



**LOWER POTTS GROVE TOWNSHIP**  
*Subdivision & Land Development Fee Schedule*

Permit and Application fees are non-refundable and cover Township administrative costs. Escrow amounts are intended to cover consulting fees during the review process/inspection period. When escrow balances fall below fifty percent (50%) of the initial escrow amount, additional funds may be required at the discretion of the Township to ensure proper plan review and project inspections. Failure to maintain a positive escrow balance will result in a stoppage of work until the escrow fund is replenished to a minimum balance of 50% or greater than the original escrow posted. Application fees and escrows should be paid on two different checks, made out to Lower Pottsgrove Township.

Type of Fee or Application	Application Fee	Escrow Fee
<b><u>Application to Zoning Hearing Board</u></b>		
Nonresidential	\$1,000	N/A
Residential (1 & 2 Family)	\$500	N/A
Other Residential, including pending subdivisions	\$1,000	N/A
<i>For matters in which more than one hearing session is held, application shall be charged for all additional costs incurred by the Township except legal, technical consultants, or expert witness(es).</i>		
<b><u>Appeal from Zoning Officer Decision or other Zoning Hearings</u></b>		
Nonresidential	\$1,000	N/A
Residential (1&2 Family)	\$500	N/A
Other Residential, including pending subdivisions	\$1,000	N/A
Challenges to the validity of the Zoning Ordinance	\$1,500	N/A
<i>For matters in which more than one hearing session is held, application shall be charged for all additional costs incurred by the Township except legal, technical consultants, or expert witness(es).</i>		
<b><u>Application to the Board of Commissioners for Zoning</u></b>		
Amendments to Zoning Map or Township Ordinances	\$1,500	N/A
Curative Amendments	\$2,000	N/A
Conditional Use	\$1,000	N/A
<i>For matters in which more than one hearing session is held, application shall be charged for all additional costs incurred by the Township except legal, technical consultants, or expert witness(es).</i>		
<b><u>Zoning Permit Fees</u></b>		
Nonresidential: tenant fit-outs/alterations/signs and additions/accessory structures under 2,500 sq. ft.	\$100 per unit/structure	N/A
Nonresidential: new buildings and additions/accessory structures greater than 2,500 sq. ft.	\$250 per unit/structure	N/A
Residential: new homes/housing units, accessory structures over 1,000 sq. ft.	\$80 per unit/structure	N/A
Residential: additions, decks, accessory structures 250-1,000 sq. ft.	\$40 per unit/structure	N/A
Residential: accessory structures under 250 sq. ft., fences, signs, etc. (new square footage)	\$20 per unit/structure	N/A
<b><u>Zoning and Subdivision/Land Development Pre-Application Review Fees</u></b>		
Nonresidential: tenant fit-outs/additions/alterations	\$100	N/A
Nonresidential: new buildings	\$200	N/A

Residential: new homes/housing units	\$50 per unit (up to \$250)	N/A
<b><u>Minor Subdivision/Land Development Application</u></b>		
Residential lots (less than 3 lots)	\$500	\$2,500
Nonresidential lots	\$750	\$5,000
<b><u>Subdivision Application</u></b>		
<i>Sketch Plan</i>	\$100	\$2,000, any remainder is applied to pre/final plans
<i>Preliminary and Final Plan or Preliminary/Final Plan (Grading Permit is included in fee, except for individual residential lots. Individual residential lots must apply for individual grading permits)</i>		
<ul style="list-style-type: none"> <li>• Residential Lots (3 lots or more created)</li> </ul>	\$2,500, plus \$100 per lot/dwelling proposed	\$500 per lot, minimum \$5,000
<ul style="list-style-type: none"> <li>• Nonresidential Lots</li> </ul>	\$2,500, plus \$125 per lot/unit proposed	\$3,500 per lot/unit, minimum escrow \$7,000
<b><u>Land Development Application</u></b>		
<i>Sketch Plan</i>	\$100	\$2,000, any remainder is applied to pre/final plans
<i>Preliminary and Final Plan or Preliminary/Final Plan (Grading Permit is included in fee)</i>		
<ul style="list-style-type: none"> <li>• Residential</li> </ul>	See Subdivision Fees	See Subdivision Fees
<ul style="list-style-type: none"> <li>• Nonresidential</li> </ul>	\$1,500, plus \$25 per 1,000 sq. ft. proposed	\$250 per 1,000 sq. ft. proposed, minimum \$5,000
<b><u>Request for relief from Land Development Process</u></b>	\$300	\$1,500
<b><u>Grading Permit</u></b>		
Residential (single building and one acre or less graded) <i>Includes review and inspection fees</i>	\$500	
Individual lot as part of an approved subdivision/land development project with established and up-to-date escrow	\$50, inspection fees will be deducted from developer's escrow account	
Individual lot as part of an approved subdivision/land development project without escrow account	\$500	
Nonresidential, more than one residential building, and/or more than one acre graded	\$150, plus \$50 each additional acre	\$80 per acre, minimum \$500
<b><u>Driveway Opening Permit</u></b>		
Residential	\$30, plus engineering and inspection costs	
Nonresidential	\$50, plus engineering and inspection costs	
<b><u>Road/Right-of-Way Excavation/Opening Permit</u></b>		
On pavement	\$35, plus \$2 per sq. ft. with a \$40 minimum, plus engineering and inspection costs	
Off pavement, in the right-of-way	\$20, plus \$2 per sq. ft. with a \$40 minimum	
<b><u>Curb &amp; Sidewalk Permit (Construction, Repair, Reconstruction)</u></b>	\$35, plus engineering and inspection costs	
<b><u>Building Permits</u></b>	See Building Permit Schedule	
<b><u>Use &amp; Occupancy Permits</u></b>	See Building Permit Schedule	

**Hourly Rate for Township Professional Consultants**

Township Solicitor/Attorney	\$125
Township Solicitor's Paralegal	\$65
Authority Solicitor	\$140
BAI Engineering Director	\$130
BAI Senior Managing Engineer	\$120
BAI Managing Engineer	\$117
BAI Sr. Project Engineer/Sr. Project Designer/Sr. Project Mgr.	\$107
BAI Project Engineer/Project Designer/Project Manager	\$94
BAI Senior Field Representative	\$87
BAI Building Code Official	\$75
BAI Code Enforcement Officer/Building Inspector/Codes Officer	
Zoning Officer/Sewage Enforcement Officer	\$62
BAI CADD Operator/Technician	\$82
BAI Technician	\$57
BAI Word Processor	\$52
BAI 3-Person Survey Crew	\$190
BAI 2-Person Survey Crew	\$145
BAI 1-Person Survey Crew	\$110
Gilmore & Assoc. Sr. Engineer/Sr. Geologist/Sr. Surveyor	\$92.50
Gilmore & Assoc. Engineer/Geologist II	\$75
Architect	\$110
Montgomery County Planning Commission	As per MCPC fee schedule

*Direct costs including telephone, printing and reproduction, mileage, computer, shall be billed at cost. Professional and technical services furnished by others, postage, courier express mail delivery, travel and subsistence, shall be billed at cost plus 10 percent. An overtime charge of 20% applies to the above hourly rates for time worked before and after normal workday (7 a.m. to 4 p.m.) and on weekends and holidays.*

**Administrative Costs**

Copies	\$0.25 per page
Color Copies	\$0.50 per page
Faxes	\$0.50 per page
Reproductions of large plans	As billed by Township Engineer
Township Map	\$5
Township Zoning Map (large)	\$5
Township Zoning Map (small)	\$2.50
Zoning Ordinance	\$30
Subdivision & Land Development Ordinance	\$15
Stormwater Management Ordinance, Inc. Swamp Creek SMO	\$20
Mailing Requests	applicable mailing rates per package
Invoicing Fee	3% of invoice amount
Late Payment Fees	1.5% per month (18% per year) on all balances unpaid to Township in excess of 30 days
Payments 6 months or more in arrears	Appropriate legal action will be taken; interest and legal costs will be charged to the applicant
Returned Check Fee	\$25 per check
Lien Fee	\$150
Sewer Tap-In Fees, Residential	\$2,493 per EDU
Sewer Tap-In Fees, Nonresidential	\$2,970 per EDU