

**RESOLUTION**

**2022-03**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WEST  
POTTSGROVE TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA,  
ESTABLISHING CERTAIN FEES, DEPOSITS AND ESCROWS PAYABLE TO  
WEST POTTSGROVE TOWNSHIP**

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**WHEREAS**, it is the desire of the Board of Commissioners of West Pottsgrove Township to establish fees, deposits and escrows for license and permit services and other charges;

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Board of Commissioners of West Pottsgrove Township, Montgomery County, Pennsylvania, pursuant to the authority set forth in the First Class Township Code, the following schedule of fees is established:

**CODE INSPECTIONS/FIRE MARSHALL INSPECTION**

Apartment Residence	\$75/unit + \$25/hr or part thereof after the first ½ hr
Business Structures and Uses	\$115/structure or use + \$25/hr or part thereof
Grease Trap	\$75
Circus/Carnival Permit & Inspection	\$100
LP Gas Installation Inspection Fee	\$25/installation

**GRADING AND EXCAVATING**

Base Grading Permit Fee	\$100
Engineering Review & Inspection Fee <sup>1</sup> Area of Disturbance < 1,000 sq'	\$350

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<sup>1</sup> The Township reserves the right to impose additional fees for engineering, review and inspection costs over and above the established fee to ensure proper review of the plan and inspection of the project and certification of proper completion. Any monies remaining in the engineering, review and inspection fee shall be refunded to the applicant upon written request.

1,000 – 5,000 sq'	\$500 + \$25/1,000 sq'
>5,000 sq'	\$2,000

**LICENSES, PERMITS & GENERAL BUSINESS REGULATIONS**

Auction Sales Permit	\$25/day
Block Party/Parade Permit	\$25; \$100 if street closing required
On-Street Dumpster Permit	\$25/dumpster
Mechanical Device License	\$25/mechanical amusement device
Township Pavilion Rental	\$25/day
Circus/Carnival License	\$100/day
Temporary Use Permit	\$25 permit fee + 1% of project cost
Soliciting Permit	\$15/day or \$75/wk or \$225/mo or \$1,500/yr

**BURGLAR/FIRE ALARM PERMIT FEE** \$10

**FALSE ALARM CHARGES**

Private & Locally Monitored	
Fire Alarm (after 1 <sup>st</sup> false alarm)/yr	\$300
Police Alarm (after 3 <sup>rd</sup> false alarm)/yr	
Residence	\$25
Business/Commercial	\$75

**PARKING**

Handicap Space Application	\$10
Handicap Signs & Painting	\$100

**POLICE SERVICES**

Motor Vehicle Accident Reports	\$15
Police Reports	\$15
Employment Related Fingerprinting	\$25

**PUBLIC WORKS SERVICES**

Equipment Price List for Billable Work <sup>2</sup>	
Hand Trimmer/Weed Wacker	\$3/hr
Wheeled Trimmer	\$6/hr
Air Compressor	\$40/hr

<sup>2</sup> Labor shall be billed at 135% for each employee, plus overtime if required.

Backhoe	\$60/hr
Dump Truck	\$45/hr
John Deere Mower	\$50/hr
Sewer Jet Truck	\$160/hr
Snow Blower	\$20/hr
Snow Plow Dump truck	\$60/hr
Snow Plow Pick Up	\$50/hr
Trash Pump	\$15/hr
Trimmer Blades	\$1/each
Weed Killer	\$15/gal

### **PUBLIC RECORDS**

Duplication of Requested Records (Per Open Records Act)	.25/pg
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### **SOLID WASTE**

Certification of Trash Billings/Payment	\$25
Additional Recycle Bin	\$10/bin

### **STORMWATER MANAGEMENT**

Application fees for any Application Submitted Pursuant to Ordinance 2005-3	\$150.00
Escrow to Cover all Fees & Expenses incurred by Township in the Review & Processing of Applications	\$1,500 <sup>3</sup>

### **STREETS AND SIDEWALKS<sup>4</sup>**

Sidewalk or Curb work Permit Fee	\$50 + 1½ % over \$2,000
Street Excavation/Opening Permit	\$100 + cost of Inspection (See Footnote 3 & 4)

### **SUBDIVISION & LAND DEVELOPMENT**

Application Fees (Non-refundable)	
Residential Land Development	\$350 + \$50/lot
Commercial/Industrial Land Development	\$450 + \$100/acre or \$400/lot
Residential Subdivision	\$350 + \$50/lot

<sup>3</sup> Must accompany Application.

<sup>4</sup> Bond Guarantee/Line of Credit Escrow Account or Cash Deposit must be provided for each project. The deposit shall be computed on a per square yard basis and based on the pavement structure.

Commercial/Industrial Subdivision Review Fees, Escrow or Professional Consulting Fees	\$450 + \$400/lot
Minor Residential (<5 lots)	\$2,500/1 <sup>st</sup> unit or lot +\$500/each additional unit or lot
Residential (5 or more lots)	\$5,000/1 <sup>st</sup> unit or lot +\$500/each additional unit or lot to a Maximum of \$30,000
Non-Residential	\$5,000 for 1 <sup>st</sup> 5,000 Sq' +\$1,000/each additional 1,000 sq' of building area to a maximum of \$20,000
Sketch Plan Submission	\$50/lot + \$1,000 Escrow

### **USE & OCCUPANCY ORDINANCE FEES**

Residential	\$150 and \$50 for re- inspections
	\$250 (inside of two weeks prior to settlement) and \$50 for re- inspections

Commercial will be as follows:

#### **Low Hazard Occupancy (Business, Medical Office, Mercantile Store)**

1 – 2,000 sq ft	\$110
2,001 – 5,000 sq ft	\$160
5,001 – 10,000 sq ft	\$210
10,000 – 100,000 sq ft	\$260
100,001 sq ft or greater	\$310

#### **Moderate / High Hazard Occupancy**

**(Restaurant/Bar, Church/School, Institutional, Industrial Factory, Service Station/Repair Garage, Storage, Hotel/Motel/Apartment with 3 or more dwelling units)**

1 – 2,000 sq ft	\$200
2,001 – 5,000 sq ft	\$250
5,001 – 10,000 sq ft	\$300

10,000 – 100,000 sq ft	\$400
100,001 sq ft or greater	\$500

\*Administrative fee is \$64

**HOLDING TANKS**

Holding Tank Escrow	\$5,000
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**ZONING**

Conditional Use Application	\$3,000 + costs
Rezoning/Curative amendments	\$5,000 + costs
Zoning Hearing Application	
Variance or special exception	\$2,000 + costs of transcript and engineering fees, if review is required

**DULY ADOPTED AND RESOLVED**, this \_\_\_\_\_ day of February, 2022.

**WEST POTTS GROVE TOWNSHIP  
BOARD OF COMMISSIONERS**

BY: Stephen Miller  
Stephen Miller, President

ATTEST: Courtney Harris  
Courtney Harris, Secretary

**MONTCO ACT 247 FEE SCHEDULE**

**Residential Subdivisions and/or Land Developments**

These fees apply to all kinds of residential projects for sale, condominium or rental; any structural type; and either as a subdivision or single-tract land development. No fees are changed for open space lots.

<b>Number of Lots or Dwelling Units (greater number applies)</b>	<b>Base Fee &amp; Fee per Lot/Dwelling Unit</b>
1 - 3	\$150 (flat fee)
4 - 20	\$180 + \$23 per unit
21 - 100	\$450 + \$21 per unit
101 +	\$1,060 + \$20 per unit

#### Non-Residential Land Developments and Conversions

These fees apply to all projects or sections of mixed projects, which are for new construction of nonresidential uses of any kind for sale, rental, lease or condominium in any type of building on a single tract of land. Conversions from residential to nonresidential uses shall also use this schedule, whether the building area is new or existing.

<b>Gross Square Feet of New Building</b>	<b>Base Fee &amp; Fee for Every 1000 Gross Sq. Ft. (Rounded to nearest whole dollar)</b>
1-3,000 Sq. Ft.	\$220 flat fee
3,001 - 25,000 Sq. Ft.	\$519 + \$27 for every 1000 sq. ft.
25,001 - 50,000 Sq. Ft.	\$1,050 + \$23 for every 1000 sq. ft.
50,001 - 100,000 Sq. Ft.	\$1,550 + \$20 for every 1000 sq. ft.
100,001+ Sq. Ft.	\$2,580 + \$15 for every 1000 sq. ft.

#### Nonresidential Subdivisions

These fees apply to applications subdividing and conveying land for nonresidential uses.

<b>Number of Lots</b>	<b>Base Fee &amp; Fee per Lot</b>
1 - 3	\$555 flat fee
4 or more	\$555 + 88 per lot

#### Other Reviews

Residential Lot Line Change = \$65

Nonresidential Lot Line Change = \$260

Conditional Use = \$260

Miscellaneous reviews (including parking lots or structures not associated with new building square footage) = \$260

Curative Amendments (not municipal curative amendments) = \$1,500

Private Petitions for Zoning or SALDO Change (not municipal petition) = \$1,000

#### Resubmissions

These fees apply to each subsequent plan submission after the original submission, if the resubmission is essentially the same plan with only minor revisions. A subsequent plan is NOT a resubmission if it is more than 5 years after the previous submission, the proposed land use is changed, or the number of dwelling units or square footage has changed by more than 40% from the prior submission.

Flat fee of \$125 for residential subdivisions/land developments. All resubmissions of 3 lots/units or less no fee required.

Flat fee of \$190 for all nonresidential subdivisions/land developments. All resubmissions of 3 lot subdivisions or 3,000 square feet development or less no fee required.

No fee for private Zoning or SALDO resubmissions.

All county fees are to be submitted to the municipality at the time of application; the municipality will forward the fees to MCPC. A check or money order should be made payable to the MONTGOMERY COUNTY TREASURER. Fees are authorized by the Pennsylvania Municipalities Planning Code (Act 247) as amended.