

**NOTTINGHAM TOWNSHIP  
WASHINGTON COUNTY**

**FEE RESOLUTION  
RESOLUTION NO. 1-2023**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
TOWNSHIP OF NOTTINGHAM, WASHINGTON COUNTY, PA,  
AMENDING AND REVISING THE SCHEDULE OF FEES PER  
TOWNSHIP ORDINANCES.**

**WHEREAS**, various ordinances of the Township of Nottingham allow for the setting of fees by Resolution to defer the cost of their administration;

**WHEREAS**, the Nottingham Township Board of Supervisors wishes to establish a schedule of fees in a single document;

**WHEREAS**, in keeping with good practice, the Board of Supervisors reviews the schedule of fees and makes appropriate revisions thereto from time to time; and

**WHEREAS**, the Nottingham Township Board of Supervisors determined that certain revisions are necessary and in the best interest of the Township;

**NOW, THEREFORE**, let it be resolved and enacted that a schedule of fees be established as contained herein and that this Resolution shall replace all previous fee schedule resolutions.

**1. BUILDING PERMITS**

*See Exhibit "A" attached at the end of this Resolution.*

**2. DUPLICATION OF RECORDS OR DOCUMENTS**

- a. Copies of preprinted ordinances and other materials - Actual Cost
- b. Duplication of Public Records: 25 cents (\$0.25) per single sided page.
- c. Duplication of public electronic and/or tape records: actual cost to the Township of duplicating the public record.
- d. Postage: actual cost to the Township of mailing the public record.
- e. Specialized Documents: Actual cost.

**3. PEDDLING AND SOLICITING**

- a. Application and Processing Fee - \$50
- b. \$25 for one (1) day or fraction thereof per sales person.
- c. \$50 for one (1) week or fraction thereof per sales person.
- d. \$100 for each month or fraction thereof per sales person; a maximum of six (6) months may be issued under one permit per person.

#### 4. PLANNED RESIDENTIAL DEVELOPMENT

- a. Application Fee (Tentative or Final Approval): Initial fee for the first five lots/dwelling units - \$2,500; plus for each additional lot/dwelling unit above five: \$100.00 per lot/dwelling unit.

Revised (Tentative or Final Approval): \$1,250; plus \$50.00 for each lot/dwelling unit over five.

- b. Township Consultant Fees for Tentative or Final Approval Application: Applicant shall pay actual cost to the Township for plan reviews, report preparation, and other services performed by consultants and/or the Township solicitor as billed to the Township at the normal rate charged the Township for similar services.
- c. Application Deposit: Upon initial submission of an application, in addition to the application fee, the applicant shall make a deposit to the Township as follows:

0 - 50 dwelling units	\$4,000.00
Greater than 50 dwelling units	\$6,000.00
Revised Tentative or revised Final Plan	\$2,000.00

From this amount shall be deducted any fees accruing from the Township Consultant and/or Solicitor reviews. If, at any time during the progression of an application, it is determined by the Township that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of the Final project and after final bond release approval, any of these monies remaining on deposit with the Township after all fees are deducted may be returned to the applicant upon written request.

#### 5. RECREATION FEE IN LIEU OF LAND DEDICATION

- a. \$700 per residential lot/dwelling unit; payable at the time of building permit issuance.

#### 6. ROAD PERMITS

- a. Driveway Opening:

Residential: \$100  
Commercial: \$300

- b. Township Road Openings:

Road openings requiring excavation of roadway: \$200.00  
Roadway openings not requiring excavation of roadway: \$120.00

Surface Openings that are constructed parallel to the roadway. This fee is calculated based on the roadway openings that are constructed parallel to the

roadway within the Township Right-of-Way and are more than 100 total linear feet in length.

Opening in pavement - \$200.00 Base Fee plus \$50 for every 100 feet of parallel opening.

Opening in shoulder - \$120.00 Base Fee plus \$25 for every 100 feet of parallel opening.

Opening outside pavement and shoulder - \$120.00 Base Fee plus \$15 for every 100 feet of parallel opening.

## **7. ZONING HEARING BOARD**

- a. Variances - \$550
- b. Appeal of Decision - \$1,500
- c. Appeal for Interpretation - \$1,500
- d. Validity Challenge - \$1,500
- e. All Other Appeals - \$1,500
- f. The stenographer's fee shall be shared equally by the Township and the Applicant. In addition to the above application fees, each applicant shall be charged one-half of the cost of the stenographer's fee for the public hearing, and, if applicable, each separate continuation of that hearing on the Applicant's appeal.
- g. If the Zoning Hearing Board orders the hearing transcript to be transcribed, the Board shall pay for the cost of the transcription. Any other party to a Zoning Hearing Board proceeding who files an appeal and requests the original transcription shall be charged the cost of said transcription.

## **8. ZONING, SUBDIVISION, AND LAND DEVELOPMENT:**

- a. Conditional Use Application - \$550
- b. Demolition (Zoning) Only - .65% of cost of demolition or \$25 minimum
- c. Home Occupation Permit/Application - \$75
- d. Land Development (Preliminary or Final) - \$500
  - i. Township Consultant Fees: Actual cost to the Township for plan reviews, report preparation, and other services performed by consultants and/or the Township solicitor as billed to the Township at the normal rate charged the Township for similar services.
  - ii. Application Deposit: Upon initial submission of any application under this heading, in addition to the application fee, the applicant shall make a

deposit to the Township as follows:

1. Preliminary Land Development	\$4,500
2. Preliminary/Final or Final Land Development	\$2,500
3. Revised Land Development	\$1,500

From this amount shall be deducted any fees accruing from Township consultants and/or Township Solicitor reviews. If at any time during the progression of an application it is determined by the Township that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of any project and after the final bond release request by the Township Board of Supervisors, any of these monies remaining on deposit with the Township, after all fees are deducted, shall be returned to the applicant.

- e. Landowners Curative Amendment - \$1,500
- f. Rezoning Application - \$550
- g. Special Exception Application - \$550
- h. Subdivision (Preliminary or Final) – \$550 for up to four lots created.
  - i. For five or more lots: Initial fee for the first five lots/dwelling units - \$2,500; plus for each additional lot/dwelling unit above five: \$50.00 per lot/dwelling unit.
  - ii. Township Consultant Fees: Applicant shall pay actual cost to the Township for plan reviews, report preparation, and other services performed by consultants and/or the Township solicitor as billed to the Township at the normal rate charged the Township for similar services.
  - iii. Application Deposit: Upon initial submission of a Subdivision application, in addition to the application fee, the applicant shall deposit the following sums:
 

1. 0-4 lot/dwelling units	No deposit
2. 4-50 lot/dwelling units	\$2,500.00
3. Greater than 50 lot/dwelling units	\$4,000.00

From this amount shall be deducted any fees accruing from the Township Consultants and/or Solicitor reviews. If, at any time during the progression of an application, it is determined by the Township that the balance available is or will be inadequate to fully cover anticipated review costs, the applicant will be notified that an additional deposit is required equal to the first deposit. At the completion of the subdivision application process, any of the remaining developer deposit funds on deposit with the Township at completion of the final project and after all fees are deducted shall be returned to the applicant.

- i. Temporary Structure Permit/Application - \$50
- j. Subdivision or Land Development Inspection Costs: One and one-half percent (1.5%) of the total site improvements cost. This fee shall be held in reserve by the Township and used to pay the cost of inspecting the construction. Any excess monies shall be remitted to the developer upon approval of all improvements. Any additional inspection costs shall be paid by the developer prior to approval of the improvements by the Township.
- k. Zoning Permit - \$50

**9. GRADING PERMITS**

All engineering and inspection fees incurred by the Township shall be reimbursed by the applicant.

**Permit fee per cubic yard**

5,000 to 20,000	\$100.00	50,001 to 100,000	\$500.00
20,001 to 30,000	\$200.00	101,000 to 150,000	\$600.00
30,001 to 40,000	\$300.00	150,001 to 200,000	\$700.00
40,001 to 50,000	\$400.00	200,001 and over	\$800.00 plus an additional \$65.00 for each 10,000 cubic yards over 200,001

**10. OTHER FEES**

- a. Municipal No-Lien Letters - \$20.00
- b. Check returned by bank due to non-sufficient funds - \$30.00
- c. Inter-municipal Liquor License Transfer - \$500.00

*See Exhibit "A" here*

# Municipal Consulting Service

"Even the smallest of matter is our Business"

## Residential Plan Reviews

- One & Two Family Dwelling / Addition \$75.00
- Multi-Family Per Unit \$60.00
- Other Residential projects minimum \$60.00

## Commercial Plan Reviews

1. Plan review must be completed and fee pay prior to the issuance of a commercial building permit by the Township's Building Code Official  
**Minimum \$200.00** payable in advance as dictated by the scope of the project.

### New Construction, Additions & Extensions

2,000 sq ft & under	\$200.00 minimum fee
2,001 – 5,000	\$400.00
5,001 – 10,000	\$675.00
10,001– 20,000	\$1100.00
20,001– 30,000	\$1675.00
30,001 - 40,000	\$2100.00
40,001 - 50,000	\$2575.00
50,001 - 75,000	\$3100.00
75,001 - 100,000	\$3500.00
100,000 sq ft & above	\$20.00 per every 1,000 sq feet

### Alterations, Repairs & Change in Occupancy

2,000 sq ft & under	\$200.00 minimum fee
2,001 – 5,000	\$350.00
5,001 – 10,000	\$550.00
10,001 – 20,000	\$900.00
20,001 – 30,000	\$1100.00
30,001 - 40,000	\$1250.00
40,001 - 50,000	\$1350.00
50,001 - 75,000	\$1500.00
75,001– 100,000	\$2100.00
100,000 sq ft & above	\$15.00 per every 1,000 sq feet

Should the actual costs of completing estimated inspection or plan review costs exceed the amount collected upfront, they will be billed to the permit holder separately prior to the issuance of any occupancy permit or certificate of completion. Re-inspections due to insufficient notification time, poor construction practices, or irregular work sequencing will be billed to the applicant separately prior to the issuance of any occupancy permit or certificate of completion.

## Exhibit A

### ELECTRICAL INSPECTION FEE SCHEDULE

<b>FEE SCHEDULE</b> (Other than Residential)	
All switches, lighting and receptacles to be counted as outlets.	
<b>ROUGH WIRING INSPECTION</b>	
1 to 25 Outlets.....	\$ 36.00
For each additional 10 outlets or fraction thereof.....	\$7.00
<b>FINISH INSPECTION</b>	
1 to 25 Outlets.....	\$36.00
For each additional 10 outlets or fraction thereof.....	\$7.00
<b>EQUIPMENT, APPLIANCES</b>	
Outlet for single unit of 15 K.W. or less.....	\$ 32.40
Each additional outlet of 15 K.W. or less.....	\$11.00
<b>MOTORS, GENERATORS, TRANSFORMERS CENTRAL HEATING, DUCT HEATERS, AIR CONDITIONING, ELECTRIC FURNACES AND WELDERS</b>	
Fractional HP, KW or KVA to 1 HP, KW or KVA, each.....	\$ 20.40
1 HP, KW or KVA to 3 HP, KW or KVA, each.....	\$ 22.80
4 HP, KW or KVA to 7 HP, KW or KVA, each.....	\$ 32.40
7½ HP, KW or KVA to 29 HP, KW or KVA, each.....	\$37.20
30 HP, KW or KVA to 49 HP, KW or KVA, each.....	\$ 56.40
50 HP, KW or KVA to 74 HP, KW or KVA, each.....	\$ 69.60
75 HP, KW or KVA to 199 HP, KW or KVA, each.....	\$135.60
200 HP, KW or KVA to 500 HP, KW or KVA, each.....	\$265.20
Over 500 HP, KW or KVA, each.....	\$333.60
Over 600 Volts - Add \$123.60 per category	
<b>FEEDERS OR SUB-PANELS</b>	
Not over 200 Amp.....	\$ 33.60
Over 200 Amp to 400 Amp.....	\$48.00
Over 400 Amp to 600 Amp.....	\$60.00
Over 600 Amp to 1600 Amp.....	\$129.60
Over 1600 Amp.....	\$177.60
Over 600 Volts - Add \$123.60 per category	
<b>MODULAR AND MOBILE HOMES</b>	
Modular Homes - Service and Outlets.....	\$125.00
Mobile Homes - Service including one feeder or one receptacle.....	\$90.00
Feeder or Power Cord only (SINGLE VISIT ONLY).....	\$ 69.60
Additional Trip.....	\$ 33.60

<b>SERVICE - METER EQUIPMENT UP TO 600 VOLTS</b>	
Not over 200 Amp.....	\$72.00
Over 200 Amp to 400 Amp.....	\$96.00
Over 400 Amp to 600 Amp.....	\$120.00
Over 600 Amp to 1200 Amp.....	\$270.00
Over 1200 Amp to 1600 Amp.....	\$276.00
Over 1600 Amp to 2000 Amp.....	\$342.00
Over 2000 Amp to 3000 Amp.....	\$402.00
Over 3000 Amp.....	\$510.00

Ground Fault Protected Services - Add \$ 96.00  
Over 600 Volts - Add \$132.00 per category  
Services exceeding 1 meter - \$15.60 for each additional meter

<b>PRIMARY TRANSFORMERS, VAULTS, ENCLOSURES, SUB-STATIONS</b>	
Not over 200 KVA.....	\$243.60
Over 200 KVA to 500 KVA.....	\$303.60
Over 500 KVA to 1000 KVA.....	\$363.60
Over 1000 KVA.....	\$423.60

**SIGNALING SYSTEMS**  
Burgular Alarms, Fire Alarms, Fire Suppression Alarms  
Smoke Detectors, Telemetering  
(Telephones or CATV outlets are each separate systems)

For the system and first 15 devices..... \$72.00  
Each additional 10 devices or fraction thereof..... \$7.00

**SIGNS (Incandescent, Fluorescent & Neon)**  
First Sign (per occupancy)..... \$72.00  
Each additional sign (per occupancy)..... \$11.00

**OUTLINE LIGHTING**  
First Transformer..... \$72.00  
Each additional transformer..... \$11.00

**SWIMMING POOLS**  
Bonding (each trip)..... \$78.00  
Equipment/Wiring (Residential Only)..... \$90.00  
Commercial by fee schedule.

<b>RESIDENTIAL FEES</b> Flat Rate Schedule	
One Application for each new or existing building.	
Single Family Dwelling - Not over 200 Amp. Service.....	\$100.00
2 Family Dwelling Units - Not over 200 Amp. Service.....	\$175.00
Over 2 Family Dwelling - First 2 Units Each.....	\$90.00*
Each Additional Unit.....	\$60.00
<b>TOWNHOUSES - Each.....</b>	<b>\$ 90.00</b>
Alterations and additions (service and 25 outlets or less).....	\$ 105.60
*Add Service Equipment	
Single Family Dwellings with over 200 Amp. Service apply Flat Rate Schedule plus Equipment, Appliances, and Motor Schedule.	
Dwelling with a Spa, Hot Tub, Hydromassage Tub, Sauna, etc. apply Flat Rate Schedule plus \$33.60 for each item.	

**\*\*SPECIAL SERVICE AND/OR CONDITIONS NOT PROVIDED  
FOR IN THIS SCHEDULE, APPLY FOR FEE\*\***

**MINIMUM CHARGE \$75.00**

# Municipal Consulting Service

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## Exhibit A

### Residential

New Construction	\$0.30 per square foot of GFA
Additions	\$0.30 per square foot of GFA
Repairs & Alterations	\$8.00 per \$1,000 cost of construction costs
Accessory Structures	\$0.20 per square foot of GFA
Decks, Porch Roof	\$75.00
Swimming Pools	Above ground \$100.00    In-ground \$200.00
Demolition	\$75.00
Minimum Fee	\$75.00

### Non – Residential

New Construction:	\$0.40 per square foot of GFA
Additions:	\$0.40 per square foot of GFA
Repairs & Alterations:	\$12.00 per \$1,000 of Construction costs
Signs:	\$2 per sq. foot of sign area
Demolition:	\$75.00
Minimum fee:	\$75.00

### Plan Review Schedule \*\*

Residential:	\$75 per New Family Dwelling
Non-Residential:	* See attached fee schedule
Minimum fee:	\$60.00

### Occupancy Permits

Non-Residential	\$100.00
Residential	\$50.00
Rental	\$30.00

### Miscellaneous Group

Residential	*\$60.00 per Inspection
Non-Residential	* \$75.00 per Inspection
Code Enforcement Fee	\$40.00 per hour
DCED (State Act 13)	\$4.50

If re-inspections are required due to deficiencies being found, additional fees may be incurred at a rate of \$75.00 per hour / inspection

\*\* Plan review includes Building, Mechanical, Energy, Plumbing, and Accessibility for all Use groups. This fee is pro-rated by Occupancy and Square Feet.


\*\*\* GFA – Gross floor area defined as the total square footage of all floors within the perimeter of the outside walls, including basements, cellars, garages, and attics with floor to ceiling height of 6'6" or more

-Electrical fee not provided, Please Apply for Fee-



**RESOLVED AND ENACTED** this 3<sup>rd</sup> day of January 2023.

**Nottingham Township Board of Supervisors**


  
\_\_\_\_\_  
Todd E. Flynn, Chairman

  
\_\_\_\_\_  
Douglas S. King, Vice Chairman

  
\_\_\_\_\_  
David Resanovich, Member



**ATTEST:**

  
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Alyssa Blackburn, Secretary