

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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**I. PERMITS**

***Please Note:***

- *All permit applications must be filed with the Township Zoning Officer. Any application which is incomplete will not be accepted for review by the Township. When an application is rejected, the applicant shall be informed of the specific deficiencies of the application and instructed in fulfilling the application requirements. Upon acceptance of an application, the application will be stamped with the acceptance date.*
- *In the event that construction is started without first obtaining all required permits, the stipulated fees will automatically be increased by one hundred percent (100%).*
- *An administrative processing fee of \$100.00 or ten percent (10%) of the cost of the permit, whichever is higher, shall be charged upon written request for cancellation of any permit.*
- *All permits are adopted pursuant to the Uniform Construction Code.*

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**A. BUILDING PERMITS**

1. RESIDENTIAL BUILDINGS - Unit as defined in this section shall be each portion of a building capable of being separately owned or leased.

- |    |  |   |
|----|--|---|
| a. | Plan Review Fee - All building permits are subject to this fee.  | \$35  |
| b. | New Residential Construction including additions and accessory buildings (Single Family, Multiple Unit and Mobile Home).     |   |
|    | <i>Area calculations to be made using outside dimensions of all living areas plus garage and new building basement area.</i> |   |
|    | <ul style="list-style-type: none"> <li>• Less than 1,000 sq. feet</li> </ul>   | \$400 plus .45¢<br>Per sq. ft.                                      |
|    | <ul style="list-style-type: none"> <li>• 1,000 sq. feet or greater</li> </ul>  | \$1,200 plus .45¢<br>Per sq. ft.                                    |
| c. | Use and Occupancy Permits: (new construction)<br><b><i>To be paid when permit is issued.</i></b>                             | \$100   |
| d. | Alterations, Renovations and Repairs   | \$75 plus \$15 per<br>\$1,000 of construction<br>cost               |
| e. | Sheds, Open Decks, Porches, Patios, Pergolas, Piers, or<br>Driveway Gates  |   |
|    | <ul style="list-style-type: none"> <li>• Less than 100 sq. feet</li> </ul>   | \$75 minimum  |
|    | <ul style="list-style-type: none"> <li>• 100 sq. feet or greater</li> </ul>  | \$75 plus \$15 per<br>additional 100 sq. ft. or<br>fraction thereof |
| f. | Pergolas   | \$75  |
| g. | Residential Roofing 100 sq. ft. or over (not requiring Structural<br>Changes)  | \$75  |
| h. | Windows, vinyl / aluminum siding and doors requiring structural<br>changes   | \$75  |
| i. | Certificate of Occupancy (other than new construction)<br><b><i>To be paid when permit is issued.</i></b>                    | \$25  |
| J. | Re-inspection Fees   | \$70  |

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|-------------------------------------|--|------------------|
| k. Mobile Home Parks                |  |                  |
| • Pad Fee – Single                  |  | \$500            |
| • Pad Fee – Double                  |  | \$1,000          |
| • Placement or Replacement          |  | \$200            |
| • Annual License                    |  | \$500 pd. yearly |
| • One Time Escrow paid at inception |  | \$1,000          |

2. NON-RESIDENTIAL BUILDING

- |   |  |  |
|---|--|--|
| a. Plan Review Fee - All building permits are subject to this fee.  |  | Fifteen (15%) percent of total permit cost                     |
| b. Commercial, Industrial, Shopping Center, Professional, Including all Buildings and Additions                                       |  | \$1,200 plus .75¢ per sq. ft.                                  |
| <i>Area calculations to be made using outside dimensions of all living areas plus garage and new building basement area.</i>          |  | Plus \$250 per unit within building                            |
| <i>Compliance deposit will be refunded upon issuance of Certificate of Occupancy and payment of any extra charges, if applicable.</i> |  | Plus \$300 per unit compliance                                 |
| c. Commercial Accessory Building: for storage of materials not related to business use of property – minimum to 100 sq. ft.           |  |  |
| • Less than and up to 100 sq. feet  |  | \$200  |
| • 100 sq. feet or greater   |  | \$200 plus \$50 per additional 100 sq. ft. or fraction thereof |
| d. Commercial Use and Occupancy Permits<br><b><i>Paid when permit is issued.</i></b>  |  | \$300  |
| e. Commercial Certificate of Occupancy - For renovations, additions, change of occupant or occupancy                                  |  | \$100  |
| f. Commercial Alterations, Renovations and Repairs  |  |  |
| • Less than 1,000 sq. feet  |  | \$100  |
| • 1,000 sq. feet or greater   |  | \$100 plus \$20 per \$1,000 of construction cost               |

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**B. ELECTRICAL PERMITS**

1. RESIDENTIAL ELECTRIC

a. Plan Review Fee - All electrical permits are subject to this fee.	\$30
Single Meter 30 thru 200 Amps	\$100
Single Meter 201 thru 400 Amps	\$125
Single Meter 401 thru 600 Amps	\$200
Single Meter 601 thru 1200 Amps	\$275
Trench Inspection	\$60
Temporary Services	
30 thru 200 Amps	\$100
201 thru 400 Amps	\$125
Over 400 Amps	\$150
Entire Dwelling Unit and / or an Accessory Structure – <i>if you have both types, a permit is required for each structure</i> (Service, rough & final inspections included):	
Single Family Dwelling - 200 Amps and under	\$175
Single Family Dwelling - 201 thru 400 Amps	\$200
Single Family Dwelling over 400 Amps	\$250
Multi-Family Dwelling	\$100 per unit
Residential Addition/Alteration/Renovation (incl. rough & final inspection)	\$150
Additional Sub-Panel	\$50
Feeders and Sub-Panels	
30 thru 200 Amps	\$75
201 thru 400 Amps	\$90
401 thru 600 Amps	125
601 thru 1200	156
Electric Signs	
Single Unit	\$50
Each additional unit	\$12
Parking Lot Poles	
First five fixtures	\$55
Each additional fixture	\$7
Cell Sites – service & equipment	\$125
Car Charging Stations / Solar Batteries	\$100
Primary Transformers, Vaults, Enclosures & Sub-stations	
200 KVA and under	\$75
Over 200 through 500 KVA	\$108
Over 500 KVA	\$228

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**HVAC Equipment Replacements** **\$75**

Re-inspections \$36

Alternative Energy Solar, Wind, Etc.

Up to 10 kW	\$200
11 – 100 kW	\$20 per kW
101 – 500 kW	\$15 per kW
Over 500 kW	\$10 per kW

2. NON-RESIDENTIAL ELECTRICAL

a. Plan Review Fee - All electrical permits are subject to this fee.	Fifteen percent (15%) of total permit cost
--	--

The following fees are based on the total cost of electrical portion of a Construction project.

Up to \$6,000	\$175
From \$6,001 to \$10,000	\$200
From \$10,001 to \$15,000	\$225
From \$15,001 to \$20,000	\$250
From \$20,001 to \$30,000	\$300
From \$30,001 to \$40,000	\$350
From \$40,001 to \$50,000	\$400
From \$50,001 to \$60,000	\$450
From \$60,001 to \$70,000	\$500
From \$70,001 to \$80,000	\$550
From \$80,001 to \$90,000	\$600
From \$90,001 to \$100,000	\$650
From \$100,001 to \$150,000	\$725
From \$150,001 to \$200,000	\$800
From \$200,001 to \$250,000	\$875
From \$250,001 to \$300,000	\$950
From \$300,001 to \$350,000	\$1,025
From \$350,001 to \$400,000	\$1,100
From \$400,001 to \$450,000	\$1,175
From \$450,001 to \$500,000	\$1,250
From \$500,001 to \$550,000	\$1,325
From \$550,001 to \$600,000	\$1,400
From \$600,001 to \$650,000	\$1,475
From \$650,001 to \$700,000	\$1,550
From \$700,001 to \$750,000	\$1,625
From \$750,001 to \$800,000	\$1,700
From \$800,001 to \$850,000	\$1,775
From \$850,001 to \$900,000	\$1,850
From \$950,001 to \$1,000,000	\$1,925
Over \$1,000,000	Call for information

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**C. GENERATORS**

*Listed below are the fees associated for the installation of a Generator.*

- If the generator will run on Natural Gas, a mechanical permit is required.
- If the generator will run on Propane, a mechanical permit ***is not*** required.

**Permit Fees**

Propane Generator	\$250
Natural Gas Generator	\$400

**D. MECHANICAL PERMITS**

1. **RESIDENTIAL MECHANICAL**

a. Plan Review Fee - All mechanical permits are subject to this fee.	\$35
b. New Installation	
First \$1,000 of installation cost or fraction thereof	\$90
Each additional \$1,000 of installation cost or fraction thereof up to \$5,000	\$30
Each additional \$1,000 of installation cost or fraction thereafter	\$20
c. Existing Residential Repair/Replacement/Alteration	\$75

2. **NON-RESIDENTIAL MECHANICAL**

a. Plan Review Fee - All mechanical permits are subject to this fee.	Fifteen percent (15%) of total permit cost
b. Commercial Mechanical Fees	
First \$1,000 of installation cost or fraction thereof	\$150
Each additional \$1,000 of installation cost or fraction thereof up to \$5,000	\$50
Each additional \$1,000 of installation cost or fraction thereafter	\$25

**E. MISCELLANEOUS PERMITS**

1. Sports Court – per court	\$300
2. Structural Moving and / or demolition	
- Residential	\$100
- Residential Accessory Building	\$75
- Non-Residential	\$500
Compliance fee for return of site to natural state.	\$500

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- |   |  |
|---|--|
| 3. Special Temporary Permit for tents, air supported structures, and other temporary structures to be erected for a period not exceeding ninety (90) days per year for religious, educational, recreational, or similar purposes. | \$50 per structure per week (\$150 Minimum)    |
| a. If temporary tent, air supported structure or other temporary structure as noted above includes electrical and mechanical, additional fees will be charged.  | Calculated at time permit issued; \$50 Minimum |
| 4. Temporary Permits (Not to exceed one (1) year) - Pursuant to Section 2105 of the Zoning Ordinance for uses incidental to housing or construction projects.   | \$200  |
| 5. Fee in Lieu of Tree Replacement – Any tree greater than 6 inch caliper – Call office for information   | \$500 per Tree                                 |

**F. PLUMBING PERMITS**

- |  |  |
|--|--|
| 1. <u>RESIDENTIAL PLUMBING</u> - Ordinary repairs, replacements or upgrades to bathroom and kitchen fixtures that do not require relocation of traps, stacks, vents, etc. <b>do not require permits.</b> |  |
| a. Plan Review Fee - All plumbing permits are subject to this fee.   | \$35                                       |
| b. Single Family Dwelling and Multi-family Units   | \$50 plus \$15 per fixture                 |
| c. Residential Addition, Renovation or Alteration  | \$50 plus \$15 per fixture                 |
| 2. <u>NON-RESIDENTIAL PLUMBING</u>   |  |
| a. Plan Review Fee - All plumbing permits are subject to this fee.   | Fifteen percent (15%) of total permit cost |
| b. Commercial & Industrial   | \$250 plus \$50 per fixture                |
| c. Commercial Addition, Renovation or Alteration   | \$150 plus \$50 per fixture                |
| d. Repairs to broken sewer or water lines:<br>All excavated repairs must be inspected before covering -  | \$50 per inspection                        |
| e. Sewer Line Connection   |  |
| • First ten (10) feet  | \$100                                      |
| Plus   |  |
| • Each ten (10) feet thereafter  | \$5  |

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- Must be inspected prior to covering. If re-inspected, then \$100 per Re-inspection
  
- f. Water Line Connection - In accordance with Solebury Township Ordinance No. 36
  - First ten (10) feet \$100
  - Plus Each ten (10) feet thereafter \$25
  - Must be inspected prior to covering. If re-inspected, then \$100 per Re-inspection
  
- g. Sewage Maintenance Agreement – Administrative Fee \$1,000

**G. SWIMMING POOL PERMITS**

1. All in-ground pools 1.5% of construction costs - \$400 minimum
  
2. All above-ground pools designed for 24" of water depth or greater \$200
  
3. Other fees:
  - Pool Bonding @ steel \$60
  - Deck Bonding \$60
  - In-ground Pools - **Electrical** \$225
  - Above ground Pools - **Electrical** \$175
  - Hot Tubs - **Electrical** \$100
  - Final Inspection \$100
  - Pennsylvania Pool Certification – Commercial Pools Only \$270
  
4. Installation or Replacement of Swimming Pool Fence \$50

**H. WELL PERMITS**

1. Well Drilling Permits
  - Class I \$175
  - Class II \$200
  - Class III \$250
  
2. Geo Thermal Well Permits \$175

**I. ZONING PERMITS**

Are required for all permits as the Zoning Department reviews each permit request.

1. Residential \$50
2. Non-Residential \$150

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**II. OTHER FEES & PERMITS**

**A. ACT 537 PLANNING MODULE REVIEW NOT ASSOCIATED WITH SUBDIVISION OR LAND DEVELOPMENT SUBMISSION**

Non-Refundable Filing Fee	\$500
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**B. APPROVAL EXTENSION VERIFICATION UNDER THE DEVELOPMENT PERMIT EXTENSION ACT (PREVIOUSLY ENTITLED SENATE BILL 1042 – PERMIT EXTENTSIONS)**

- |                              |       |
|------------------------------|-------|
| 1. Residential Verifications | \$100 |
| 2. Commercial Verifications  | \$500 |

**C. CONDITIONAL USE**

- |   |         |
|---|---------|
| 1. <u>RESIDENTIAL CONDITIONAL USE:</u>  |         |
| A. Filing fee for Conditional Use other than Telecommunications, as required under the Solebury Township Zoning Ordinance, as amended. <b><i><u>This filing fee is non-refundable.</u></i></b>              | \$1,100 |
| B. Applicant shall file a Professional Services Agreement with an initial escrow to cover all engineering, legal, consultant and administrative costs.  | \$2,500 |
| 2. <u>COMMERCIAL CONDITIONAL USE:</u>   |         |
| A. Filing fee for Conditional Use relating to Telecommunications Applications as required under the Solebury Township Zoning Ordinance, as amended. <b><i><u>This filing fee is non-refundable.</u></i></b> | \$1,100 |
| B. Applicant shall file a Professional Services Agreement with an initial escrow to cover all engineering, legal, consultant and administrative costs.  | \$5,000 |
| 3. <u>TELECOMMUNICATIONS CONDITIONAL USE:</u>   |         |
| A. Filing fee for Conditional Use relating to Telecommunications Applications as required under the Solebury Township Zoning Ordinance, as amended. <b><i><u>This filing fee is non-refundable.</u></i></b> | \$5,000 |
| B. Applicant shall file a Professional Services Agreement with an initial escrow to cover all engineering, legal, consultant and administrative costs.  | \$5,000 |

**D. COPIES**

(A “photocopy” is either a single-sided copy or one side of a double-sided black-and-white copy or color copy.)

<u>Paper Size</u>	<u>B/W</u>	<u>Color</u>
1. Standard one-sided 8.5” x 11” paper, per page	.25¢	.50¢
2. Standard one-sided 8.5” x 14” paper, per page	.50¢	\$1

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3. Standard one-sided 11" x 17" paper, per page	\$1	\$2
4. Plan Copies, one-sided 24" wide	\$3.65	\$4.00
5. Plan Copies, one-sided 36" wide	\$4.50	\$5.00

**E. CREDIT CARD FEES**

**Minimum credit card transaction is \$10.** Charge is per transaction / credit card swipe.

1. \$10 to \$500	\$3.25	
2. \$501 - \$1,000	\$5.50	
3. \$1,001 to \$2,500	\$12.50	
4. \$2,501 plus	2% of amount	charged

**F. CURATIVE AMENDMENT / SUBSTANTIVE VALIDITY CHALLENGE**

The filing fee shall be used to pay Solebury Township’s expenses in regard to said application. The applicant shall agree in writing to pay said costs if said costs exceed the filing fee. **This filing fee is non-refundable.** \$10,000

*A Curative Amendment challenge by the landowner is submitted to the Governing Body of the Township (i.e. Board of Supervisors); a Substantive Validity Challenge by the landowner is submitted to either the Zoning Hearing Board or Governing Body of the Township (i.e. Board of Supervisors).*

**G. EMERGENCY SERVICES REVIEW**

*ALL REVIEWS SHALL BE COORDINATED BY THE SOLEBURY TOWNSHIP CHIEF OF POLICE*

1. Residential Subdivisions		
One to ten lots or dwelling unit (d.u.)		\$600
Eleven or more lots or d.u.		\$1,000
2. Commercial Subdivision		\$1,000
3. Industrial Subdivision (Light Industrial District):		\$1,000
4. Quarry/Agricultural District Subdivision:		\$1,000
5. Residential Land Developments:		
One to ten lots or d.u.		\$600
Eleven to Forty-nine lots or d.u.		\$1,000
Fifty or more lots or d.u.		\$1,500
6. Commercial Land Developments		\$1,500
7. Industrial Land Development (Light Industrial District)		\$1,500

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**H. EROSION, SEDIMENTATION & GRADING / STORMWATER MANAGEMENT**

1. RESIDENTIAL AND / OR COMMERCIAL

- |   |  |   |
|---|--|---|
| a.  | All Erosion, Sedimentation and Grading Permits - Filing Fee  | \$150   |
| b.  | Escrow (non-interest bearing) - Professional Services Agreement requiring replenishment of original escrow within fifteen days of written notice when balance drops below \$500 (Residential) and \$1,000 (Commercial). Funds held in the escrow account shall not be returned until all Township invoices have been paid by the applicant. (Normally within 90 days of the issuance of the Certificate of Occupancy). | \$2,500<br>Residential<br><br>\$5,000<br>Commercial |
| <i>All consultant expenses, including but not limited to reviews, inspections, recording fees, etc. performed by the Township Engineer, Township Solicitor and/or any other Township consultant shall be charged against the posted escrow.</i> |  |   |
| c.  | Stormwater Exemption Fee – if applicable as determined by the Township Engineer  | \$750   |

**I. FIREWORKS DISPLAY PERMIT**

- |    |            |       |
|----|------------|-------|
| 1. | Permit fee | \$250 |
|----|------------|-------|

**J. FLOODPLAIN PERMIT**

- |    |   |         |
|----|---|---------|
| 1. | Non-refundable Filing Fee                   | \$150   |
| 2. | Professional Services Agreement with Escrow | \$2,500 |

**K. HEARING BEFORE THE BOARD OF APPEALS**

- |    |  |         |
|----|--|---------|
| 1. | Filing Fee per submitted application. <b><u>This filing fee is non-refundable.</u></b> | \$1,100 |
|----|--|---------|

**L. HEARING BEFORE THE BOARD OF SUPERVISORS**

- |    |  |         |
|----|--|---------|
| 1. | Filing Fee per submitted application. The filing fee is for any hearing not otherwise specified before the Solebury Township Board of Supervisors. | \$3,000 |
|----|--|---------|

The filing fee shall be used to pay Solebury Township’s expenses in regard to said application. The applicant shall agree in writing to pay said costs if said costs exceed the filing fee. **This filing fee is non-refundable.**

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**M. HISTORICAL ARCHITECTURAL REVIEW BOARD APPLICATIONS**

- |   |      |
|---|------|
| 1. Filing Fee per submitted application. This filing fee <i>is non-refundable</i> . | \$75 |
| 2. Repair or Replacement-In-Kind  | \$10 |

**N. MEETINGS WITH TOWNSHIP ENGINEER**

Township **property owners** may schedule meetings with the Township Engineer to discuss proposed projects. The following fees apply:

- |   |           |
|---|-----------|
| 1. One (1) meeting                                    | No Charge |
| 2. All subsequent meetings payable at time of meeting | \$150     |

**Potential Buyers / Other Interested Parties** may schedule meetings with the Township Engineer to discuss proposed projects *with written consent of property owner*.

- |   |       |
|---|-------|
| 1. Each meeting, payable at time of meeting | \$150 |
|---|-------|

**O. ORDINANCE / PLAN PURCHASE PRICES (Paper Copies)**

- |   |                |
|---|----------------|
| 1. Township’s Code of Ordinances (Electronic)<br>Can be provided via USB plus mailing fee | \$ 10<br>\$ 2  |
| 2. Subdivision & Land Development Ordinance<br>If Mailed                                  | \$ 50<br>\$ 65 |
| 3. Comprehensive Plan<br>If Mailed  | \$ 50<br>\$ 65 |
| 4. Park & Recreation Master Plans<br>If Mailed  | \$ 50<br>\$ 60 |
| 5. Act 537 Sewage Facilities Plan<br>If Mailed  | \$ 50<br>\$ 60 |
| 6. Open Space Plan<br>If Mailed   | \$ 50<br>\$ 60 |
| 7. HARB Design Guidelines<br>If Mailed  | \$ 20<br>\$ 30 |
| 8. HARB History & Maintenance Manual<br>If Mailed   | \$ 20<br>\$ 30 |

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*Each of the above Ordinances or Plans may be purchased electronically via a USB.*

- Cost of USB \$ 10
- Mailing fee \$ 2

**P. PARKS & RECREATION FEE IN LIEU**

1. The Current Year Parks & Recreation Fee In Lieu of Land Contribution shall remain at a cost per Residential dwelling unit and \$4,000
  
- Per Four Thousand Square Foot (4,000 SF) or portion thereof of Non-Residential Construction. \$4,000

**Q. QUARRY PERMITS**

1. Yearly Fee \$250
2. Expense Escrow \$500

**R. RIGHT-TO-KNOW FEES**

Solebury Township has established the following fee structure in accordance with law as established by the Office of Open Records.

**Fee Structure**

- Copies
 

	<u>Paper Size</u>	<u>B/W</u>	<u>Color</u>
A “photocopy” is either a single-sided copy or one side of a double-sided black-and-white copy or color copy.	Standard one-sided 8.5” x 11” paper, p.p.	.25¢	.50¢
	Standard one-sided 8.5” x 14” paper, p.p.	.50¢	\$1
	Standard one-sided 11” x 17” paper, p.p.	\$1	\$2
Plan copies are printed single-sided only in black & white (B/W) or color. Two sizes are available.	Plan Copies: one-sided 24” wide	\$3.65 B/W	\$4.50 Color
	one-sided 36” wide	\$4.00 B/W	\$5.00 Color
  
- Certification of a Record \$5 per record, not per page. Please Note: Certification does not include notarization fees.
  
- Specialized documents: For example, but not limited to, blue prints, color copies, non-standard sized documents, USBs, etc. Actual Cost  
Example: USB \$10 plus \$2 postage  
Example: 24” wide Plan Copies \$3.65 per pg.

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- Redaction Fee No Redaction Fee
  
- Conversion to Paper If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media unless the requester specifically requests for the record to be duplicated in the more expensive medium. (Sec. 1307(e)).
  
- Postage Fees Actual Cost of Mailing
  
- Statutory Fees: Police Departments have the authority to charge per report for providing a copy of a vehicle accident report. 75 Pa.C.S. §3751 (b)(2). Up to \$15 per report

Fee Limitations: Except as otherwise provided by statute, the law states that no other fees may be imposed unless Solebury Township necessarily incurs costs for complying with the request, and such fees must be reasonable. No fee may be imposed for the Township’s review of a record to determine whether the record is a public record, legislative record or financial record subject to access in accordance with this Act. No fee may be charged for searching for or retrieval of documents. Solebury Township may not charge staff time or salary for complying with a Right-to-Know Request.

Prepayment: Prior to granting a request for access in accordance with this Act, Solebury Township may require a requester to prepay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100.

**S. ROAD OCCUPANCY PERMIT**

1. Permit fee for each road entrance and inspection \$350
  
2. Compliance Deposit Fee. The compliance deposit will be refunded, without interest, upon completion of driveway & Township approval. \$1,000

A Township service fee at the rate of 1 1/2% per month which is an annual percentage rate of 18% will be applied to the compliance deposit and deducted from the compliance deposit on all expired permits.

3. Certification of State Road Occupancy Permit \$250

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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**T. SIGN REGISTRATION FEES**

1. Up to 10 sq. ft.	\$ 50
2. 11 to 20 sq. ft.	\$100
3. 21 to 30 sq. ft.	\$175
4. 31 to 40 sq. ft.	\$250
5. 41 to 50 sq. ft.	\$350
6. Over 50 sq. ft.	\$350 plus \$30 per sq. ft.
7. Temporary sign permit	\$ 25

**U. SUBDIVISIONS AND LAND DEVELOPMENT AND CONDITIONAL USE**

All applications must be filed with the Township. Any application which is incomplete will not be accepted for review by the Township. When an application is rejected, the applicant shall be informed of the specific deficiencies of the application and instructed in fulfilling the application requirements. Upon acceptance of an application, the application will be stamped with the acceptance date.

For Subdivision and Land Development projects, the applicable *Plan Filing Fee* (preliminary and/or final), *Escrow Deposit and Emergency Services Review Fee* are payable at the time of Plan Submission. A fully executed Township **Professional Services Agreement (PSA)** shall be submitted simultaneously with the Preliminary Plan submission. *(Separate checks shall be submitted to cover the amounts of the filing fee, emergency services review and escrow deposit).*

- The Preliminary and Final Plan filing fees will cover the Township review process for a particular application with the exception of the Emergency Services Review which is covered by a separate fee.
- The escrow deposit covers the cost of postage, advertising, stenographic services, legal and engineering services, traffic design, site design, landscape architecture and other services which the Board of Supervisors deems necessary for the examination of subdivision, land development or other applications.

Under the *Professional Services Agreement*, the applicant shall be obligated to reimburse the Township for all fees, costs and expenses noted above, that are incurred by the Township in conjunction with the application. Refer to the *Professional Services Agreement* for details related to escrow statement invoicing and replenishment of the escrow balance.

A ten percent (10%) administrative fee shall be added to all applicable charges invoiced to the escrow account. This fee shall be added to the total of each Township invoice and deducted from the escrow account. Refer to the *Professional Services Agreement* for detailed information.

Upon the recording of a subdivision plan with the Recorder of Deeds, or upon final action by the Board of Supervisors or upon withdrawal of the application by the applicant, and after payment of all advertising, engineering, legal and other expenses incurred by the Township, the balance of the escrow deposit shall be refunded upon written request to the applicant. Funds held in the escrow account shall not be returned until all Township invoices have been paid by the applicant.

No final plans will be signed and/or released by the Board of Supervisors until all fees and costs for the review of the subdivision or land development have been paid in full.

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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**SCHEDULE OF FEES FOR SUBDIVISIONS & LAND DEVELOPMENT  
PAYMENT FOR FILING FEE AND ESCROW DEPOSIT TO BE MADE BY SEPARATE CHECKS**

1.	Request to meet with Township Administration and Township consultant(s) not involving a submission or site visit.	PSA with escrow \$2,500
2.	Pre-Application Meeting Fee (not involving a Sketch Plan) meeting involving one or more Township consultants.	PSA with escrow \$2,500
3.	Pre-Application Site Visit fee (not involving a Sketch Plan) involving one or more Township consultants.	PSA with escrow \$2,500
4.	Sketch Plans: A fully executed Township Professional Services Agreement shall be submitted simultaneously with the Sketch Plan submission for payment of engineering, legal, consultant and administrative costs.	Escrow Deposit: \$2,500 – Residential \$5,000 - Commercial
5.	Major Subdivisions / Residential Subdivision <b><u>Preliminary Plan</u></b> One (1) to Ten (10) Lots or Dwelling Units (d.u.) <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul> Eleven (11) to Twenty (20) Lots or Dwelling Units <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul> Twenty-one (21) or more Lots or Dwelling Units <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul>	\$500 plus \$150 per lot or d.u. \$2,500  \$700 plus \$200 per lot or d.u. \$2,500  \$700 plus \$200 per lot or d.u. \$2,500
6.	Major Subdivisions / Residential Subdivision <b><u>Final Plan</u></b> One (1) to Ten (10) Lots or Dwelling Units <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul> Eleven (11) to Twenty (20) Lots or Dwelling Units <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul> Twenty-one (21) or more Lots or Dwelling Units <ul style="list-style-type: none"><li>• Filing Fee</li><li>• Escrow Deposit with completed PSA</li></ul>	\$300 plus \$100 per lot or d.u. \$2,500  \$500 plus \$150 per lot or d.u. \$2,500  \$500 plus \$150 per lot or d.u. \$2,500

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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7.	Commercial Subdivision <u>Preliminary Plan</u>	
	• Filing Fee	\$2,500 plus \$100 per unit
	• Escrow Deposit with completed PSA	\$5,000
8.	Commercial Subdivision <u>Final Plan</u>	
	• Filing Fee	\$1,000 plus \$80 per unit
	• Escrow Deposit with completed PSA	\$5,000
9.	Industrial Subdivision (Light Industrial) <u>Preliminary Plan</u>	
	• Filing Fee	\$2,500 plus \$100 per lot
	• Escrow Deposit with completed PSA	\$5,000
10.	Industrial Subdivision (Light Industrial) <u>Final Plan</u>	
	• Filing Fee	1,000 plus \$50 per lot
	• Escrow Deposit with completed PSA	\$5,000
11.	Minor Subdivisions	
	• Filing Fee	\$1,000
	• Escrow Deposit with completed PSA	\$2,500
12.	Quarry/Agricultural District Subdivision <u>Preliminary Plan</u>	
	• Filing Fee	\$5,000
	• Escrow Deposit with completed PSA	\$2,500
13.	Quarry/Agricultural District Subdivision <u>Final Plan</u>	
	• Filing Fee	\$3,000
	• Escrow Deposit with completed PSA	\$2,500
14.	Land Development / Residential <u>Preliminary Plan</u>	
	One (1) to Ten (10) Lots or Dwelling Units	
	• Filing Fee	\$500 plus \$150 per lot or d.u.
	• Escrow Deposit with completed PSA	\$2,500
	Eleven (11) to Twenty (20) Lots or Dwelling Units	
	• Filing Fee	\$700 plus \$200 per lot or d.u.
	• Escrow Deposit with completed PSA	\$2,500
	Twenty-one (21) or more Lots or Dwelling Units	
	• Filing Fee	\$700 plus \$200 per lot or d.u.
	• Escrow Deposit with completed PSA	\$2,500

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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15. Land Development / Residential **Final Plan**  
One (1) to Ten (10) Lots or Dwelling Units
- Filing Fee \$300 plus \$100 per lot or d.u.
  - Escrow Deposit with completed PSA \$2,500
- Eleven (11) to Twenty (20) Lots or Dwelling Units
- Filing Fee \$500 plus \$150 per lot or d.u.
  - Escrow Deposit with completed PSA \$2,500
- Twenty-one (21) or more Lots or Dwelling Units
- Filing Fee \$500 plus \$150 per lot or d.u.
  - Escrow Deposit with completed PSA \$2,500
16. Land Development / Commercial **Preliminary Plan**
- Filing Fee \$2,500 plus \$70 for each 1,000 sq. ft of gross floor area
  - Escrow Deposit with completed PSA \$5,000
17. Land Development / Commercial **Final Plan**
- Filing Fee \$1,000 plus \$60 for each 1,000 sq. ft of gross floor area
  - Escrow Deposit with completed PSA \$5,000
18. Industrial Land Development **Preliminary Plan** (Light Industrial)
- Filing Fee \$2,500 plus \$20 for each 1,000 sq. ft of gross floor area
  - Escrow Deposit with completed PSA \$5,000
19. Industrial Land Development **Final Plan** (Light Industrial)
- Filing Fee \$1,000 plus \$40 for each 1,000 sq. ft of gross floor area
  - Escrow Deposit with completed PSA \$5,000
20. Quarry/Agricultural District Land Development **Preliminary Plan**
- Filing Fee \$10,000
  - Escrow Deposit with completed PSA \$5,000
21. Quarry/Agricultural District Land Development **Final Plan**
- Filing Fee \$5,000
  - Escrow Deposit with completed PSA \$5,000

**SOLEBURY TOWNSHIP – EXHIBIT ‘C’  
2024 FEE SCHEDULE**

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**Please Note:**

- ALL FILING FEES ARE NON-REFUNDABLE
  
- ANY WRITTEN NOTICE FROM THE TOWNSHIP TO REPLENISH ANY ESCROW FUND THAT IS NOT HONORED FOR A PERIOD OF THIRTY (30) DAYS, SHALL RESULT IN A CESSATION OF ALL REVIEWS, INSPECTIONS, PERMITS AND THE LIKE UNTIL SUCH ESCROW IS REPLENISHED TO A LEVEL ACCEPTABLE TO THE TOWNSHIP.
  
- A FULLY EXECUTED TOWNSHIP PROFESSIONAL SERVICES AGREEMENT SHALL BE SUBMITTED SIMULTANEOUSLY WITH ANY SUBDIVISION AND/OR LAND DEVELOPMENT PLAN SUBMISSION.
  
- THE CURRENT YEAR PARK AND RECREATION FEE IN LIEU OF LAND CONTRIBUTION SHALL REMAIN AT \$4,000 PER RESIDENTIAL DWELLING UNIT AND \$4,000 PER FOUR THOUSAND SQUARE FOOT (4,000 SF) OR PORTION THEREOF OF NON-RESIDENTIAL CONSTRUCTION.

**V. TAX CERTIFICATION / DUPLICATE ISSUANCE**

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|--|-------------|
| 1. Tax Certification Fee – Payable directly to the elected Tax Collector | <b>\$40</b> |
| 2. Tax Duplicate Fee – Payable directly to the elected Tax Collector     | \$10        |

**W. ZONING HEARING BOARD APPEAL**

The filing fee for an appeal to the Zoning Hearing Board from an order, requirement, decision or determination of the Administrative Office, and for all requests to the Zoning Hearing Board for a variance or special exception shall be in accordance with the following schedule, and **all filing fees are not refundable.**

- |   |          |
|---|----------|
| 1. Filing Fee – Single Family Residential   | \$1,100  |
| 2. Filing Fee - Multi-Family Establishment – Per Unit   | \$1,100  |
| 3. Filing Fee - Commercial  | \$1,350  |
| 4. An appeal from the denial of a Certificate of Appropriateness under Township Ordinance No. 68  | \$600    |
| 5. Other, including appeals from the granting of a Conditional use, subdivision, land development | \$1,850  |
| 6. Floodplain Special Exception   | \$2,350  |
| 7. Challenge to Validity of Zoning Ordinance  | \$10,000 |

The filing fee shall be determined upon the present or proposed use of the property if it is different than the Zoning Classification of the property.

**X. ZONING OFFICER OPINION LETTER**

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|--------------------------------------|-------|
| 1. Zoning Officer Opinion Letter Fee | \$100 |
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