

TYRONE TOWNSHIP

RESOLUTION 2024-02

A RESOLUTION AMENDING THE FEE SCHEDULE OF TYRONE TOWNSHIP, ADAMS COUNTY, PENNSYLVANIA.

BE IT IS HEREBY RESOLVED by the Board of Supervisors of Tyrone Township, Adams County, Pennsylvania, that pursuant to the grant of powers set forth in the Second Class Township Code and / or Municipal Codes passed by the General Assembly of the Commonwealth of Pennsylvania, that the Board of Supervisors wish to incorporate into one resolution all fees , Permit , application fees , UCC Permit, Escrow account and administrative fees into the current schedule for the Township of Tyrone, Adams County, Pennsylvania, is as follows:

ADMINISTRATION

Mailing fee (actual Postage plus an administrative Cost)	\$1.50
Photocopies (per page, first 1,000 black and white copies)	\$.25 single side
doubled sided & color copies	\$.50
Additional Photocopies beyond first 1,000 copies	\$.20
CD / DVD	Up to actual cost, not to exceed \$1.00/disc
Records delivered via Email or other electronic method	No additional fee
Redaction, Photographing a record	No additional fee
Flash drive, Fax, Other Media	Up to actual cost
Certification	Up to \$5.00/record
Tax Certifications	\$10.00
Tax Duplicates	\$10.00
Late fee on Invoices (does not apply to Sewer Bills)	1.5%/Mon. Plus any additional cost
Copying records onto electronic media plus cost of media	\$25.00 +Admin & Professional cost
• Professional Cost: Any additional fees for professional subcontractor	
Copying Land Development /Subdivision plans plus actual cost	\$75.00 + cost
Sanitary Sewer Tapping Fee	\$6,955.00 (Resolution 2021-05)
Manuals/Ordinances/Rules & Regulations-Sewer	\$10.00 Each
Subdivision & Land Development Ordinance	\$25.00
Township Map	\$6.00
Zoning Map	\$6.00
Act 537 Plan	\$25.00
Returned Check	\$35.00

ZONING

UCC Building, Zoning, & Code Enforcement Agency

➤ Building, Zoning, & Code Enforcement for Tyrone Township:

- **Pennsylvania Municipal Code Alliance, Inc.** 717-496-4996
 - Andrew Miller: \$50.00 per hour (Assistant Zoning & Code Officer)
 - Clem Malot: \$125.00 per hour (Building Code Official)

ZONING HEARINGS

Additional Costs Billed to Applicant, Payable Within 30 Days, All Costs Non-Reimbursable

	<u>Residential</u>	<u>Commercial/Industrial</u>
<u>Variance, Special Exception, or Appeal from Determination of Zoning Officer</u>	\$650	\$850

Conditional Use Before Board of Supervisors \$2,000

Text Amendment Before Board of Supervisors \$1,000

Curative Amendment or Substantive Challenge \$4,000

Procedural Challenge \$4,000

- Challenges to any provision to the Zoning Ordinance and or ordinance amendment

Zoning Map Change \$2,500

PERMITS

Road Weight Restriction Permit \$175

Driveway Permit \$125

Zoning/Land Use Permit \$100

Certificate of Nonconformance \$100

Record Retention Fee \$40

- for each Building Permit issued by PMCA to assist with the cost of the Township to manage all files as required by the PA Records Retention Act.

SUBDIVISION PLAN FEES AND LAND DEVELOPMENT PLAN FEES

Escrow Deposit applies to Review of Subdivision and Land Development Plans

(I.) Sketch Plans

Escrow- \$500 (Reimbursable)

- A. For subdivision plans, a flat fee of **\$25.00** plus a fee of **\$3.00** for each lot shown thereon.
- B. The applicant shall pay to the Township any fee that is incurred by the Township's solicitor, engineer or zoning officer in regard to review of said plans, **plus an administrative fee of \$10.00.**

(II.) Preliminary Plans

Escrow- \$750 (Reimbursable)

- A. For subdivision plans, a flat fee of **\$25.00** plus a fee of **\$3.00** for each lot shown thereon.
- B. For all other plans, a flat fee of **\$45.00.**
- C. The applicant shall pay to the Township any fee that is incurred by the Township's solicitor, engineer or zoning officer in regard to review of said plans, **plus an administrative fee of \$10.00.**

(III.) Final Plan Fee

Escrow- \$750 (Reimbursable)

- A. For subdivision plans, a flat fee of **\$40.00** plus a fee of **\$3.00** for each lot shown thereon.
- B. For all other plans, a flat fee of **\$25.00.**
- C. The applicant shall pay to the Township any fee that is incurred by the Township's solicitor, engineer or zoning officer in regard to review of said plans, **plus an administrative fee of \$10.00.**
 - o A reimbursement to Tyrone Twp. for shipping used and **\$.25** per copy of extra copies must apply and will be taken from escrow funds.

¹ All plans that are submitted as a combined Preliminary/Final Plan shall be considered a Final Plan unless otherwise determined by the Township.

STORM WATER MANAGEMENT REVIEW, ENFORCEMENT, AND INSPECTION

Level 1: Impervious area is up to 1,000 Ft- Plan Exempt

Engineer Review Fee	\$35.00
---------------------	---------

Level 2: Impervious area is 1,000 ft to 10,000 ft – Exempt if disconnected

Administrative Fee	\$25.00	
Engineer Review Fee	\$35.00	
Engineering Escrow	<u>\$100.00</u>	(Reimbursable)

Total \$160.00

Level 3: Impervious area is between 1,000 ft and 5,000 ft requiring BMPS – Minor Plan

Administrative Fee	\$25.00	
Engineer Review Fee	\$60.00	
Engineering Escrow	<u>\$400.00</u>	(Reimbursable)

Total \$485.00

Level 4: Impervious area is greater than 5,000 ft and cannot be disconnected – Formal Plan

Administrative Fee	\$25.00	
Engineer Review Fee	\$55.00	
Engineering Escrow	<u>\$500.00</u>	(Reimbursable)

Total \$580.00

- Certification and approval completion form must be issued and the property owner is required to record the Stormwater Management Permit with the Office of the Recorder of Deeds, Adams County Courthouse, 117 Baltimore Street, Room 103, Gettysburg, PA 17325.
- **Engineering escrow is an estimate** for review of the stormwater management plan by the Township Engineer to verify compliance with the stormwater management ordinance and for inspection of the stormwater management facilities.
- The Engineering Escrow Fee is an estimate of the anticipated review and inspection cost for the proposed project. **If the engineering cost exceeds the escrow amount, the applicant will be responsible for any additional review or inspection costs. Any remaining funds will be returned to the applicant upon issuance of the final completion certification for the stormwater management facilities.**
- All stormwater management plan reviews for Subdivision and Land Development Plans will be subject to the fee schedule established by the Township for Subdivision and Land Development Plans.

ENGINEER

➤ Engineers for Tyrone Township:

- **William F. Hill & Associates** 717-334-9137
 - William F. Hill: \$120.00 per hour
 - Erik Vranich: \$120.00 per hour

SEWAGE ENFORCEMENT OFFICER (SEO)

- **SEO Permits:** Escrow Account will be established based on SEO Estimate of cost and will include a \$25 administrative fee charged by the Township.
- All SEO Permit applications must be obtained from the SEO of Applicant's choice and Escrow amount paid at the time of application.

You may choose the SEO you wish to use. Request a schedule of fees from the SEO directly.

SEO for Tyrone Township: (Applicant may choose which to use)

- **William F. Hill & Associates** 717-334-9137
 - Bryan Leese: \$80.00 per hour

OR

- **C.S. Davidson, Inc.** 717-814-4576
 - Chris Metz: \$137.64 per hour

- ✓ Permits revoked or suspended for cause, no refunds will be granted
- ✓ All invoices must be paid before the Occupancy Permit will be issued

SOLICITOR

➤ Solicitor for Tyrone Township:

- **Law Offices of Salzmann Hughes, P.C.**
 - Timoth J. Shultis: \$170.00 per hour

SPECIAL COUNSEL

➤ Special Counsel for Tyrone Township:

- **Gates and Gates, P.C.**
 - Samuel A. Gates: \$190.00 per hour

Subdivision/Land Development Professional/Consultant Fee Policy

- A revised schedule of fees required by Tyrone Township for the conduct of business including Subdivision/Land Development fees and escrow for reimbursement of Township costs related to plan review and inspection of improvements, building permit fees, planning fees professional cost(s), zoning fees and reviews, all permit fees and miscellaneous other administrative fees for services.

PA Municipalities Planning Code Requirements and Provisions

This schedule of fees is adopted pursuant to various provisions of the Second-class Township code, P.L. 350, No.60 as amended, pursuant to General Powers, Section 1506, provided for the adoption of regulations for the proper management of township finances and

Whereas the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247 as amended, pursuant to Article V Subdivision and Land development, Section 503, provides for the charge of review fees including the necessary and reasonable charges by the municipality's professional consultants or engineer for review or report and

Whereas the Pennsylvania Municipalities Planning Code, Act of 1968, P.L.805, No. 247 as amended, pursuant to Article VI Zoning. Section 617.3 (e) provides for the governing body to prescribe reasonable fees with respect to the Administration of a zoning ordinance and with respect to hearings before the zoning Hearing Board and

Whereas the Pennsylvania Municipalities Planning Code, Act of 1968, P.L.805, No.247 as amended, pursuant to Article IX Zoning Hearing Board and other Administrative Proceedings, Section 908, provides for the governing body to prescribe reasonable fees with respect to hearings before the Zoning Hearing Board and also for conditional uses before the governing body (Section 913.2) to attach reasonable conditions it may deem necessary to implement the purposes of The Act., and

The Pennsylvania Municipal Planning Code, act of 1968,P.L.805,No.247, as amended, to provide for the charges of necessary and reasonable charges by the municipality's professional consultants for review and/or reports and inspection of improvements; and reasonable fees and cost with respect to hearings before the Municipal Planning Commission, Zoning hearing Board ; reasonable fees and cost with respect to conditional use hearings before the governing body; all permit fees, and reasonable fees with respect to the administration of a zoning ordinance, subdivision and land development ordinance , Stormwater Management , Professional Fees, Administrative Fees and UCC and building fees.

Every applicant, at the time of filing an application for approval of a subdivision or land development, including open space development, shall pay to Tyrone Township a non-refundable filing fee and funds for deposit in an escrow account provide for the payment of review fees including reasonable and necessary charges by the municipality's professional consultants for site plan review and report thereon. The escrow deposit for site plan review shall be in accordance with the following.

The escrow deposit for site plan review referred to above shall be used to pay for the reasonable and necessary charges by the municipality's professional consultants including but not limited to architects, attorneys, certified public accountants, engineers, geologist, land surveyors, landscape architects and planners, for the review and report thereon of subdivision and land developments, legal documents agreement and performance guarantees, and other matters related to the review and approval of the application. This escrow account is separate from and does not include the escrow deposit for site inspection and other monitoring during development set forth. Such review fees shall be reasonable and in accordance with the ordinary and customary charges for similar services in the community but in no event shall exceed the rate or cost charged by the professional consultants for comparable services to the municipality for services which are not reimbursed or otherwise imposed on applicants.

Every applicant, after receiving final approval of a subdivision, land development or open space development plan, but before any building permits may be issued or any development activity or construction commenced, shall pay to the Township of Tyrone an escrow deposit for the cost of reasonable expenses incurred in connection with the inspection of improvements. The Escrow deposit shall be used to pay for site inspections, monitoring and other expenses charged by the municipality's professional consultants, including but not limited to architects, engineers, attorneys, planners, landscape architects and certified accountants during construction development. Such expenses shall be reasonable and customary.

- Escrow account Deposits shall be based on recommendation of the Township Engineer and shall be reasonable and unused funds remaining will be returned to the depositor after an administrative fee is withheld. Funds from the escrow account will be used to pay for Professional and consultant fees and shall be reasonable.

- Escrow Accounts shall not go below fifty percent (50%) of the original deposit and the Township will require additional deposits to restore funds to the original deposit within 10 days. All work or reviews shall stop until the escrow account is restored.



RESOLVED THIS 2nd day of January 2024 by the Board of Supervisors of Tyrone Township, Adams County, Pennsylvania

ATTEST:

Dawn Felts

Secretary

[Signature]
Chairman

