

**RESOLUTION NO. \_\_\_\_\_**  
**LOWER ALSACE TOWNSHIP**  
**Fee Schedule for 2022**

A RESOLUTION OF LOWER ALSACE TOWNSHIP, BERKS COUNTY, PENNSYLVANIA AUTHORIZING FEES TO BE CHARGED FOR VARIOUS APPLICATIONS, PERMITS, INSPECTIONS, Et. Al.

**PROPERTY TRANSFERS**

**I. Property Settlement Fees (Pre-sale inspections):**

Property Transfer Inspection (initial fee includes one initial and one re-inspections):

Settlement date	30 days or more	5 to 29 days	less than 5 days
Single Family Dwelling	\$87.50	\$170.00	\$252.00
Multiple Family Dwelling	\$60.00 per unit	\$115.00	\$170.00
Commercial Structure	\$115.00	\$225.00	\$335.00
Re-inspection	\$60.00	\$60.00	\$60.00

Public Sewerage Infiltration Inspection \$75.00

**II. Rental Unit Operating Licenses and Inspections:**

**Rental Operating License:**

1. Combined Annual Residential rental registration and Bi-Annual inspection fee for all addresses or complexes up to five (5) units ... \$90 per unit.
2. Combines Annual Residential rental registration and Bi-Annual inspection fee for all addresses or complexes over five (5) units ...\$85 per unit.
3. Registration for a new Rental Operating License after March 1 of any calendar year .... \$80 per unit.
4. Failure to register prior to occupancy.... \$150 per unit.

**Rental Operating License Inspection:**

1. Re-Inspection following an inadequate inspection ... \$50.
2. Inspection resulting from enforcement of violation ...\$150.
3. Inspection resulting from property Tenant Change .... \$75.
4. Inspection resulting from property Tenant Change not reported to the Township... \$150.
5. Inspection Code Appeal Fee .... \$100.

- 6. Re-inspection of commercial property (if needed)  
 ..... \$200  
 Above re-inspection fees 4 and 5 follow notices of violation

**III. Foreclosure Registration Fees**

DEFAULTED MORTGAGE PROPERTY..... \$400.00 EA 6 MO.

**IV. Vacant Property registration annual fee**

Vacant Property registration ..... \$150.00 per structure

**V. Applications to the Planning Commission:**

All fees in excess of the applicable filing fee, incurred for review of plans and report(s) thereon by the Township’s Engineer or other professional consultants will be billed in accordance with the ordinary and customary charges of the Township’s Engineer and/or other professional consultants to the Township. The applicant shall, prior to Township approval of the Final Plan, pay the Township the excess amount expended in reviewing plans/reports. Any unused portion of the total fee charged to any applicant will be returned to the applicant. This refund will be made only after final action on a plan is taken by the Planning Commission and the Board of Supervisors. **All fees to be submitted at time of plan submission to the Township. No development or subdivision plan will be approved unless all fees have been paid in full.**

**Subdivisions:**

**Residential Subdivision/Land Development**

- 1 - 5 lots or dwelling units \$1,000
- 6 -100 lots or dwelling units \$1,500
- Over 100 Lots or dwelling units \$2,000

**Commercial or Industrial Subdivision/Land Development**

- Less than 2 acres \$1,000
- 2 acres to 20 acres \$1,500
- Over 20 acres \$2,000

**Revision to a Plan of Record** \$200

**Sketch Plan for Record** \$200

In the event of any conflict between the number of lots or dwelling units, the greater figure shall be utilized. In addition to the fee schedule above, all engineering costs and/or legal costs associated with reviewing the subdivision or land development plan shall be paid by the sub-divider/developer to the Township. The sub-divider/developer shall also pay the Township for all costs for inspection of utilities and/or improvements for the subdivision or land development.

Any person, partnership, corporation or other entity initiating any such action shall pay the applicable fee (s) to the Township of Lower Alsace at the time such action is initiated.

**VI. Applications to the Township Zoning Hearing Board (Variances, Special Exceptions and Appeals:)**

Single Family Residential Property	\$750*
Commercial and Multi-Family Residential Property	\$1,200*
Industrial	\$1,200*
Challenges to the Validity of an Ordinance or map	\$1,200*
<i>*Plus \$300 each Additional Session of Testimony</i>	

**VII. Applications to the Board of Supervisors:**

Curative Amendment	\$3,000**
Zoning Change	\$3,000**
Conditional Use requests	\$1,200**

**\*\* Plus \$300 each Additional Session of Testimony. Applicant is required to submit deposit at the time of application and shall be responsible for all other costs incurred by the Township. Any refunds of filing fee that are applicable will be made only after final action of the Township Supervisors has taken place.**

**VIII. Applications to the Uniform Construction Code (UCC) Board of Appeals:**

Appeal Hearing	\$800 plus costs
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**IX. Applications for Building Permits: \$50.00**

Note – State Mandated fees per building permit \$4.00

**A. Calculation of Fees – the \$50.00 application fee will be applied against the additional fees as established herein:**

1. Square Foot Basis

The square footage shall be calculated based on the out-to-out dimensions of the building or structure and shall include all areas, whether finished or unfinished, that have a minimum headroom of 7'-6" or are finished as habitable space including, but not limited to, basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, detached garages, foyers, and attics.

2. Certificate of Use and Occupancy

The Fee for a Certificate of Use and Occupancy is in addition to the Building Permit Fee and payment is required at the time the Building Permit is issued.

3. Multiple Permits

When a single project consists of multiple buildings or structures, accessory building or structures, and/or signs, separate application and permits shall be required for each building, structure, or sign.

4. Plan Review Fees

The building permit fee will include one (1) review of building plans and related documentation. Fees for additional reviews required due to revisions to the original plans and/or related documentation will be invoiced to the permit holder as detailed in Section E

5. Inspection Fees

The building permit fee will include one (1) round of inspections for each of the following items footing, foundation, rough framing, energy, wallboard, and final. The permit holder will be responsible for scheduling inspections with the Township’s Building Inspector. The fees for any re-inspections required due to the item failing the initial inspection will be invoiced to the permit holder as detailed in Section E

**B. Residential (non-commercial)**

- 1. New single-family dwelling unit, multiple family dwelling unit, condominium unit or similar residential structure - \$50.00 plus:

Per Square Foot of Floor Space .....\$0.50

- 2. Accessory Building or structures exceeding 1,000 square feet such as a carport, porch, enclosed porch, patio, garden and/or tool sheds, gazebos, or detached garages - \$55.00 plus:

Per Square Foot of Floor Space .....\$0.30

- 3. Decks where the floor is 30” or more above grade or any deck exceeding 1,000 square feet in area - \$50.00 plus

Per Square Foot of Floor Space .....\$0.30

- 4. Accessory Buildings or structures less than 1,000 sq. feet and uncovered decks less than 30” above grade

Permit Fee .....\$75.00

Permit & Fee schedule 2022

- 5. Agricultural Structures (not including habitable space; spaces in which agricultural products are processed, treated, or packaged; or a place of occupancy by the general public).

Zoning Permit Fee .....\$100.00

- 6. Additions or remodeling to residential buildings and residential accessory Buildings - \$75.00 plus

Per Square Foot of Floor Space .....\$ 0.50

- 7. Mobile and/or Modular Homes

Permit Fee .....\$200

- 8. Stationary Generators

Zoning Permit..... \$50.00 plus  
 Electrical Permit .....\$75.00

- 9. Solar Arrays, Wind Mills or other Renewable Energy Systems

Zoning Permit .....\$50.00 plus  
 Electrical Permit.....\$75.00

- 10. Swimming Pools

Above-Ground Pools (more than 24" deep)

Zoning Permit .....\$110.00 plus  
 Electrical Permit.....\$85.00

In-Ground Pools

Building/Zoning Permit..... \$ 0.40 Per Square Foot of pool and apron/patio, minimum permit cost..... \$160.00 plus  
 Electrical Permit..... \$150.00

- 11. Retaining Walls over 4 feet in Height.

Zoning Permit .....\$75.00

- 12. Demolition Permit.....\$125.00

- 13. Signs (Residential) Advertising a Home Business or Home Occupation.

Zoning Permit Fee ..... \$75.00

14. Fences -\*Property owner shall be responsible to locate lot lines

Zoning Permit Fee .....\$75.00  
 \*(exempt for agricultural fences)

15. Roof Replacements / Reroofing – Residential

Permit Fee .....\$110.00

**C. Commercial (non residential)**

**Includes commercial, industrial, and institutional buildings or structures as well as and additions, alterations, renovations or modifications of existing Commercial, Industrial and Institutional buildings, signs or structures**

- |                                               |                   |
|-----------------------------------------------|-------------------|
| 1. Projects less than \$2,500 in cost         | \$130.00          |
| 2. First \$1,000.00 of project cost           | \$110.00          |
| 3. Each additional \$1,000.00 or part thereof | \$ 10.00          |
| 4. Plan review fee                            | \$ 80.00 per hour |

**D. Certificate of Use and Occupancy**

A Certificate Use and Occupancy is required in accordance with the following schedule. The fee is \$80.00 per certificate unless otherwise indicated:

1. For the initial occupancy of a residential dwelling.
2. Residential accessory building or structure over 500 square feet in area.
3. Swimming pools.
4. Fences installed on a residential lot do not require a Certificate of Use and Occupancy.
8. Additions/alterations to a residential dwelling unit requiring a Building Permit.
9. Each commercial/industrial building or structure.
10. Each subdivision of a commercial/industrial/institutional building or structure for the purpose of occupancy by an individual tenant, not including individual self-storage units in a self-storage use complex.
11. Each addition/alteration of a commercial/industrial/institutional building or structure requiring a Building Permit.
12. Change of use, or tenant of a commercial/industrial/institutional -or building or structure.

13. Each commercial/industrial/institutional accessory building or structure over 200 square feet in area.

14. Each permanent sign.

15. Temporary uses:

Major – ie: flower tents sales ..... \$50.00  
 Minor – seasonal sale of produce where no structural changes are required  
 .....\$25.00

**E. Plan Review and Inspection Fees**

1. Review revised plans and/or related documentation.

Review Fee.....\$80.00 per hour  
 Minimum Review Fee.....\$100.00

2. Re-inspection fee following a failed inspection.

Inspection Fee .....\$100.00

**F. Posting of Permits**

The Building Permit Placard shall be visibly posted on the site of operations during the entire time of construction.

**G. Expiration of Permits**

1. Building/Structure Permits – Construction must begin within six (6) months from permit issuance. An extension may be requested, in writing, to commence construction or continue suspended construction for just cause.
2. Sign Permits – All Sign Permits granted shall remain valid for a period of six (6) months. If, by the expiration of such time, the applicant has failed to erect the sign, or undertaken a significant portion of the work thereof, the Permit shall expire and a new Sign Permit shall be required.

**X. Electrical Permits:**

**Residential Permit**

Plan Review..... \$60.00 per hour.  
 Inspections:  
 Service ..... \$90.00  
 Rough..... \$90.00  
 Final..... \$100.00  
 Re-Inspection..... \$80.00

**Commercial Permit**

Plan Review.....	\$85.00 per hour
Inspection \$100 for First \$1,000 of project cost for and \$ 8.00 for each \$1,000 thereafter:	
Minimum Permit Charge of \$250.00 for Commercial applications more than \$500	
Minimum Permit Charge of \$150.00 for Commercial applications less than \$500.	
Re-Inspection.....	\$80.00

**XI. Plumbing/Mechanical Permits:**

Residential Fire Sprinkler System Inspection	\$155.00
All fixture or trap	\$15.00
Each sanitary sewer unit connection	\$35.00
Construction of a septic tank with tile field or seepage pit	\$35.00
Any plumbing or drainage work in addition to the above listed items, or any plumbing or drainage work not listed above	\$30.00
Grease Traps	\$30.00
Relief Valves (plumbing/heating)	\$10.00
Rain Water Conductor (downspout)	\$ 8.00
Sewage Ejector	\$30.00
Septic System Connection	\$30.00
Cap Sewer	\$15.00
Roof drains inside building	\$ 8.00
Roof drains tapped into storm sewer	\$17.00
Water Conditioner	\$30.00
Domestic water, backflow preventer (water service)	\$30.00
Sump Pump	\$15.00
Raise sewer vent	\$15.00
Replace whole sewer connection (connection & trap)	\$45.00
Infiltration bed inspection	\$70.00
Labor & Materials up to the 1st \$1,000	\$55.00
Cost in Excess of \$1,000 ---.005 x Amount over \$1,000	_____
***Re-Inspection Fee	\$40.00

**HVAC Fee Schedule**

Furnace	\$30.00
Hot Air Furnace/ Air Handler	\$30.00
Solid Fuel Appliance	\$30.00
A/C Condensing Unit	\$30.00
Self-Contained	\$30.00
Domestic Hot Water Heater (incl. relief valve)	\$30.00
Hot Water / Steam Boiler (incl. relief valve)	\$30.00
Gas Piping	\$30.00
Geo Thermal	\$55.00



Solar	\$55.00
Labor & Materials up to the 1st \$1,000	\$55.00
* Cost in Excess of \$1,000 --- (amount x .005) =	

**Plumbing License – eliminated with new ordinance**

**XII. Pennsylvania Sewage Facilities Act Enforcement:**

The following fees have been established to regulate the installation, construction and repair of individual and community sewage systems and to review supplements and revisions to the Township Official Plan and to set the rates of compensation for the Lower Alsace Township Sewage Enforcement Officer for the administration of the Pennsylvania Sewage Facilities Act and its rules and regulations:

**Repair Permit** .....\$250.00

The installation or replacement of the following components\ (not requiring soil testing): Examples: tank(s), distribution box, delivery and lateral pipes, pump replacement. (Includes permit and one inspection).

**Modification Permit** ..... \$140.00

The installation or replacement of the following components (not requiring soil testing): Examples: Tank baffle/gas deflector, cracked lid, inspection port, effluent filter, lateral clean-out, floats, tank riser(s). (Includes permit and one inspection).

**1. In ground Permit** ..... \$410.00  
Includes Design Review and Issuing Permit and 3 Installation Inspections  
See Note 1

**2. Sand mound Permit and At-Grade Bed Permit** ..... \$515.00  
Includes Design Review, Issuing Permit and 4 Installation Inspections  
See Note 1

**3. Individual Residential Spray Irrigation System (IRSIS).** \$545.00  
Includes design review, issuing permit and 4 installation inspections  
See Note 1

**4. All other Alternate Sewage Disposal System Permits...** \$545.00  
Initial review, application of “Best Technical Guidance” and additional PADEP requirements, issuance of permit and 4 installation inspections;  
Note: It is impossible to assess a fixed “Fee” to these systems due to the subjective nature of the design. Applicants shall be assessed an initial fee, assuming a minimum permit standard, and then charged at an hourly rate for work required beyond this permitted activity.

- 5. **Holding Tank and Privy Permit** ..... \$180.00
- 6. **Renew/Transfer Permit without verification of prior testing.** \$80.00
- 7. **Renew/Transfer Permit with verification of prior testing**..... \$170.00
- 8. **Inspections of existing on-lot system for purposes of any proposed change to sewage flows or use of the property**..... \$58.50/hr.
- 9. **Additional Re-inspection (if required)**.....\$85.00
- 10. **Other SEO work (hourly rate)** ..... \$58.50hr

All permit related fees are required prior to issuing permit. If additional fees are applicable, they must be paid prior to final inspection.

**Note 1:** The applicant shall be charged for any work performed outside the permitted scope of work outlined in this fee schedule at the hourly rate of \$58.50. These charges shall be restricted to plan reviews resulting from the applicant’s agent’s failure to comply with PADEP regulations.

**11. FEES FOR SOILS TESTING**

- Initial 2 Probes..... \$180.00
- Additional Probes.....\$80.00
- Percolation Tests (6 Hole Perc Test)\* ..... \$545.00
- Percolation Tests (12 Hole Perc Test on One Lot)\* .....\$705.00
- Other SEO Work (Hourly Rate).....\$58.50

\*Percolation test fee includes digging, presoak of the percolation holes and conducting percolation test. The applicant is responsible to provide reasonable access to percolation test site as approved by the Sewage Enforcement Officer. Additional charges to the applicant may be assessed if excessive rock is encountered during preparing percolation holes.

Additional SEO work (hourly rate) including, but not limited to, the following:

Administrative work, recording soil testing data, site layout of percolation test area, planning module review(s) and Township submittals.

The applicant is responsible for all mileage charges incurred for all sewage enforcement activities (including soil testing). Mileage charges will be billed at the prevailing IRS mileage rate.

**XIII. Soliciting Permits:**

\$100 for one month and \$200 for three months – all non-profits organizations – free

**XIV. Driveway Connection Fee ..... \$75.00**

Covers one inspection to assure all township requirements have been met

a no charge permit is required for all driveway resealing or resurfacing for existing paved driveways

**XV. Highway Occupancy Permit ..... \$100 plus escrow\*\*\***

\*\*\*Applicant will be responsible to provide to the township payment in escrow, in an amount determined by the Township to make any and all repairs deemed necessary by the Township if not performed by the applicant. All related costs including inspections will also be paid out of the escrow account.

**XVI. Curbing and Sidewalk Permits:**

- 1. **New and Replacement..... \$35.00**
- 2. **Repairs to existing sidewalk..... No fee**

**XVII. Act 167 Storm Water Plan Review –**

If Act 167 Storm Water submission is made concurrently with a Land development Plan, Fee is included with the fee for application to the Planning Commission.

- 1. Residential / Commercial: \$250.00 (includes 2 Plan Reviews and 1 Site Inspection)
- 2. Plan Review and/or Site Inspection (additional to above) Plan Review and/or Site Inspection time in excess of that outlined above will be invoiced to the permit holder as detailed in Section

**XVIII. Burn Permits**

Burning Permit Fee ..... \$25.00

**XIX. Special Event Permits .....\$100.00**

**XX. Books, Ordinances, and Maps for Sale – fee doesn’t include postage:**

- 1. Zoning Ordinance..... \$25.00
- 2. Zoning Ordinance (CD version)..... \$10.00
- 3. Subdivision/Land Development Ordinance..... \$25.00
- 4. Zoning Map ..... \$20.00

**XXI. Reimbursement for Expenses Incurred**

When the Township incurs expenses that are reimbursable to the Township, such as for site inspections, consultations, attendance at meetings, and other actions performed by contractors to the Township or for material costs or labor costs incurred by the Township, LOWER ALSACE Township will invoice the responsible party for the cost of the expenses incurred plus 10% to cover administrative costs.

**XXII. Photocopying**

- 1. Photocopying of Records/Documents..... \$0.25 per page
- 2. Certified Copies ..... \$5.00

**XXIII. Research Time**

Research time to search for archived documents or specifics in meeting minutes or township records (when allowed per Act 3)..... \$35.00 per hour

**XXIV. Interest**

Interest at the rate of 1 ½ % per month (18% per year) will be added to all invoices that are overdue to the township in excess of thirty-days.

**XXV. Maintenance Department Labor**

Labor to be expended by the Maintenance Department for accident clean-up or for lawn cutting will be charged at the rate of \$100.00 per hour to include up to three persons and one piece of equipment (either a pick-up truck or mower) plus costs for de-icing materials as needed during normal working hours and \$200.00 per hour for non-operational (weekend, evenings and holidays) hours.

**XXVI. Returned Checks**

When checks are returned to the Township or to any other municipal entity or official, for any reason, a fee equal to what the township’s current banking institution will charge the township plus a \$20 administrative fee will be charged to the person submitting the check.

**XXVII. Tax Certifications**

A charge of \$25.00 will be made for tax certifications provided by the Tax Collector. Checks for this service will be made payable directly to the current Tax Collector.

**XXVIII. Duplicate Tax Bills**

A charge of \$5.00 will be made for duplicate tax bills that must be sent directly to mortgage institutions or any other requestor, other than the property owner, by the Tax Collector. Checks for this service will be made payable directly to the current Tax Collector.

Commercial Building permit applications together with all Subdivision/Land Development applications shall be provided to the Township in PDF format on a disk.

**XXIX. Blight Prevention Fines**

In accordance with Ordinance #244 fines will be due and payable to the Central Berks Police Department following the service of a violation notice by the Codes Enforcement or Police Officer in the amounts \$75.00 1<sup>st</sup> ticket, \$100.00 2<sup>nd</sup> ticket, \$125 3<sup>rd</sup> ticket of for the following offenses:

1. Accumulation of Rubbish or Garbage
2. Animal Maintenance and Waste/Feces Clean-Up
3. Failure to properly dispose of Rubbish or Garbage
4. Failure to maintain property from High Weeds, Grass or Plant Growth
5. Littering or Scattering Rubbish
6. Parking o or storing of unlawful Motor Vehicles
7. Outside Placement of Indoor Appliances/Furniture.
8. Littering upon public or private property
9. Failure to remove snow and ice from public sidewalks, prohibition from depositing snow and Ice onto public streets.
10. Failure to provide storage containers for waste
11. Failure to provide appropriate storage for recyclables.
12. Failure to properly maintain swimming pools.

**XXX. Recycling fee** – for each property that maintains one to four residential units  
..... \$46 per unit

**DULY ENACTED THIS** 13th day of January 2022 by the Supervisors of Lower Alsace Township, Berks County, Pennsylvania

LOWER ALSACE TOWNSHIP

BY:

\_\_\_\_\_  
James Oswald

Chairman

ATTEST:

\_\_\_\_\_  
Don Pottiger

Township Manager/ Secretary-Treasurer

