

**BOARD OF SUPERVISORS
ELK TOWNSHIP
CHESTER COUNTY, PA**

RESOLUTION NO. 2017-01

And now, this 6th day of March 2017 upon motion duly made and accepted, the Board of Supervisors of Elk Township, by unanimous decision, duly agree to accept the following General Fee Schedule to be effective immediately:

I. SUBDIVISION/RE-SUBDIVISION

A. PRELIMINARY SUBDIVISION PLAN (Major Only)

1. Application Fee - \$150.00
2. Fee Per Lot - \$50.00
3. Escrow for Professional Reviews - \$1,000.00 plus \$250.00 per lot
(Professional reviews will be charged at actual costs and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
4. All fees and escrow must be paid to the Township at the time of application or plan submittal.
5. Every application for Subdivision shall include a Professional Plan Review and Escrow Agreement signed by the landowner(s) and any agent, tenant or any other person submitting an application for Subdivision.

B. FINAL SUBDIVISION PLAN (Minor & Major Subdivision)

1. Application Fee - \$150.00
2. Fee Per Lot - \$50.00
2. Escrow for Professional Reviews - \$1,000.00 plus \$100.00 per lot
(Professional reviews will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
4. All fees and escrow must be paid to the Township at the time of application or plan submittal.
5. Every application for Subdivision shall include a Professional Plan Review and Escrow Agreement signed by the landowner(s) and any agent, tenant or any other person submitting an application for Subdivisions.

II. LAND DEVELOPMENT

A. PRELIMINARY LAND DEVELOPMENT PLAN (Major Only)

1. Application Fee - \$150.00
2. Escrow for Professional Reviews - \$2,000.00 plus \$90.00/1,000 sq. ft. floor space (Professional reviews will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
3. The Township shall collect a ten percent (10%) administrative fee on all distributions from the escrow account.
4. All fees and escrow must be paid to the Township at the time of application or plan submittal.
5. Every application for Land Development shall include a Professional Plan Review and Escrow Agreement signed by the landowner(s) and any agent, tenant or any other person submitting an application for Land Development.

B. FINAL LAND DEVELOPMENT PLAN (Minor & Major)

1. Application Fee - \$150.00
2. Escrow for Professional Reviews - \$1,000.00 plus \$30.00/1,000 sq. ft. floor space (Professional reviews will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
3. The Township shall collect a ten percent (10%) administrative fee on all distributions from the escrow account.
4. All fees and escrow must be paid to the Township at the time of application or plan submittal.
5. Every application for Land Development shall include a Professional Plan Review and Escrow Agreement signed by the landowner(s) and any agent, tenant or any other person submitting an application for Land Development.

III. POST CONSTRUCTION STORMWATER MANAGEMENT

A. STORMWATER MANAGEMENT PLAN (not submitted with a SB/LD Plan)

1. Application Fee - \$150.00
2. Escrow for Professional Reviews - \$1,000.00 (Professional reviews will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
3. All fees and escrow must be paid to the Township at the time of application or plan submittal.

4. Every application for Stormwater Management shall include a Professional Plan Review and Escrow Agreement signed by the landowner(s) and any agent, tenant or any other person submitting an application for Stormwater Management.

IV. ZONING HEARING

- A. Application Fee - \$150.00
- B. Escrow for Costs - \$850.00
(Will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
- C. All fees and escrow must be paid to the Township at the time of application.

V. CONDITIONAL USE HEARING

- A. Application Fee - \$150.00
- B. Escrow for Costs - \$2,000.00
(Will be charged @ actual cost and shall be added to as necessary. Any excess shall be refunded to the Applicant.)
- C. All fees and escrow must be paid to the Township at the time of application.

VI. HOME OCCUPATION PERMIT \$50.00

VII. TOWNSHIP TAX COLLECTOR FEES

- A. Tax Certification Fee \$10.00
- B. Duplicate Tax Bill Fee \$10.00
- C. Return Check Fee \$15.00

VIII. MISCELLANEOUS ADMINISTRATIVE FEES

- A. COPIES OF TOWNSHIP ORDINANCES
 1. Zoning Ordinance \$25.00
 2. Subdivision & Land Development Ordinance \$25.00
 3. Post Construction Stormwater Management Ordinance \$20.00
 4. Official Map & Ordinance (w/Color Map) \$15.00
- B. COPIES OF COMPREHENSIVE PLAN (w/ Color Map) \$40.00
- C. PUBLIC RECORDS DUPLICATION FEES (in accordance with the Office of Open Records Official Fee Structure)

B & W Copies - \$0.25 per copy (a "copy" is either single-sided copy on 8.5"x11" paper, or one side of a double-sided copy on 8.5"x11" paper)

Color Copies - actual cost

Specialized Documents (including, but not necessarily limited to, non-standard sized documents and blueprints) – actual cost

CD/DVD - actual cost

Flash Drive - actual cost

Facsimile - actual cost

Other Media – actual cost

Conversion to Paper - \$0.25 per page

Postage – actual cost of USPS first-class postage

Certification of a Record (does not include notarization) - \$5.00 per record

IX. TOWNSHIP BUILDING RENTAL

- A. \$100.00 Per Rental w/\$10.00 Key Deposit
- B. The use fee may be waived for Community Services Groups at the discretion of the Board of Supervisors.

Adopted this 6th day of March 2017.

Board of Supervisors
of Elk Township

BY


Albert Jezyk, Jr., Chairman


Estace Walters, Vice Chairman


James George, Member

Attest:


Terri Kukoda, Secretary