

FEE RESOLUTION NO. 645-24

**WHEREAS**, by Resolution No. 542-17, the Board of Supervisors of Oley Township established a consolidated fee schedule for fees charged for services performed and permits and licenses issued in Oley Township, Berks County, Pennsylvania; and,

**WHEREAS**, it is the desire of the Board of Supervisors to repeal Resolution No. 542-17, and all amendments thereto, and to adopt a new fee schedule for services performed, the filing of applications, and the issuance of permits and licenses in the Township of Oley, Berks County, Pennsylvania.

**NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED**, by the Board of Supervisors of Oley Township, Berks County, Pennsylvania, pursuant to the authority set forth in the Second Class Township Code, that Resolution No. 542-17, and all amendments thereto, are repealed in their entirety, and that the following fee schedule for the Township of Oley, Berks County, Pennsylvania, is adopted:

**A. APPLICATION FEES – (Due at the time of application):**

- 1. For all residential and/or agricultural applications, the application fee is \$50.00, which is non-refundable.
- 2. For all non-residential applications, the application fee is \$500.00 per submittal. This fee shall be applied to the cost of the permit.
- 3. For all HARB (Historical Architectural Review Board) applications, the fee is \$25.00.
- 4. For Zoning Review for Change of Use of a property, the fee is \$200.00, which is non-refundable.

**B. ZONING PERMIT FEES:**

- 1. All accessory structures 200 square feet and less are required to have only a zoning permit. The permit fee shall be \$25.00.
- 2. All accessory structures over 200 square feet, that do not require a building permit, excluding private in-ground swimming pools, must have anchorage, and shall require only a zoning permit. The permit fee is \$75.00.
- 3. A zoning permit is required in conjunction with every building permit and for each change in use or occupancy. The permit fee is \$25.00.
- 4. A zoning permit is required for all farm and agricultural buildings. The fee shall be \$0.10 per square foot with a maximum permit fee of \$400.00.

**C. MISCELLANEOUS CONSTRUCTION AND ZONING FEES:**

1. An inspection and the issuance of a Certificate of Occupancy is required upon the completion of any habitable structure. The fee for the Certificate is \$50.00.
2. An inspection and the issuance of a Certificate of Completion is required upon the completion of all non-occupied structures. No fee is charged for a Certificate of Completion.
3. Driveway permit for newly constructed driveway - \$150.00 permit fee.  
\$150.00 permit fee for paving of existing driveway. No escrow required.
4. Well - \$100.00 permit fee. A Well Drillers' Registration Fee of \$20.00 is required unless a Contractor's License has already been obtained.
5. Curb/Sidewalk installation or repair - \$100.00 permit fee, plus \$1.00 per linear foot of curb/sidewalk.
6. Contractor's License for those Contractors not holding a license issued by the Commonwealth of Pennsylvania - \$25.00.
7. Demolition permit - \$25.00 for each \$1,000.00 of demolition costs, with a maximum fee of \$300.00. The minimum demolition fee is \$100.00.
8. Underground fuel storage tank removal fee - \$500.00 for removal of each tank.
9. Sign - \$75.00 plus \$2.00 per square foot.
10. Penalty for commencing construction without obtaining a permit:
  - a. Zoning - Zoning permit fee will be doubled.
  - b. All other disciplines - Applicable Permit fee will be doubled or \$250.00, whichever is greater.
  - c. Applicant has the right to appeal to the Board of Supervisors showing proof that commencement of construction without permit was unintentional.
11. Storable, private, above-ground, seasonal pool permit - \$30.00.
12. Temporary Certificates of Occupancy with conditions letter - \$90.00.

**D. BUILDING PERMIT FEES FOR RESIDENTIAL CONSTRUCTION COVERED UNDER THE INTERNATIONAL RESIDENTIAL CODE (IRC):**

1. Structural Permit Fees.
  - a. New construction fee will be calculated at \$0.38 per square foot of building or structure area. The area includes porches, patios, attics, basements, garages, and living areas. Crawl spaces and dead area spaces (areas with less than minimum height ceilings such as knee walls) are excluded. There is a

minimum building permit fee of \$500.00.

Manufactured Home (not including site-built garages or decks). There is a building permit fee of \$800.00.

- b. For residential additions, including attached garages, porches, patios, attics, basements, garages and living areas, the fee will be calculated at \$0.38 per square foot of building or structure area (total area, each level). The minimum building permit fee is \$350.00.
- c. For detached garages 200 square feet and over, accessory structures 200 square feet and over, and decks; the fee will be calculated at \$0.38 per square foot of building or structure area (total area, each level). There is a minimum building permit fee of \$250.00.

For Non-Modular (one-piece prefabricated) accessory structures 200 square feet and over, the permit fee is \$100.00.

- d. For private in-ground swimming pools over 24 inches in depth, \$0.38 per square foot of structure area, including surrounding patio/deck, is charged. There is a minimum permit fee of \$250.00.

For storable pools over 24 inches in depth, the permit fee is \$100.00.

Above-ground pools (includes building and electric), the permit fee is \$250.00.

- e. Renovations, Alterations, Modifications, and where none of the above categories apply, \$0.38 per square foot of building or structure area (areas with at least minimum height ceilings). There is a minimum building permit fee of \$200.00.
- f. The building permit renewal fee is \$75.00.
- g. Additional or re-inspections will be billed to the applicant on a per inspection basis. The fee for each inspection will be \$85.00.

2. Plumbing Permit Fees.

- a. Manufactured dwelling with crawl space  
(includes mobile home on foundation) \$100.00 per unit
- b. Single family dwelling (not over 3 full or partial baths) \$150.00  
    Each additional full or partial bath \$ 75.00
- c. Two family dwelling (not over 2 full or partial  
baths per unit) \$250.00  
    Each additional full or partial bath per unit \$ 75.00
- d. Sewer Lateral \$100.00
- e. Water Lateral \$100.00

f.	Additions, Renovations, Alterations and permits where none of the above categories apply	\$150.00
g.	Additional or re-inspections (per inspection)	\$ 85.00
3.	Electrical Permit Fees.	
a.	Service (Service Only):	
	Service not over 200 amp	\$100.00
	Over 200 but not over 400 amp	\$150.00
	Over 400 amp	\$200.00
	Additional meters	\$ 25.00
b.	Electrical Wiring:	
	New Single Family Dwelling	
	200 amp or less	
	Rough/Service/Final	\$225.00
	Over 200 amp but not over 600 amp	
	Rough/Service/Final	\$275.00
c.	Dwelling additions, alterations, renovations (Includes rough and final inspection)	\$150.00
d.	Mobile Homes (Includes service and final inspection)	\$175.00
e.	Solar Panels (Residential)	\$300.00
f.	In-Ground Private Pools	\$175.00
g.	Generator	\$200.00
h.	Permit for any Electrical Work which requires a Permit but is not listed elsewhere	\$125.00
i.	Re-Inspection Fee	\$ 85.00
4.	Mechanical Permit Fee	\$150.00
	Re-Inspection Fee	\$ 85.00
5.	Energy Permit Fee	\$125.00
	Re-Inspection Fee	\$ 85.00

**E. PERMIT FEES FOR NON-RESIDENTIAL AND RESIDENTIAL CONSTRUCTION NOT COVERED UNDER THE IRC:**

Construction permits for building, plumbing, electrical, mechanical, fire protection, and

accessibility are included.

1. Permit Fee For New Construction and Additions. The construction permit fee for new construction or additions on a non-residential project, or a residential project not covered by the IRC, shall be equal to 2% of the Contract cost for the first \$1,000,000.00, and 0.3% of the Contract cost exceeding \$1,000,000.00.
2. Permit Fee For Renovations and Alterations. The construction permit fee for renovations and alterations on a non-residential project, or a residential project not covered by the IRC, shall be equal to 3% of the Contract cost of the project.
3. Non-residential projects that exceed permit fees due to need for excessive building reviews and/or need for additional inspections due to failed inspections shall be invoiced at the established hourly rate. Additional fees shall be remitted prior to issuance of Certificate of Occupancy.

**F. MANDATED FEES:**

Act 157 of 2006 Municipal Code Official Training Account Fee assessed for any construction or building permit package issued under the UCC - \$4.50/project.

**G. SEWAGE FEES:**

1. Soils Testing:
  - a. Evaluate Probe (each) \$175.00
  - b. Percolation Test (6-hole test) \$700.00
  - c. Percolation Test (12-hole test for primary and alternate areas) \$900.00
2. Permitting:
  - a. Repair Permits (e.g., failed septic tanks, crushed pipe, etc.) includes site visit, design review, permit and one inspection \$300.00
  - b. Inground Septic System Permit (includes design review, permit and up to three installation inspections) \$500.00
  - c. Elevated Systems and Drip Irrigation Septic System Permit (includes design review, permit and up to four installation inspections) \$600.00
  - d. Renew/Transfer Permits \$ 80.00
  - e. Additional Design Review \$150.00

f.	Additional Inspections	\$115.00
3.	Miscellaneous:	
a.	Planning Module Review	Hourly Rate
b.	Verification of Prior Testing	\$200.00
c.	Site Visit	Hourly Rate
d.	Items Not Covered By Fee Schedule	Hourly Rate
4.	Hourly Rates:	
a.	SEO 1	\$ 69.00/hr.
b.	SEO 2	\$ 77.50/hr.
c.	Technician 1	\$ 63.25/hr.
d.	Soil Scientist	\$104.00/hr.
e.	Township Administrator Cost	\$ 50.00/hr.

**NOTE:** In addition to SEO services billed at the above rates, fees due shall include all costs incurred by the Sewage Enforcement Officer (SEO) associated with SEO related activities. Applicant is responsible to reimburse Oley Township for any additional compliance costs not covered by above stated fees.

5. Compensation of the Sewage Enforcement Officer:

The appointed Sewage Enforcement Officer shall be compensated at the hourly rate specified above per hour, plus out-of-pocket expenses, including mileage at the prevailing PaDEP rate. The appointed Sewage Enforcement Officer is authorized to collect the above mentioned fees on behalf of the Township.

**H. SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEW FEES:**

SUBDIVISION FEES

<u>No. Lots</u>	<u>Filing Fee (Nonrefundable)</u>	<u>Escrow Fee</u>
2-5	\$200.00	\$3,000.00
6-39	\$200.00	\$3,000.00 Plus \$250.00/Lot

40 or more Lots	\$200.00	\$12,500.00 Minimum Plus \$100.00/Lot (Maximum \$18,000.00)
Annexation or Resubdivision Only	\$200.00	\$1,000.00

LAND DEVELOPMENT

	<u>Filing Fee (Nonrefundable)</u>	<u>Escrow Fee</u>
All Land Development Projects	\$200.00	\$5,000.00 Plus \$200.00 Per Tract Acre (Maximum \$18,000.00)

ALL SKETCH PLAN SUBMITTALS

Escrow Fee - \$1,000.00

Notes:

All fees shall be paid with initial submittal of plan.

When the balance in the escrow falls below 50% of the original amount, the applicant shall deposit additional funds to restore the escrow to the original amount prior to submittal of revised plans.

Any expenses incurred by the Township in excess of the above fees shall be paid by the Developer prior to Preliminary and/or Final Plan approval.

The filing fee is non-refundable. The balance in the escrow shall be refunded to the Developer after all bills are paid and after Final Plan approval.

Fees for development projects that include both residential and commercial development shall be the highest of the subdivision or land development fees appropriate for the proposal.

**I. STREET OCCUPANCY PERMIT FEES:**

1. Routine Street Occupancy Work:
  - a. Application Fee \$100.00
  - b. Inspection Fee \$500.00
2. Non-Public Utility Projects With a Total Construction Cost in Excess of \$25,000.00:
  - a. Application Fee \$150.00

- b. Inspection Fee – Escrow equivalent to 110% of the estimated construction cost, as required by Section 21-121 of Chapter 21 of the Code of Ordinances (Streets and Sidewalks). Inspection fee is intended to cover inspection activities such as: underground facilities (e.g., pipe lines, buried cable with pedestals, conduit, manholes, head wall, inlet and grate, etc.), surface openings (e.g., service connections performed independently of underground facility installation, pipe line repairs, etc.), above-ground facilities (e.g., poles, guys and/or anchors, if installed independently of poles, etc.) or crossings (e.g., “overhead” tipples, conveyors or pedestrian walk-ways and “undergrade” subways or mines, etc.).

3. Public Utility Projects:

- a. Application Fee \$150.00

- b. Inspection Fee – Applicant shall post a Bond in the amount of \$5,000.00, as required by Section 21-121 of Chapter 21 of the Code of Ordinances (Streets and Sidewalks), to guarantee reimbursement to the Township for the costs of inspection activities, including: underground facilities (e.g., pipe lines, buried cable with pedestals, conduit, manholes, head wall, inlet and grate, etc.), surface openings (e.g., service connections performed independently of underground facility installation, pipe line repairs, etc.), above-ground facilities (e.g., poles, guys and/or anchors, if installed independently of poles, etc.) or crossings (e.g., “overhead” tipples, conveyors or pedestrian walk-ways and “undergrade” subways or mines, etc.).

- 4. Temporary and Permanent Restoration Fee (Public utilities franchised in the Township are exempt). A separate Temporary and Permanent Restoration Fee is not required; however, the escrow established under the Inspection Fee section of the Fee Schedule for non-public utilities and the Bond required for public utility projects to be held by the Township to guarantee that the restorations have been made by the Contractor and are acceptable to the Township. If the Township is required to make the necessary restorations, it can charge the escrow account or make claim against the Bond for reimbursement of the costs incurred.

If the costs to the Township to make the restorations and/or inspections exceed the amount of escrow established under Section I.2 hereof, the applicant, upon written notification by the Township, shall immediately reimburse the Township for the costs incurred for the said inspections and/or restorations.



After the applicant completes final restorations and the Township receives written notification from the Township Engineer that the permit requirements have been satisfied, the Township shall, within 45 days, refund the monies remaining in escrow, minus any Inspection Fees, Additional Inspection Fees or other related permit fees.

- 5. Bonding of Public Utilities - \$5,000.00.
- 6. Blasting Bond or Certificate of Insurance Amounts - \$1,000,000.00.

**J. GARAGE SALE PERMIT:**

- 1. Fee for the issuance of a permit for a second and all subsequent garage sales in any 12 month period \$ 20.00

**K. FALSE ALARM ADMINISTRATIVE FEES:**

- 1. First alarm emanating from alarm device in any calendar year No fee
- 2. Second alarm emanating from alarm device in any calendar year No fee, but written notice will be given by Chief of Police
- 3. Third alarm emanating from alarm device in any calendar year \$ 75.00
- 4. Fourth and subsequent alarms emanating from alarm device in any calendar year \$100.00 for each offense

**L. HEARING FEES:**

- 1. Hearings Before Zoning Hearing Board:
  - \*a. Appeal of Zoning Officer Actions \$1,000.00
  - \*b. Variance \$1,000.00
  - \*c. Special Exception \$1,000.00
  - \*d. Substantive Challenge to Zoning Ordinance and/or Amendment \$600.00  
(In addition, the applicant shall deposit \$2,000.00 with Oley Township to be held in escrow. Following the proceeding, any escrow funds not expended for costs will be refunded to the applicant.)

\* These fees are not refundable and, if chargeable costs exceed these fees, the costs will be billed to the applicant.

2. Hearings Before Board of Supervisors:

- \*a. Rezoning Hearing – Petition for Change in Zoning \$2,500.00  
(In addition, the applicant shall deposit \$1,000.00 with Oley Township to be held in escrow. Following the proceeding, any excess funds not expended for costs will be refunded to the applicant.)
- \*b. Curative Amendment \$3,500.00  
(In addition, the applicant shall deposit \$3,000.00 with Oley Township to be held in escrow. Following the proceeding, any excess funds not expended for costs will be refunded to the applicant.)
- \*c. Sewage Permit Refusal or Revocation \$200.00
- \*d. Plumbing License Revocation \$200.00
- \*e. Conditional Uses \$2,500.00  
(In addition, the applicant shall deposit \$3,000.00 with Oley Township to be held in escrow. Following the proceeding, any excess funds not expended for costs will be refunded to the applicant.)
- \*f. Miscellaneous Hearings – i.e., Waiver of Floodplain and Stormwater Ordinances, etc. \$200.00

\* These fees are not refundable and, if chargeable costs exceed these fees, the costs will be billed to the applicant.

3. Hearings Before the Code Appeals Board:

- a. Building Permit Refusal or Revocation \$200.00
- b. Code Appeals \$200.00

**M. STORMWATER PLAN REVIEW AND INSPECTION FEES:**

1. Projects which require the preparation of a comprehensive Drainage Plan in accordance with Section 22A-403 of Chapter 22A of the Code of Ordinances (Stormwater Management).
  - a. Escrow Fund. Upon submission of an Application for the approval of a Drainage Plan, the Applicant shall deposit with the Township the initial amount of One Thousand Dollars (\$1,000.00), to be placed in escrow, to offset the expenses, as set forth in Section 22A-602 of the Code of Ordinances.
  - b. Additions to or Refunds From Escrow Fund. The Applicant, for approval of a Drainage Plan, shall pay to the Township any amount by which the costs, as set forth in Section 22A-602 of the Code of Ordinances, exceed the Escrow Fund. The Township shall refund to the Applicant any amount by which the actual costs associated with the Drainage Plan Application are less than the Escrow Fund.
2. Projects which meet the exemption requirements of Section 22A-402 of the Code of Ordinances shall pay a review and inspection fee of \$250.00.

**N. APPLICATION, MAINTENANCE AND REMOVAL FEES FOR WIRELESS COMMUNICATION FACILITIES:**

1. Application Fees:
  - a. \$100.00 for each Communications Antenna co-located on an existing structure.
  - b. \$500.00 for Small Wireless Facility applications, including up to five Small Wireless Facilities, with an additional \$100.00 for each Small Wireless Facility beyond five.
  - c. \$500.00 for installation of a new pole to support one or more Small Wireless Facilities.
  - d. \$1,000.00 per Communications Tower which is to be installed or modified, not including the poles for Small Wireless Facilities.
2. Maintenance Fees:
  - a. Right of Way Access Fee - \$225.00 per year for each Small Wireless Facility or other Communication Antenna located in a right-of-way. \$500.00 per year for each Communications Tower located in a right-of-way, not including the poles for Small Wireless Facilities.
  - b. Attachment Fee - \$25.00 per year for each Small Wireless Facility or other Communication Antenna which is attached to a Township-owned or Township-maintained structure located in the right-of-way. This fee is in addition to the Right of Way Access Fee.


3. Removal Fees:
  - a. \$100.00 per Small Wireless Facility or Communication Antenna.
  - b. \$250.00 per Small Wireless Facility Pole.
  - c. \$1,000.00 per Communications Tower.
4. Permit Fees:
  - a. Applicants seeking to install or modify a Communications Tower or a Small Wireless Facility Pole must pay all other applicable permit fees required to build or modify the structure.

**O. MISCELLANEOUS FEES:**

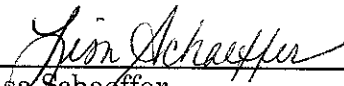
1.	Copy of Zoning Ordinance	\$ 35.00
2.	Copy of Subdivision/Land Development Ordinance	\$ 35.00
3.	Copy of Stormwater Management Ordinance	\$ 35.00
4.	Copy of Act 537 Plan	\$ 35.00
5.	Tax Certification (per request)	\$ 25.00

**ADOPTED** this 8<sup>th</sup> day of January, 2024.

**OLEY TOWNSHIP  
BOARD OF SUPERVISORS**

  
 \_\_\_\_\_  
 Jeffrey A. Spatz, Chairman

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 Edwin A. Pollock

  
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 Lisa Schaeffer