



Wrightstown Township

Fee Schedule

Resolution 2023-016

Adopted 12/4/2023

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ADOPTION SIGNATURES

RESOLUTION 2023-018

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WRIGHTSTOWN TOWNSHIP, BUCKS COUNTY, PENNSYLVANIA, ADOPTING THE CONSOLIDATED FEE SCHEDULE FOR WRIGHTSTOWN TOWNSHIP AND REPEALING REVEVIOUSLY ADOPTED RESOLUTION 2023-015.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Wrightstown Township, Bucks County, Pennsylvania, as follows:

SECTION 1. COST TO BE PAID BY APPLICANT

All applicants for subdivision or land development, all property owners requesting amendments, supplement, change, modification or repeal of the Township Zoning Ordinance and/or map, including petitioners seeking Curative Amendment, and all appellants to the Zoning Hearing Board, the UCC Appeals Board, including but not limited to, all property owners requesting a variance or a special exception shall pay all legal fees, engineering fees, stenographic costs, advertising costs and other expenses incurred by the Township relative to their application, petition, request or appeal unless otherwise prohibited by Commonwealth Law.

SECTION 2. FEES AND DEPOSITS FOR COST TO BE PAID TO TOWNSHIP SECRETARY/ZONING OFFICER

All fees and deposits for cost, as hereinafter provided shall be paid to the Township Administration /Code Official simultaneously with the submission of a plan for subdivision, land development or other application; the filing of any petition to the Board of Supervisors for an amendment, curative or otherwise, supplement, change, modification or appeal of the regulations of the Township Zoning Ordinance and/or map; the filing of permits or uses; or the filing of any appeal.

SECTION 3. AMOUNT AND FEES AND DEPOSITS

The following non-refundable fees and refundable escrow deposits and non-refundable continuance fees are established under this resolution.

	FEE	ESCROW
A. SUBDIVISION AND LAND DEVELOPMENT		
All subdivisions require Twenty (20) copies of all documents.		
I. LOT LINE CHANE PER SUBDIVISION	\$500	\$5000
II. MINOR SUBDIVISON		
(A) Sketch Plan (if submitted)	\$500	\$6000
(B) Final Plan (2-5 lots)	\$300/Lot	\$9000
III. MAJOR SUBDIVISION/LAND DEVELOPMENT		
(A) Sketch Plan (if submitted)	\$500	\$3000
(B) Preliminary Plan		
*If a new public road is proposed, an additional escrow deposit of \$6000/mile is required.		
(1) Single Family		
(a) 6-9 Lots *	\$1275	\$19500
(b) 10-19 Lots *	\$1800	\$22500
(c) 20-49 Lots *	\$2700	\$27000
(d) 50-99 Lots *	\$5400	\$30000
(e) 100 Lots or greater *	\$11250	\$36000
(2) Multi-Family		
(a) 2-9 Units	\$2775	\$21000
(b) 10 Units or greater	\$5625	\$28500
(c) Additional \$/unit over 20 units	\$375	\$1500
(3) Institutional (including churches)	\$1875	\$18000
(4) Commercial (including offices)		
(a) 1-4 Units	\$1875	\$19500
(b) 5-9 Units	\$3750	\$25500
(c) 10 units or greater	\$5625	\$28500
(d) Additional \$/unit over 15 units	\$375	\$2100
(5) Shopping Center		
(a) 10 units or less	\$5625	\$25500
(b) Greater than 10 units	\$7500	\$28500
(c) Additional \$/unit over 10 units	\$375	\$2100
(6) Industrial		
(a) Single Unit	\$3750	\$19500
(b) Planned Industrial Development	\$5625	\$25500
(c) Additional \$/unit over 5 units	\$900	\$1800

Continued on Next Page

	FEE	ESCROW
(C) Final Plan		
(1) Single Family		
(a) 6-9 Lots	\$1275	\$19500
(b) 10-19 Lots	\$1800	\$22500
(c) 20-49 Lots	\$2700	\$27000
(d) 50-99 Lots	\$5400	\$30000
(e) 100 or greater Lots	\$11250	\$36000
(2) Multi-family		
(a) 2-9 units	\$2775	\$21000
(b) 10 or more units	\$5625	\$28500
(c) Additional \$/unit over 20 units	\$375	\$1500
(3) Institutional (Including churches)		
	\$1875	\$18000
(4) Commercial		
(a) 1-4 Units	\$1875	\$19500
(b) 5-9 Units	\$3750	\$25500
(c) 10 or more units	\$5625	\$28500
(d) Additional \$/unit over 15 units	\$375	\$2100
(5) Shopping Center		
(a) 10 units or less	\$5625	\$25500
(b) Greater than 10 units	7500	\$28500
(c) Additional \$/unit over 10 units	\$375	\$2100
(6) Industrial		
(a) Single Unit	\$3750	\$19500
(b) Planned Industrial Development	\$5625	\$25500
(c) Additional \$/unit of 5 units	\$900	\$1800

IV. CAPITAL CONTRIBUTIONS as approved by the Board of Supervisors in lieu of completing improvement

(A) Sidewalks – 50% Estimated Cost		Per lot
(B) Curbing – 50% Estimated Cost		Per lot
(C) Street Lights	\$2000	Per street light
(D) Street Trees	\$325	Per tree
(E) Recreation	\$3	Per square foot

	FEE	ESCROW	
V. STORMWATER PLAN SUBMISSION			
In conjunction with all subdivision/land development submissions require 20 copies of all documents.			
(A) Required for Delaware South Watershed, Little Neshaminy and Neshaminy Watersheds per Ordinance. See Chapter §25 Stormwater Management in “Wrightstown Township Municipal Code”.	(*+)	\$2000	
(B) *+When included as part of overall subdivision and/or land development, no additional fee.			
Note: All subsequent stormwater reviews shall require an additional fee as shown in Section IV of this fee schedule. The new fee shall be deducted from the Master Escrow account associated with the Subdivision/Land Development application.			
Escrow Funds Subdivisions/Land Developments – See SECTIONS 4, 5 and 6.			
B. ZONING AND BUILDING PERMIT FEES			
All submissions require twenty (20) copies of all documents along with Filing Fee.	\$125		
I. CONDITIONAL USE PERMITS			
(A) Agricultural Uses			*
(1) Properties with Act 319, 515 or Permanently Preserved with Conservation Easement.	\$250	\$2500	
(2) Non-Preserved Agricultural farms	\$500	\$2500	
(B) Residential Accessory Uses	\$125	\$2000	*
(C) Religious, Educational, Recreational and Institutional Uses	\$1250	\$3000	*
(D) Office Uses	\$1500	\$3000	*
(E) Retail and Consumer Uses	\$1750	\$3000	*
(F) Utility, Cable TV and Wireless Communications	\$5000	\$7500	*
(G) Industrial Uses & Quarry	\$2000	\$5000	*
*Escrow Fees : See SECTIONS 4, 5 and 6.			

	FEE	ESCROW
II. USE PERMITS (Permitted Used Only).		
See also additional applicable Occupancy Permit fee.		
(A) Residential		
(1) Single Family		N/A
(2) Residential Conversion	\$150/unit Plus Review Fees#	
(B) Non-Residential Uses		
(1) Accessory Uses H-5, H-8		N/A
(2) Accessory Uses H-1, H-2	\$325/use Plus Review Fees#	
(3) Accessory Uses H-3, H-4, H-6, H-7, H-9, H-10	\$275/use Plus Review Fees#	
(4) Accessory Uses H-11	\$500/use Plus Review Fees#	
(5) Accessory Uses H-12	\$500/use Plus Review Fees#	
(6) Events open to the public (e.g., grange use, craft shows, dog shows, etc.).		15% of Rental***
<p>***For Police, Municipal, Sanitation (required even if fees have been waived). Does not apply to private rentals (e.g., parties, weddings, etc.) or to events sponsored solely by the owner of the property such as the Middletown Grange, Lingohocken Fire Co., or other non-profit organization.</p>		
(7) All other Non-Residential Uses	\$300/use Plus Review Fees#	
(C) Certificates of Non-Conformity (new or reissued certificate)		
(1) Residential	\$150 Plus Review Fees#	
(2) Non-Residential	\$225 Plus Review Fees#	
# A Professional Services Agreement may be required along with the posting of an escrow to cover the costs of the review.		

III. BUILDING PERMITS	FEE	ESCROW
(A) Calculation of Floor Area (Square Feet): The square foot area of any proposed building or structure shall be computed by using the floor area. This is calculated by using the outside dimensions of the building at the respective floor levels. Unfinished basement and attic will be calculated at 1/2 the floor area. Crawl spaces and attics without permanent stairs are excluded. Enclosed pools and fire places per prevailing fee.		
(B) If construction is started without first obtaining the required permits and the building official determines that the structure is in compliance with applicable building and zoning regulations, the fee stipulated will be automatically increased by one hundred percent (100%).		
(C) All construction must begin within 6 months from date of issue of the permit. All construction must be completed within 12 months of issue. Any construction which has not begun within the first 6 months nor has been completed within 12 months of date of issue of the permit will be considered abandoned. A permit may be reissued for an additional 6-month period following an inspection by the building official and payment of 20% the original permit fee and replenishment of any applicable escrow deposits. A total of three (3) extensions will be permitted.		
(D) Residential Inspection Fees \$175.		
(E) A Reinspection required as a result of incomplete or improper work will be invoiced to the permit holder at an additional charge of \$175 per inspection.		
(F) On all new construction without Land Development Agreement, a Grading Disturbance escrow in the amount of 25% the base cost of the building permit PLUS \$1.00 per sq. ft for the first 5000 sq. ft and \$0.25/sq. ft thereafter.		
(G) Three (3) copies of all plans (signed and sealed) must be submitted with application along with \$100 building plan review fee and \$100 electrical plan review fee. Resubmission of plans must be accompanied by additional review fees.		
	FEE	ESCROW
(1) Single Family Dwellings	\$1,000 + \$0.35/sq.ft. over 1,000 sq.ft	Plus inspection fees
(2) Multi-Family Dwellings (including townhouses, duplex, apartments, etc. per unit)	\$1,000 + \$0.35/sq.ft. over 1,000 sq.ft	Plus inspection fees
(3) Intentionally Left Blank		Plus inspection fees
(4) Additions/Alterations	\$200 + \$0.35/sq.ft. over 100 sq.ft	Plus inspection fees
(5) Residential Accessory Structures (garage, barn, stable, etc. between 500 & 1,000 sq. ft.)	\$250 + \$0.35/sq.ft. over 500 sq.ft.	Plus inspection fees
(6) Swimming Pool *plus grading		
(a) Above Ground 24" deep or above	\$100	\$500
(b) In-ground (Greater of 1.5% Cost)	OR \$400	\$2000
(c) Grading plan Application	\$350	\$2000
(7) Fences, walls & related structures 4ft & over		
(a) fences other than masonry	\$150	Plus inspection fees
(b) Masonry fences, walls and related structures	\$350	Plus inspection fees

	FEE	ESCROW
(8) Ponds *		
(a) 20-50 ft diameter	\$50	Plus inspection fees
(b) over 50 ft. diameter	\$100	Plus inspection fees
* Plus grading Permit & Review Fees		
(9) Decks, Porches and Patios	\$300	Plus inspection fees
(10) Tennis Courts, Basketball Courts, Sports Courts and related structures *	\$500	Plus inspection fees
* plus grading Permit		
(11) Cancellation, change or transfer of any issued building permit	25 % of all applicable fees	Return of unused Escrow
(12) Fire Damaged Dwellings (Application and construction started within one (1) year).		
(a) rebuilt to original size and specifications	No Charge	Plus inspection fees
(b) rebuilt larger than original size	See Noral Fee above original size	Plus inspection fees
(13) Miscellaneous Construction involving structural modification when not part of an original building or alteration permit. Applicable inspection fees apply.		
(a) Solar Construction	\$250	Plus inspection fees
(b) Residential. Antenna Tower, wind mills	\$2/ft.	Plus inspection fees
(c) Commercial Antenna	\$1000	Plus inspection fees
(d) Dish Antenna	\$250	
(14) Mechanical Permits	\$100	Plus inspection fees
(15) Fire Places and Stoves. Applicable inspection fees apply.		
(a) Wood Burning Stoves	\$100	Plus inspection fees
(b) Masonry Fire Places	\$200	Plus inspection fees
(c) Factory built fire places/Inserts	\$100	Plus inspection fees
(16) Plumbing Permits	\$130	+ \$21/fixture
with basement sanitary fixtures	\$150	+ \$21/fixture
(17) Act 13 UCC Training Fee *	\$4.50	Per permit
* The applicable State required fee will be assessed on all construction permits. The fee is forwarded to the Commonwealth.		
(18) Non-refundable Plan Review Fee*	\$100	Per submission
*required for each resubmission		

	FEE	ESCROW
(19) Wireless Communications Facilities (WCF)		
(a) Tower Based WCF Application Fee	\$2500	
(b) Non-Tower WCF Application Fee	\$1000	
(c) Small WCF (collocated) Application Fee	\$500	First five (5) WCFs in single application
	\$100	Each addition WCF in single application
(d) Small WCF (requiring new wireless support Structure	\$1000	
(e) Small WCF Annual Fee in Right of Way	\$270	Per unit per pole
(H) Institutional, Commercial and Shopping Center		
(1) New Construction with development agreement	\$2000 + \$0.75/sq.ft.	
(2) Alterations and Additions *	\$1000 + \$0.75/sq.ft.	Appropriate \$2500 Escrow and Professional Services Agreement
(3) Miscellaneous *	\$500	
* Additional \$4000 escrow deposit required for all construction involving a parking lot.		
(I) Industrial		
(1) New Construction with development agreement	\$4000 + \$0.75/sq. ft.	
(2) Alterations and Additions *	\$1500 + \$0.75/sq.ft.	Appropriate \$2500 Escrow and Professional Services Agreement
(3) Miscellaneous *	\$1000	
* Additional \$8000 escrow deposit required for all construction involving a parking lot.		
(J) Agriculture (under Act 319 & 515)		
(1) Accessory Building (Barn, stable, etc.)	\$500	
(2) Greenhouses, Poly greenhouses	\$200 + \$0.40/sq.ft.	
(3) Additions, alterations	\$100+\$0.60/sq.ft. over 100 sq.ft	
(K) Grading/As Built Permit.	\$400/submission	Appropriate \$2500 Escrow and Professional Services Agreement
(L) Charge per inspection to be added to all new construction and construction over 700 sq. ft. as determined by the Code Enforcement Officer.	\$125/inspection	

	FEE	ESCROW
(M) Electrical Inspections		
(1) Residential (Entire Dwelling) Rough, Service & Final		
(a) Single Family up to 200 Amps	\$220	
(b) Single Family 201 to 400 Amps	\$245	
(c) Single Family over 400 Amps	\$295	
(2) Multi-Family Dwelling	\$145/Unit	
(3) Residential Addition (Kitchen, Bath, Basement Renovation, etc.). Price includes one (1) sub-panel		
(a) Rough and Final	\$195	
(b) Additional Sub-Panels	\$95	
(4) Residential Service, Equipment and Metering		
(a) Single Meter 100 Amps	\$120	
(b) Single Meter 200 Amps	\$135	
(c) Single Meter 400 Amps	\$145	
(d) Single Meter 401 thru 600 Amps	\$245	
(e) Single Meter 601 thru 1200 Amps	\$320	
(f) Services exceeding one meter (per meter in addition to above)	\$60	
(5) Residential Temporary Service		
(a) 30 thru 200 Amps	\$120	
(b) Over 200 thru 400 Amps	\$135	
(c) Over 400 Amps	\$195	
(6) Residential Feeders and Subpanels		
(a) Over 30 thru 200 Amps	\$120	
(b) Over 200 thru 400 Amps	\$135	
(7) Residential Swimming Pools		
(a) In-ground pool (includes up to 4 inspections)	\$270	
(b) Above ground pool (includes up to 3 inspections)	\$220	
(c) Hot Tubs	\$145	
(8) Residential Generators		
(a) Up to 22 Kw	\$170	
(b) 22 Kw to 40 Kw	\$220	
(9) Residential HVAC Equipment	\$120	
(10) Residential Solar Projects		
(a) Up to 10 Kw	\$245	
(b) Over 10 Kw, each additional Kw	\$15	

(11) Residential Car Charging Stations/Solar Batteries	\$145	
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(12) Intentionally Left Blank

(13) Intentionally Left Blank

(14) Commercial Inspection Fee. All Commercial (Non-Dwelling Unit) Inspections. This includes low voltage wiring such as fire alarms, security, tele/data, etc.

Calculated inspection fee is 1.25% of the Cost of Electrical Construction (minimum fee \$295). This will include all plan reviews, necessary inspections and consultations during the project.

	FEE	ESCROW
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IV. STORMWATER PLAN SUBMISSION

Three (3) copies of all plans (signed and sealed) must be submitted with application.

(A) Required for Delaware South Watershed, Little Neshaminy and Neshaminy Watersheds per Ordinance. See Chapter §25 Stormwater Management in “Wrightstown Township Municipal Code”.

(1) Earth Disturbance Permit for: -New or additional impervious or semi-impervious surfaces. -Diversion or piping of stream channels. -Installation of BMP's and/or stormwater management facilities.	\$300	\$2500
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(2) Building Permit for: -Construction of new buildings or additions to existing buildings.	\$300	\$2500
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Note: All subsequent reviews shall be one half (1/2) the amount of the initial review fee unless a new submission is required as per Chapter §25 Section 406 of the Stormwater Management ordinance. A new fee shall be submitted with each revision in accordance with this schedule.

Escrow Funds: See SECTIONS 4, 5 & 6.

V. OCCUPANCY PERMIT (Includes fire and building inspections)

(A) Residential (alterations and additions exempt) with up to 2 inspections	\$300	
(B) Non-Residential / Commercial	\$400	Plus Review Fee
(C) Temporary or partial (all uses) first 6 months. Fees double each additional 6 month extension.	\$150	

	FEE	ESCROW
VI. DRIVEWAY AND ROAD OPENING		
(A) Driveway on Township Road (Application must be inspected and approved by Road Master and/or Township Engineer.	\$300	
(B) Road Opening on any paved surface on Township Roads (50%) of the escrow to be retained by the Township for 12 months after final inspection). Escrow forfeited after 24 months if a escrow return request no received.	\$500	\$1500 (or as recommended by the Township Engineer
(C) Curbs (Inspection by Township Engineer upon completion and prior to return of escrow). Cindy to provide input	\$25 + \$0.30/ft. over 100 feet	\$400
(D) Sidewalks (Inspection by Township Engineer upon completion and prior to return of escrow). Cindy to provide input	\$25 + \$0.30/ft. over 100 feet	\$400
(E) Driveway paving/repaving (Review of work required with Road Master and/or Township Engineer prior to start of work to ensure proper drainage is maintained).	\$150	
(F) PADOT Highway Occupancy Permit required for road openings on State Owned roadways. **	Refer to PADOT	Payable to PADOT
**also requires Township Review Letter and fee	\$150	Payable to WT
VII. SIGNS		
(A) Permanent: no sign to be placed in Right of Way		
(1) Up to six (6) sq. ft.	\$135	
(2) Six (6) to thirty (30) sq. ft.	\$150	
(3) Over thirty (30) sq. ft. (Not including bill boards)	\$165	
(4) Bill Boards		
(a) Installation in NEW location	\$2000	
(b) Alteration or replacement of part or entire structure.	\$1500	
(B) Temporary: no sign to be placed in Right of Way		
(1) Political Sign, Signs covered by 1 st Amendment	No Charge	
(2) Civic, social or pollical gathering sign	No Charge	
(3) Commercial "SALE" or "SPECIAL EVENT" sign. (Maximum time per JMZO)	\$75/120 days	\$150
(4) Agricultural Products (ACT 319 or 515)	\$50/annual	
(5) In conjunction with a residential or commercial development	\$1000/annual	
(6) Banners, streamers, event flags, etc. (where permitted)	\$50/month	
(7) Realtor Agency Sign	\$100/Agency/annual	
(C) Residential Identification Sign, No Trespassing Sign, other exempt signs seem JMZO §1104.	N/A	

	FEE	ESCROW
VIII. DEMOLITION AND RELOCATION		
(A) Structures under 100 years old	\$300	Plus Review Costs#
(B) Structure 100-150 years old	\$500	Plus Review Costs#
(C) Historical Structure 150 years old	\$1000	Plus Review Costs#
(D) Structure Relocation		
(1) Residential	\$1000	Plus Review Costs#
(2) Commercial	\$1000	Plus Review Costs#
# A professional Services Agreement may be required		
IX. TEMPORARY STRUCTURES		
Includes construction trailers and/or buildings on construction sites.		
(A) Office Trailers, Construction Trailers, Temporary Storage Units	\$300 / 6 months	
X. INSPECTION FEES		
(A) Fire Marshal		
(1) Fire Prevention Consultation	No Charge	
(2) Fire Prevention Permit (Annual)		
(a) 1-2500 sq. ft.	\$100	
(b) 2501-10,000 sq. ft.	\$125	
(c) 10,001-50,000 sq. ft.	\$280	
(d) 50,001-100,000 sq. ft.	\$440	
(e) >100,000 sq. ft.	\$970	
(3) Sprinkler Repair Inspection	\$125	
(4) Temporary Membrane Structures (includes tents and canopies)	\$125	
(B) Intentionally Left Blank		
(C) Re-Inspection Fee due to incomplete or faulty work		
	\$175	
XI. ZONING ASSESSMENT PERMITS		
for compliance with Zoning and Township Ordinances	\$125	

	FEE	ESCROW
XII. TANK PERMITS		
(A) Storage Tanks (requires inspection of the Fire Marshal)* *All tank removal must have DEP Certification	\$350 up to 5000 Gal \$650 over 5000 Gal	
(B) Intentionally Left Blank		
(C) Above-Ground Tanks	\$125	
(D) Geothermal	\$200	
XIII. ON LOT AND WELL PERMITS		
(A) Well		
(1) Single Family Residence	\$250	Must file plan
(2) Multi-family (2-5 residences)	\$500	\$300
(3) Commercial, Community, Production & Industrial with well protection agreement	\$2000	\$3000
(4) Agricultural - Use A1, A4	\$350	\$500
(5) Agricultural - Used for field irrigation, Intensive Agriculture (Use A2, A3, A6)	\$1000	\$500
(B) Sewage (with Planning Module Review)		
(1) Residential Septic	\$250	\$1000
(2) Residential Sand Mound	\$250	\$1000
(3) Community or Commercial (B1 and B2)	\$1000	\$2000
(4) Experimental (revision to Wrightstown's ACT 537)	\$500	\$1000
(5) Planning Module Review	\$250	\$1000
(C) On-Lot Plan Review for repair systems	N/A	\$1000
* Requires submission of plans, manuals, and specifications.		
* Requires O&M Agreement and additional escrow per Section XIII.		
XIV. SEPTIC MAINTNENCE AGREEMENTS		
All OLDS require legal maintenance agreements and permanent escrow accounts, requiring annual proof of maintenance. Escrow is permanently attached to tax parcel. Escrows to be replenished when value drops by 40% of value. Deficiencies will be leaned against deed.		
(A) Sand mound System		\$1500
(B) Small Flow (Stream Discharge) System		\$3000
(C) Spray Irrigation System		\$2500
(D) Drip Irrigation System		\$2500
(E) Holding Tank		\$2000
(F) A-B System		\$2000
(G) Alternate/Experimental Systems		\$3000
(H) Septic Maintenance Administration Fee for required septic tank pump maintenance per OLDS ordinance		\$0.00
(I) Pump & Haul Permit		\$2000

	FEE	ESCROW
XV. ADMINISTRATIVE		
(A) Administrative fee on all escrow accounting Includes but limited to building, subdivision, land development, financial security agreements, etc.	15%	
(B) Interest on unpaid balances. Standard interest applied to all unpaid balances 30 days past due.	18% Annual (1.5%/month)	
(C) Copies provided by Office Staff (Prices based on Staples List Price April, 2023)		
(1) 8.5 x 11 BW	\$0.25/page/side	
(2) 8.5" X 11" Color	\$0.50/page/side	
(3) 8.5" X 14" BW	\$0.50/page/side	
(4) 8.5" X 14" Color	\$1.00/page/side	
(5) 11" X 17" BW	\$1.00/page/side	
(6) 11" X 17" Color	\$2.00/page/side	
(7) Plan Copy 18" X 24" BW	\$2.00/page	
(8) Plan Copy 18" X 24" Color	\$3.15/page	
(9) Plan Copy 24" X 36" BW	\$3.99/page	
(10) Plan Copy 24" X 36" Color	\$6.30/page	
(11) Plan Copy 30" X 42" BW	\$5.99/page	
(12) Plan Copy 30" X 42" Color	\$9.45/page	
(13) Plan Copy 36" X 48" BW	\$7.98/page	
(14) Plan Copy 36" X 48" Color	\$12.60/page	
(15) Plan Copy to digital format	\$8.00 page 1 Plus \$1/each additional page	
(16) Transfer Plan from existing digital to Digital + media cost.	\$4.00 page 1 Plus \$1/each additional page + Media Cost	
(17) Special requirements not available in house, Market Cost +15% Admin + Staff Time + Mileage	TBD	
(18) Thumb Drive Cost	Market Rate	
(D) FAX – Electronic mail		
(1) Official correspondence filled against escrow (incoming/outgoing)	\$2/page	
(E) Recording of Meetings. Recordings are no longer available. Meetings can be viewed and downloaded at www.WrightstownPA.org/meetings	N/A	
(F) Mileage charge/reimbursements	Standard IRS Mileage Rate as adjusted by the IRS	
(G) Research/Staff Charges – time over ½ hour	\$25/hr Clerk \$45/hr Code Dir. \$55/hr Manager Engineer or Attorney at billable rate + 15% Admin	

	FEE	ESCROW
(H) Intentionally left blank		
(I) Intentionally left blank		
(J) Notary Public Fees		
(1) Taking acknowledgment	\$5	
(2) Taking acknowledgment (each additional name)	\$2	
(3) Administering oath or affirmation (per individual taking oath or affirmation)	\$5	
(4) Taking verification on oath or affirmation (no matter how many signatures)	\$5	
(5) Witnessing or attesting a signature (per signature)	\$5	
(6) Certifying or attesting a copy or deposition (per certified copy)	\$5	
(7) Noting a protest of a negotiable instrument (per page)	\$3	
XVI. ALARMS		
(A) Installation	\$125	
(B) Annual registration of Supplier or installer or provider	\$100	
(C) False Alarms (3 rd and subsequent alarms)	\$250	
(D) Intentional False Alarms	\$250	
XVII. COMMUNITY CENTER USAGE		
(A) Contact the Wrightstown Village Library to determine availability of the Community Center for use by private and public entities.		
(B) <i>Intentionally Left Blank</i>		

	FEE	ESCROW
XVIII. VARIANCES, SPECIAL EXCEPTIONS, APPEALS TO THE DECISION OF THE ZONING OFFICER, UCC APPEALS		
General Fees Assessed against Escrow Deposit ZHB & UCC		
(1) Advertising Cost per Local Newsprint	As Billed+Adm	
(2) Stenographer Appearance Fee, 50%	As Billed+Adm	
(3) Mailing Costs	As Billed+Adm	
(4) Zoning Hearing Board Member & UCC Appeals Board Member Compensation	\$50/hearing	
(5) Meeting Room usage	\$100/hearing	
(6) Continuance Fee Single Family owner occupied, 2nd and subsequent hearing	\$500/hearing	
(7) Continuance Fee Single Family NOT owner occupied, 2nd and subsequent hearing	\$600/hearing	
(8) Continuance Fee Multi-Family Residential, 2nd and subsequent hearing	\$800/hearing	
(9) Continuance Fee Other Uses, 2nd and subsequent hearing	\$800/hearing	
(10) Continuance Fee Zoning Change, 2nd and subsequent hearing	\$800/hearing	
(11) Other identified costs	As Billed+Adm	
(12) Admin fee on billable charges	15%	
Note: All outstanding Zoning Hearing Costs must be paid prior to the issuance of any additional work on associated project applications and permits		
(A) Request for zoning change	\$2500	\$5000
(B) Curative Amendment	\$20000	\$5000
(C) Zoning Hearing Board		
(1) Residential		
(a) Owner Occupied, Previously Legally conforming lot in 1983, no previous zoning relief requested. Dimensional, Structural, Side Yard, and Impervious Surface application.	\$1000	\$1000
(b) Owner Occupied/unit	\$1200	\$2000
(c) Not Owner Occupied	\$1500	\$2400
(d) Multi-family	\$2000	\$3200
(2) Commercial and Office – One Unit	\$1500	\$3200
(2) Commercial, Office and Multifamily		
(a) Up to and including 5 units and under 10,000 sq.ft. devoted to the use.	\$1800	\$4000
(b) Six or more units and/or over 10,000 sq.ft devoted to the use.	\$2300	\$4000
(c) Cellular Towers, Wireless Communications	\$3000	\$5000

(3) Industrial	\$3000	\$4000
(4) Quarry	\$3000	\$4000
	FEE	ESCROW
(5) Non-Profit Educational, Institutional, Religious	\$1500	\$1000
(6) Signs	\$1500	\$1000
(7) Challenge to Validity of Zoning Ordinance	\$20000	\$5000
(8) All other applications	\$1500	\$1000

Fees apply to Variances, Special Exceptions, and Appeals of the decisions of the Code Enforcement Officer.

The Escrow Deposit will be collected at the time the application is filed. Allowable costs and Continuance Fees will be charged against the Escrow deposit. A continuance is defined as any second or more hearing where testimony or closing arguments are presented on behalf of the applicant, township or intervener.

An additional Continuance Fee may be assessed to each applicant for any and all hearings extended beyond the hearing limits set forth above. All additional fees are payable within 10 days following the hearing. The Township reserves the right to require that continuance fees be paid in advance when it is known that a case will be heard over an extended period or escrow drops to 35% of the original amount requiring the replenishment of the full escrow amount

Additional applications for Land Development, building permits, use permits or other actions will be delayed until any outstanding bills have been paid. Wrightstown Township reserves the right to charge interest for all outstanding balances 30 days past due.

No Escrow can be processed for return until all expenses from the hearing have been cleared. This typically occurs 60 days after the final written decision of the Zoning Hearing Board.

	FEE	ESCROW
(D) UCC Appeals Board / Technical Review Board		
(1) Residential		
(a) Owner Occupied/unit	\$1200	\$1000
(b) Not Owner Occupied/unit	\$1500	\$1500
(c) Multi-Family	\$2000	\$2000
	+\$100/unit	
(2) Commercial and Office (One Unit)	\$2000	\$2000
(3) Other Uses not covered above	\$3000	\$3000

Fees apply to all appeals from the decision of the Building Code Official and the Fire Marshal, relative to the applicable building, fire, electrical, mechanical or other construction or fire codes.

The Escrow Fee will be collected at the time the application is filed. Allowable costs and Continuance Fees will be charged against the Escrow deposit. A continuance is defined as any second or more hearing where testimony or closing arguments are presented on behalf of the applicant, township or intervener.

An additional Continuance Fee may be assessed to each applicant for any and all hearings extended beyond the hearing limits set forth above. All additional fees are payable within 10 days following the hearing. The Township reserves the right to require that continuance fees be paid in advance when it is known that a case will be heard over an extended period or escrow drops to 35% of the original amount requiring the replenishment of the full escrow amount.

Additional applications for Land Development, building permits, use permits or other actions will be delayed until any outstanding bills have been paid. Wrightstown Township reserves the right to charge interest for all outstanding balances 30 days past due.

No Escrow can be processed for return until all expenses from the hearing have been cleared. This typically occurs 60 days after the final written decision of the UCC Appeals Board.

XIX. MISCELLANEOUS APPLICATIONS		
(A) Miscellaneous Applications and permits not covered above	\$200	\$1000 plus Professional Services Agreement
(B) Intentionally Left Blank		
(C) Reports from the Fire Marshal	\$250	
(D) Interest on overdue balances/month	1.5%	
(E) Auto Recycling License	\$100	
(F) Intentionally Left Blank		
(G) Solicitation Permit per Sales Person Requires prior registration with Newtown PD prior to issuance of any permit	\$300 mo. \$50/day	
(H) Certification by Tax Collector	\$45	

	FEE	ESCROW
(I) Return Check Fee	\$50	
(J) Sewage Late Fee – Assessed on sewage bills paid after the due date.	10% Quarterly Sewage Fee	
(K) Towing (Use Permit also required)	\$250	
(L) “As Built” inspection fee	\$250	
(M) Deed Recording Fee	\$10	
(N) Police Reports-Contact Newtown Township PD. Costs payable to Newtown Township Directly		
(O) Professional Services Agreement. For any review or consultation needed with township staff or professionals (attorney, engineer, other consults) a professional services agreement may be required along with the posting of sufficient escrow to cover reviews. A 15% administrative charge will be added to all pass-through billings. Base rates are approved by resolution annually by the Board of Supervisors at Reorganization.		
XX. MANPOWER AND EQUIPMENT USAGES, FINES, COSTS		
(A) Police Services. Per Newtown Township Fee Schedule, payable to Newtown Township		
(B) Road Crew: Rates calculated as the “greater” of the flat fee listed below OR the Hourly Rates set at Board of Supervisors Reorganization Meeting PLUS 25% for benefits		
(1) Road Master/hour	\$55	
(2) Foreman/hour	\$50	
(3) Laborer/hour	\$45	
(C) Equipment		
(1) Dump truck/hour	\$200	
(2) Front-end loader/hour	\$250	
(3) Miscellaneous Equipment/hour	\$100	
(4) Consumable Supplies	Replacement Cost plus 50%	

	FEE	ESCROW
XXI. PUBLICATIONS AND ORDINANCES		
(A) Zoning Ordinance-Hard Copy Not Available. Copies can be downloaded from: https://eCode360.com/NE3758	Check New Laws Section of eCode for recent updates	
(B) Subdivision Ordinance-Hard Copy Not Available. Copies can be downloaded from: https://eCode360.com/WR3752 See Chapter 22	Check New Laws Section of eCode for recent updates	
(C) Wrightstown Township Codified Ordinance- Hard Copy Not Available. Copies can be downloaded from: https://eCode360.com/WR3752	Check New Laws Section of eCode for recent updates	
(D) 201 Study – Not Available for Resale	Photocopy Service Available	
(E) Act 537 Study – Not Available for Resale	Photocopy Service Available	
(F) Comprehensive Plan-Hard Copy Not Available. Copies can be downloaded from https://eCode360.com/NE3758		
(G) Zoning Maps Copies can be downloaded from https://eCode360.com/NE3758 Hard Copies can be ordered. See Plan Copy Fees in Administrative Section.		
XXII. PENALTIES		
Should any building, use or other permit required by this Fee Schedule not be obtained prior to beginning construction or initiation of the use, ALL FEES SHALL DOUBLE		
XXIII. CANCELLATIONS		
If a building, zoning or other permit application is in process, and the proposed project is cancelled by the applicant or applicant’s representative, only the escrow will be returned, less any applicable expenses to the applicant of record.		

SECTION 4. REFUNDABLE ESCROW ACCOUNTS

The Wrightstown Township Board of Supervisors in the exercise of their responsibilities may call upon the services of consultants for engineering, legal services, site design, traffic design, landscape design, architectural design and such other consultants as it may deem necessary incident to the examination of the matter. The cost of such consultants' services shall be borne entirely by the applicant, and shall be charged to the applicant's escrow account.

For projects for which no review fees have been established, Wrightstown Township may use "Professional Services Agreements (PSAs)" for consultation services outside a formal application process to cover costs incurred in various reviews. An escrow account will be established to pay for review costs. PSA balances may be combined with other established escrow accounts pertaining to the same project. Applicants will be notified should this occur.

Wrightstown Township will assess an administration charge for management of all escrow accounts. This charge will be assessed on all consultant services fees charged against the escrow.

SECTION 5. ADDITIONAL DEPOSITS

When the escrow deposit has dropped to 35% of its original amount, the Finance Department will notify the Building Code Official/Zoning Officer and Township Manager to assess the status of the project. For projects in active review, the applicant will be required to replenish the escrow account to the original amount. For projects which are deemed at or near completion or inactive, the appropriate township official will determine if replenishment is appropriate. Failure to reimburse an escrow account upon request by the Township within 30 days for active projects may result in a suspension of review activities by the Township consultants.

The applicant shall also be advised in writing.

SECTION 6. ACCOUNTING AND REFUNDS

Within a reasonable time after the conclusion of a matter for which a deposit has been made, and after all bills for costs have been received by the Township, the Township Administration shall account to the depositor for all costs incurred in such matters not previously accounted to the depositor, and shall refund any portion of the deposit not required to pay expenses or shall bill the depositor for any additional costs not covered by the deposit. Typical processing time is 60-90 days after a request has been made by the applicant to return the escrow balance. Any unused escrow balance will be forfeited to the Township should the applicant fail to respond to notification by the Township after 12 months have lapsed.

The Township will not pay any interest on any moneys on deposit with the Township unless prearranged with the Board of Supervisors prior to such deposit. Additional bank fees for managing an interest-bearing account will be charged against the deposit.

SECTION 7. APPLICANTS ASSUME ALL RISKS

The applicant assumes all risks for any actions taken by the applicant prior to the issuance of an appropriate permit for which an application has been made.

SECTION 8. EFFECTIVE DATE

The fees, deposits and other requirements of this Resolution shall become effective immediately.

Adopted by the Board of Supervisors of Wrightstown Township, Bucks County, Pennsylvania, this 16th day of October, 2023.

**WRIGHTSTOWN TOWNSHIP
BOARD OF SUPERVISORS**

Chester S. Pogonowski, Chair

Jane B. Magne, Vice-Chair

Robert S. Lloyd, Treasurer

ATTEST:

Stacey Mulholland, Secretary