

The Township Of West Fallowfield

**Resolution No. 21-04**

A RESOLUTION TO ESTABLISH THE FEE SCHEDULE  
FOR SERVICES AND PERMITS

AND NOW, this 22<sup>nd</sup> day of December 22, 2021, the Board of Supervisors of West Fallowfield Township hereby amends the resolution enacted previously establishing fees for services connected with subdivision, zoning, building permits, stormwater management and other fees.

WEST FALLOWFIELD TOWNSHIP  
FEE SCHEDULE

**PERMITS & OTHER FEES**

**DOLLARS (\$)**

**BUILDING PERMITS (Residential, Industrial and Commercial)**

Building Permits are separate from Zoning Permits and Zoning Fees. **All fees are due at time of application.**

Building Plan Review, Issuance, Inspections

Set by Third  
Party Agency

Performed by a PA certified third party agencies on behalf of the township, including but not limited to International Code Council, B&F Technical Code Services, PA certified professional structural engineers and architects.

**Demolition Permits (All Structures)**

Set by Third  
Party Agency

**ZONING PERMITS** (enclosed space including garages)

Residential Buildings:

\$50.00 + \$.03/SF

Agricultural Buildings:

\$45.00 + \$.02/SF

Commercial Buildings:

\$200.00 + \$.03/SF

Industrial Buildings:

\$100.00 + \$.03/SF

**Moving Building to New Location**

Same as New Construction

**Change of Use**

Same as Zoning Permit Fees

**Home Occupation**

Same as Zoning Permit Fees  
(Charges for SF of area to be used)

**Sign Permits**

\$25.00

**Certificate of Occupancy/Compliance** (Residential and Commercial)

Same as Zoning Permit Fees

When **not** part of a building permit, and used for change of use or occupancy

**Subdivision and Land Development Fees**

Fees submitted for subdivision and land development will be used to pay administrative, engineering, and all other fees incurred by the Township in processing the applications.

The fees are composed of two parts: Administrative fee and Professional Services Escrow fee. The Administrative Fee is non-refundable.

The applicant will be responsible for any reasonable expenses incurred in excess of the fees.

Any monies remaining from the fees after all expenses are accounted for will be returned to the Applicant.

At no time shall the balance in the professional Services Escrow fee drop below an amount that is twenty (20%) percent of the originally calculated required Professional Services Escrow fee. If the balance falls below the 20% amount, then the Applicant shall submit funds to bring the balance at or above the 20% amount. The Township will consider the project suspended (for required review time periods) until the balance is at the 20% amount or higher.

No preliminary plan or final plan, including supporting documents, will be submitted to the Board of Supervisors for approval until all charges and expenses are paid by the Applicant.

The term “public improvements” refers to an infrastructure improvement that must be constructed to the Township standards. Examples of public improvements include but are not limited to streets, storm water management structures (catch basins, pipes, detention ponds), public water and/or sewage systems, streetlight(s), sidewalks.

**Subdivision and/or Land Development (Preliminary/Final)**

Non-Refundable Administrative Fee: \$150.00

Escrow Funds: \$1,500.00

**Fees are due at time of plan application for submission**

**Sketch Plan**

A sketch plan will **only** be reviewed by the Township Planning Commission and is advisory only. No Fee

**Zoning Hearing Board Hearing**

The fees are composed of two parts: Administrative Fee and Escrow Fee. The Administrative Fee is non-refundable. It is used to pay administrative other expenses incurred by the Township in processing the application. The Escrow Fee is based upon the Township’s current estimate of the anticipated costs of the hearing. The Applicant will be responsible for any reasonable charges and expenses incurred

in excess of the Escrow Fees. Any monies remaining from the Escrow Fees after all charges and expenses are accounted for will be returned to the Applicant.

The Escrow Fee includes, but is not limited to, the costs of the court stenographer, advertising, notices to adjacent property owners, and the original transcript, if requested. The Zoning Board may prescribe by rule the form of the application. If the Zoning Board rules that the variance should be granted because of the Zoning Ordinance inflicts an unnecessary hardship on the Applicant, then the court stenographer's fee shall be shared 50/50 by the Applicant and the Township. Otherwise, the Applicant shall be responsible for the court stenographer's fee,

Non-Refundable Administrative Fee: \$110.00

Escrow Funds: \$1,500.00

**Fees are due at time of plan application for submission**

All fees and costs incurred by the Township shall be paid by the applicant. If escrow deposit funds are exhausted, the Township shall be reimbursed for incurred costs directly by the applicant. Unspent portions of the escrow funds deposit shall be refunded to the applicant.

### **Conditional Use Hearing**

Non-Refundable Administrative Fee: \$110.00

Escrow Funds: \$1,500.00

**(Any charges due over initial escrow amount are to be paid by applicant)**

All fees and costs incurred by the Township shall be paid by the applicant. If escrow deposit funds are exhausted, the Township shall be reimbursed for incurred costs directly by the applicant. Unspent portions of the escrow funds deposit shall be refunded to the applicant

### **STORMWATER MANAGEMENT**

#### **Stormwater Exemption Fee**

\$75.00

#### **Small Project Stormwater Management Permit**

Administrative Fee (non-refundable) \$225.00

Initial Escrow \$500.00

Professional reviews will be charged at actual cost and shall be added to as necessary to maintain an escrow at 25% of original amount; any excess shall be refunded to the applicant.

#### **Stormwater Management Permit (Larger Projects)**

Administrative Fee (non-refundable) \$450.00

Initial Escrow \$1,500.00

Professional reviews will be charged at actual cost and shall be added to as necessary to maintain an escrow at 25% of original amount; any excess shall be refunded to the applicant.

This Resolution shall become effective immediately.

RESOLVED THIS 22<sup>nd</sup> day of December, 2021

ATTEST:

*Mina M. Wheeler*

BOARD OF SUPERVISORS OF  
WEST FALLOWFIELD TOWNSHIP

*A. Duane Hershey* (SEAL)  
A. Duane Hershey, Chairman

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Anne E. Deffenderfer, Vice-Chairman

*[Signature]* (SEAL)  
Richard G. Sprenkle, Jr., Member