



HILLTOWN TOWNSHIP
Bucks County, Pennsylvania
Resolution No. 2024-006

Fee Schedule, be it Resolved, these Fees shall be instituted for 2024, in Hilltown Township, PA

ALL FEES ARE NON-REFUNDABLE

Residential: Buildings containing only one or two dwelling units
Non-residential: All uses other than one or two dwelling units

1. BUILDING PERMITS	FEES
Note: Penalty for Starting Work w/out Permits(see line-item 12)	
A. New Residential Construction: Single & Multiple Family Construction Each Dwelling Unit, Including Basement, Garage, etc.	\$500.00 PLUS \$0.50 / sq. ft.
B. Residential Addition, Detached Garage & Outbuildings over 200 Sq. Ft.	\$300.00 PLUS \$0.50 / sq. ft. over 200 sq. ft.
C. Residential Decks, Patios & Sheds	\$125.00 PLUS \$15.00 / 100 sq. ft. or fraction thereof
D. Residential Alterations, Replacements, Chimneys, Stoves & Fireplaces	\$300 for the first 500 sq. ft. \$15.00 / 100 sq. ft. over 500 sq. ft. or fraction thereof
E. Non-Residential New Construction and Additions	\$1000.00 PLUS \$0.75 / sq. ft.
F. Non-Residential Accessory Building for Storage Material Not related to Business Use of Property	\$400.00 PLUS \$0.50 / sq. ft.
G. Non-Residential Alterations	\$750.00 PLUS \$25.00 / 100 sq. ft. or fraction thereof
H. <u>Swimming Pools:</u>	
• Residential In-ground	\$1,000.00
• Residential Above Ground (over 24" high) & Spas	\$250.00
• Non-Residential Swimming Pools & Spas	\$800.00
2. Solar Permits	\$20.00 / Module Minimum \$360.00
3. Miscellaneous Construction (Cell Tower, Retaining Walls, etc.)	1.5% of total cost of work
4. <u>Electrical Permits:</u>	
A. <u>New Construction:</u>	
• Use Groups R-3 & R-4	\$315.00
• All Other Groups	\$650.00
B. <u>Alterations to Existing Structures:</u>	
• Use Group R-3 & R-4	\$250.00
• All Other Groups	\$400.00
5. <u>Plumbing Permits:</u>	
A. Residential Construction, Addition & Alterations	\$100.00 PLUS \$25.00 / Fixture
B. Non-Residential Construction, Addition & Alterations	\$250.00 PLUS \$40.00 / Fixture
6. <u>Mechanical Permits:</u>	
A. Residential & HVAC New & Replacement	\$150.00 / Unit
B. Residential Alterations	\$100.00 / Unit
C. Non-Residential & HVAC New & Replacement	\$300.00 / Unit

7. Demolition Permits: A. Primary Building – Residential B. Accessory Bldg., Partial or Interior – Residential C. Primary Building – Non-Residential D. Accessory Bldg., Partial or Interior – Non- Residential	\$150.00 \$75.00 \$300.00 \$150.00
8. Construction Trailers: (Per 180 Days; Extension Beyond 180 Days, Must Be Requested & Submitted & Approved in Writing)	
A. Temporary Sales Office B. Temporary Job Office C. Job-Site Storage Trailers	\$300.00 \$300.00 \$100.00 / Each Trailer
9. Permit Extension Request: A. Residential B. Non-Residential	\$100.00 \$250.00
10. Plot Plan Review: (by Twp. Eng.) (Includes Foundation & As Built Review)	\$500.00
11. Plan Submission Review: A. Residential B. Non-Residential C. Residential Resubmission Review D. Non-Residential Resubmission Review	\$100.00 \$250.00 \$100.00 / Resubmission \$250.00 / Resubmission
12. Starting Work Prior to Permit Issuance	Double Permit Fee
13. Re-Inspection: (As a result of incompleteness or improper work) A. Residential B. Non-Residential	\$100.00 / Re-inspection \$250.00 / Re-inspection
14. Accessibility Plan Review & Inspection	\$150.00 / Floor of Affected Use
15. Fire Prevention Permits: A. Flammable/Combustible Liquid Tank Removal B. Flammable/Combustible Liquid Tank Installation C. Industrial Ovens (105.7.7) D. Spray booths (105.7.10) E. Temporary Membrane Structures, Tents, Canopies (105.7.12) F. Compressed Gasses (105.7.2) G. Hazardous Materials (105.7.6) H. <u>Fire Sprinkler Systems:</u> <ul style="list-style-type: none"> • Sprinklers & Fire Alarm Plan Review • Residential (NFPA 13D) • Pre-Engineered System • Non-Residential (NFPA 13, NFPA 13R) • Alternative Extinguishing Systems • Alterations to Existing Systems • Private Fire Hydrants • Standpipe Systems I. <u>Fire Alarm Systems:</u> <ul style="list-style-type: none"> • Residential Smoke Detectors • Residential Alarm System (Central Station) • Non-Residential Alarm Systems (New & Alterations) J. Fireworks (Public Display)	\$250.00 / Tank \$115.00/ Tank (Above Ground) \$165.00 / (Below Ground) \$100.00 \$200.00 \$75.00 \$150.00 \$300.00 \$250.00 \$250.00 \$150.00 \$250 / Floor PLUS \$2.00 / Sprinkler Head \$150.00 \$50.00 PLUS \$2.00 / Sprinkler Head \$75.00 Each \$100.00 / Riser NO CHARGE \$25.00 \$100.00 PLUS \$2.00 / Device \$150.00

K. <u>Blasting:</u> <ul style="list-style-type: none"> • Per Five (5) Consecutive Day Blasting Period • Annual Permit for Mining Extractions 	<p style="text-align: right;">\$50.00 \$100.00</p>	
16. <u>Sign Permits:</u> <ul style="list-style-type: none"> A. Permanent Signs: (No Annual Renewal Fee) B. Temporary Political Signs (§160-78D. & F.) <i>(Deposit refunded after removed)</i> C. Temporary Signs (§160-78.B.) 	<p style="text-align: right;">\$100.00 x (\$7.50 sq. ft. exceeding 12 sq. ft.) \$100.00 Deposit / 100 Signs \$100.00</p>	
17. <u>Use & Occupancy Permits:</u> <ul style="list-style-type: none"> A. Residential New Construction B. Residential Addition & Alteration C. Non-Residential New Construction D. Non-Residential Additions & Alterations 	<p style="text-align: right;">\$250.00 / Unit \$100.00 / Unit \$375.00 / Unit \$175.00 / Unit</p>	
18. UCC	<p style="text-align: right;">\$4.50</p>	
19. <u>Road Occupancy Permits:</u>	<u>FEE</u>	<u>ESCROW</u>
<ul style="list-style-type: none"> A. All Vehicular Entrances onto Proposed or Existing Township Roads 	\$100.00	\$1,000.00
<ul style="list-style-type: none"> B. Temporary Construction Entrance (over Existing Curbs and /or Sidewalks) 	\$150.00	\$4,000.00
<ul style="list-style-type: none"> C. Road Opening / Occupancy Review 	\$150.00	\$1,000.00
<ul style="list-style-type: none"> D. Road Occupancy – Utility Construction 	<p>*\$150.00 PLUS \$2,500.00 Escrow for Utility Crossing (Perpendicular to Centerline); or \$50.00 Escrow / Linear Foot for Trenches Parallel to Centerline</p>	
<p>*NOTE: Estimated for the Escrow includes asphalt base (trench) & overlay plus incidentals (seam seal, traffic control, etc.) to guarantee cart-way/right-of-way restoration where applicable. Escrow does not include trench excavation, backfill or other costs related to utility construction.</p>		
20. Well Permit: Each New Well Drilled	\$150.00	
21. Flood Plain Permit	\$100.00 (Fee)	\$500.00 (Escrow)
22. <u>Zoning Permits:</u> <ul style="list-style-type: none"> A. New Residential Construction (Each Dwelling Unit) B. Residential Addition & Alterations (Each Dwelling Unit) C. Non-Residential w/ Change in Use, New Construction, Additions, Alteration, Change in Occupancy D. Non-Residential Addition w/ No Change in Use E. Zoning Certification Letter 	<p style="text-align: right;">\$150.00 \$100.00 \$300.00 \$150.00 \$150.00</p>	
F. <u>Forestry Permit:</u> <ul style="list-style-type: none"> • Permit Fee • Review Escrow • Performance Escrow 	<p style="text-align: center;"><u>FEE</u> \$250.00 ----- -----</p>	<p style="text-align: center;"><u>ESCROW</u> ----- \$500.00 \$2,500.00</p>
<ul style="list-style-type: none"> G. Zoning Plan Review by Twp. Engineer (As determined by Zoning Officer) 	<p style="text-align: center;"><u>FEE</u> \$250.00</p>	<p style="text-align: center;"><u>ESCROW</u> \$500.00</p>
<ul style="list-style-type: none"> H. Fence Agreement (Permits Requiring Legal Agreement) 	\$100.00	\$2,000.00
23. <u>Hearing Applications:</u> <ul style="list-style-type: none"> A. <u>Zoning Hearing Board:</u> <ul style="list-style-type: none"> • Residential Use • Residential Development (3 or More Lots) • Non-Residential Use • Hearing continuance (Due Prior to Each Hearing) 	<p style="text-align: center;"><u>FEE</u></p> <p style="text-align: right;">\$1,000.00 \$1,500.00 \$2,000.00 50% of Original Filing Fee</p>	

<ul style="list-style-type: none"> Multiple Hearing – Additional Testimony Only Court Ordered Remand Hearing Legal Non-Profit Corporation 	50% of Original Filing Fee	50% of Original Filing Fee	25% of Non-Residential Use Fee
B. Additional Municipal Hearings:	FEE	ESCROW	
<ul style="list-style-type: none"> Conditional Use Hearing 	\$1,000.00	\$7,500.00	
<ul style="list-style-type: none"> UCC Appeal Hearing: <ul style="list-style-type: none"> Residential Non-Residential 	\$750.00	\$1,500.00	
<ul style="list-style-type: none"> Amendment or Change to Zoning 	\$1,500.00	\$3,000.00	
<ul style="list-style-type: none"> Curative Amendment 	\$1,000.00	\$5,000.00	
<ul style="list-style-type: none"> Additional Hearing Continuance (Due Prior to Each Hearing) 	\$2,500.00	\$10,000.00	
24. *Traffic Study Review Escrow	\$3,000.00		
<p>*The above fee is to be paid <u>in advance</u> by the applicants for major performance subdivisions/land developments where Traffic Studies are required pursuant to Section 406 of the Subdivision/Land Development Ordinance. If the fee collected is insufficient to cover the reasonable and necessary cost of the municipality to complete the Traffic Study Review, Hilltown Township shall send the applicant an invoice for additional charges. No future permit or approval shall be given until all fees and invoices are paid. The balance of the escrow, (if any), for Traffic Study Review shall be refunded to the applicant if it has not been exhausted during the review process.</p>			
25. Subdivisions:			
<p>The following fees & escrows are to be paid <u>in advance</u> by applicants for Subdivisions, via two (2) separate checks-one (1) for the filing <u>fee</u> and one (1) for the <u>escrow</u>; both <u>payable</u> to “Hilltown Township”. If the escrow collected in accordance with this Fee Schedule below is insufficient to cover the reasonable/necessary cost to review the plan, Hilltown Township shall bill the applicant for additional charges. No further permits/approvals shall be granted until all fees, invoices, & escrow have been paid. When escrow accounts fall below 25% of original amount, escrow is required to be brought back up to the original amount. Balance of the escrow, if any, for the Subdivision Review shall be <u>refunded to the applicant</u> if it has not been exhausted during the review process.</p>			
A. Residential:	FEE	ESCROW	
<ul style="list-style-type: none"> Minor (2 Lots) or Lot Line Change 	\$500.00	\$3,000.00	
<ul style="list-style-type: none"> 3 – 5 Lots 	\$1,000.00	\$5,000.00	
<ul style="list-style-type: none"> 6 – 10 Lots 	\$1,500.00	\$10,000.00	
<ul style="list-style-type: none"> 11 – 25 Lots 	\$2,000.00	\$20,000.00	
<ul style="list-style-type: none"> 26 – 50 Lots 	\$2,500.00	\$30,000.00	
<ul style="list-style-type: none"> Over 51 Lots 	\$3,500.00	\$40,000.00	
B. Commercial, Institutional & Industrial:			
<ul style="list-style-type: none"> Minor (2 Lots) 	\$750.00	\$3,000.00	
<ul style="list-style-type: none"> 3 – 5 Lots 	\$1,000.00	\$5,000.00	
<ul style="list-style-type: none"> 6 – 10 Lots 	\$1,500.00	\$10,000.00	
<ul style="list-style-type: none"> Over 11 Lots 	\$2,000.00	\$20,000.00	
C. Sketch Plan Review for Subdivision/Land Development by Twp. Engineer & Professional Staff			
<ul style="list-style-type: none"> Minor (Residential) Subdivision 	\$350.00	\$1,000.00	
<ul style="list-style-type: none"> Major (Residential) Subdivision 	\$350.00	\$2,500.00	
<ul style="list-style-type: none"> Commercial Land Development 	\$350.00	\$3,000.00	
26. *Planning Consultant Escrow	-----	\$3,000.00	
<p>* The above fee is to be paid by the applicants for major performance Subdivisions/Land Developments. If the fee collected is insufficient to cover the reasonable and necessary cost of the municipality to complete a review of the proposal by the Township’s Planning Consultant, Hilltown Township shall send the applicant an invoice for additional charges. No future permit or approval shall be given until all fees and invoices are paid. The balance of the escrow for the Planning Consultant Review shall be refunded to the applicant if it has not been exhausted during the review process.</p>			
27. Professional Service Agreement	\$300.00	\$3,000.00	

28. *Fee in Lieu of Recreation Facilities	\$2,685.00 / Dwelling Unit	
*Ordinance No. 1999-004, which is hereby amended and revised to reflect the sum of \$2,685.00 / Dwelling Unit for Fee -in Lieu of Recreational Land Dedications, which is equal to the average fair market value of the land otherwise required to be dedicated, as of this date.		
29. Land Development:		
The following fees and escrows are to be paid <u>in advance</u> by the applicants for Land Development, via two (2) separate checks -one (1) for the filing fee and one (1) for the escrow ; both payable to " Hilltown Township ". If the escrow collected in accordance with this Fee Schedule below is insufficient to cover the reasonable/necessary cost to review the plan, Hilltown Township shall bill the applicant for additional charges. No further permits/approvals shall be granted until all fees, invoices, and escrow have been paid. When escrow accounts fall below 25% of the original amount, escrow is required to be brought back up to the original amount. Balance of the escrow, if any for the Land Development Review, shall be refunded to the applicant if it has not been exhausted during the review process.		
A. Residential: <ul style="list-style-type: none"> • 2 Units • 3-5 Units • 6-10 Units • 11-25 Units • 26-50 Units • Over 51 Unit 	<u>FEE</u>	<u>ESCROW</u>
B. Commercial, Industrial & Institutional <ul style="list-style-type: none"> • 1-2 Units • 3-5 Units • 6-10 Units • Over 11 Units 		
C. Agricultural Land Development		
D. Land Development Waiver Request <ul style="list-style-type: none"> • Proposed Addition/ New Building: Less than (<) 200 sq. ft. in area • Proposed Addition/New Building: 201 sq. ft. to 1,000 sq. ft. in area • Proposed Addition/New Building: Excess 1,000 sq. ft. in area • Proposal Includes Utilities/Community Facilities Use (Use F1 – F5) 		
30. *Stormwater Management Review: <ul style="list-style-type: none"> • Existing Single-Family Dwelling (SFD) • All Others 		
A. *Stormwater Management Capital Fund Fee <ul style="list-style-type: none"> • 2,000 sq. ft. or Less of Impervious Surface 		
<ul style="list-style-type: none"> • Over 2,000 sq. ft. of Impervious Surface 	(Fee) \$750.00 PLUS \$0.50 / Sq. Ft. of Impervious Surface over 2,000 Sq. Ft.	
<ul style="list-style-type: none"> • Residential Seepage Pit Design (Simplified Method) 		
* The above fees and escrows are to be paid in advance for the application not involving Subdivision or Land Development pursuant to Section 601 of the Stormwater Management Ordinance, with two (2) separate checks -one (1) for the filing fee and one (1) for the escrow ; both payable to " Hilltown Township ". If the fee		

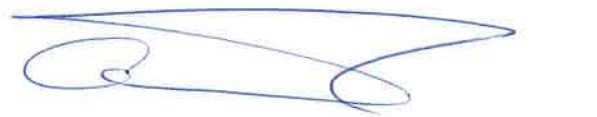
and escrow collected is insufficient to cover reasonable and necessary cost to review the Stormwater Management Plan, Hilltown Township shall invoice the applicant for additional charges. No permit or approvals shall be given until all fees and /or escrows are paid. The balance of escrow, (if any), shall be refunded. Please submit two separate checks

31. <u>ACT 537</u>		
A. Each ACT 537 Planning Module	\$500.00	\$3,000.00
B. IRSIS, SFTF & all Alternate/Experimental Sewage Disposal Systems	\$500.00	\$3,000.00
C. Holding Tank Permit	\$500.00	\$3,000.00
D. Sewage Maintenance Fees	\$300.00	\$3,000.00 / Lot
E. Operations & Maintenance Agreements	\$300.00	\$1000.00
32. Annual Auto Salvage License		\$100.00
33. <u>Sport Field Rental</u> (Two Separate Checks)		
A. Single 3 Hour Event	\$75.00 / Event PLUS \$50.00 Deposit	
B. Multiple Day Events	\$75.00 / Event PLUS \$100.00 Deposit	
C. Basketball Court – Single 3 Hour Event	\$50.00 / Event PLUS \$50.00 Deposit	
D. Basketball Court – Multiple 3 Hour Events	\$50.00 / Event PLUS \$100.00 Deposit	
E. Key Deposit (Deposit refunded w/key return)	\$50.00	
34. <u>Special Events:</u>		
A. Block Parties, Community Events, etc.		\$250.00
35. <u>Township Open Space Farming:</u>		
Applicant must complete the Open Space Farming Application & provide proof of insurance indemnifying the township of liability.		\$30.00 / Acre / Year
36. <u>Miscellaneous Fees:</u>		
A. Copy of a Document	\$0.25 / Paper Page & \$15.00 / CD	
B. Specialized Documents (Blueprints, nonstandard sized documents, etc.)	\$25.00 PLUS \$1.00 / sq. ft. \$5.00 Each	
C. Photographs		
D. Certification of a Record	\$1.00 / Record PLUS Copy of a Document Fee	
E. Return Check Fee (Any Reason)	\$40.00	
37. <u>Township Publication:</u>		
A. Comprehensive Plan	\$75.00	
B. Open Space Plan	\$75.00	
C. Stormwater Management Ordinance	\$75.00	
D. Subdivision Ordinance	\$75.00	
E. Zoning Ordinance	\$75.00	
<small>(All publications can be downloaded for free from the township website)</small>		
38. <u>Police Department Charges:</u>		
A. Soliciting Permit	\$25.00	
B. Soliciting Identifications Badge	\$10.00 / Badge	
C. Parking Tickets	\$10.00	
A. Handicapped Parking Violation	\$25.00	
D. Incident Report	\$15.00	
E. Crash Reports	\$15.00	
F. False Alarm Responses (Per Prior 12 Month Period)	(cont. to next page)	
• 1 st thru 3 rd	NO CHARGE	
• 4 th	\$50.00	
• 5 th	\$75.00	

<ul style="list-style-type: none"> • 6th thru 10th • 11th & above 	<p>\$100.00</p> <p>\$200.00</p>
G. Storage and/or Impoundment of Construction Equipment/Trailers on Township-owned Property (Plus Towing, if Applicable)	\$200.00 / Day
H. Storage and/or Impoundment of Vehicles on Township-owned Property (Plus Towing, if applicable)	\$75.00 / Day
I. Accident Photographs (Prints or Digital Images on CD)	\$15.00 / Print or Image
J. Special Police Services	\$100.00 / Hour / Officer
K. Accident Scale Diagrams (When Available)	\$250.00/Diagram
L. Accident Reconstruction Report (When Available)	\$500.00
M. Crash Scene Videos (When Available)	\$100.00/Video
N. Police Videos	\$100.00 Processing Fee PLUS \$50.00/Video
O. Returned Check Fee (Any Reason)	\$40.00
P. <u>Miscellaneous Fees:</u>	
A. Copy of a Document	\$0.25 / Paper Page
B. Certification of a Record	\$1.00 / Record PLUS Copy of a Document Fee

SO RESOLVED, this 25nd day of March 2024.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

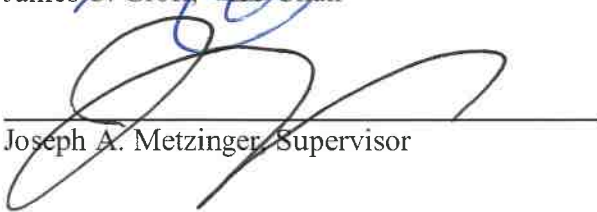


Caleb Torrice, Chair

Attest: 
 Lorraine E. Leslie,
 Township Manager



James C. Groff, Vice-Chair



Joseph A. Metzinger, Supervisor