

RESOLUTION NO. 2023-08

**A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF NEW BRITAIN TOWNSHIP, BUCKS COUNTY,  
PENNSYLVANIA, ESTABLISHING FEES AND  
CHARGES FOR THE TOWNSHIP OF NEW BRITAIN**

**WHEREAS**, the Board of Supervisors by adopting 2018-03 revised the Fee Schedule for the Township of New Britain which said revisions were to Resolution No. 88-29; and

**WHEREAS**, with the increase in costs for services and the like, the Board of Supervisors believes that it is in the best interest of the Township that the Fee Schedule of New Britain Township be revised as hereinafter set forth; and

**WHEREAS**, attached hereto as Exhibit "A" incorporated by reference is the proposed Schedule of Fees for the Township.

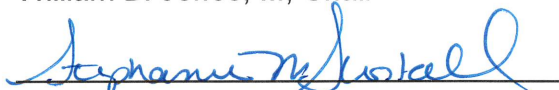
**NOW, THEREFORE BE IT RESOLVED THAT** the fees and charges of the Township as set forth in Exhibit "A" are hereby approved and adopted as the Fee Schedule for the Township. This Fee Schedule shall remain in full force and effect unless modified by the New Britain Township Board of Supervisors.

**RESOLVED** this 27<sup>th</sup> day of February, 2023.


**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**



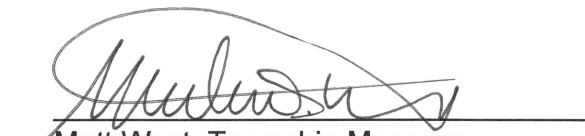
William B. Jones, III, Chair



Stephanie Shortall, Vice Chair



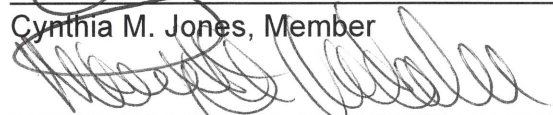
Gregory T. Hood, Member



Matt West, Township Manager



Cynthia M. Jones, Member



MaryBeth McCabe, Esq., Member

# EXHIBIT "A"



# 2023 Fee Schedule

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**BUILDING INSPECTIONS**

**All filing fees/base fees are non-refundable.**

**Escrow Compliance Guarantee Deposit:** In addition to any Occupancy/Use Permit fees, escrow/compliance guarantee deposit may be required. This deposit will be refunded upon the issuance of a Certificate of Occupancy and/or Certificate of Completion, less any costs incurred by the Township in securing compliance with any permit issued to the building/developer/owner, including legal, engineering and administrative costs, will be refunded upon issuance of a Final Certificate of Occupancy. If the subject premises and/or swimming pool is occupied or used prior to the issuance of any occupancy certificate and/or certificate of completion, the compliance guarantee/escrow deposit shall be automatically forfeited.

DESCRIPTION	FEES
<b>PA State Fee for All Building Permits (Per PA UCC)</b>	<b>\$4.50 per Permit Issued</b>
<b>Additions and New Buildings</b>	
New Buildings Base Fee – (Primary Use Structures)	
<b>Residential (per dwelling unit)</b>	<b>\$500.00 Filing/Base Fee</b>
<u>plus</u> an additional fee based upon the total square feet of all building areas of any new unit or building, including all stories, multiplied by a factor of 0.30. Uninhabitable basement and/or crawl space areas to be calculated at 50% of the total square footage of these areas. (i.e.: (Length x Width x .5 x \$.30) = Residential Building Fee for these areas)	
<b>Non-Residential</b>	<b>\$2,500.00 Filing/Base Fee</b>
<u>plus</u> an additional fee based upon the total square footage of floor area multiplied by a factor of \$.50 per sq. ft., (including any basement areas) for the first 10,000 square foot, and then by a factor of \$.30 for any additional area.	
<b>Filing Fee for Resubmitted Plans</b>	<b>\$150.00</b>
<b>Accessory Structures</b>	
<b>Residential: All freestanding accessory structures (including, but not limited to all garages)</b>	<b>\$125.00 Filing/Base Fee</b>
<u>plus</u> an additional fee based upon the total square feet multiplied by a factor of \$.25 (i.e.: L x W x \$.25)	
<b>Residential Freestanding/Prefabricated Sheds over 250 sq. ft. to 400 s.f. (over 400 s.f., see above fee)</b>	<b>\$100.00</b>
Zoning Building Permit Site Plan Evaluation/Inspection required only (*plus Zoning Fee).	
<b>Non-Residential:</b>	<b>\$250.00 Filing/Base Fee</b>
<u>plus</u> an additional fee based upon the total square feet multiplied by a factor of \$.50 for the first 10,000 square feet and by a factor of \$.30 for any additional area, i.e.: (L x W x \$.50) + (L x W x \$.30)	
<b>Non-Residential Freestanding/Prefab over 250 sq. ft.</b>	<b>\$150.00 Filing/Base Fee</b>

**BUILDING INSPECTIONS (continued)**

DESCRIPTION	FEES
<b>Additions</b>	
<b>Residential</b> <b>Filing/Base Fee, plus</b> an additional fee to be based upon total square footage multiplied by a factor of \$.25	<b>\$150.00 Filing/Base Fee</b>
<b>Non-residential</b> <b>Filing/Base Fee, plus</b> an additional fee based upon the total square feet multiplied by a factor of \$.50 for the first 10,000 square feet and by a factor of \$.30 for any additional area. (i.e.: \$300.00 + (L x W x \$.50) + (L x W x \$.30)*	<b>\$300.00 Filing/Base Fee</b>
<b>Filing Fee for Resubmitted Plans</b>	<b>\$150.00</b>
<b>Uniform Construction Code Board of Appeals Hearing</b>	
<b>Application Fee</b>	<b>\$500.00</b>
<b>Each Continuation</b>	<b>\$200.00</b>
<b>Alterations, Repairs &amp; Remodeling</b>	
<b>Residential</b> Finishing of Basement Areas	<b>\$125.00</b>
Other Residential Alterations, Repairs and/or Remodeling: <b>plus</b> an additional fee based upon the total square feet multiplied by a factor of \$.30 (i.e.: \$175.00 + (L x W x \$.30) = Building Fee)	<b>\$175.00 Base Fee</b>
<b>Non-Residential</b> <b>plus</b> an additional fee based upon the total square feet multiplied by a factor_of \$.30 (i.e.: \$350.00 + (L x W x \$.30) = Building Fee)	<b>\$350.00 Filing/Base Fee</b>
<b>Filing Fee for Resubmitted/Updated Plans</b>	<b>\$150.00</b>
<b>Chimneys, Fireplaces &amp; Roofs</b>	
<b>Residential</b> Roof Replacement Chimney Only	<b>\$50.00</b>
Masonry Factory Built Chimney and Fireplace	<b>\$100.00</b>
<b>Non-Residential</b> Roof Replacement (under 10,000 sf) Roof Replacement (over 10,000 sf)	<b>\$250.00</b> <b>\$500.00</b>

**BUILDING INSPECTIONS (continued)**

DESCRIPTION	FEES	ESCROW
<b>Miscellaneous</b>		
Each re-inspection due to violation or incomplete work	\$50.00	
Decks (uncovered) over 30" height, up to 200 s.f.	\$125.00	
201 s.f. to 400 s.f.	\$175.00	
Over 401 s.f.	\$250.00	
Inspection of fences and gates for swimming pools	\$40.00	
In-ground Swimming Pool (minimum of 2 inspections required)*	\$300.00	\$1,000.00
Aboveground Swimming Pool	\$125.00	
Hot Tubs	\$60.00	
Sidewalks, curbs, driveways, driveway aprons (not applicable to new developments under escrow agreements)	\$50.00	
Wood burning stoves or fireplace inserts	\$75.00	
New Manufactured Home pad and footers* (any additions, car ports, sheds are additional)	\$300.00	
Manufactured Home relocated to new lot/installation on an existing pad in the same development* (any additions, car ports, sheds are additional)	\$150.00	
Manufactured Home Installation Fee per HUD requirements	\$75.00	
Structural Moving		
Under 200 sq. ft.	\$50.00	
201- 2,000 sq. ft.	\$150.00	
2,001 sq. ft. and up	\$75.00 per 1000 sq. ft. or portion thereof	
Structural Demolition, including Interior Demolitions		
200 – 2,000 sq. ft.	\$250.00	
2,001 sq. ft. and up	\$250.00 + \$75.00 per 1000 sq. ft. or portion thereof	
Temporary Installation of Modular School Classrooms*	\$500.00	
Temporary Construction Trailer*	\$100.00	
Minimum fee (for any inspections not listed above)	\$75.00 residential \$150.00 commercial	
Commercial Accessibility Review & Inspection		
New Building	\$300.00	
Alteration of Existing Building	\$125.00	
Signs Requiring a Zoning Permit	\$5.00/sq ft of sign area \$50 minimum fee	
Solar Installation on Roof & Ground Mounts	\$75.00 residential \$150.00 commercial plus \$0.50/sq.ft.	
<b>*Plus Zoning Evaluation/Inspection Fee (See Zoning)</b>		

**PLUMBING INSPECTIONS**

DESCRIPTION	FEES
<b>New Buildings, Alterations and Additions</b>	
Rough Piping under slab (drains & water): 1 to 6 fixtures Plus an additional fee for each additional three fixtures, drainage fixture units, or fraction thereof:	\$100.00 residential \$150.00 commercial \$20.00
Rough Piping in walls (drains & water): 1 to 6 fixtures Plus an additional fee for each additional three fixtures, drainage fixture units, or fraction thereof:	\$100.00 residential \$150.00 commercial \$20.00
Final fixtures: 1 to 6 fixtures Plus an additional fee for each additional three fixtures or fraction thereof:	\$100.00 residential \$150.00 commercial \$20.00

**MISCELLANEOUS**

DESCRIPTION	FEES
<b>Sewer lateral</b>	\$75.00 residential \$125.00 commercial
<b>Water lateral</b>	\$75.00 residential \$125.00 commercial
<b>Violations inspection fee (per reinspection requirement) including failed inspection</b>	\$50.00 residential \$75.00 commercial
<b>Lawn sprinkler systems connected to domestic water supply:</b>	\$50.00
<b>Grease traps or interceptors</b>	\$150.00
<b>Water-cooled air conditioners</b>	\$150.00
<b>Minimum Fee for Any Inspections Not Listed Above</b>	\$75.00 residential \$125.00 commercial
<b>Holding tanks: Per Tank</b>	\$200.00
<b>Well installations</b>	
Residential (occupied single family home)	\$100.00
Geo Thermal Well	\$75.00
All Others:	\$150.00
<b>Sewer Pumps</b>	\$100.00 residential \$200.00 commercial



**WIRELESS COMMUNICATION FACILITIES (WCF)**

DESCRIPTION	FEES	ESCROW
<b>Miscellaneous</b>		
PA State UCC Building Permit Fee	\$4.50	
Zoning Permit	\$100.00	
Filing Fee	\$500.00	
Electrical Permit	\$200.00	
Legal and Engineering		\$5,000.00 with signed PSA

**ELECTRICAL INSPECTIONS**

United Inspection Agency is the appointed Electrical Inspection Agency for New Britain Township. Applicants shall be responsible for contacting United Inspection Agency, phone number (215) 542-9977, to arrange for electrical inspection services and provision of the underwriter's certification sticker. The Township shall charge the following fees for inspection, verification of the placement of the underwriter's certification sticker, processing of inspection file cards and related administrative fees as follows:

DESCRIPTION	FEES
<b>Electrical Inspection/Plan Review</b>	
<b>Residential Electrical Inspections and Plan Review</b>	
<b>Services, Equipment and Metering (600 VAC Max)</b>	
Single Meter 30 thru 200 Amps	\$110.00
Single Meter over 200 thru 400 Amps	\$140.00
Single Meter over 400 thru 600 Amps	\$150.00
Single Meter over 600 thru 1200 Amps	\$250.00
Single Meter over 1200 Amps	\$325.00
Services exceeding one meter (per meter in addition to above)	\$65.00
<b>Feeders and Subpanels (600 VAC Max)</b>	
Over 30 thru 200 Amps	\$110.00
Over 200 thru 400 Amps	\$140.00
Over 400 thru 600 Amps	\$150.00
Over 600 thru 1200 Amps	\$250.00
Over 1200 Amps	\$325.00
Services exceeding one meter (per meter in addition to above)	\$65.00
<b>Reintroduction of Power</b>	
Single Meter 200 Amps and under	\$135.00
Each additional meter	\$65.00
Over 200 thru 400 Amps	\$150.00

**ELECTRICAL INSPECTIONS (continued)**

**DESCRIPTION**

**FEES**

**Electrical Inspection/Plan Review (continued)**

**Residential Electrical Inspections and Plan Review (continued)**

**Swimming Pools**

Pool Bonding	\$125.00
Equipotential Deck Bonding	\$125.00
Pool pump and relating wiring	\$125.00
Pennsylvania Pool Certificate	\$320.00
Residential Generators	\$150.00

**Temporary Services**

30 thru 200 Amps	\$110.00
Over 200 thru 400 Amps	\$140.00
Over 400 Amps	\$200.00

**Residential Inspection (Dwelling Unit-Rough, Service and final)**

Single Family Dwelling 200 Amps and under	\$300.00
Single Family Dwelling 200 Amps thru 400 Amps	\$325.00
Single Family Dwelling over 400 Amps	\$350.00

**Residential Addition and Alterations (Rough and Final) \$185.00**

**Modular and Mobile Homes \$250.00**

Modular homes, service connections, 200 Amps and under

The prices referenced above typically include plan review and rough final inspections.

**Miscellaneous**

Residential	\$100.00
Commercial	\$200.00
Violation Inspection	\$70.00
Electrical Inspections for Residential Generator	\$150.00

**Electrical Inspections for Solar Projects:**

Up to 10 kW	\$250.00
11-100 kW	\$25.00/kW
100-500 kW	\$15.00/kW
Over 500 kW	\$10.00/kW

**\*A re-inspection fee will apply after the second failed inspection. This is to be paid directly to the Inspection Agency.**

**ELECTRICAL INSPECTIONS (continued)**

DESCRIPTION	FEES
<b>Commercial, Industrial and Institutional Electrical Inspections</b>	
The following is based on the total cost of the electrical portion of the construction project. This also applies to tele/data and security wiring.	
Up to \$10,000 (minimum filing fee)	\$300.00
\$10,000 to \$15,000	\$550.00
\$15,000 to \$20,000	\$700.00
\$20,000 to \$30,000	\$800.00
\$30,000 to \$40,000	\$900.00
\$40,000 to \$50,000	\$1,000.00
\$50,000 to \$60,000	\$1,100.00
\$60,000 to \$70,000	\$1,200.00
\$70,000 to \$80,000	\$1,300.00
\$80,000 to \$90,000	\$1,400.00
\$90,000 to \$100,000	\$1,500.00
\$100,000 to \$125,000	\$1,650.00
\$125,000 to \$150,000	\$1,800.00
\$150,000 to \$175,000	\$1,950.00
\$175,000 to \$200,000	\$2,100.00
\$200,000 to \$250,000	\$2,250.00
\$250,000 to \$300,000	\$2,400.00
\$300,000 to \$350,000	\$2,550.00
\$350,000 to \$400,000	\$2,700.00
\$400,000 to \$450,000	\$2,850.00
\$450,000 to \$500,000	\$3,050.00
Above \$500,000	Call for Price
 <b>Electric Signs</b>	
Single Unit	\$120.00
Each additional Unit	\$20.00
 <b>Parking Lot Poles</b>	
First five fixtures	\$125.00
Each additional fixture	\$10.00
 <b>Signaling Systems, Fire Alarms, Security Systems</b>	
System inspection including 25 devices	\$125.00
Each additional 25 devices or portion thereof	\$15.00
 <b>*A re-inspection fee will apply after the second failed inspection. This is to be paid directly to the inspection agency.</b>	

**MECHANICAL INSPECTIONS**

DESCRIPTION	FEES
<b>Miscellaneous</b>	
Replacement of existing residential heater or furnace oil & gas only	\$75.00
Replacement of existing AC Unit	\$75.00
New equipment installation: Heating equipment – Heat Pumps, etc.	\$150.00 residential \$200.00 commercial
Split Systems	\$125.00 residential \$200.00 commercial
Air conditioning equipment	\$100.00 residential \$200.00 commercial
Non-Residential space heaters per unit	\$100.00 Minimum \$25.00 per Unit
Non-Residential rooftop Heater/AC Unit	\$300.00 per unit
Oil or Propane tanks; 1 to 1,000 gallons each additional 500 gallons or fraction thereof	\$50.00 \$2.50
Kitchen Exhaust Hoods	\$150.00
Gas Logs/Fireplaces/Wood Stoves	\$50.00
Minimum fee for Any Inspection Not Listed Above	\$60.00 residential \$150.00 commercial
Re-inspection (if required) and thereafter including failed	\$50.00

**FIRE MARSHAL INSPECTIONS**

DESCRIPTION	FEES
<b>Annual Fire Inspections - applicable to all non-residential structures, units</b>	
Up to 5,000 square feet	\$30.00
5,001 to 40,000 square feet	\$60.00
40,001 square feet and over	\$150.00
Non-Residential Multi-Tenant Building - Sprinkler, Alarm, & Fire Lane	\$75.00
All other inspections not listed above (minimum fee)	\$75.00

**FIRE PREVENTION INSPECTIONS**

<b>DESCRIPTION</b>	<b>FEES</b>
<b>Fire Prevention Inspections</b>	
Fire system water service	<b>\$75.00 residential</b> <b>\$150.00 commercial</b>
Fire system standpipes per riser	<b>\$125.00</b>
Fire System Riser	<b>\$125.00</b>
Fire system sprinklers (\$1.00 per head)	<b>\$100.00 residential minimum</b> <b>\$250.00 commercial minimum</b>
Cross connection and back flow preventers	<b>\$75.00</b>
Blasting Permit (per day of blasting)	<b>\$75.00</b>
Fire alarm panel	<b>\$100.00</b>
Smoke detector/Heater Detector/Appliance per 25 or fraction there	<b>\$100.00</b>
Fire extinguishers per 10 units or fraction thereof	<b>\$50.00</b>
Fire Suppression System (Other than fire sprinklers)	<b>\$200.00 per unit</b>
Underground tank removal	<b>\$75.00</b>
Fire Reports	<b>\$75.00</b>
Fire Photographs	<b>\$5.00 per print</b>
Fire Alarm Violation (4 <sup>th</sup> false alarm)	<b>\$50.00</b>
Fire Alarm Violation (5 <sup>th</sup> false alarm)	<b>\$100.00</b>
Fire Alarm Violation and thereafter	<b>\$150.00 per alarm</b>
Minimum Fee for Any Inspection Not Listed Above	<b>\$60.00 residential</b> <b>\$75.00 commercial</b>

**FEES FOR WORK COMPLETED OR OCCUPANCY UNDERTAKEN WITHOUT PROPER PERMITS**

(a) Work Without Permit - Applies to permits issued after work has started	2X	Double the standard permit fee
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(b) Special tests and/or agencies required to determine compliance due to concealed construction or work completed prior to obtaining any required permit(s).

Applicant shall pay the cost incurred by the township plus 10%, or in the alternative, the applicant shall be required to produce approved proof of compliance, such as soil compaction testing, electrical certifications, compressed air testing of pipes, or other similar testing deemed necessary and deemed acceptable to the township.

(c) Occupancy Without Certificate - Applies to U&O certificates issued for an existing occupancy	2X	Double the standard fee for certificate
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**ADMINISTRATION**

**DESCRIPTION**

**FEES**

**Publications and Maps**

Zoning Ordinance (including Zoning Map)	<b>\$60.00</b>
Zoning Map	<b>\$3.00</b>
Subdivision and Land Development Ordinance	<b>\$30.00</b>
Comprehensive Plan	<b>\$25.00</b>
Open Space Plan (2000, 2008)	<b>\$30.00</b>

**Codified Codes**

Printed	<b>\$500.00</b>
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**Copy Requests:** may be furnished as xerographic copies or as electronic recordings on computer disks. Records only available in other media may be furnished in that media at the option of the Township. Copy fees estimated to exceed \$50.00 shall be prepaid.

Photostatic Copies Black & White	<b>\$0.25 per page</b>
Photostatic Copies in Color	<b>\$0.35 per page</b>
Copying by Outside Vendor	<b>actual service cost</b>

Electronic Media – only new Township furnished disks or new disks from an unopened package may be utilized. **\$3.00/disk**

\*Additional RTKL Fees may apply as outlined in Appendix D

**Postage**

U.S. Mail (1 <sup>st</sup> Class)	<b>\$1.00/envelope plus actual cost of postage</b>
Package shipping by USPS, UPS, FedEx and others	<b>actual service cost</b>

**Deed Registration**

**\$10.00/per deed**

**ADMINISTRATION (continued)**

DESCRIPTION	FEES
Returned Check	\$30.00
Certification of Record	\$25.00
IRS mileage allowance	as established by IRS
<b>Manpower &amp; Equipment Usages</b>	
<b>Road Crew</b>	
Foreman	\$ 60.00/hr.
Laborer	\$ 45.00/hr.
<b>Equipment</b>	
Dump Truck	\$ 150.00/hr.
Loader	\$ 200.00/hr.
Miscellaneous Equipment	\$50.00/hr.

**SPECIAL PERMITS, ROAD OCCUPANCY PERMIT, LICENSES**

DESCRIPTION	FEES
<b>Special Permits for items, uses, or activities not listed in this fee schedule:</b> As established by the Township Manager on a case-by-case basis utilizing the estimated costs to the Township made necessary by reason of the application or request.	
<b>Road Occupancy Permit</b>	
Utility	\$100.00 plus \$10.00 per sq. yd. of excavation within public ROW
Driveway	\$75.00 residential \$100.00 commercial
Above-Ground Facilities (poles, guy wires, etc.)	\$20.00 up to 10 Physically connected, continuous facilities \$2.00 each additional
<b>Licenses</b>	Fee                  Escrow
Liquor License Transfer Application	\$2,000.00          \$2,000.00

**PETITION TO VACATE PUBLIC ROAD/RIGHT-OF-WAY/PAPER STREET**

DESCRIPTION	FEES	ESCROW
Petition to Vacate Public Road/Right-of-Way/Paper Street	\$200.00	\$1,000.00

**STORMWATER FEE**

DESCRIPTION	FEES
Stormwater Fee:	Minimum fee of \$100.00, but not exceed \$20,000.00
Calculation: \$0.25 x Square Foot of the net increase in impervious surface	

**USE AND OCCUPANCY INSPECTIONS**

DESCRIPTION	FEES PER UNIT
<b>New Unit:</b> One Inspection/One Re-Inspection prior to issuance of Certificate	
New Single Family Dwelling	\$150.00
New Apartments / Mobile Homes	\$75.00
New Additions	\$40.00
<b>Resale Unit:</b> One Inspection/One Re-Inspection prior to issuance of Certificate	
Dwelling Units	\$75.00
Single Story Apartments, Mobile Homes	\$50.00
Apartments over Single Story	\$75.00
Second Re-inspection (if required) and each thereafter	\$40.00
<b>Non-Residential Units:</b> One Inspection/One Re-Inspection prior to issuance of Certificate	
New Commercial Units	\$125.00 plus \$0.05/s.f.
Commercial Resales under 10,000 s.f.	\$125.00
Commercial over 10,000 s.f.	\$200.00
<b>Residential Temporary Use and Occupancy Reinspection:</b> Per each additional inspection	
Residential	\$75.00
Single Story Apartments, Mobile Homes	\$50.00
Apartment over Single Story	\$75.00
<b>Non-Residential Temporary Use and Occupancy Reinspection:</b> Per each additional inspection	
Commercial under 10,000 s.f.	\$125.00
Commercial over 10,000 s.f.	\$200.00



**PROFESSIONAL SERVICES ESCROW REQUIREMENT**

A Professional Services Escrow Account shall be required to be deposited with the Township at the time of the initial plan application. The applicant and/or developer shall establish a Professional Services Escrow Account to reimburse New Britain Township for the reasonable and necessary expenses incurred for review of all applications, reports, plans, and the inspection of the improvements by New Britain Township's professional consultants, solicitor and/or engineer. Such expenses shall be reasonable and in accordance with the ordinary and customary fees charged by the New Britain Township Solicitor, Engineer and any other consultant for work performed for similar services in New Britain Township.

However, in no event shall the fees exceed the rate or cost charged by the New Britain Township Solicitor, Engineer or other consultant when such fees are now reimbursed or otherwise imposed on an applicant. Township incurred professional fees shall be billed in accordance with the attached professional fee schedule and Township administrative expenses shall be reimbursed at **10% per billing and a minimum of \$10.00 per bill**. A Professional Services Agreement (PSA) is required as part of the submission process.

The Township will establish a stop work threshold for professional service escrows and will indicate this threshold in the PSA. In the event the **professional services escrow falls below the amount established in the PSA**, the Developer or its agent(s) shall immediately, upon receipt of written notice from the Township or its agent(s), deposit sums with the Township necessary to replenish the account to its original balance. In the event that the Developer fails to provide sufficient funds to replenish the escrow account upon **thirty (30) days written notice** to the Developer; the Developer shall be in default of the PSA and the Township may refuse to issue any permit, conduct any inspections, and/or grant any approval necessary to further improve or develop the subject site until such time as the terms of the PSA are met by the Developer.

**SUBDIVISION AND LAND DEVELOPMENT**

To cover costs associated with the receipt, processing and handling, required reviews pursuant to the Pennsylvania Municipalities Planning Code, Zoning and Subdivision and Land Development regulations, digitizing and archiving of plans and application materials, the following fees and professional services escrow are required:

<b>DESCRIPTION</b>	<b>FEES</b>	<b>ESCROW</b>
<b><u>Sketch Plan with Engineering Review</u></b>		
Residential Subdivision and/or LD	\$250/lot	\$1,500/lot
Minor Non-Residential & Agricultural	\$500	\$5,000
Major Non-Residential	\$1,000	\$7,500
<b><u>Preliminary or Final Plans</u></b>		
Residential Subdivision	\$250/lot	\$2,500/lot
Residential Land Development	\$1,000+\$50/unit	\$10,000
Agricultural Projects	\$250	\$5,000
Non-Residential Subdivision	\$1,000/lot	\$2,500/lot
Non-Residential Land Development	\$1,500+\$50/1,000SF Bldg Area	\$25,000
Revised Plans	\$50% of the above noted fee	Maintain escrow
Preliminary/Final Plans	Double the above noted fee	Maintain escrow
<b><u>Sewage Facility Systems</u></b>		
Act 537 Planning Module Review	\$150.00	\$5,000.00
Operation & Maintenance Agreement (O&MA)	\$150.00	\$1,000.00
O&MA Non-Refundable Financial Security		\$2,500.00*
<b>*Financial Security may be increased, as recommended by the Twp Engineer &amp; Solicitor and approved by the Board, due to additional monitoring and enforcement requirements.</b>		
<b><u>Fee in Lieu of Dedication of Park and Recreation Land</u></b>		
Under Section 715, Subdivision and Land Development Ordinance, Per Dedication Unit Required		
Residential	\$3,000/dwelling unit	
Non-Residential	\$3,000/4,000 sq. ft. building area	

**ZONING**

<b>DESCRIPTION</b>	<b>FEES</b>	
Zoning Permit Application	\$50.00 residential	
Zoning Permit Application	\$100.00 non-residential	
Registration of Non-Conforming uses or structures	\$100.00	
Determination by Zoning Officer	\$250	
Residential Site Plans for New Dwelling Construction	\$250.00	\$5,000.00 Escrow
Stormwater Site Plan Review	\$50.00	\$5,000.00 Escrow
Sewer Connection	\$150.00	\$2,500.00 Escrow
Temporary Trailer Permit	\$50.00 for 0-3	
<b>\$100.00 for 3-6 months</b>		
Commercial Temporary Signs	\$50.00 per month up to 4 months per year.	
Applications for Conditional Use Hearing	\$2,500.00	
Requests for Filing for Amendments to the Zoning Ordinance or Map for Change of Zoning	\$2,500.00 plus PSA and \$2,500.00 Escrow	
Requests and Petitions for Curative Amendments, and/or Substantive Challenges to the Validity of the Zoning Ordinance or Map	\$5,000.00 plus \$300.00/hearing	

**ZONING HEARING BOARD**

To cover costs of compensation for the secretary and members of the zoning hearing board, notice and advertising costs and administrative expenses associated with the hearing.

**All fees are non-refundable regardless of the Zoning Board Decision.**

DESCRIPTION	FEES
<b>Residential</b>	
Application Fee	\$800.00
Continuance Fee	\$200.00
<b>Non-Residential</b>	
Application Fee	\$1,200.00
Continuance Fee	\$200.00

**PARKS AND RECREATION**

Unless otherwise noted below, fees for township sponsored recreational programs and other special recreational and community events shall be established by the Board of Supervisors, or the Township Manager (if necessary under the circumstances of the event or program).

DESCRIPTION	FEES
<b>Sport League Field Permits</b>	
Note: Certificate of Insurance naming New Britain Township as the certificate holder and as additional insured is required for field/ pavilion use by all organizations and companies. All rosters must include name, street address, city, state, and residing municipality of each player.	
Youth Groups (age 18 and under)	\$100.00 per season (Application Fee) \$10.00 per person
Adult Groups (age 19 - 55)	\$100.00 per season (Application Fee) \$40.00 per person
Senior Groups (Age 55+)	\$50.00 per season (Application Fee) \$5.00 per person
<b>Pavilion Reservation</b>	\$35.00 per day/Resident \$40.00 per day/Non-resident
<b>Special Event Permit (Non-Tournament)</b>	\$35.00 per field/pavilion (Application Fee) \$50.00 Security Deposit
<b>Field Reservations (Non-league)</b>	\$25.00 per use/per field (Includes Application Fee)
<b>Tournaments</b>	*\$100.00 (new)
*sponsors of any gatherings, which require police, maintenance, or other personnel and/or equipment, shall be responsible for all associated costs as determined by the Township. A deposit to guarantee payment shall be determined by the Township and posted with the Township prior to permit issuance.	
<b>Camps or Instruction Sessions</b>	\$50.00 (Application Fee) \$25.00 per use/field per day

<b>POLICE</b>	
<b>DESCRIPTION</b>	<b>FEES</b>
<b>Police Reports and/or Incident Report</b>	<b>\$15.00 per report</b>
<b>Accident Report Fee</b>	<b>\$15.00 per accident</b>
<b>Accident Photographs</b>	<b>\$25.00 processing fee + \$1.00 per printed photo \$15.00 per CD or Flash Drive</b>
<b>Alarm Violation (4<sup>th</sup> &amp; 5<sup>th</sup> false alarms)</b>	<b>\$60.00</b>
<b>Alarm Violation (6<sup>th</sup> and thereafter false alarms)</b>	<b>\$100.00</b>
<b>Alarm Registration</b>	<b>\$10.00 per year</b>
<b>Fingerprinting Fee (township residents and businesses only)</b>	<b>\$10.00 per card</b>
<b>Police Officer for Private Event</b>	<b>\$85.00/hr. Per Officer</b>
<b>Police Vehicle for Private Event</b>	<b>\$40.00/hr. Per Vehicle</b>
<b>Soliciting Permits</b>	
per Day	<b>\$20.00</b>
per Week	<b>\$50.00</b>
per Month	<b>\$100.00</b>
<b>Stray Dog Pick Up</b>	<b>\$15.00</b>
<b>Parking Tickets – (Township Tickets – Not District Court)</b>	
Fire Zone	<b>\$15.00</b>
Reserved: Handicapped	<b>\$15.00</b>
Left side to curb	<b>\$10.00</b>
Between AM/PM	<b>\$10.00</b>
During Winter Storm	<b>\$10.00</b>
Where Signs Prohibited	<b>\$10.00</b>
Within an Intersection	<b>\$10.00</b>
Blocking Driveway	<b>\$10.00</b>
All others not listed above (minimum fee)	<b>\$10.00</b>
<b>Tow Contractor Application for License</b>	<b>\$100.00 Annually</b>



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

**2023 PROFESSIONAL SERVICES FEE SCHEDULE  
NEW BRITIAN TOWNSHIP, BUCKS COUNTY, PA**

<b>TITLE</b>	<b>RATE</b>
Principal III	\$ 175.00
Principal II	\$ 170.00
Principal I	\$ 165.00
Consulting Professional V	\$ 155.00
Consulting Professional IV	\$ 150.00
Consulting Professional III	\$ 145.00
Consulting Professional II	\$ 140.00
Consulting Professional I	\$ 135.00
Design Technician V	\$ 130.00
Design Technician IV	\$ 120.00
Design Technician III	\$ 115.00
Design Technician II	\$ 102.00
Design Technician I	\$ 92.00
Construction Representative III	\$ 124.00
Construction Representative II	\$ 114.00
Construction Representative I	\$ 104.00
Surveying Crew	\$ 185.00
Project Assistant	\$ 85.00

**Listed Rates** – All Rates listed above are hourly rates based upon straight time for a 40-hour, 5-day week and are charged on actual time expended. When requested/required to provide professional services in excess of 40 hours during the normal work week, non-exempt staff shall be charged 1.5 times the standard rate for those hours worked in excess of the normal 40 hours. Construction Representative Services requested on weekends shall be charged at the same overtime rate with a minimum of 4 hours charged.

**Client Invoicing** – Gilmore & Associates, Inc. invoices on a monthly basis and payment for services rendered are due within 30 days.

**Proprietary Information** – This Professional Services Fee Schedule is proprietary information issued by Gilmore & Associates, Inc. for review only by the recipient of this document. The information contained herein shall not be shared, reviewed or discussed with others than those receiving this original document.

**Special Consulting Services** - Rates vary by type of service and level of experience. Rate Schedules will be provided upon request.

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

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Gilmore & Associates, Inc.  
Building on a Foundation of Excellence  
[www.gilmore-assoc.com](http://www.gilmore-assoc.com)

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\*Member of PA & NJ Bars  
†Master of Laws (Taxation)  
^Member of PA & NY Bars

December 29, 2022

**RATE PROPOSAL FOR NEW BRITAIN TOWNSHIP**

1. **Hourly Rate for General Legal Services**.....\$160.00
  - a. This is the rate to be charged by all attorneys rendering general legal services
  - b. This rate will apply to:
    - i. Preparation of reports, memoranda, correspondence, ordinances, etc.
    - ii. Attendance at meetings and participation in telephone conferences or consultations
    - iii. Employment and/or labor matters
  
2. **Hourly Rate for Litigation Services**.....\$185.00
  - a. This is the rate to be charged by all attorneys rendering litigation services
  - b. This rate will apply to:
    - i. Attendance at court, hearings, and meetings, including travel to and from
    - ii. Preparation of pleadings, memoranda, reports and other documents related to the matter in litigation
    - iii. Conferences or consultations with the Township which specifically deal with an issue of litigation.
  
3. **Hourly Rate for Real Estate Services**.....\$210.00
  - a. This is the rate to be charged regarding all real estate matters, including land development, subdivision, etc.

As noted previously, Begley, Carlin, and Mandio is committed to maintaining the above rates through December 2023. If a rate change is contemplated for 2024, the firm will discuss the same with the Board of Supervisors and Township Manager well before any such change is implemented.

3655 Route 202  
Suite 105  
Doylestown, PA 18902

# Thomas J. Walsh III & Associates, P.C.

 ATTORNEY AT LAW

Phone: 267.247.5024  
Fax: 267.247.5668  
Email: [twalsh@twalshlaw.com](mailto:twalsh@twalshlaw.com)

December 28, 2022

**Via Email Only**

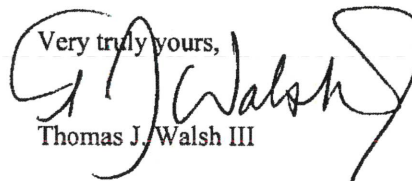
Michael Walsh  
Assistant Township Manager  
New Britain Township  
207 Park Avenue  
Chalfont, PA 18914

**Re: New Britain Township – 2022 Rate for Legal Services  
Zoning Hearing Board Solicitor**

Dear Mike:

As you know, I am fortunate to serve as solicitor to the New Britain Township Zoning Hearing Board (“ZHB”). In that capacity, my responsibility is to provide general legal counsel to the ZHB and to the New Britain Township Zoning Officer. If I am re-appointed as solicitor to the ZHB in 2023, my hourly rate for legal services in 2023 will be **\$160.00**, which is the same hourly rate since 2020.

To ensure compliance with applicable law, kindly include this rate in the New Britain Township Fee Resolution for 2023. Thank you for your consideration. Should you have any questions, please feel free to contact me.

Very truly yours,  
  
Thomas J. Walsh III

TJW/



# Office of Open Records – Official RTKL Fee Structure

Updated September 15, 2016

<b>Record Type / Delivery Method</b>	<b>Fee</b>
Black & White Copies	Up to \$0.25 per copy. <sup>1</sup>
Color Copies	Up to \$0.35 per copy. <sup>2</sup>
Specialized Documents <sup>3</sup>	Up to actual cost.
Records Delivered via Email	No additional fee may be imposed. <sup>4</sup>
CD / DVD	Up to actual cost, not to exceed \$3.00 per disc.
Flash Drive	Up to actual cost.
Facsimile	Up to actual cost. <sup>5</sup>
Other Media	Up to actual cost.
Redaction	No additional fee may be imposed. <sup>6</sup>
Conversion to Paper	Up to \$0.25 per page. <sup>7</sup>
Photographing a Record	No additional fee may be imposed. <sup>8</sup>
Postage	Up to actual cost of USPS first-class postage.
Certification of a Record	Up to \$5.00 per record. <sup>9</sup>

<sup>1</sup> A “copy” is either a single-sided copy on 8.5”x11” paper, or one side of a double-sided copy on 8.5”x11” paper.

<sup>2</sup> A “copy” is either a single-sided copy on 8.5”x11” paper, or one side of a double-sided copy on 8.5”x11” paper. Note that a requester may ask for black and white copies even if the original is in color and color copies are available.

<sup>3</sup> Including, but not necessarily limited to, non-standard sized documents and blueprints.

<sup>4</sup> If a requester asks to receive records which require redactions in electronic format, an agency may print the records to provide for secure redaction, then scan them in for delivery by email. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

<sup>5</sup> If an agency must print records to send them by facsimile, the agency may charge the fees noted above for B&W copies.

<sup>6</sup> If a requester seeks records requiring redaction, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

<sup>7</sup> 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. See §1307(e).

<sup>8</sup> This assumes the requester is using his or her own camera, such as a cellphone camera, to photograph the records. See *Muenz v. Township of Reserve, OOR Dkt. AP 2015-1021, 2015 PA O.O.R.D. LEXIS 1176*. If redaction is required prior to the requester being granted access to photograph records, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

<sup>9</sup> Under the RTKL, an agency may impose “reasonable fees for official certification of copies if the certification is at the behest of the requester and for the purpose of legally verifying the public record.” The OOR recommends no more than \$5 per record to certify a public record. Certification fees do not include notarization fees.

## Additional Notes

**Fees May Be Waived:** All fees established herein may be waived at the discretion of the agency.

**Other Statutory Fees:** If a statute other than the RTKL governs the amount an agency may charge for a certain type of record, the other statute controls. For example, a Recorder of Deeds may charge a copy fee of 50 cents per uncertified page and \$1.50 per certified page (42 P.S. § 21051). Police departments may charge up to \$15 for a copy of a vehicle accident report (75 Pa.C.S. §3751 (b)(2)); the Philadelphia Police Department may charge up to \$25 per copy (Id. at (b)(3)). State police are authorized to charge "\$5 for each copy of the Pennsylvania State Police full report of investigation." (75 Pa.C.S. §1956(b)). Other examples include the History Code, the Municipalities Planning Code, and the Criminal History Record Information Act.

**Inspection of Redacted Records:** If a requester wishes to inspect, rather than receive copies of, records which contain both public and non-public information, the agency may redact the non-public information. An agency may not charge the requester for the redaction itself. However, an agency may charge (in accordance with the OOR's Official Fee Structure) for any copies it must make in order to securely redact the material before allowing the requester to view the records. If, after inspecting the records, the requester chooses to obtain the copies, no additional fee may be charged.

**Enhanced Electronic Access:** If an agency offers enhanced electronic access to records in addition to making the records accessible for inspection and duplication by a requester, the agency may establish user fees specifically for the provision of the enhanced electronic access. The user fees for enhanced electronic access may be a flat rate, a subscription fee for a period of time, a per-transaction fee, a fee based on the cumulative time of system access, or any other reasonable method and any combination thereof. Such fees shall not be established with the intent or effect of excluding persons from access to records or duplicates thereof or of creating profit for the agency. **NOTE: Fees for enhanced electronic access must be reasonable and must be pre-approved by the OOR. Please [submit enhanced electronic access fee requests to the OOR.](#)**

**Fee Limitations:** Except as otherwise provided by statute, the RTKL states that no other fees may be imposed unless the agency necessarily incurs costs for complying with the request, and such fees must be reasonable. No fee may be imposed for an agency's review of a record to determine whether the record is a public record subject to access under the RTKL. No fee may be charged for searching for or retrieval of documents. An agency may not charge staff time or salary for complying with a RTK request. No fee may be charged for an agency's response letter.

**Prepayment:** Prior to granting a request for access in accordance with the RTKL, an agency 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. Once the request is fulfilled and prepared for release, the OOR recommends that the agency obtain payment prior to releasing the records.

**Questions:** If you have any questions regarding the OOR's Official Fee Structure, please [contact the OOR](#) (email: [openrecords@pa.gov](mailto:openrecords@pa.gov), telephone: 717-346-9903).