

RESOLUTION 2018- 02

A RESOLUTION ESTABLISHING FEES FOR THE FILING  
OF APPLICATIONS, PERMITS, LICENSES AND OTHER FEES FOR  
SERVICES FOR THE TOWNSHIP OF SWATARA

WHEREAS, the Board of Commissioners of the Township of Swatara has adopted an ordinance amending the Code of the Township of Swatara, Part II "General Legislation," Chapter 147 "Fees," Article VII, 953-46 "Filing" and 5253-48 "Engineering Fees" and;

WHEREAS, it is the desire of the Board of Commissioners of the Township of Swatara to consolidate all fees authorized by the Code of Ordinances and enact them instead by Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Swatara, that all fees enacted by means of various previous Resolutions in 2016 and 2017 are hereby amended, incorporated, and fixed as follows:

BUILDING AND ZONING CODES

**RESIDENTIAL BUILDING PERMITS (fees include plan reviews and inspections)**

New Construction

Cost of construction in thousands of dollars times \$8.00 per thousand OR

Total square feet times the ICC Table Cost OR

Minimum Fee of \$300.00, whichever is greater.

Additions, Alterations, and Installations requiring a permit under the PA UCC or Township Ordinance

Cost of construction in thousands of dollars times \$8.00 per thousand OR

Minimum Fee of \$300.00, whichever is greater.

**COMMERCIAL BUILDING PERMITS (fees include plan reviews and inspections)**

New Construction

Cost of construction in thousands of dollars times \$12.00 per thousand OR

Total square feet times the ICC Table Cost OR

Minimum Fee of \$400.00, whichever is greater.

Additions, Alterations, and Installations requiring a permit under the PA UCC or Township Ordinance

Cost of construction in thousands of dollars times \$12.00 per thousand OR

Minimum Fee of \$400.00, whichever is greater.

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FEE SCHEDULE

**OTHER PA UNIFORM CONSTRUCTION CODE RELATED ITEMS**

Certificate of Occupancy/Letter of Completion when not issued to original permit applicant:  
\$150.00

Permit time extension: \$75.00

Permit modification or renewal: \$150.00; additional plan review and inspections may apply as  
billed by Third Party Agency

Demolition permit: \$150.00

In-Home Day Care Permit: \$150.00

Special Events: \$150.00

Construction Re-inspection Fee: as billed by Third Party Agency

PA Uniform Construction Code fee: \$4.50 for all permits (set by the Commonwealth)

Code Hearing Board of Appeals: application fee \$500.00 **plus any costs in excess of  
application fee**

**FIRE INSPECTIONS AND PLAN REVIEWS**

Inspections:

Occupancy Type	Fee
A-1	200
A-2	150
A-3	125
	125
A-5	200
B>1000 sq.FT	125
8<1000 sq. FT	75
E	150
F-1	150
F-2	150
H-1	150
H-2	200
H-3	200
H-4	150

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H-5	200
I-I	125
1-2	150
1-3	150
1-4	100
M	150
R-I<IOO Units	150
R-1 100-200 Units	200
R-1 >200 Units	250
R-2	150
R-3 & R-4	150
s-1	150
s-2	125
U	150

**Fire Plan Review:**

Sprinkler/Standpipe System:	\$150.00 per riser
Alarm System, up to 49 Devices:	\$150.00
Alarm System, 50 to 100 Devices:	\$250.00
Alarm System, over 100 Devices:	\$350.00
Commercial Cooking Fire Suppression System:	\$100.00
All other plan Reviews	\$75.00 per hour, 1 hour minimum billed in ¼ hour increments
Fire Incident Report	\$20.00

**ZONING PERMITS**

New Construction and Additions – Commercial and Residential

Cost of construction in thousands of dollars times \$5.00 per thousand OR  
Minimum Fee of \$75.00, whichever is greater

Accessory Structures (sheds, fences, decks, pools): \$75.00

Certificates of Use and Occupancy, Zoning Verifications, Nonconformity Certificates: \$75.00

Home Occupation and In-Home Day Care Permits: \$75.00

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**ZONING HEARINGS**

Applications to the Zoning Hearing Board to hear Zoning Appeals, Special Exception Requests, Variance Requests and Rezoning Requests: \$750.00 ~~plus ZHB Solicitor and Expert Witness fees with a required pre-payment of \$1,000.00~~

SUBDIVISION, LAND DEVELOPMENT AND STORMWATER CODES

**SUBDIVISION AND LAND DEVELOPMENTS**

Application/filing fee: \$750.00 **plus**

UPI Recording Fee: \$20.00 per parcel number **plus**

Engineering review and inspection fees and Legal fees: as billed by the Township Engineer or Solicitor with a required pre-payment of

\$2,500.00 for Residential projects

\$5,000.00 for Commercial projects

Applicants will be required to replenish their account when the balance falls below 50% of the initial payment and maintain a positive balance throughout the project through the public improvement inspection stage and road dedication stage.

Conditional Use Requests, Street or Alley Vacation Requests: \$750.00 plus Solicitor fees with a required pre-payment of \$1,000.00

**STORMWATER**

Stormwater Permit applications required by Ordinance 2010-08 for activities that are not part of a residential subdivision that has an approved stormwater management plan or not part of an approved commercial land development plan -

Application fee: \$500.00 **plus**

Engineering review and inspection fees: as billed by the Township Engineer with a required pre-payment of

\$500.00 for Residential projects

\$1,000.00 for Commercial projects.



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**HEALTH AND SAFETY**

Motor vehicle storage permits (three (3) months):	\$15.00
Used and salvaged goods permit (three (3) months):	\$15.00

**PARKS AND RECREATION**

Rental of park by a non-resident:	\$100.00
Key deposit (refundable)	\$50.00
Restroom key deposit (refundable)	\$75.00
Professional/business groups for pecuniary gain	\$150.00 per field/day

\*Damages will be assessed to the renter of record on the permit application form for actual costs, including staff time, for repair and/or replacement of damaged Township property, facilities or equipment caused by attendees of the event.

ADMINISTRATIVE

**MUNICIPAL LIEN CLAIMS**

Review notices and file municipal lien.	\$50.00
Prepare and file praecipe to issue writ of <i>scire facias</i> , writ of <i>scire facias</i> , and request for Sheriff's service.	\$350.00
Prepare and send ten (10) day default notice.	\$100.00
Prepare and file praecipe to enter default judgment.	\$100.00
Prepare praecipe for writ of execution, obtain copy of deed from Courthouse to prepare exhibit describing real estate, calculate amount due, prepare writ of execution, prepare Sheriff's instructions, and prepare and file any other Documents required by the County Prothonotary or Sheriff.	\$450.00

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If defendant is out of state resident, prepare required public notice of writ of execution.	\$150.00
Prepare and file District Justice Complaint.	\$350.00
Prepare and file entry of judgment and related documents.	\$200.00
Prepare and file praecipe for writ of execution, prepare and file writ of execution documents.	\$300.00
Filing fees, satisfaction fees, advances to Sheriff, and related fees.	Actual cost

NOTE:

Services not set forth above shall be charged at the attorney's hourly rate, which would be \$240.00 per hour for Shareholders and Principals, \$200 per hour for Associate Attorneys, and \$100 per hour for Paralegals or Law Clerks. Any other work, fees, or costs shall be charged at the actual fee or cost.

**MUNICIPAL COLLECTIONS**

The following fees are intended to recover the cost of collections of the following Taxes and Licenses:

- Individual earned income tax (delinquent only)
- Employer accounts (delinquent only)
- Local Services Tax
- Parking Tax
- Rental Unit Licenses
- Landlord/Tenant Registrations
- Business Privilege and Mercantile Licenses (delinquent only)
- Other municipal revenues collected per a municipal contract
- Magistrate court and County court costs

Collection Items:

Data correction — returned mail, updates	\$25.00
First delinquent notice	\$10.00
Second delinquent notice	\$15.00
Delinquent account servicing fee	\$50.00
Phone call – verify mail delivery	\$15.00
NSF fee	\$35.00
Data correction — returned mail, updates	\$10.00

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\*Accounts that are audited at the request of the municipality are charged a 25% premium of the unpaid balance discovered and paid to the municipality, at the expense of the delinquent taxpayer.

Litigation Items:

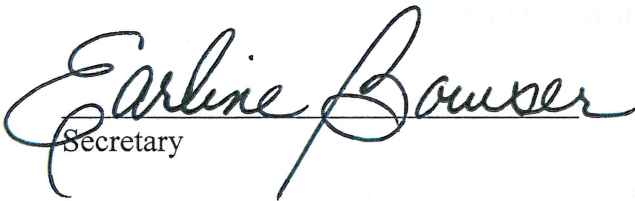
Preparing magistrate complaint	\$75.00
Preparing for hearing	\$150.00
Appearing at magistrate hearing	\$250.00
Prepare payment plan agreement	\$25.00
Prepare arbitration complaint	\$150.00
Appearing at arbitration trial	\$350.00
Preparation of complaint in common pleas	\$175.00
Credit check	\$25.00

\*In lieu of the itemized fees listed above, agent of the township may select to replace with a 20% litigation fee on the total, which includes other accrued collection and audit fees. Once suit is filed the litigation fee will increase to 25%.

**BE IT FURTHER RESOLVED** that the effective date of this Resolution shall be the date of its adoption.

ADOPTED this 2 day of January, 2018.

ATTEST:

  
Secretary

{SEAL}

  
Thomas Connolly, President  
Swatara Township Board of Commissioners