

ELIZABETH TOWNSHIP FEE SCHEDULE

RESOLUTION 2020-18

SEPTEMBER 14, 2020

ADMINISTRATIVE FEES

Zoning Ordinance and/or Map	\$36.00
Township Maps	\$10.00
Police Report-Incident	\$20.00
Police Report-Accident	\$15.00
Photocopies	
Up to 11" x 17"	\$0.25/page
11" x 17"	\$1.00/page
24" x 36"	*at Cost
30" x 42"	*at Cost
Returned Check Fee	\$35.00
Lien Letters	
Municipal Lien Letter	\$35.00 /Lot and Block
Sanitary Sewer Certificate	\$35.00
Real Estate Tax Certification Fee	\$40.00
Certified Copy of Record	\$15.00 per document

ANIMALS

Dangerous Dog Kennel License Fee- proof of liability coverage also required.	
One dog	\$100.00 per annum
Two dogs	\$250.00 per annum
Removal of deceased deer involved in a vehicle accident	\$100.00

RESIDENTIAL BUILDING PERMIT FEES (Use groups R-3 &R-4) Minimum fee \$75.00

New Construction and Additions	\$40.00 plus \$0.25 per sq. ft. of GFA* + Zoning , Electrical, Mechanical or other required permit cost
Alterations & Repairs	.02 of total construction cost (labor & material) (minimum fee \$75.00 one visit) + Zoning , Electrical, Mechanical or other required permit cost
Utility & Miscellaneous Use Groups (As Regulated by PA Uniform Construction Code)	.02 of Total Construction Cost (labor & material) (minimum fee \$75.00 one visit) + Zoning , Electrical, Mechanical or other required permit cost
Accessory Structures – Up to 300 Sq. ft.	\$25.00 + Zoning Certificate Cost
Accessory Structures – 301 – 999 Sq. Ft.	\$50.00 + Zoning Certificate Cost
Accessory Structures – 1,000 Sq. Ft. and Over	Utility and Miscellaneous Use Group Fee
Fences	\$25.00 + Zoning Certificate Cost
Walls – Under 4 Feet in Height	\$50.00 + Zoning Certificate Cost
Swimming Pools – Above Ground	\$150.00 + Zoning and Electrical Permit Cost
Swimming Pools – In Ground	\$300.00 + Zoning and Electrical Permit Cost

*GFA – Gross floor area defined as the total square footage of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways, covered walkways and attics with floor to ceiling height of 6 ft. 6 in. or more.

COMMERCIAL BUILDING PERMIT FEES

New Construction, Alterations, and Change of Use Group (Combined Construction Document Review & Inspection Fees).	
Use Group B (Business)	15,000 square feet or less = \$1.021 per sq. ft. (\$0.665 plan review & \$0.356 inspections) + Zoning Certificate cost
Use Group E (Educational)	15,000 square feet or less = \$0.945 per sq. ft. (\$0.616 plan review & \$0.330 inspections) + Zoning Certificate cost
Use Group M (Mercantile)	15,000 square feet or less = \$0.972 per sq. ft. (\$0.636 plan review & \$0.336 inspections) + Zoning Certificate cost
Use Group R1 (Hotel), R2 (Multiple Family)	15,000 square feet or less = \$0.933 per sq. ft. (\$0.606 plan review & \$0.314 inspections) + Zoning Certificate cost
Use Group R4 – (Per Dwelling unit)	\$314.60 plan review & \$125.84 each inspection) + Zoning Certificate cost
Greater than 15,000 sq. ft., up to 25,000 sq. ft.	\$13,631.90 + .908 per sq. ft. for the building area over 15,000 sq. ft. + Zoning Certificate cost
Greater than 25000 sq. ft. up to 50000 sq. ft.	\$22,737.00 + .655 per sq. ft. for the building area over 25,000 sq. ft. + Zoning Certificate cost
Greater than 50,000 sq. ft. up to 100,000 sq. ft.	\$39,095.06 + .483 per sq. ft. for the building area over 50,000 sq. ft. + Zoning Certificate cost
Equal to or greater than 100,000 sq. ft.	63,250.62 + .400 per sq. ft. over 100,000 + Zoning Certificate cost
65% for plan review & 35% for inspection for use with fee payment schedule. Minimum fee \$ 450.00	
Use Group A (Assembly)	10,000 square feet or less = \$1.031 per sq. ft. (\$0.667 plan review & \$0.365 inspections) + Zoning Certificate cost
Use Group I (Institutional)	10,000 square feet or less = \$0.847 per square feet. (\$0.550 plan review & \$0.297 inspections) + Zoning Certificate cost
Use Group H (High Hazard)	10,000 square feet or less = \$1.24 per square feet. (\$0.813 plan review & \$0.434 inspections) + Zoning Certificate cost
Greater than 10,000 square feet	\$10,098.09 plus \$0.820 per sq. ft. for the building area over 10,000 sq. ft. + Zoning Certificate cost
*65% for plan review & 35% for inspection for use with fee payment schedule. Minimum fee \$ 450.00	
Use Group F (Factory)	20,000 square feet or less = \$0.759 per sq. ft. (\$0.490 plan review & \$0.269 inspections) + Zoning Certificate cost
Use Group S (Storage)	20,000 square feet or less = \$0.612 per sq. ft. (\$0.398 plan review & \$0.213 inspections) + Zoning Certificate cost
Use Group U (Miscellaneous)	20,000 square feet or less = \$0.588 per sq. ft. (\$0.370 plan review & \$0.217 inspections) + Zoning Certificate cost
Greater than 20,000 square feet	\$11,125.82 plus \$0.534 per sq. ft. for the building area over 20,000 sq. ft. + Zoning Certificate cost
65% for plan review & 35% for inspection for use with fee payment schedule. Minimum fee \$450.00	
Shell Only Review is 50% of overall Use Group Fee Above. (New Construction)	
Plain Box Tenant Space Review is 65% of overall Use Group Fee Above, and includes: lighting, heating, sprinklers.	
Tenant fit-outs of shell and core projects shall be charged at 35% or 50% of overall Use Group Fee above, based on plain box fit out or shell only, plus an additional \$0.155 a square foot. Tenant fit outs are charged as listed plus \$600.00	

COMMERCIAL BUILDING PERMIT FEES - Continued

Deferred Submittal (Fire Alarm, Sprinkler, Cooking Hood, Special Suppression Systems - All Use Groups)	
Plan review and (1) inspection for fire alarm or sprinkler for Buildings Under 10,000 sq. ft.	\$205.00
Buildings over 10,000 sq. ft. - Includes 2 inspections.	\$0.02 sq. ft. for fire alarm or sprinkler
Special suppression systems, per unit, room, or device	\$ 205.00
Commercial Cooking Hoods, mechanical shop drawing review and (2) inspections each hood.	\$390.00
Miscellaneous Systems and Equipment (Review and inspection fees for buildings or structures where individual units of equipment, systems, or components are replaced or modified, and are not part of an overall alteration to a space.)	
Miscellaneous Systems shall be calculated using one of the following methods: <u>(whichever is greater)</u>	
Hourly billing (when not defined in “b” or “c “below)	
Weekday daytime hours:	\$65.00/hr. (2.0 hr. min)
Weekday off hours:	\$80.00/hr. (2.5 hr. min)
Weekend hours:	\$95.00/hr. (3.0 hr. min)
Weekday daytime hours are 8:00 am to 4:30 pm Monday thru Friday.	
Square footage costs as a portion of the fees listed in item # 1 above.	
Review and inspection fees (by trade) for repairs and replacement of systems:	
General	54% of Plan Review fee. (Includes: Accessibility and Energy)
Mechanical	12% of Plan Review fee.
Electrical	25% of Plan Review fee.
Per component or devices Installed for HVAC, Piping, or Electrical systems.	
Fees are per subcode (M, E, P) each unit cost is a separate fee for rough and final inspection, minimum \$100.00 per sub code.	
Swimming Pools - Grounding certification (pass or fail) \$325.00 each - Commercial pools	

DEMOLITION PERMIT FEES

Residential	\$100.00
Commercial	\$200.00

FLOODPLAIN PERMITS

ALL WORK INCLUDING REPAIRS PERFORMED WITHIN AN IDENTIFIED FLOODPLAIN REQUIRES THE ISSUANCE OF A FLOODPLAIN PERMIT IN ADDITION TO ANY OTHER PERMITS THAT MAY BE REQUIRED BY LAW.

\$0.001 – \$250.00 Estimated cost of work including labor	\$10.00
\$250.00 – \$1,000.00 Estimated cost of work including labor	\$20.00
Each additional \$1,000 or part thereof beyond the first \$1,000	\$2.00
Plan review escrow deposit	\$400.00

OIL AND GAS OPERATIONS

Oil and Gas application fee	\$15,000.00
Natural Gas Compressor Station	\$5,000.00
Geophysical Testing permit	\$2,500.00 plus \$250,000.00 performance bond

GRADING AND EXCAVATION

Earth disturbance less than 1 acre to 5 acres	\$100.00
Earth disturbance less than 6 acre to 10 acres	\$1,000.00
Earth disturbance less than 11 acres plus	\$5,000.00
Permit time extension Permits expire 6 months from date of issue if work was not commenced or is not completed within 1 year from issue date.	\$50.00
Review escrow deposit Minor earth disturbance	\$250.00
Review escrow deposit Major earth disturbance	\$500.00
Top soil removal from 1 to 5 acres	\$200.00
Top soil removal from 6 to 10 acres	\$1,000.00
Top soil removal from 11 acres plus	\$1,500.00
Excavation of 999 cubic yards or less	\$30.00
Excavation of 1,000 cubic yards	\$30.00 plus \$25.00 for each additional 1,000 cubic yards
Excavation of 10,000 cubic yards	\$225.00 plus \$35.00 for each additional 10,000 cubic yards or fraction thereof
Excavation of 20,000 cubic yards	\$920.00 plus \$25.00 for each additional 10,000 cubic yards or fraction thereof
Industrial use classification	\$20,000.00 per acre
Excavations pursuant to amended permits shall be charged one-half of the fee set out above computed for the uncompleted work on the site	

LICENSES, PERMITS AND GENERAL BUSINESS

Amusement device Juke box or pool table and/or other electronic device, machine or apparatus whatsoever, for the playing of games and amusement.	\$300.00 Annual license per device
Video, Mechanical, or Gambling device Any device, machine or apparatus used for the playing of poker, blackjack, keno, bingo or other casino games by the insertion therein of any coin, currency, metal disc, slug or token.	\$600.00 Annual license per seat / player / player position or device
Peddlers/Solicitation/Transient Retail Merchants Per person on foot or motor vehicle proof of liability insurance required	\$30.00/day \$175.00/week \$300.00/month
Food Vendor	\$200.00 per year
Canvasser/Door-to-Door Solicitation Permit Fee	Weekly permit \$100.00 per person Four-month permit \$300.00 per person
Circus, Outdoor Exhibitions and other Amusement Permits Not to exceed 10 days-requires proof of liability insurance	\$200.00
Driveway permit	\$50.00
Health Club Licenses - Annual fee	\$100.00
Junkyards and Storage Yards - Annual fee 1 acre or less 1 acre to 2 acres More than 2 acres	\$200.00 \$300.00 \$400.00
Massage Technician - Annual fee	\$25.00
Storage Trailers – Annual fee	\$200.00
Cottage Business – Annual fee	\$30.00
Fireworks Display	\$100.00 per display & no less than \$500.00 bond

Mobile Home /Trailer Park License - Annual fee	\$500.00 \$1,000.00 license bond or cash bond to cover original inspections and periodic upon completion and sewer connections
Pole tax	\$0.30 per pole
Millings – delivery only to Township residents	1 st truck load no charge, each additional load delivered \$100.00
Public Gatherings 800 or more persons	\$250.00 plus \$5,000.00 bond required
Foreclosed Property Registration	\$300.00 semi-annual
Rental Registration – Residential License	\$50.00 annual per unit (Includes one inspection)
Rental Registration - Residential Re-Inspection fee	\$35.00 per unit per inspection
Rental Registration – Residential License Reinstatement	\$100.00 per unit

OCCUPANCY PERMITS

REQUIRED ANYTIME A PROPERTY IS SOLD OR TRANSFERRED OR A CHANGE IN TENNANT OR PRINCIPAL USE OF A STRUCTURE CHANGES.

All RESIDENTIAL RENTAL UNITS MUST ALSO COMPLETE A YEARLY RENTAL REGISTRATION.

1 & 2 Family Dwellings	\$75.00 per unit
Apartments	\$50.00 per unit
Commercial	\$100.00 per unit
Each additional re-inspection after first re-inspection	\$35.00 per unit

RECREATION FEES – SPORTS FIELDS

Teams /Organizations	\$250.00 per time slot *time slot is defined as a single game/practice per day.
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COMMUNITY CENTER FEES

Residency discount for Elizabeth Township Residents only-must show proof at time of application.

A 50% discount for rental fee only is offered to all nonprofit organizations that provide valid 501c3 tax exempt documentation at the time of application.

Elizabeth Township employees receive a 50% discount on rental fees.

Elizabeth Township Board of Commissioners reserves the right with reasonable notice to waive any fees at the board’s discretion

Rental Deposit	\$100.00 per building rented
Special Requests – Township resident	\$10.00
Special Requests – Non resident	\$13.00
Alcohol Permit – Liability waiver and proper ID required	\$100.00
Scout Organizations	\$75.00
Rentals are from 8am to 12pm the following day	
Hourly rentals - All buildings Monday to Friday only	\$25.00 per hour 2 hour minimum plus rental deposit
Building #1 One day rentals are from 8am to 11pm – Sleepovers are from 8am to 12pm the following day	
Resident	\$175.00
Non resident	\$225.00
Sleepover resident	\$50.00 plus one day rental
Sleepover non resident	\$75.00 plus one day rental
Building #2 No A/C One day rentals are from 8am to 11pm – Sleepovers are from 8am to 12pm the following day	
Resident	\$150.00
Non resident	\$200.00
Sleepover resident	\$50.00 plus one day rental
Sleepover non resident	\$75.00 plus one day rental

Building #3 One day rentals are from 8am to 11pm	
Resident	\$250.00
Non resident	\$300.00
Entire complex can be rented at costs above per buildings and deposits	

SEWERS AND SEWAGE DISPOSAL

A DYE TEST IS MANDATORY FOR THE SALE OR TRANSFER OF ANY PROPERTY WITHIN THE TOWNSHIP. DYE TESTS ARE GOOD FOR ONE YEAR FROM THE DATE OF TEST.

Dye tests	No charge from Township
Tap-in permits	\$6,000.00 per EDU
Industrial Tap-in permit	\$12,000.00 per EDU
Inspections for new connections & repairs at main sewer	\$75.00
Industrial inspection fee	\$10,000.00
Sewer certification letters	\$35.00

SIGN PERMIT FEES

Permanent Signs	\$30.00 plus \$2.00 per sq. ft. of sign area (both sides when applicable) *Building, electrical and zoning permits may be required
Temporary Poster Cash Bond	\$50.00

SOLID WASTE

Recycling collection fee	As per current contract
Garbage and rubbish collection and disposal fee	As per current contract

STREET OPENINGINGS / EXCAVATION

Inspection fee	\$25.00
First 25 linear feet	\$125.00
Each additional linear foot after 25	\$2.00 per foot
Security	\$200.00
Utility cash bond	\$2,000.00

STRIP MINING

Permit fee – includes inspection and supervision	\$100.00 per acre
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SUBDIVISION AND LAND DEVELOPMENT

Revision to previously recorded plans	
Application fee	\$150.00
Review escrow	\$400.00
Minor subdivision one to three lots on an existing public street where no new public improvements are required.	
Combined preliminary & final approval application fee	\$300.00
Combined preliminary & final approval review escrow	\$600.00
Major subdivision four or more lots with any plan proposing new public improvements.	
Preliminary approval application fee	\$150.00
Preliminary approval review escrow	\$2,000.00

Final approval application fee	\$150.00
Final approval review escrow	\$2,500.00
Inspection escrow deposit	3% of the estimated cost of construction of public improvements in the plan
Land Development - Two or more residential or nonresidential buildings proposed on one lot; one nonresidential building proposed on one lot; any improvements to an existing nonresidential building involving an increase in the lot coverage by the principal structure(s) or paved areas.	
Application fee filed with a Conditional Use application	\$50.00
All other applications	\$150.00
Review escrow deposit application for buildings	\$3,000.00
Review escrow deposit application for other structures	\$1,400.00
Inspection escrow deposit	3% of the estimated cost of construction of the public and/or private site improvements in the plan, excluding buildings or \$500.00, whichever is greater
Mylar escrow fee	\$200.00 per sheet
Monument escrow fee	\$400.00 per monument
Site plan application fees	
Zero up to 2 acres	\$400.00
3 up to 4 acres	\$1,000.00
5 up to 6 acres	\$5,000.00
7 up to 10 acres	\$10,000.00
11 plus acres	\$10,000.00 plus 2,500.00 per each additional acre
Legal, Consulting, Engineering, Inspection and Clerical Services	
Solicitor	At cost plus 10% administrative fee
Planning Consultant	At cost plus 10% administrative fee
Township Clerical	At cost plus 10% administrative fee
Engineering services for preliminary reviews, final reviews, approval of construction drawings, site visits, final inspection and approval of improvements as constructed and other work requested by the Township, the fee shall be billed monthly at the following rates.	
Principal	Prevailing rates plus 10% administrative fee
Senior Project Manager/ Electrical Engineer	Prevailing rates plus 10% administrative fee
Senior Project Engineer	Prevailing rates plus 10% administrative fee
Senior Designer	Prevailing rates plus 10% administrative fee
Registered Surveyor	Prevailing rates plus 10% administrative fee
Engineer II / Designer II	Prevailing rates plus 10% administrative fee
Engineer I / Designer I	Prevailing rates plus 10% administrative fee
Finance Specialist / Senior CAD Operator	Prevailing rates plus 10% administrative fee
Surveyor	Prevailing rates plus 10% administrative fee
CAD Operator	Prevailing rates plus 10% administrative fee
Field Technician	Prevailing rates plus 10% administrative fee
Senior Resident Observer	Prevailing rates plus 10% administrative fee
Survey Assistant	Prevailing rates plus 10% administrative fee
Resident Observer	Prevailing rates plus 10% administrative fee
Computer Operator	Prevailing rates plus 10% administrative fee
Expenses	Prevailing rates plus 10% administrative fee

ZONING

Zoning Certificate	\$50.00
Conditional Use	
Conditional Use - Residential	\$300.00
Conditional Use – Commercial	\$500.00
Planned Residential Development (PRD)	
PRD application fee tentative approval (public hearing)	\$650.00

PRD final approval each phase	\$150.00
PRD in addition to the above application filing fees, all other applicable fees required under the Subdivision and Land Development Ordinance shall be charged, including review escrow deposit, inspection escrow deposit, street sign escrow, storm sewer fee, monument fee and Mylar fee.	
Rezoning required (Map or Text Amendment)	
Public hearing by Planning Commission	\$500.00
Additional public hearing by Board of Commissioners	\$500.00
Additional public hearing by Planning Commission	\$500.00
Use by Special Exception	\$500.00
Variance appeals	
Residential	\$250.00
Commercial	\$500.00
All other appeals	\$500.00
Court stenographer	Applicant shall be charged 50% of the cost of the court stenographer's appearance fee
Transcript	All transcripts must be ordered from court reporter directly
Temporary use permit	\$100.00