

TOWNSHIP OF RICHMOND, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2010-15

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE TOWNSHIP OF RICHMOND, BERKS COUNTY,
PENNSYLVANIA, TO ESTABLISH SUBDIVISION, LAND
DEVELOPMENT AND STORMWATER REVIEW FEES.**

NOW, THEREFORE BE IT RESOLVED, by the Board of Supervisors of Richmond Township, Berks County, Pennsylvania, that, pursuant to the grant of powers set forth in the Second Class Township Code, the Pennsylvania Municipalities Planning Code, and any other applicable statute or ordinance, the current Schedule of Subdivision, Land Development and Stormwater Review Fees for the Township of Richmond, Berks County, Pennsylvania is as follows:

Section 1. Subdivision and Land Development Submissions. The following fees shall be paid in connection with any application filed pursuant to the Richmond Township Subdivision and Land Development Ordinance.

A. General Fee Requirements.

1. All fees shall be paid at the time of the initial submittal of the plan.
2. Subdivision and Land Development Fees include both a Filing Fee and an Escrow Fee as described below.
3. The filing fee is non-refundable.
4. When the balance in the escrow fee falls below fifty percent (50%) of its original amount, the applicant shall deposit additional funds to restore the escrow to the original amount prior to or at the same time as submittal of revised plan. The Township Secretary shall be consulted regarding the escrow balance.
5. The applicant shall be responsible for and shall reimburse the Township for all costs incurred in excess of the escrow fee paid. This shall be paid prior to release of the final plan for recording.
6. The balance, if any, of the escrow fee shall be refunded to the applicant after the final plan is approved and released for recording and after all bills are paid. If, for any reason, additional review is required subsequent to action on the final plan, additional review fees shall be charged and payable by the developer.

7. Fees for development projects that include both subdivision and land development components shall be the highest of the alternative fees appropriate for the proposal.
8. When submittal of a subsequent plan type is authorized (sketch to preliminary and preliminary to final); any remaining escrow funds may be applied to the escrow fee that would be required for the next plan submittal. The Township Secretary shall be consulted regarding the escrow balance.

B. Subdivision Plans

	<u>Filing Fee (non-refundable)</u>	<u>Escrow Fee</u>
1. Sketch Plan	\$150.00	\$1,000.00
2. Preliminary Plan		
1-3 lots or dwelling units (d.u.)	\$200.00	\$3,000.00
4-10 lots or d.u.	\$250.00	\$3,000.00 + \$150/lot or d.u.
11 or more lots or d.u.	\$250.00	\$3,000.00 + \$250/lot or d.u. to a max. \$18,000.00
3. Final Plan		
Lot Annexation	\$200.00	\$2,000.00
Re-Subdivision – Revised Final	\$200.00	\$1,500.00
1-3 lots or dwelling Units (d.u.)	\$200.00	\$3,000.00
4-10 lots or d.u.	\$200.00	\$3,000.00 + 75/lot or d.u.
11 or more lots or d.u.	\$200.00	\$3,000.00 + \$125/lot or d.u. to a max. \$10,500.00

C. Land Development Plan

	<u>Filing Fee (non-refundable)</u>	<u>Escrow Fee</u>
1. Sketch Plan	\$150.00	\$1,000.00
2. Preliminary Plan	\$250.00	\$5,000.00 + \$200/ac max. \$18,000.00
3. Final Plan	\$200.00	\$2,500.00 + \$100/ac max. \$9,000.00

D. Pre-Application Activities

	<u>Filing Fee (non-refundable)</u>	<u>Escrow Fee</u>
1. Pre-application meeting	\$200.00	\$500.00
2. Site meeting	\$200.00	\$500.00
3. Combined pre-application & site	\$200.00	\$800.00
4. Stormwater infiltration Testing	\$200.00	\$500.00/test site

Section 2. Stormwater Management Submissions. The following fees shall be paid in connection with any application filed pursuant to or to which the Richmond Township Stormwater Management Ordinance applies.

A. General Fee Requirements.

1. All fees shall be paid at the time of the initial submittal of the plan.
2. Stormwater Management Fees include both a Filing Fee and an Escrow Fee as described below.
3. The filing fee is non-refundable.
4. When the balance in the escrow fee falls below fifty percent (50%) of its original amount, the applicant shall deposit additional funds to restore the escrow to the original amount prior to or at the same time as submittal of revised plan. The Township Secretary shall be consulted regarding the escrow balance.
5. The applicant shall be responsible for and shall reimburse the Township for all costs incurred in excess of the escrow fee paid. This shall be paid prior to issuance of a building or zoning permit.

6. The balance, if any, of the escrow fee shall be refunded to the applicant either after plan approval or after issuance of a building or zoning permit and after all bills are paid.

B. Stormwater Management Plan.

1. When a stormwater management plan is part of a subdivision and/or land development plan, the cost shall be covered by the subdivision and/or land development filing and escrow fee.
2. When a stormwater management plan is required by the Stormwater Management Ordinance for issuance of a building permit and/or zoning permit, but a subdivision and/or land development plan is not required, the following fees apply:

	<u>Area Disturbed</u>	<u>Filing Fee (non-refundable)</u>	<u>Escrow Fee</u>
a.	less than 1 acre	\$150.00	\$ 750.00
b.	1 acre to less than 4 acres	\$250.00	\$1,500.00
c.	more than 4 acres	\$250.00	\$3,000.00

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Board of Supervisors of the Township of Richmond that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

FURTHER RESOLVED, that this Resolution shall become effective immediately or as soon as legally permissible.

[THIS AREA INTENTIONALLY LEFT BLANK]

FORMS

FORM 1

APPLICATION FOR REVIEW OF SKETCH PLAN

Application is hereby made for review of the Sketch Plan submitted herewith and more particularly described below:

1. Title of Plan: _____
Plan Dated: _____
2. Name of Applicant(s): _____
Address: _____
Phone No.: _____
3. Name of Owner(s): _____ (If other than Applicant)
4. Applicant's interest, if other than owner: _____
5. Location of Subdivision: _____
6. Engineer of Surveyor responsible for plan: _____
Address: _____
Phone No.: _____ Fax No. _____
7. Acreage being subdivided: _____ Number of Lots: _____
8. Acreage of adjoining land in same ownership (if any): _____
9. Lot use proposed: _____

_____	Single Family	_____	Commercial
_____	Two Family	_____	Industrial
_____	Townhouse	_____	Other (Specify)
_____	Multi-Family		
10. Zoning Classification: _____
Zoning changes to be requested:
11. Type of water supply proposed: _____

_____	Public System
_____	Community System
_____	Individual On-Site

12. Type of sanitary sewage disposal proposed: _____ Public System
_____ Live
_____ Capped
_____ Community System

Individual Onsite

13. Type of off-street parking proposed: _____ Garages
_____ Driveways
_____ Other

02. List proposed improvements: 1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

03. Intent: Sell Lots Only _____
Construct houses for sale _____
Other _____

Signature of Applicant

FORM 2

APPLICATION FOR REVIEW OF PRELIMINARY PLAN

Application is hereby made for review of the Preliminary Plan submitted herewith and more particularly described below:

1. Title of Plan: _____
Plan Dated: _____
2. Source of Title: _____
County Deed Book No.: _____ Page No. _____
3. Name of Applicant(s): _____
Address: _____

Phone No.: _____ Fax No. _____
4. Name of Property Owner(s): _____ (if other than applicant)
Address: _____
Phone No.: _____
5. Applicant's interest, if other than owner: _____
6. Engineer of Surveyor responsible for plan: _____
Address: _____
Phone No.: _____ Fax No.: _____
7. Acreage being subdivided: _____ Number of Lots: _____
8. Acreage of adjoining land in same ownership (if any): _____
9. Minimum lot area proposed: _____

10. Lot use proposed: _____ Single Family _____ Commercial
 _____ Two Family _____ Industrial
 _____ Townhouse _____ Other (Specify)
11. Will construction of buildings be undertaken immediately?
 Yes _____ No _____
12. Type of water supply planned: _____ Public System
 _____ Community System
 _____ Individual Onsite
13. Type of sanitary sewage disposal planned: _____ Public System
 _____ Live
 _____ Capped
 _____ Community System
 _____ Individual Onsite
14. Type of off-street parking proposed: _____ Garages
 _____ Driveways
 _____ Other (Specify)
15. Lineal feet of new streets planned: _____
16. Are all streets proposed for dedication? _____ Yes _____ No
17. Deed restrictions that apply or are contemplated. (if no restrictions, state "none", if "yes", attach copy): _____
18. Acreage proposed for parks or other public use: _____
19. Zoning classification: _____
20. Have appropriate public utilities been consulted? _____ Yes _____ No

21. List proposed improvements and utilities and intentions to install or post performance guarantee prior to final endorsement by the Township.

	<u>Improvement</u>	<u>Intention</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

22. List of maps and other material accompanying application and number of each:

	<u>Item</u>	<u>Number</u>
a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____
e.	_____	_____
f.	_____	_____
g.	_____	_____

Date: _____ Signature of Applicant: _____

FORM 3

APPLICATION FOR REVIEW OF FINAL PLAN

Application is hereby made for review of the Final Plan submitted herewith and described in the accompanying maps and documents:

1. Title of Plan: _____

Plan Dated: _____

2. Name of Applicant(s): _____

Address: _____

Phone No.: _____ Fax No. _____

3. Name of Property Owner(s): _____ (if other than applicant)

Address: _____

Phone No.: _____

4. Date of approval of Preliminary Plan: _____

5. Final Plan follows exactly the approved Preliminary Plan: Yes No

6. List of maps and other documents accompanying application and the number of each.

	<u>Item</u>	<u>Number</u>
(a)	_____	_____
(b)	_____	_____
(c)	_____	_____
(d)	_____	_____
(e)	_____	_____
(f)	_____	_____
(g)	_____	_____
(h)	_____	_____

Date: _____ Signature of Applicant: _____

FORM 4

FORM FOR SUBMITTAL OF IMPROVEMENTS COSTS ESTIMATES

<u>Item No.</u>	<u>Description</u>	<u>Escrowed Quantities</u>		<u>Unit Price</u>	<u>Total</u>
		<u>Units</u>	<u>Quantity</u>		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Subtotal of Items 1 - 10 _____

Escalation _____

Contingencies _____

TOTAL AMOUNT OF ESCROW _____

I hereby certify that the foregoing estimate of the cost of completion of the required improvements is a fair and reasonable estimate of such cost.

Professional Engineer

(Seal of Engineer)