

# **GREENWICH TOWNSHIP FEE SCHEDULE**

## **RESOLUTION# 2025-02**

WHEREAS, the Second-Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania grant to Municipalities power to adopt a fee schedule;

WHEREAS, the Greenwich Township Board of Supervisors desire to adopt a comprehensive fee schedule by Resolution;

NOW THEREFORE, in consideration of the above recitals, which are incorporated herein by reference and made part hereof, the Board of Supervisors of Greenwich Township, Berks County, Pennsylvania, hereby adopts the following comprehensive fee schedule:

### **A. ZONING PERMIT FEES**

1. All accessory structures 200 square feet and less without a utility connection are required to have only a zoning permit. The permit fee shall be \$25.00.
2. All accessory structures greater than 200 square feet but less than 1,000 square feet without a utility connection are required to have only a zoning permit. The permit fee shall be \$95.00.
3. A zoning permit is required in conjunction with every material change in the use of land. The zoning permit fee is \$95.00.
4. A zoning permit is required for all farm and agricultural buildings. The fee shall be \$ 0.10 per square foot with a maximum of \$500.00.
5. Residential Home Occupation - \$ 95.00.
6. For zoning review and written determination or certificate for change of use of a property, confirmation of non-conformity, etc., the fee is \$ 250.00, which is non-refundable.

### **B. BUILDING PERMIT FEES for RESIDENTIAL CONSTRUCTION COVERED UNDER THE INTERNATIONAL RESIDENTIAL CODE (IRC)**

- I. Application fee which will be applied to the cost of the permit.
  - a. For Residential Construction - \$ 95.00 - non-refundable
  - b. For Commercial Construction - \$150.00 – non-refundable
  - c. For stand alone Plumbing, Electrical or Mechanical - \$ 50.00 - non-refundable
2. Structural Permit fees
  - a. New construction fee will be calculated at \$ 0.42 per square foot of building or structure area. The area includes porches, patios, attics, basements, garages, and living areas. Crawl spaces and dead area spaces (areas with less than minimum height ceilings such as knee walls) are excluded. There is a minimum building permit fee of \$800.00.

- b. Manufactured Home (not including site built garage or decks). There is a building permit fee of \$600.00.
- c. For residential additions, including attached garages and finished basements, the fee will be calculated at \$ 0.42 per square foot of building or structure area (total area, each level). The minimum building permit fee is \$350.00.
- d. For garages 1,000 square feet and over, accessory structures 1,000 square feet and over that require field assembly, and decks 30" or more above grade, the fee will be calculated at \$ 0.42 per square foot of building or structure area (total area, each level). There is a minimum building permit fee of \$250.00.
- e. For private swimming pools over 24 inches in depth, \$ 0.42 per square foot of structure area, including surrounding patio/deck, is charged. There is a minimum permit fee of \$250.00 plus required electrical inspection fees.

For storable pools over 24 inches in depth and other temporary structures, there is a permit fee of \$100.00.

Above ground pools (includes building and electric) is \$250.00.

- f. Renovations, Alterations, Modifications and where none of the above categories apply, \$0.42 per square foot of building or structure area (areas with at least minimum height ceilings) is charged. There is a minimum building permit fee of \$200.00.
- g. The building permit renewal fee is \$50.00.
- h. Fuel storage tank fee is \$50.00 per tank installation.
- i. Additional or re-inspections will be billed to the applicant on a per inspection basis. The fee for each inspection will be \$85.00.

### 3. Plumbing Permit Fees.

- a. Manufactured dwelling with crawl space - per unit \$100.00  
(includes mobile home on foundation)
- b. Single family dwelling (not over 3 full or partial baths) \$ 150.00  
Each additional full or partial bath \$ 75.00
- c. Two family dwelling (not over 2 full or partial baths per unit) \$ 250.00  
Each additional full or partial bath per unit \$ 75.00
- d. Permit for any plumbing work, which requires a permit but is not listed elsewhere. This fee includes inspections of the work. \$ 150.00
- e. Additional or re-inspections will be billed to the applicant on a per inspection basis. The fee for each inspection will be \$85.00.

4. Electrical Permit Fees

a. Service inspections (Service Only)

Service not over 200 amp	\$100.00
over 200 but not over 400 amp	\$150.00
over 400 amp	\$200.00

Additional meters	\$ 25.00
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b. Electrical Wiring

New Single Family Dwelling

200 amp or less	
Rough / Service / Final	\$225.00
Over 200 amp but not over 600	
Rough / Service / Final	\$275.00

c. Dwelling additions, alterations, renovations  
(Includes rough and final inspection) \$150.00

d. Mobile Homes (includes service and final inspection) \$175.00

e. Solar Panels / Wind Energy \$300.00

f. In-Ground private pools \$175.00

g. Generator \$200.00

h. Permit for any Electrical Work which requires a Permit  
(Not listed elsewhere) \$125.00

i. Re-Inspection Fee \$ 85.00

5. Mechanical Permit Fees \$150.00

Re-Inspection Fee \$ 85.00

6. Energy Permit Fees \$125.00

Re-Inspection Fee \$ 85.00

**C. BUILDING PERMIT FEES for NON-RESIDENTIAL & RESIDENTIAL CONSTRUCTION  
NOT COVERED UNDER THE IRC**

Permits for building, plumbing, electrical, mechanical, fire protection, and accessibility are included.

1. Application Fee. \$500.00 per submittal which will be applied to the cost of the permit.

2. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a non-residential project or a residential project not covered by the IRC, the Building Code Official shall require the applicant to submit construction plans to enable the Building Code

Official to make a good faith estimate of the total cost to review the plans and perform the necessary inspections during the construction. The applicant shall pay the estimated amount into the Project Fund. The applicant shall have a right to request the Board of Supervisors to review any estimate in excess of \$ 2,000.00 and the Board of Supervisors shall have the right to confirm, decrease or increase the Project Fund.

3. Actual Permit Fee. The building permit fee for a non-residential project or a residential project not covered by the IRC shall be equal to 125% of the Building Code Official's monthly billing invoice. The invoice is based on review, administration, and inspection of the various stages of construction for compliance with the requirements of applicable codes in the Township.
4. Additions to or Refunds from Project Fund. The applicant for a building permit shall pay to the Township any amount by which the Actual Permit Fee as calculated above exceeds the Project Fund. The Township shall refund to the applicant any amount by which the Actual Permit Fee as calculated above is less than the Project Fund.

#### **D. MISCELLANEOUS FEES**

1. Temporary Certificate of Occupancy with conditions letter - \$ 90.00.
2. Penalties:
  - a. Failure to obtain a permit prior to starting work
    - 1) Zoning - An amount equal to the applicable application / zoning permit fee
    - 2) All other disciplines – An amount equal to the applicable application and permit fees or \$ 250.00, whichever is greater.
  - b. Failure to obtain a required inspection – **double** the 're-inspection' fee, or \$ 250.00, whichever is greater
3. Sign Permit
  - a. 12 square feet or less - \$ 50.00
  - b. Greater than 12 square feet - \$ 95.00
4. Demolition Permit - \$ 95.00
5. Renewal of Building, Zoning, Stormwater or Driveway permit - \$ 75.00
6. Authorized service by Township consultants (Engineer or Solicitor) – actual cost
7. Authorized services by Township consultants – material and reimbursables – actual cost
8. Mileage reimbursement – IRS rate
9. Miscellaneous – postage, out of house copies, delivery, etc. – actual cost

**E. MANDATED FEES**

Act 13 of 2004 as amended – Municipal Code Official Training Fee assessed for construction or building permit package issued under the PA UCC. Current rate is \$ 4.50 per project as set by Act 36 of 2017.

**F. DRIVEWAY PERMIT FEES**

1. Re-paving/modification to an existing driveway - \$ 50.00 flat fee  
*(Includes before and after visit by Township staff)*
2. New driveway construction
  - a. \$ 100.00 nonrefundable application fee and \$ 1,500.00 escrow  
*(assumes site visit, inspections, and stormwater review by Township Engineer)*
  - b. \$ 2,000.00 deposit - refundable after driveway construction is fully completed (sight distance provided, paving at entrance installed, drainage installed, etc.)
  - c. *Note: Professional services fee agreement must be executed along with initial submission.*

**G. ROAD OCCUPANCY PERMIT FEES**

1. Utility pole replacement - \$ 50.00 *(Reviewed by Roadmaster)*
2. Road opening (crossing, bore, longitudinal) up to 50 feet in length - \$ 50.00 non-refundable application fee and \$ 500.00 escrow
3. Road opening (crossing, bore, longitudinal) 50 feet or greater in length - \$ 50.00 non-re fundable application fee and \$ 1,500.00 escrow.
4. *Note: Professional Services fee agreement must be executed along with initial submission for items H-2 and H-3*

**H. STORMWATER FEES**

1. Nonrefundable application fee - \$ 250.00
2. Small projects (groundwater recharge only) - \$ 1,500.00 escrow
3. Non small project (groundwater recharge and rate control) - \$ 3,500.00 escrow
4. *Note: Professional services fee agreement must be executed along with initial submission.*

**I. SUBDIVISION AND LAND DEVELOPMENT**

1. Application/Filing fee for Preliminary or Final Plan - \$ 500.00 nonrefundable
2. Escrow fee:
  - a. Initial Submission:

- 1) Subdivision and/or annexation - residential or commercial/industrial - Plan in which all lots have frontage on an existing road - \$ 2,500.00 plus \$500.00 per lot or dwelling unit
- 2) Subdivision with proposed roads - \$ 5,000.00 plus \$ 500.00 per lot or dwelling unit
- 3) Land development
  - a) Less than 20,000 square feet, gross floor area - \$ 15,000.00
  - b) 20,000 square feet or more, gross floor area - \$ 30,000.00 plus \$50.00 per 1,000 square feet
- 4) *Note: Professional services fee agreement must be executed along with initial plan submission.*

b. Revised Plan submission - any type - 50% of the initial submission fee amount

#### **K. HEARING FEES**

1. Fee for applications to the Zoning Hearing Board - \$ 1,000.00
2. Fee for conditional use hearings before Board of Supervisors;
  - a. Residential and commercial uses - \$ 2,000.00
  - b. Industrial uses - \$ 4,000.00
3. Curative Amendments - \$ 1,500.00
4. Request for rezoning or ordinance amendments - \$ 2,000.00
5. Postponed hearing (Zoning Hearing or Board of Supervisors) - \$ 250.00
6. Continued hearing (Zoning Hearing or Board of Supervisors) - \$ 250.00

#### **L. FEE IN LIEU OF OPEN SPACE**

1. One residential lot or dwelling unit - \$750
2. Two to four residential lots or dwelling units - \$1,000 per lot/dwelling unit
3. Over four new residential lots or dwelling units - \$1,500 per lot/dwelling units
4. New Commercial/Industrial buildings - \$0.25 per square foot with a minimum fee of \$2,500.

#### **M. MISCELLANEOUS FEES**

1. Subdivision or Zoning Books - \$15 each
2. Photocopies - .25 per page

It is further resolved that the appointed Secretary Treasurer or Building Code Official is hereby authorized to collect the above- mentioned fees on behalf of the Township.

Adopted and enacted by the Board of Supervisors of Greenwich Township this 6th day of January, 2025.

TOWNSHIP OF GREENWICH  
BOARD OF SUPERVISORS

ATTEST:

  
Secretary Diane Hollenbach

  
Chairman Dean Spohn

  
Vice Chairman Victor Berger

  
Supervisor Steven Diehl