



# East Allen Township

## 2024 FEE SCHEDULE

EAST ALLEN TOWNSHIP  
5344 Nor-Bath Boulevard  
Northampton, PA 18067  
(610) 262-7961

[www.eatwp.org](http://www.eatwp.org)

[info@eatwp.org](mailto:info@eatwp.org)

## SECTION I: GENERAL GOVERNMENT

### PUBLICATIONS:

1. Comprehensive Plan	\$25.00
2. Parks and Recreation Plan	\$25.00
3. Subdivision & Land Development Ordinance	\$25.00
4. Zoning Ordinance	\$25.00
5. Zoning Map or Official Map	\$10.00

### FEE CHARGED:

### DUPLICATION/ RECORDS REQUESTS:

1. Black & White Copy (8.5" x 11" up to 11" x 17")	\$0.25 Per Page
2. Color Copy (8.5" x 11" up to 11" x 17")	\$0.50 Per Page
3. Copy that requires to an outside vendor duplicate	\$10.00 + Actual Costs
4. CD/DVD Duplication	\$5.00 Per Disc
5. Flash Drive Duplication (Includes Flash Drive)	\$25.00 Per Flash Drive
6. Facsimile	\$0.25 Per Page
7. True & Correct Certifications	\$5.00 Per Certification
8. Mailing/Postage Costs/Fees	\$5.00 Plus Actual Costs

### FEE CHARGED:

### **NOTES:**

Costs for all copies and documents must be paid prior to their release. East Allen Township requires a deposit prior to fulfilling the requested documents that amount to over \$20.00 prior to fulfilling the duplication request.

### FINANCE CHARGES:

1. Returned Check Charge	\$30.00 Per Check
2. Unwrapped Coin Charge	\$5.00 Per Application

### FEE CHARGED:

### TAX COLLECTION CHARGES:

1. Tax Certifications	\$20.00 Per Certification
2. Tax Duplicates	\$10.00 Per Duplicate
3. Removal of a Mobile Home Permit	\$2.00 Per Application

### FEE CHARGED:

### **NOTES:**

All Tax Collection Charges shall be made payable to the East Allen Township Tax Collector. Questions regarding these charges shall be directed to Joy Hemming, Tax Collector at [taxcollector@eatwp.org](mailto:taxcollector@eatwp.org).

### GENERAL PERMITS:

1. Annual Burning Permit	\$25.00 Per Household
2. Annual Brush Permit (F.R.C.A.)	\$25.00 Per Household
3. Commercial Fireworks Display Permit	\$100.00 Per Display
4. Moving Permit (In or Out of Twp.)	\$20.00 Per Permit
5. Moving Permit (Within the Township)	Fee Waived
6. Solicitation Permit	\$100.00 Annually

### FEE CHARGED:

## SECTION II: ZONING BUILDING & GRADING PERMITS

Permits are required for all property improvements except for maintenance, repair, and landscaping. Please contact the Zoning Officer to determine the permit(s) required for your project(s). Certain activities may require additional permits and reviews based on the other ordinances and regulations adopted by East Allen Township & the Commonwealth of Pennsylvania. All permits submissions shall have a deposit for the review of the permits that is submitted. Permits review timeframes shall only commence once the deposit is received by the Township with the respective permit applications and supporting documents and plans.

### PERMIT SUBMISSION DEPOSITS:

- |                                   |          |
|-----------------------------------|----------|
| 1. Residential Permit Deposit     | \$100.00 |
| 2. Non-Residential Permit Deposit | \$250.00 |

**ALL PERMIT SUBMISSIONS OVER 50,000 SQ. FT. WILL HAVE AN INITIAL DEPOSIT OF \$5,000.00**

### DEPOSIT CHARGED:

### RESUBMISSION FEES:

- |   |          |
|---|----------|
| 1. Residential Building Permit Resubmission Fee     | \$25.00  |
| 2. Non-Residential Building Permit Resubmission Fee | \$150.00 |

### FEE CHARGED:

### RESIDENTIAL USES:

- |  |                                 |
|--|---------------------------------|
| 1. Zoning/Building Permit (Not Listed Below)             | \$150.00 + \$10 Per 100 Sq. Ft. |
| 2. Alarm Registration Permit                             | \$50.00                         |
| 3. New Dwelling Construction                             | \$500.00 + \$10 Per 100 Sq. Ft. |
| 4. Additions/Major Alterations                           | \$350.00 + \$10 Per 100 Sq. Ft. |
| 5. Accessory Use/ Structures                             | \$150.00 + \$10 Per 100 Sq. Ft. |
| 6. Certificate of Resale/Zoning Compliance – Residential | \$75.00                         |
| 7. Demolition Permit                                     | \$50.00                         |
| 8. Above Ground Pool                                     | \$200.00                        |
| 9. In-Ground Pool  | \$300.00                        |
| 10. Deck/Patio   | \$100.00 + \$10 Per 100 Sq. Ft. |
| 11. Water Supply Well Permit                             | \$300.00                        |

### FEE CHARGED:

### NON-RESIDENTIAL USES:

- |  |                                    |
|--|------------------------------------|
| 1. Zoning/Building Permit (Not Listed Below)               | \$250.00 + \$20 Per 100 Sq. Ft.    |
| 2. Alarm Registration Permit                               | \$250.00                           |
| 3. New Building/Structures under 50,000 Sq. Ft.            | \$750.00 + \$20 Per 100 Sq. Ft.    |
| 4. New Building/Structures over 50,000 Sq. Ft.             | \$10,000.00 + \$40 Per 100 Sq. Ft. |
| 5. Additions/Major Alterations                             | \$500.00 + \$20 Per 100 Sq. Ft.    |
| 6. Accessory Use/Structures                                | \$250.00 + \$20 Per 100 Sq. Ft.    |
| 7. Change of Use Application - With Building Permit Review | \$100.00                           |
| 8. Change of Use Application - With Building Permit Review | \$500.00 + \$20 Per 100 Sq. Ft.    |
| 9. Demolition Permit/Holding Tank Removal Permit           | \$200.00 Each Building/Tank        |
| 10. Sign Permits   | \$100.00 + \$.50 per sq. ft.       |
| 11. Cell Tower – New Installation                          | \$1,000.00                         |
| 12. Cell Tower Modification/Alteration                     | \$350.00                           |
| 13. Issuance of Duplicate Certificate of Occupancy         | \$20.00                            |
| 14. Salvage Permit (Junkyard Registration)                 | \$300.00                           |

### FEE CHARGED:

**GENERAL ZONING BUILDING PERMIT:**

- 1. After-the-Fact Permit
- 2. Agriculture Exemption Review
- 3. Building Code Appeal
- 4. Certificate of Non-Conforming Use
- 5. New Driveway
- 6. Secondary Driveway
- 7. Driveway Enlarging/Widening
- 8. Repaving/Resurfacing Existing Driveway
- 9. Preliminary Opinion of the Zoning Officer
- 10. Temporary Use
- 11. Water Supply Well Permit
- 12. Zoning Verification

**FEES CHARGED:**

- Double Permit Fee
- \$50.00
- \$1,500.00
- \$250.00
- \$250.00
- \$350.00
- \$100.00
- \$20.00
- \$250.00
- \$100.00
- \$300.00
- \$50.00

**GRADING & STORMWATER REVIEW:**

- 1. Grading Permit
  - a. Resubmission of Grading Plans
  - b. Reinspection Fees
- 2. Stormwater Review
  - a. Resubmission of Grading Plans
  - b. Reinspection Fees
- 3. Storm Water Infiltration Testing (Non-SALDO Testing)

**FEES CHARGED:**

- \$1,000.00
- \$250.00
- \$250.00
- \$500.00
- \$250.00
- \$250.00
- \$500.00

**NOTES:**

All grading and storm water reviews allow for (2) submissions, (1) As Built Plan Review, and (1) Site Inspection. In the event the applicant exceeds those review submissions or inspections, the applicant shall pay the resubmission or reinspection fee as listed above. No Certificate of Occupancy shall be issued in the event the applicant fails to pay the fees listed above.

**PLAN REVIEW & INSPECTIONS FEES:**

An Administrative Fee of 20% is applied to all 3rd Party Reviews Fees & Charges to cover internal administration costs in processing permit. All Permits that Require More Than (1) Review Shall Be Subject to the Resubmission Fee Listed Above. Charges by the Township’s 3<sup>rd</sup> Party are based on the 3<sup>rd</sup> Party’s Fee Schedule as listed on page 5 and 6 of this fee schedule.

**HEARINGS BEFORE THE GOVERNING BODY:**

- 1. Request for Zoning Amendment
- 2. Conditional Use Hearing
- 3. Landowner Curative Amendment
- 4. Continuance of Hearing Requested by Petitioner
- 5. Liquor License Transfer Hearing

**FEES CHARGED:**

- \$10,000.00 + Actual Costs
- \$2,500.00
- \$5,000.00
- \$500.00 + Actual Costs
- \$1,000.00

**HEARINGS BEFORE THE ZONING HEARING BOARD:**

- 1. Request for Variance
- 2. Special Exception Hearing
- 3. Continuance Requested by Petitioner

**FEES CHARGED:**

- \$2,500.00
- \$2,500.00
- \$500.00 + Actual Costs

## **SECTION III: SEWAGE PERMITS**

### **SYSTEM SEWAGE PERMIT:**

1. Permit with Testing Required	\$2,500.00
2. Permit with Testing Complete	\$1,250.00
3. Residential Spray Irrigation Sewage Permits	\$2,500.00 + \$250.00 A Lot
4. Community/Nonresidential Sewage Permits	\$2,500.00 + \$250.00 A Lot

### **FEES CHARGED:**

### **NEW SYSTEM INSPECTIONS:**

1. Subsurface System Inspections	\$300.00
2. Elevated System Inspections	\$550.00

### **FEES CHARGED:**

### **REPAIR/MODIFICATION SEWAGE PERMIT:**

1. Replacement of Absorption Area Required	\$1,900.00
2. Repair or Modification with No Work to Absorption Area	\$350.00

### **FEES CHARGED:**

### **HOLDING TANK SEWAGE PERMIT:**

1. Installation of Holding Tank	\$1,500.00
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### **FEES CHARGED:**

### **MISCELLANEOUS SEWAGE ENFORCEMENT OFFICER FEES:**

1. General Correspondence Unrelated to Permit Issues	\$250.00
2. Well Isolation Distance Exemption Review	\$250.00
3. Sewage Enforcement Officer Hourly Rate	\$77.00 per hour
4. Vehicle Mileage Reimbursement	Current IRS rate
5. Resubmission of Design Plans Fee (After 2 Submissions)	\$100.00
6. Reinspection Fee (After Each Failure)	\$150.00

### **FEES CHARGED:**

### **SUBDIVISION AND LAND DEVELOPMENT SEO REVIEW ESCROW:**

1. SALDO Sewage Review Escrow	\$2,500.00 + \$250.00 EDU
2. Planning Module Review	\$500.00

### **ESCROW AMOUNT:**

### **NOTES:**

1. If the Developer and/or Owner is conducting their own percolation test, then the Sewage Enforcement Officer is obligated to observe and monitor the test and the Developer will be obligated to reimburse the Township for the cost of the Sewage Enforcement Officer's monitoring and observation on an hourly rate basis, as listed in Item 5.A above.
2. The Developer and/or Owner is hereby obligated to reimburse the Township for any soil investigation costs or costs of Planning Module review incurred by the Township Sewage Enforcement Officer during the evaluation of soils and review and processing of Subdivision or Land Development Planning Modules.
3. Total fees due shall be equal to all costs of the Sewage Enforcement Officer (SEO) activities associated with the issuance of the permit and inspections of the system installation. Applicant is responsible to reimburse East Allen Township any additional costs that may exceed the above escrow amounts. In the event the SEO activity expenses exceed the amount collected, the applicant will be billed at the hourly rate established by the most current Professional Fee Schedule. For resubmissions, a fee of \$100.00 will be assessed after (2) submissions and a fee of \$150.00 will be assessed after (1) inspection.
4. For those permits with outstanding balances, no further activity will be taken by the SEO until such time as the account is paid in full to East Allen Township.
5. For the purposes of this Resolution, an equivalent dwelling unit is mathematically calculated to be 400 gallons per day of wastewater generated.

## SECTION IV: PLANNING - SUBDIVISION & LAND DEVELOPMENT

### PRE-DEVELOPMENT SUBMISSION FEES:

	<u>FEES CHARGED:</u>	<u>ESCROW:</u>
1. Pre-Application Meeting	\$1,000.00	\$750.00
2. Site Inspection Meeting	\$1,000.00	\$750.00
<del>3. Meeting and Site Inspection</del>	<del>\$1,000.00</del>	<del>\$750.00</del>
4. Sketch Plan Submission:	\$1,000.00	\$750.00

### PRELIMINARY PLAN SUBMISSION FEES:

	<u>FEES CHARGED:</u>	<u>ESCROW:</u>
1. Minor Subdivision	\$500.00 + \$150 A Lot	\$1,000.00
2. Major Subdivision	\$1,000.00 + \$250 A Lot	\$5,000.00
3. Land Development	\$1,500.00 + \$250 An Acre	\$7,500.00
4. Subdivision/Land Development	\$1,250.00 + \$350 An Acre	\$7,500.00
5. Resubmission of Preliminary Plan	\$500.00	\$1,000.00

### FINAL PLAN SUBMISSION FEES:

	<u>FEES CHARGED:</u>	<u>ESCROW:</u>
1. Minor Subdivision	\$250.00 +	\$1,000.00
2. Major Subdivision	\$1,500.00	\$5,000.00
3. Land Development	\$1,500.00	\$5,000.00
4. Resubmission of Final Plan	\$500.00	\$1,000.00
5. Amended to Recorded Plan:	\$1,000.00	\$2,500.00

### SITE PLAN REVIEW:

	<u>FEES CHARGED:</u>
1. Site Plan Submission	\$500.00 + Actual Consultant Costs
2. Plan Amendment (Same Owner)	\$75.00 + Actual Consultant Costs

### DEVELOPERS IMPACT FEES:

Recreation Contribution In Lieu of Dedication

### FEES CHARGED:

\$5,000.00 Per Dwelling

## SECTION V: PARKS & RECREATION

### PAVILION RENTALS:

### RENTAL FEE & DEPOSIT:

#### Resident Rates

- |                      |                            |
|----------------------|----------------------------|
| 1. Bicentennial Park | \$150.00 + \$75.00 Deposit |
| 2. Jacksonville Park | \$50.00 + \$50.00 Deposit  |

#### Non-Resident Rates

- |                      |                            |
|----------------------|----------------------------|
| 1. Bicentennial Park | \$250.00 + \$75.00 Deposit |
| 2. Jacksonville Park | \$50.00 + \$50.00 Deposit  |

#### Non-Profit Rates

- |                      |                            |
|----------------------|----------------------------|
| 1. Bicentennial Park | \$125.00 + \$75.00 Deposit |
| 2. Jacksonville Park | \$50.00 + \$50.00 Deposit  |

### FIELD/COURT RENTALS:

### RENTAL FEE & DEPOSIT:

- |   |                             |
|---|-----------------------------|
| 1. Fee Per Field Per Game - (1) Hour Rental | \$25.00 + \$100.00 Deposit  |
| 2. Fee Per Field Per Day – Whole Day Rental | \$150.00 + \$100.00 Deposit |
| 3. Fee Per Court Per Game - (1) Hour Rental | \$25.00 No Deposit          |
| 4. Fee Per Court Per Day – Whole Day Rental | \$150.00 + \$100.00 Deposit |

### SUMMER PROGRAM:

### PROGRAM FEE:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| 1. Resident                       | \$250.00 Per First Child       |
| 2. Resident Multi Child Rate      | \$150.00 Each Additional Child |
| 3. Non-Resident                   | \$350.00 Per First Child       |
| 4. Non- Resident Multi Child Rate | \$250.00 Each Additional Child |

### SOCCER PROGRAM:

### USER FEE:

- |                                     |          |
|-------------------------------------|----------|
| 1. Recreation League – Resident     | \$125.00 |
| 2. Recreation League - Non-Resident | \$150.00 |
| 3. Traveling Soccer - Resident      | \$125.00 |
| 4. Traveling Soccer – Non-Resident  | \$150.00 |

#### NOTE:

Sponsors of any gatherings which require police, maintenance, or other personnel and/or equipment shall be responsible for all additional associated costs as determined by the Township. A deposit to guarantee payment may be required by the Township and posted with the Township prior to the issuance of any permits.

## SECTION IX: STREETS & SIDEWALKS PERMITS

### Application Fee for Utility Permit

- |   |   |
|---|---|
| 1. Utility Permit Application under 2,500 Sq. Ft  | \$500.00 + \$2.00 Per Sq. Ft. of Cut Asphalt/Right of Way   |
| 2. Utility Permit Application under 5,000 Sq. Ft  | \$1,500.00 + \$2.00 Per Sq. Ft. of Cut Asphalt/Right of Way |
| 3. Utility Permit Application under 10,000 Sq. Ft | \$2,500.00 + \$2.00 Per Sq. Ft. of Cut Asphalt/Right of Way |
| 4. Utility Permit Application over 10,000 Sq. Ft  | \$5,000.00 + \$2.00 Per Sq. Ft. of Cut Asphalt/Right of Way |

**All Utility Permits over 5,000 Sq. Ft. will have an escrow that is to be determined by the Township**

### Below Grade Facilities Installation Permit

- |  |                                  |
|--|----------------------------------|
| 1. Underground Horizontal Boring under 2,500 Ln. Ft  | \$500.00 + \$1.50 a Linear Ft.   |
| 2. Underground Horizontal Boring under 5,000 Ln. Ft  | \$1,500.00 + \$1.50 a Linear Ft. |
| 3. Underground Horizontal Boring under 10,000 Ln. Ft | \$2,000.00 + \$1.50 a Linear Ft. |
| 4. Underground Horizontal Boring over 10,000 Ln. Ft  | \$5,500.00 + \$1.50 a Linear Ft. |
| 5. Test Holes (Core Samples)                         | \$100.00 Per Test/Core           |

**All Permits over 5,000 Sq. Ft. will have an escrow that is to be determined by the Township**

### Aboveground Facilities Installation Permit

- |                     |               |
|---------------------|---------------|
| 1. Pole/ Guide Wire | \$100.00 Each |
|---------------------|---------------|

### Miscellaneous Highway Occupancy Permit Fees

- |  |                          |
|--|--------------------------|
| 1. Additional Inspections (More than Three)          | \$100.00 Each Inspection |
| 2. Revision to Utility Permit or Supplemental Change | \$50.00 Each Change      |
| 3. Permit Extension (6 Month Time Extension)         | \$250.00 Each Extension  |

## SECTION X: PUBLIC WORKS FEES

### Personal Costs:

- |                             |                   |
|-----------------------------|-------------------|
| 1. Public Works Crew Member | \$75.00 Per Hour  |
| 2. Public Works Crew Leader | \$100.00 Per Hour |
| 3. Public Works Coordinator | \$125.00 Per Hour |

### Equipment Costs:

- |                           |                   |
|---------------------------|-------------------|
| 1. Pickup Truck           | \$25.00 Per Hour  |
| 2. Small Dump Truck       | \$35.00 Per Hour  |
| 3. Utility/Bucket Truck   | \$50.00 Per Hour  |
| 4. Single Axle Dump Truck | \$60.00 Per Hour  |
| 5. Tandem Axle Dump Truck | \$65.00 Per Hour  |
| 6. Backhoe Loader         | \$100.00 Per Hour |
| 7. Wheel Loader           | \$100.00 Per Hour |
| 8. Air Compressor         | \$20.00 Per Hour  |
| 9. Shoulder Mower         | \$75.00 Per Hour  |

## SECTION XI: PROFESSIONAL STAFF/CONSULTANT FEES

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
<u>ENGINEER</u>	
Senior Engineer	\$ 126.50
Registered	120.00
Graduate Engineer (Nonregistered)	104.00
<u>CERTIFIED PLANNER</u>	120.00
<u>REGISTERED GEOLOGIST / SENIOR SCIENTIST</u>	120.00
<u>REGISTERED LANDSCAPE ARCHITECT</u>	120.00
<u>TRAFFIC SPECIALIST</u>	120.00
<u>REGISTERED SURVEYOR</u>	113.00
<u>SENIOR PROJECT MANAGER</u>	121.00
<u>ENVIRONMENTAL</u>	
Environmental Specialist	106.00
Environmental Technician	93.00
<u>GIS (GEOGRAPHIC INFORMATION SYSTEMS) WORK</u>	
GIS Specialist	98.50
GIS Technician	83.00
<u>DESIGN / DRAFTING / TECHNICAL WORK</u>	
Senior Designer/Senior Technician	103.50
Design/Calculations/Technician	92.50
Draftsperson 1 (CAD Drafting)	82.50
Draftsperson 3/Technician 3	61.00
<u>GROUND PENETRATING RADAR / GLOBAL POSITIONING SERVICE FIELD PERSON</u>	118.00
<u>ZONING OFFICER / CODES ENFORCEMENT</u>	96.50
<u>SURVEY CREW</u>	
One-Person Field Crew	106.00
Two-Person Survey Crew (2 @ \$78.00 each)	162.00
Three-Person Survey Crew (3 @ \$66.00 each)	204.00
One-Person Crew w/Survey Equipment	135.00
3D Scanning w/One-Person Crew	200.00
<u>CONSTRUCTION OBSERVER / SEWAGE OFFICER</u>	
Highway, Heavy, Commercial, or Residential Construction	85.00
Highway, Heavy, Commercial, or Residential Construction (Senior)	91.50
Certified Sewage Enforcement Officer	83.50
Onlot Sewer Percolation Test (Pass or Fail)	Lump Sum 485.00
Observe Percolation Test	Lump Sum 408.00
<u>SECRETARIAL / WORD PROCESSOR</u>	46.00

- Travel to and from the job site is chargeable time, with project mileage charged at current IRS rate for region.
- Overtime is charged at 1.5 times base rate.
- Ordinary overhead expenses are included in the above rates.
- Extraordinary expenses required specifically for a particular project will be billed at direct cost plus 5%. Examples of these expenses include special consultants, soil borings costs or testing laboratory charges. All such additional expenses are to be specifically approved by the client prior to their use.
- A special rate of \$200.00 per hour is established for formal hearings and court appearances as an expert witness for a Professional Engineer, Geologist, Surveyor, or other professional.
- Cost for plan copies is \$0.55 per square foot (black & white); \$2.00 per square foot (color).
- Cost for Mylars is \$1.65 per square foot (black & white); \$6.00 per square foot (color).
- Cost for photocopies is \$0.25 per page (black & white); \$0.55 per page (color).
- Field equipment usage will be charged as follows: Sewage Flow Meter - \$15.00/day, Traffic Counter - \$58.00/day, GPS Locator - \$25.00/day, RTKGPS - \$220.00/day, SUB-RTKGPS - \$55.00/day.
- Push Camera - \$12.50/hour for Televising; \$17.00/hour for Televising and Locating Services.

## **SECTION XII: FEE SCHEDULE DISCLAIMER**

1. The failure to list, in this Resolution, a fee that is properly listed elsewhere shall not obviate the responsibility to pay that fee.
2. These fees are subject to change. Please contact the Township Office to verify you have the most recent Fee Schedule prior to conducting business with East Allen Township.
3. East Allen Township may at its discretion determine a fee in the event a fee is not listed above for services rendered based upon the cost of service and reasonable fees from other public and private sources.
4. Payment must be made in CASH or CHECK, payable to "East Allen Township".
5. Payment is required at the time of application, unless a deposit is permitted. No application will be accepted without payment. Applications mailed without proper payment will be returned to the Applicant.
6. All fees are rounded to the nearest dollar if necessary by East Allen Township.
7. All fees and applications are non-refundable. The only exception of escrow fees and deposit fees, which are marked after the category of the fee type.