paved to revert to a lesser condition per mile	\$50,000
Type 4 For all municipal roads (lightly traveled)	\$10,000
Excess Road Maintenance Agreement	\$300
BOND AMOUNT MINIMUM	\$500,000
ROAD ENCROACHMENTS a/k/a road use permit/open cut/road opening	\$150 Includes application fee \$75 and Inspection fee \$75
SURFACE OPENINGS In addition to the encroachment fees	
Opening in pavement 36 ft. and over	\$55
Opening in pavement and shoulder 35 ft. and over	\$55
Opening in pavement less than 36 sq. ft.	\$40
Opening in shoulder less than 36 sq. ft.	\$30
Opening outside pavement and shoulder	\$25
UTILITIES In addition to the encroachment fees	
Crossings example: overhead triples, conveyors or pedestrian walk-ways	\$100
Above ground utilities	\$50
Additional above ground connection facilities	\$5

GRADING PERMIT FEES

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Up to 1,000 cu yd. of soil	\$80
1,001-5,000 cu yd. of soil	\$230
5,001-10,000 cu yd. of soil	\$355
10,001-20,000 cu yd. of soil	\$540
20,001-30,000 cu yd. of soil	\$725
30,001-40,000 cu yd. of soil	\$885
40,001-50,000 cu yd. of soil	\$1070
50,001-100,000 cu yd. of soil	\$2565
100,001-150,000 cu yd. of soil	\$2035
150,001-200,000 cu yd. of soil	\$2510
Over 200,000 cu yd. of soil = \$65 for each additional 10,000 yards	

All fees must be paid in advance, additional legal and engineering fees will be charged for complete or subsequent review. There are additional fees for engineered grading permits, as set forth in the Township's Grading Ordinance. Developers are also responsible for any engineering for legal expenses that may be incurred by the Township in order to assure compliance with Township and Zoning and Subdivision Ordinances and Grading Ordinance.

RESIDENTIAL AND COMMERCIAL BUILDING

Building or Construction without obtaining proper permits will be charged double all fees.		
BUILDING PERMITS, RENOVATION, OCCUPANCY, ETC.	<i>See Municipal Consulting Services, LLC Fee Schedule, attached as Exhibit A, which may be amended from time to time by MCS</i>	
POOL PERMIT (INCLUDES BARRIER)	\$150	
DRIVEWAY PERMITS	\$150	
NEW ADDRESS	\$25	
MOBILE HOME REMOVAL	\$50 per home	
TEMPORARY ZONING APPROVAL	\$50	
TEMPORARY STRUCTURE	\$50 + .20 sq. ft.	
UCC BOARD OF APPEALS	\$1,500 (Applicant shall reimburse Township for actual expenses, to the extent permitted under UCC)	
PROPERTY MAINTENANCE APPEAL	\$500	
BURNING PERMIT	See Ordinance	
SOLICITATIONS FOR PROFIT	\$50	
CELL PHONE TOWERS/ANTENNAS		
1. Antenna	Co-habitation or replacement/upgrade	\$1,000
2. Building Permit	Commercial	\$20 Vertical foot
	Residential	\$10 Vertical foot

OTHER

SEISMIC TESTING	\$500
LOGGING PERMIT	\$150 (Nonrefundable)
ZONING PERMIT, NOT SPECIFICALLY ENUMERATED	\$50 (if no inspection required) \$100 (if inspection required)

SIGN PERMITS

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Signs 12 sq. ft. or less (political signs are exempt)	\$25
Signs over 12 sq. ft. and under 75 sq. feet	\$50
Signs over 75 sq. ft. and under 150 sq. ft.	\$75
Signs over 150 sq. ft. to 300 sq. ft.	\$100
BILL BOARDS \$1,000 APPLICATION FEE + HEARING FEES	

OUTSIDE CONSULTANTS

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1. Principal Engineer	\$114 per hour
2. Chief Civil Engineer	\$85 per hour
3. Principal Engineering Manager	\$111 per hour
4. Senior Engineer	\$102 per hour
5. Project Manager	\$99 per hour
6. Staff Engineer	\$60 per hour
7. Engineer/Designer	\$60 per hour
8. Research Technician	\$44 per hour
9. Senior Civil Designer	\$70 per hour
10. Civil Designer	\$50 per hour
11. Technician/Inspector Level 1	\$40 per hour
12. Technician/Inspector Level 2	\$45 per hour
13. CAD Technician	\$45 per hour
14. Clerical Services	\$30 per hour
15. Two Person Survey Crew	\$95 per hour
16. Three Person Survey Crew	\$110 per hour
17. Certified Building Inspector	\$60 per hour
18. Attorney	\$175 per hour

ADMINISTRATIVE

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE	\$30 if picked up at the Township building
ZONING ORDINANCE	\$30 if picked up at the Township building
ZONING MAP	\$5 if picked up at the Township building
COPIES OF ANY TOWNSHIP DOCUMENT	.25 per copy, per side. Pre-payment if \$50 or more
FAX OR EMAIL	\$1.00 per side per page
MUNICIPAL NO LIEN LETTER	\$20
TAXATION	
Certification Letter	\$15
Tax Duplicate bill	\$5
CERTIFIED ZONING LETTER	\$75
TRUE AND CORRECT CERTIFICATIONS WITH MUNICIPAL SEAL	\$1.00
RETURNED CHECK FEES	\$50

Fees to include postage and shipping if mailed.

CERTIFICATES

ZONING CERTIFICATE	\$25 per unit
MUNICIPAL NO-LIEN LETTERS:	\$25
FLOOD PLAIN CERTIFICATE	\$25 per area
TAX CERTIFICATION	\$30 per parcel
CERTIFICATE OF NON-CONFORMITY	\$25 per unit
CERTIFIED ZONING LETTER	\$75

RESOLVED BY THE BOARD OF SUPERVISORS OF ROBINSON TOWNSHIP THIS 13th DAY OF MARCH 2017.