

**WEST PIKELAND TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2018-06
2018 FEE SCHEDULE
As Amended August 20th, 2018**

WHEREAS, the Board of Supervisors of West Pikeland Township, Chester County, Pennsylvania is authorized to impose reasonable fees with respect to the administrative costs involved and pursuant to the grant of powers set forth in the Second Class Township Code; and

WHEREAS, West Pikeland Township desires to amend this Resolution as to enact the following new Fee Schedule for the year of 2018.

BE IT HEREBY RESOLVED, 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; therefore, let it be known that the Schedule of Fees for the West Pikeland Township, Chester County, Pennsylvania, for the year 2018, has been set as follows:

SECTION 1 – GENERAL FEES & CHARGES

PERMIT FEES

Construction Permits:

Note – All Construction Permit applications must be accompanied by the appropriate Plan Review or Application Fee. \$4.50 surcharge per permit is required to be assessed on each permit issued, in accordance with Pennsylvania Act 157 of 2006. Any work requiring a permit which is begun without an approved permit being issued will automatically double the permit fees.

**A 10% administrative fee will be added to all issued permits.*

Residential

One & Two Family Dwellings

New Construction

Plan Review	\$150.00/submittal
Single Family Dwelling up to 3,500 gross square feet	\$595.00
Per 100 gross square feet or fraction thereof above 3,500 square feet	\$20.00

**Mechanical, Electrical and Plumbing Permit Fees Additional*

**Gross square footage shall include basement, each floor level, garage, decks and porches*

**Measurements shall be from exterior face of wall to exterior face of wall*

Additions

Plan Review	\$85.00/submittal
Up to 500 gross square feet	\$225.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$20.00

**Mechanical, Electrical and Plumbing Permit Fees Additional*

Alterations

Plan Review	\$85.00/submittal
Based on 2 inspections	\$125.00 minimum

**Additional inspections charge re-inspection fees*

**Mechanical, Electrical and Plumbing Permit Fees Additional*

Decks/Accessory & Utility Buildings

Plan Review	\$85.00/submittal
Up to 500 gross square feet (unfinished & unconditioned*)	\$200.00
*where an accessory structure also includes finished & conditioned space	+\$150.00
Per 100 gross square feet or fraction thereof above 500 square feet	\$20.00

Manufactured Homes

HUD Certified	\$200.00
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**Includes Mechanical, Electrical and Plumbing Permits*

Roof

Re-roof, non-structural	\$75.00
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Fire Sprinkler System	\$225.00
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Swimming Pools

\$195.00

** Includes Electrical Permit*

Signs

Signs requiring final inspection only	\$50.00
Signs requiring footing and final inspections	\$100.00

Re-Inspection Fees

First re-inspection	\$42.50
Each additional re-inspection	\$85.00

Demolition Permit	\$100.00
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Miscellaneous Construction

Cell towers, retaining walls, etc.

1.5% of total cost of construction (materials and labor)	\$70.00 minimum
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Non-Residential

Commercial & Residential – other than One & Two Family Dwellings

New Construction

\$23.00 per 100 gross square feet or fraction thereof	\$500.00 minimum
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**Includes Mechanical, Electrical and Plumbing Permits*

**Gross square footage shall include basement, each floor level, garage, decks and porches*

**Measurements shall be from exterior face of wall to exterior face of wall*

**Plan Review Fees Additional*

Additions

\$23.00 per 100 gross square feet or fraction thereof	\$500.00 minimum
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**Includes Mechanical, Electrical and Plumbing Permits*

**Plan Review Fees Additional*

Alterations

\$23.00 per 100 gross square feet or fraction thereof	\$360.00 minimum
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**Includes Mechanical, Electrical and Plumbing Permits*

**Plan Review Fees Additional*

Demolition

\$100.00

Roof

Re-roof, non-structural	\$75.00
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Miscellaneous Construction

Cell towers, retaining walls, etc.

1.5% of total cost of construction (materials and labor)	\$70.00 minimum
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Fire Sprinkler System

1 to 200 heads	\$350.00
Each additional head over 200	\$0.50

Fire Detection/Alarm System

Up to 15,000 gross square feet	\$150.00
Each additional square foot	\$0.01

Alternate Fire Suppression System

1.5% of total cost of construction	
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Re-Inspection Fee

Per re-inspection	\$85.00
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PLAN REVIEW FEES**New Construction**

\$8.50 per 100 gross square feet	\$500.00 minimum
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**Includes Building, Energy, Accessibility, Mechanical, Electrical and Plumbing*

Renovations/Alterations/Change of Use

\$8.50 per 100 gross square feet	\$225.00 minimum
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**Includes Building, Energy, Accessibility, Mechanical, Electrical and Plumbing*

ELECTRIC PERMIT FEE SCHEDULE

Residential & Non-Residential

Rough Wiring

\$30 – 1 to 20 outlets
\$5 – each additional 20 outlets

Final Wiring

\$30 – 1 to 20 outlets
\$5 – each additional 20 outlets

Residential (new construction)

\$90 – single family up to 200 amp
\$100 – over 200 amp
Based on 2 visits

Townhouses

\$55 – each unit based on groups of 5 or more units per visit, roughs and services to be inspected in one visit.

Services

\$55 – not over 200 amp
\$65 – not over 350 amp
\$90 – not over 1000 amp
\$175 – not over 1500 amp
\$250 – over 1500 amp

Feeders & Panel Boards

\$20 – not over 200 amp
\$30 – not over 400 amp
\$35 – not over 1000 amp
\$40 – up to 1500 amp

Heating and AC

\$45 – 30 Kw or less
\$65 – over 30 Kw

Minor Alterations and Additions

\$65 – up to 25 outlets and a service (up to 200 amp) one visit only

Signs

\$35 – first sign, \$5 each additional sign

Re-Inspections

\$35 – first re-inspection
\$70 – each additional re-inspection

Protective Signaling Systems

\$50 – Residential
\$60 – Other than residential

Swimming Pools, Spas, etc.

\$45 – Above ground (single visit)
\$90 – Inground (two visits)
\$180 – 3 year state certification
\$45 – Spa, hot tub, etc...

Mobile Homes

\$55 – Service Fee
\$25 – Feeder

Motors, Generators, Transformers

\$35 – 1hp to 30hp or Kv
\$10 – each additional
\$45 – 50hp to 100hp or Kv
\$10 – each additional

Transformers, Vaults, Enclosures

\$70 – not over 200 Kv
\$100 – not over 500 Kv
\$140 – not over 1000 Kv
\$200 – over 1000 Kv

PLUMBING PERMIT FEE SCHEDULE

Residential (One & Two Family Dwellings)

First seven (7) fixtures:	\$70.00
Each additional fixture:	\$10.00
	Minimum Fee: \$70.00

Re-Inspection Fees

First re-inspection:	\$35.00
Each additional re-inspection:	\$70.00

Non-Residential (Commercial & Residential – other than 1 & 2 Family Dwellings)

First seven (7) fixtures:	\$100.00
Each additional fixture:	\$15.00
	Minimum Fee: \$100.00

Sewer Lateral (1 Inspection):	\$70.00
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Water Service (1 Inspection):	\$70.00
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Re-Inspection (per re-inspection):	\$70.00
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MECHANICAL PERMIT FEE SCHEDULE

Residential (One & Two Family Dwellings)

First individual appliance (including associated ductwork/piping):	\$70.00
Each additional individual appliance (including associated ductwork/piping):	\$35.00

Electrical hook-ups require an Electrical Permit

Re-Inspection Fees

First re-inspection:	\$35.00
Each additional re-inspection:	\$70.00

Non-Residential (Commercial & Residential – other than 1 & 2 Family Dwellings)

First individual appliance (including associated ductwork/piping):	\$100.00
Each additional individual appliance (including associated ductwork/piping):	\$50.00

Electrical hook-ups require an Electrical Permit

Re-Inspection (per re-inspection):	\$70.00
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Hood & Duct Systems (per system):	\$300.00
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Zoning Applications:

Special Exception, Variance, Validity and all other Hearings before the Zoning Hearing Board	\$1000 Non-refundable filing fee plus refundable \$500 Escrow and all applicable consultant fees .
Zoning compliance letters	\$75
Zoning Ordinance Book (includes maps)	\$50

Miscellaneous Hearings before the Board

Conditional Use and all other Applications, Appeals and Hearings before the Board of Supervisors	\$1000 Non-refundable filing fee plus \$750 Escrow to defray the actual costs of the hearing. \$500 non-refundable fee for each additional hearing. A fully executed Professional Services Agreement must be attached to each application.
Curative Amendment	\$1000 Non-refundable filing fee plus \$1000 Escrow to defray the actual costs of the hearing. \$500 non-refundable fee for each additional hearing.
Owner Initiated Zoning Change request	\$1500 Non-refundable filing fee plus \$1000 Escrow to defray the actual costs of the hearing. \$500 non-refundable fee for each additional hearing.

Miscellaneous Administrative Charges:

Appeals to the UCC Appeals Board	\$2000 plus any applicable consultant review fees
Building & related Code books	Township cost, plus \$25 handling fee
Comprehensive Plan and Addendum	\$50
Copies –B&W per copied side 8 ½ x 11	\$.25
B&W per copied side 11x17	\$.50
8 ½ x 11 per copied side Color	\$1.25
11 x 17 per copied side Color	\$2.50
Duplicate Bills/Invoices	\$20
Duplicate Payment Refund	\$10
Mileage	Current IRS rate
Returned Check	\$50
Subdivision and Land Development Ordinance	\$50
Subdivision/Land Development Application – Residential	Sketch Plan \$0, plus any applicable consultant review fees Preliminary Plan \$2,500, plus \$100 per lot, and any applicable consultant review fees Final Plan \$1,500, plus \$50 per lot, and all applicable consultant review fees
Subdivision/Land Development Application – Non-Residential	Sketch Plan \$0, plus any applicable consultant review fees Preliminary Plan \$2,500, plus \$100 per quarter acre, and any applicable consultant review fees Final Plan \$1,500, plus \$50 per quarter acre, and any applicable consultant review fees
Solicitation Permit	\$100 per person
Recreational Fee-In-Lieu of Mandatory Land Dedication per Dwelling Unit (of required recreational land per SLDO)	\$2,500
Pine Creek Park Pavilion Reservation	\$30 Security Deposit \$30 Fee (non-refundable)
Seasonal Sales	\$40 per month
Zoning Review	\$50 Additions \$75 New Homes
Road Openings	Use schedule of fees for Highway Occupancy Permits as Established by PennDot
Earthmoving Permit	\$100 Non-refundable filing fee plus \$500 Escrow to defray the actual costs of review by the Township Staff and Township Engineer.

Municipal Campus and Theater Fees

License Options	Mon-Thurs	Friday/Saturday	Sunday	Weekday Hourly*	Weekend Hourly*
1. Theater Only	\$350	\$600	\$400	\$25	\$50
2. Meeting Room 1 (Includes side courtyard)	\$100	\$100	\$100	\$20	\$20
3. Meeting Room 2 (Includes front court yard, lobby and dressing rooms)	\$100	\$100	\$100	N/A	N/A
4. Earthworks	\$50	\$50	\$50	N/A	N/A

Notes:

- 50+ Reservation days on one applications results in a 50% discount
- 200+ Reservation days on one application results in a 75% discount
- All persons using facility space will abide by Facility Rules of Conduct (attached)

Cleaning Fee:

- \$100 non-refundable janitorial fee for groups of 30 or more

Security Deposit:

- Security Deposit is equal to the highest license rate within a given week and will be returned within one month of the license date if township management find the condition satisfactory. Sublicensees will be responsible for additional costs beyond the security deposit if necessary.
- No refund of fees for incimate weather
- There is a \$35 fee on all returned checks

*Hourly rate may not be used for more than 3 consecutive hours and is not applicable on days where another reservation has been made.

SECTION 2 – CONSULTANT FEES & CHARGES

Rebill of various consultant fees according to fee schedules on file at the Township.

SECTION 3 – PAST DUE INVOICES

All past due invoices are subject to interest rate charges as provided by law. Charges for services that involve a late fee as stated in this resolution are not subject to charges for interest.

SECTION 4 – INCONSISTENT RESOLUTIONS

All Resolutions inconsistent herewith are repealed and of no force and effect.

SECTION 5- DISCLAIMER

The failure to list, in this Resolution, a fee that is properly listed elsewhere shall not obviate the responsibility to pay that fee.

The West Pikeland Township 2018 Fee Schedule is hereby **RESOLVED AND ENACTED** on this 16th day of January, 2018.

WEST PIKELAND TOWNSHIP BOARD OF SUPERVISORS

ATTEST:

Jonathan Slaven, Township Secretary

Charlie Humphreys

Richard Bright, Jr.

Noreen Vigilante

Ernie Holling

Pamela Conti

Facility Rules of Conduct

1. All groups and persons shall assume the risk of damage to the property or injury while West Pikeland Township (the "Township") facilities are in use. Any single event applicant shall provide a Certificate of Insurance for \$500,000 coverage to the Township prior to the grant of permission for any such use. Any event serving alcoholic beverages requires the Township be provided with a Certificate of Liability Insurance naming West Pikeland Township, its staff and elected officials as additional insured with a minimum of \$1,000,000 for liquor liability including bodily injury and property damage. Any event serving alcoholic beverages shall also show proof of all compliance with any permitting requirements of the Pennsylvania Liquor Control Board. In the case of multiple events Certificates of Insurance for General Liability Insurance of \$1,000,000; Workman's Compensation; and, if appropriate, Automotive Insurance in the amount of \$1,000,000.
2. All groups agree to indemnify and hold harmless the Township, its Board of Supervisors, agents, servants and employees against any and all claims, demands, litigation and reasonable attorney's fees, arising out of the use of the Township property including claims of any participants in events, any spectator or anyone else present.
3. The Township reserves the right to cancel any event permit for violation of any of the rules and regulations governing use of the Township facilities. The Township reserves the right, and authorizes its representatives, to eject anyone who is deemed by its representatives to present him or herself in a disorderly fashion.
4. License holder agrees that a representative of the Township may be on-site during any and all events.
5. Access: Keys and Security codes for alarm system can be furnished by the Township for the event with the understanding the key and code will be retained exclusively by the individual receiving the key. When the event ends the key-holder will assure that all doors are locked and the intrusion alarm set. Keys will be returned on the business day following the event (or last event of a series). The individual receiving the key shall be identified prior to receipt and may not delegate that responsibility without the written approval of the Township Manager.
6. The Township property and facilities may not be used for the sales of goods or services except perishable items.

7. Responsibility: The person signing the application is responsible for the following:
 - a. Any adverse change in the condition of or damage to the facility
 - b. Payment for the repair of any adverse change and all damage to building, furniture, walls, floors and/or any equipment owned by the Township occurring during the use.
 - c. Ensuring that the facility is clean and interior lights are turned off. The Township will provide lighting equipment, lighting control board, and piano (as is).
 - d. The Applicant is responsible for focusing the stage lighting (note: a lighting technician can be hired), production, audience management, piano tuning, and response to any emergency.
 - e. The Applicant is responsible for the removal of snow and ice on walkways and courtyard areas during hours other than Monday through Thursday and when an event occurs on a Township recognized holiday.
 - f. Costs for janitorial services required in the event of improper cleanup. The Township staff will perform an after event review of the facility on the next business day.
 - g. The building, grounds, and equipment must be left in clean and orderly condition
 - h. If there is any breakage, theft or damage during the event, the licensee will be charged for the costs of the repairs or replacement.
8. Occupancy Limits: Maximum occupancy and use shall be restricted to the areas and in the numbers as determined by the Township. No function shall exceed 163 persons in the Theater; 75 in Meeting 1; 75 in Meeting 2; 80 in Lobby.
9. Safety: Applicant will assure that all exits remain visible and clear of any obstruction and exit signs are visible during occupancy. Should Applicant be made aware of an exit sign not operating properly, it is to be reported promptly.
10. Care of Building:
 - a. No nails, screws, scotch tape, wire, etc., may be used to place decorations, signs, or banners in any part or any wall of the facility without prior permission.
 - b. No painting or application of wall treatments or changes to the facility are allowed by licensees.
 - c. Trash/refuse shall be placed in plastic bags provided by the facility user and removed to a Township or licensee dumpster.
 - d. Thermostats are set and should not be readjusted.
11. Use by Minors. Any function involving use of the facility by minors shall be properly chaperoned by adults as approved by the Township. The chaperons shall file the documents required by Township resolution 2015-09-17 at least 30 days prior to any such event. Should a person not in compliance with Resolution 2015-09-17 be performing a function regulated by that resolution, The Township reserved the right to direct them to leave the facility or close the program.

12. The following activities and actions are prohibited:
- a. Smoking anywhere on municipal grounds or buildings.
 - b. Use of alcoholic beverages without prior approval by the Township and the proper permits from the Pennsylvania Liquor Control Board, if necessary and RAMP certifications.
 - c. The sale or provision of alcoholic beverages without providing the Township copies of the appropriate Pennsylvania Liquor Control Board licenses or permits as required for an event allowing “bring your own alcoholic beverages”.
 - d. Storing of food anywhere in the facility.
 - e. Advocacy or performance of illegal or unlawful acts.
 - f. Noise or other activity which interferes with the normal conduct of business in the building.
 - g. Fog machines, bubble machines, confetti and the throwing of rice, real and artificial petals and glitter.
 - h. Use of candles or open flames.
 - i. Additional amplification equipment is not permitted without Township consent.
 - j. Additional signage is not permitted without written Township consent.
 - k. Flowers and plant containers containing water placed on any wood surface without protective under coverings.
 - l. No pets and/or animals inside West Pikeland Township without Township consent other than service animals.
 - m. The Township reserves the right to review all advertisements and marketing programs prior to publication for events within Township-owned facilities. The Township’s name, images, and logos may not be used in any marketing material without the written approval by the Township Manager.
13. Fees: All groups using the Theatre at Yellow Springs will pay a security deposit as pursuant to the West Pikeland Township Schedule of Fees. The Security Deposit shall ensure West Pikeland Township the Theatre at Yellow Springs and/or Meeting Room will be maintained in a proper manner. In addition, all groups will pay a non-refundable rental fee pursuant to the West Pikeland Township Schedule of Fees duly adopted by Resolution or motion by the Board of Supervisors. In the case of Licensees applying for 25+ or 50+ use agreements at least one third of the rental fee must be provided at the time of application, two thirds of the total fee by the end of the first quarter of the license period of the application, and the entire fee should be paid by the third quarter of the application or prior to the conclusion of the event (or last event for volume sublicensees). The Security Deposit must be provided prior to 30 days of the event (or first event for volume licensees). Fees and Security Deposits are excluded for official activities of West Pikeland Township, including public meetings and Township-sponsored activities, or use by other governmental agencies. Security Deposits for 25+

events shall be the highest deposit required over the term of the license. Said Security deposit shall be held by the Township and funds applied as permitted herein with the licensee replenishing said deposit to the defined amount within 2 business days.

14. Any person applying for use of the facility must be at least 21 years old.
15. The Township reserves the right to accept or reject any application for use and/ or to require the services of chaperons or off-duty police officers when deemed necessary. Licensee is responsible for any fees incurred.
16. Additional hours are at the discretion of Township representatives and must be arranged prior to event for pre-event preparation use. No event is to extend past 11:00 p.m. Time extensions for the event after the 11:00 p.m. curfew are prohibited; however, quiet clean-up work may continue after the event.
17. All musicians and or DJs are subject to approval by Township Manager and are required to adhere to the 11:00 p.m. curfew.
18. Licensee is responsible for the actions of the entertainers, musicians and/ or DJs as well as their guests.
19. Building and grounds must be vacated by all guests within 1/2 hour following end time listed on contract.
20. No bars or other liquid service stations will be set-up directly on hardwood floors without a waterproof covering under the bar and bartender area. Beer kegs and alcoholic beverage fountains are not permitted nor is self-service or service to minors. Bars will close 30 minutes prior to contracted end time of event. Licensee will be responsible for removing all unconsumed liquor at end of event from the premises.
21. Licensee shall not assign this License or sublicense the premises without first having obtained the written consent of Township Manager. In such case Licensee remains responsible for complying with all terms and conditions within the permit
22. Licensee may utilize lined parking areas at Township facility. Parking on grass or driveways is not permitted.
23. The Township reserves the right to make any such additional rules and regulations, as may be in the public interest.