

**TOWNSHIP OF WASHINGTON
COUNTY OF NORTHAMPTON
COMMONWEALTH OF PENNSYLVANIA**

RESOLUTION NO. 6-2022

A **RESOLUTION** of the Board of Supervisors of Washington Township, Northampton County, Pennsylvania, establishing a Fee Schedule Resolution to provide for certain fees that are to be paid to the Township, or the Township's representative, for reviewing applications, processing plans, issuing permits and licenses, temporary emergency housing of pets, fees for recreation, sale of ordinances, maps and a charge for copies.

WHEREAS, these fees are to be established to provide for general reimbursement to the Township for administrative costs associated with the handling of the aforementioned services

WHEREAS, the Township of Washington, Northampton County, Pennsylvania, desires to update, amend and re-establish a uniform Fee Schedule for permits, licensing and services provided, and to revise, update and amend the charges associated on an annual or as needed basis.

NOW, THEREFORE, BE IT RESOLVED AND ENACTED by the Board of Supervisors of Washington Township, Northampton County, Pennsylvania, that the Fee Schedule / Policy set forth in "Exhibit A," attached hereto and made a part hereof, shall hereby be established as the official fee and policy for and shall supersede prior fees set by resolution passed by the Washington Township Board of Supervisors.

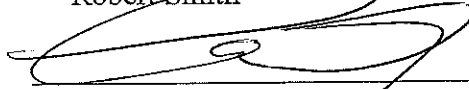
RESOLVED this 3rd day of January, 2022, at a duly convened meeting of the Board of Supervisors.

WASHINGTON TOWNSHIP BOARD OF SUPERVISORS

By:



Robert Smith



Carl Tolino



Justin Huratiak

ATTEST:



Gail Putvinski, Secretary / Treasurer

EXHIBIT "A"

FEE SCHEDULE / POLICY

1. **ACCIDENT & INCIDENT REPORTS:**
 - a. Processing Accident Report (Resolution 4-1997) \$15.00
 - b. Processing Incident Report (Resolution 7-2008) \$10.00

2. **AMUSEMENT DEVICES:**
 - a. Licensing Fee (51-4) - paid annually by January 31
for each of the first 4 coin operated devices \$20.00 each

for each additional device \$10.00 each
No fee is required for Jukeboxes

3. **ANIMALS:**
 - a. Housing or storage of pet for more than 24 hours (54-6) \$10.00 per day

**The Township reserves the right to transfer the pet to the designated facility*

4. **CONTRACTOR'S LICENSE:**
 - a. Fees on an annual basis issued per calendar year (68-10) \$75.00
Renewed between Dec. 1 - Dec. 31; expiration on Dec. 31
Insurance Proof required for permit
 - b. Work without a license permit - double the fee \$150.00

5. **GARBAGE FEE (WASTE & RECYCLING COLLECTION)** \$275.00
 - a. As according to Ordinance No. 141 and Ordinance No. 175
(Codification Chapter 127)

6. **JUNK DEALERS FEES:**
 - a. License fee (92-3) \$125.00
 - b. New license after July 1 \$62.50
 - c. Transfer license if ownership changes \$25.00

7. **MOBILE HOME PARKS & TRAILER CAMPS:**
 - a. All applications accompanied by a fee (97-3) \$150.00
 - b. Original License fee \$50.00
 - c. Annual Renewal fee (by Jan. 1) \$150.00
 - d. Transfer of License (with required proof per Ord.) \$100.00
(#-#) indicates the referenced Codification Section

8. **MOVING PERMITS:**

a. Fees for moving in or out of the Township (101-5) \$5.00

9. **PEDDLING & SOLICITING:**

a. Fees set (106-6 & 106-8) to include Investigation Fee

Foot Peddler	per day	\$5.00
	per month	\$10.00
	per year	\$25.00
Peddler operating from motor vehicle	per day	\$10.00
	per month	\$25.00
	per year	\$100.00

10. **RECREATIONAL AND OPEN SPACE AREAS:**

a. Pursuant to Section 10.7 Ordinance No. 184, Resolution 14-1999 set forth the following fees for individual lot(s)

1. Cash Contribution per lot to be paid as follows: \$1,500.00 (total)

a. Fifty (50%) or \$750.00 per lot, at the time that any subdivision within the Township receives final approval by the Board of Supervisors.

b. The balance of fifty (50%) percent or \$750.00 per lot shall be collected from the owner of said lot at the time that a Building Permit is issued for any individual lot or lots.

2. Non-residential subdivisions and land developments:

a. The amount shall be determined by the number of dwelling units that would result if eighty (80%) percent of the tract were occupied by 1 acre lots for single family dwelling.

11. **RETURN CHECK FEES:**

a. The imposed fee per check (143-54) being returned to either the Township Office or Township Tax Collector's Office \$20.00

12. SEWERS

a. SEWERAGE – NEW LOT/SUBDIVISION

1. Soil Probe Evaluation *
 - New Lot primary/secondary drainfields (3 required) \$300
 - Add'l Soil Probe as needed (per each soil probe) \$100
2. Conduct Perc Testing – per lot – prep & conduct test for 2 drainfields
 - Applicant provides water for testing at the site \$1200
 - SEO provides water for testing at the site \$1400
3. Observe Perc Testing – Applicant/Consultant prep & conduct test
 - New lot primary/secondary drainfields \$380

b. SEWERAGE – EXISTING LOT/REPLACEMENT FOR FAILED SYSTEM/SESSPOOL

1. Soil Probe Evaluation *
 - Existing Lot/Replacement drainfield – 2 soil probes \$200
 - Add'l Soil Probe as needed (per each soil probe) \$100
2. Conduct Perc Testing per each drainfield, 6 hole site prep & conduct test
 - Applicant provides water for testing at site \$600
 - SEO provides water for testing at site \$700
3. Observe Perc Testing – Applicant/Consultant prep & conduct test
 - Existing lot/replacement drainfield – single drainfield \$255

* Applicant is responsible to arrange for excavation/location of soil probes

c. PERMIT

1. Township Application Fee for Permits \$25.00
2. New/Replace, Modification System Permit
 - Review & Inspections (up to 3 inspections) \$615.00
3. Major Component Repair – App review & 2 inspections \$425.00
(i.e. expansion of absorption area, tank replacement,
Manifold repair, lateral repair, sand/stone chamber replacement)
4. Minor Component Repair – App Review & 1 inspection \$180.00
(i.e. baffle, tank lid, pipe repair, clean-out)
5. Add'l Construction Inspection per inspection \$125.00

6. Add'l Design Review per Review	\$125.00
7. Verification of Prior Testing per each test set or Proposed Lot	\$180.00
8. Permit Renewal	\$180.00
9. Reconnect to existing Septic System & Inspection	\$180.00
10. Permit Transfer Fee	\$60.00

** Conventional and Alternate Systems as defined by PADEP chapter 73 Regulations*

d. PLANNING MODULES**

1. Administrative fee	\$25.00
2. Planning Exemption form per review	\$155.00
3. Component 1 per review	\$235.00
4. Component 2, 3 and 4 per review	\$315.00

***All submissions requiring septic sites or sewer hook-up will be charged the Planning Module review fee when the application is submitted for the project. In the case of a Major Subdivision of over 10 lots or community systems, additional billing will occur after the Sewage Enforcement Officer submits a bill to the Township.*

The Applicant is responsible for payment of all costs (based on the hourly rate of the SEO) for any and all inspections and/or work as well as a result of the issuance of a permit for portables.

e. SEWAGE DISPOSAL SYSTEM MANAGEMENT (Ord 274)

1. Pumper/Hauler Application fee (Section 12.1 of Ordinance 274)	\$25.00
2. Routine Inspection Fee (Section 14.E of Ordinance 274) (1 Inspection minimum per 3 year cycle, per Section 5.D)	\$180.00+
3. Hearing fee (Section 15.B.2 of Ordinance 274)	\$1,000.00 +

+ Additional fees will be the responsibility of the applicant

(See SEO PAYMENT POLICY below)

f. SEO INSPECTIONS / ADDITIONAL WORK \$86/hr

SEO PAYMENT POLICY:

The SEO cannot do any work without advance payment from the applicant to Washington Township for the estimated cost of the proposed work. Additional work done in the field over and above the original estimate must be paid in full before releasing any test results or issuance of any permits by the SEO to the applicant. The applicant is responsible for payment of the cost (based on the hourly rate of the SEO) of any and all inspections or work as a result of the issuance of said permits.

13. **SUBDIVISION AND LAND DEVELOPMENT PLANS (Resolution 3-1998)**

a. MINOR SUBDIVISION (3 residential lots or less) & LOT LINE ADJUSTMENTS		
	Application Fee	\$100.00
	Review Fee	\$1500.00+
	Resubmission Fee/per	\$275.00
b. MAJOR SUBDIVISION (4-10 lots - no improvements)		
	Application Fee	\$200.00
	Review Fee	\$2,000.00 + \$50 /per lot
	Resubmission Fee/per	\$275.00
c. MAJOR SUBDIVISION (with improvements)		
	Application Fee	\$200.00
	Review Fee	\$2,000.00 + \$100.00 /per lot
	Resubmission Fee/per	\$275.00
d. COMMERCIAL LAND DEVELOPMENT OR SUBDIVISION		
	Application Fee	\$200.00
	Review Fee	\$1,500.00 + \$200.00/per acre or fraction thereof
	Resubmission Fee/per	\$275.00
e. INDUSTRIAL LAND DEVELOPMENT OR SUBDIVISION		
	Application Fee	\$200.00
	Review Fee	\$1,500.00 + \$350.00/per acre or fraction thereof
	Resubmission Fee/per	\$275.00
f. SITE PLAN REVIEW (includes administration & engineering review)		
	Application Fee	\$100.00
	Individual/Residential	\$600.00+
	Industrial/Commercial	\$1,100.00+
	Resubmission Fee/per	\$275.00
g. INFORMAL SKETCH PLAN REVIEW		
	Application Fee	\$50.00
	Application/Review Fee - Minor Sub.	\$500.00+
	Application/Review Fee - Major Sub.	\$1,000.00+
	Resubmission Fee/per	\$275.00
h. RESIDENTIAL LAND DEVELOPMENT		
	Application Fee	\$100.00
	Review Fee	\$1500.00+
	Resubmission Fee/per	\$275.00

i. PLANNED RESIDENTIAL DEVELOPMENT (PRD)

Application Fee	\$200.00
Review Fee	\$3,000.00+
Resubmission Fee/per	\$275.00

j. REQUEST FOR WAIVER OF LAND DEVELOPMENT \$275.00

k. GRADING PLANS

1. Grading Plan Review (includes one revision)	\$675.00
2. Grading Plan Certification Fee	\$75.00
3. Dry Well Review / Inspection	\$145.00
4. All plans to include Application Fee	\$25.00
5. 3rd Grading Plan fee where applicable - Engineer's current hourly rate	
6. Grading Approval Transfer Fee	\$60.00

l. PLAN REVIEWS - additional costs

Fees will be based on hourly rates of individual reviewing, such as; engineer, solicitor, zoning officer, etc. An administration fee of 10% of plan review fees shall be charged by the Township. **Note: Fees are non-refundable.

m. OTHER

1. Conversions or Expansions (includes administration and engineering) Single family dwelling to a two-family dwelling or two separate dwellings	\$250.00
---	----------

Engineering, Legal and Administrative fees will be charged to each individual account. The Applicant may request in writing any remaining balance to be refunded. Any charges over and above the collected application and review fees are the responsibility of the applicant and to be paid in full, prior to the release and recording of the plans.

14. ZONING

a. ZONING PERMIT

1. Residential – New Homes & Additions – Base Fee	\$50.00
+ \$2.50 per \$1000 Cost of Construction – Max. permit fee not to exceed \$1000 (Will Require UCC Building Permit/Final Inspection from 3 rd Party)	
2. Commercial – New Construction – Base Fee	\$100.00
+ \$3.50 per \$1000 Cost of Construction – Max. permit fee not to exceed \$1500 (Will Require L&I Building Permit/Final Inspection)	

3. Garages/Pole Buildings	
Under 1000 Sq Ft	\$150.00
Over 1000 Sq Ft	\$150.00
(Will Require UCC Building Permit/Final Inspection from 3 rd Party)	
4. Decks/Patios/Concrete Slabs	
Under 30" high	\$125.00
Over 30" high	\$125.00
(Will Require UCC Building Permit/Final Inspection from 3 rd Party)	
5. Sheds	
Under 500 Sq Ft	\$100.00
Over 500 Sq Ft	\$150.00
(Over 1000 Sq Ft will Require UCC Building Permit/Final Inspection from 3 rd Party)	
6. Demolition	
Under 1000 Sq Ft	\$75.00
(Over 1000 Sq Ft Will Require UCC Building Permit/Final Inspection from 3 rd Party)	
7. Fences	\$75.00
8. Pools – Require UCC Building Permit/Final Inspection from 3 rd Party	
Above Ground	\$100.00
In-ground	\$125.00
Also requires grading plan review – (See Section "k" above)	
9. Home Occupation	
New	\$50.00
10. Signs – Sketch Required	\$100.00
Billboard	\$200.00
(Will Require Additional L&I Building Permit/Final Inspection If electric connected)	
11. Dumpster Permit	\$25.00
12. Permit Transfer Fee	\$60.00

b. HEARING FOR VARIANCE / SPECIAL EXCEPTION/APPEALS	
1. Residential (plus cost of transcription if needed)	\$600.00
2. Commercial / Industrial (plus cost of transcription, if needed)	\$1,000.00
c. REZONING REQUEST*	
Application/Submission Fee	\$2,500.00
Per Hearing	\$500.00
d. CURATIVE AMENDMENT REQUEST*	
Application/Submission Fee	\$3,000.00
Per Hearing	\$500.00

****Any and all costs incurred by Washington Township that are above the application/submission fee and pertain to a Curative Amendment or Rezoning Request, shall be payable by the Applicant upon billing by the Township.***

15. STREET AND HIGHWAY PERMITS

a. CURBING / STREET EXCAVATION PERMIT	\$50.00
1. Street Openings In:	
i. Pavement / per 100 feet	\$50.00
ii. Shoulder / per 100 feet	\$25.00
iii. Outside Pavement & Shoulder / per 100 feet	\$15.00
2. Street Openings Less Than 36 Square Feet In:	
i. Pavement / per opening	\$50.00
ii. Shoulder / per opening	\$25.00
iii. Outside Pavement and Shoulder / per opening	\$15.00
3. Additional Engineering Review/Observation – billed at Engineer’s current hourly rate	
b. HIGHWAY OCCUPANCY PERMIT / DRIVEWAY	
1. Residential – New/Proposed	\$200.00
2. Residential – Paving of Existing	\$170.00
3. Commercial / Industrial	\$350.00
4. Permit Transfer Fee	\$60.00

The Township Engineer MUST be notified at least 24 hours prior to start.

16. **DRAINAGE PLAN**

Ordinance 271 Stormwater Management

SECTION 610. General

The municipality may charge reasonable fees for review of the Drainage Plan, including the BMP Operations and Maintenance Plan, to defray costs incurred by the municipality.
The applicant shall pay all such fees.

a. **DRAINAGE PLAN REVIEW**

- 1. Application Fee \$25.00
- 2. Submission Fee (includes 1 revision, Review of the Drainage Plan, including BMP Operations & Maintenance Plan, Administrative & Clerical costs) \$925.00
Initial fees of \$950.00 are non-refundable
- 3. 3rd Drainage Plan Review where applicable - Engineer's current hourly rate
- 4. Soil Test Observation (witness of percolation test & soil probe) \$275.00

b. **DRAINAGE PLAN SITE INSPECTIONS**

\$125.00 Per inspection

- c. Site inspections include: inspection of controls and improvements during construction, final inspection upon completion of the controls & improvements

As-built plan review if needed \$310.00
(includes 1 plan review & resubmission)

d. **DRAINAGE WAIVER REQUEST**

\$365.00

Any costs related to additional work required to monitor and enforce any permit provisions, correct violations and assure the completion of stipulated remedial actions will be billed at the Engineer's hourly rate and will be the responsibility of the applicant.

The applicant shall be billed and be responsible for any costs or expenses Authorized by Section 602 which exceed the initial Application and Submission fees and/or Waiver Request fee.

17. **RECREATION**

a. Pavilion Rental

- 1. Washington Township Resident \$100.00
- 2. Non-Resident \$125.00

b. Field Rental \$100.00/month

c. Brick Monument \$55.00

18. MISCELLANEOUS

a. Comprehensive Plan	\$50.00
b. Subdivision and Land Development Ordinance	\$50.00
c. Zoning Ordinance	\$50.00
d. Zoning Maps	\$5.00
e. Copies – black & white (includes e-mail, etc.)	\$0.25 each
- color	\$0.50 each
f. Notary Services	\$ applicable fee
g. Property Maintenance Code Inspections	
Initial Inspection	\$65
Additional Inspections Thereafter	\$50
h. Nonconforming Registrations	\$50.00 min
	Plus
	\$50/hr after
	1 hr
j. Reproduction of Large Format Black & White Prints (Plans)	
1. 24" x 36" size	\$25 plus \$2.75 per sheet
2. 30" x 42' size	\$25 plus \$3.25 per sheet
3. 36" x 48" size	\$25 plus \$4.00 per sheet