

ADMINISTRATIVE	FEES
Mailing Fee	\$3.00 plus actual postage
Black & White Copies (per page/per side – letter & legal)	\$1.00
Color & Photo Copies (per page/per side – letter & legal)	\$1.00
Return Check Charge	\$30.00
Certifications – sewer/liens/water	\$25.00
Administrative flat fee charged on all bills	\$10.00
True & Correct Certification (in additions to copy fees)	\$5.00
Flash Drive	Up to actual cost.
Fax (per page)	\$1.00
Open Records {Right to Know Fees} (Based on Section 1307 of the RTKL)	
Black & White Copies (first 1,000) Black & White Copies (beyond 1,000)	Up to \$0.25 per copy. Up to \$0.20 per copy
Color Copies	Up to \$0.50 per copy.
Specialized Documents	Up to actual cost.
Records Delivered via Email	No additional fee may be imposed.
CD / DVD	Up to actual cost, not to exceed \$1.00 per disc.
Flash Drive	Up to actual cost.
Facsimile	Up to actual cost.
Other Media	Up to actual cost.
Redaction	No additional fee may be imposed.
Conversion to Paper	Up to \$0.25 per page.
Photographing a Record	No additional fee may be imposed.
Postage	Up to actual cost of USPS first-class postage.
Certification of a Record	Up to \$5.00 per record
LEGAL FEES {Per attached schedule as billed to the Township}	
LIQUOR CONTROL BOARD HEARINGS	
Fee	\$2,000.00
MOVING PERMITS	
Fee	\$5.00
TAX OFFICE	FEES
Real Estate Tax Certification	\$30.00
Duplicate Tax Bill	\$5.00
Charge for Returned Check	\$30.00
Minimum Tax Refunds	The Tax Collector and the Township Treasurer will no longer issue refunds for amounts under \$5.00
MOBILE HOME REMOVAL PERMIT	\$2.00
STREET LIGHT ASSESSMENT	\$45.00 per light within 250' radius of property.

RECREATION		FEES
PAVILION RESERVATION/RENTAL		
Rental rate (per day) for a resident of North Whitehall Township	\$100.00	
Rental rate (per day) for a non-resident/business of North Whitehall Township	\$150.00	
PUBLIC WORKS		
		FEES
Snow Plowing - including operator plus material (per piece of equipment)	\$200.00 Minimum	
Material Rate	\$ 50.00 per 1000 feet or portion thereof with a \$100.00 minimum	
Use of Equipment for clean ups, spills & misc. incidents, special events {Per hour/Per piece of equipment with operator}	\$200.00	
Laborer	\$75.00	
STREET SIGNS AND MARKINGS		
Street/Name Sign – 24” – 36”	\$ 75.00	
Street/Name Sign – 42” – 48”	\$ 100.00	
Cap with screws	\$ 25.00	
Crosspiece with screws	\$ 25.00	
TRAFFIC CONTROL SIGNS		
Watch Children / No Outlet ect. (30' x 30")	\$ 75.00	
Speed Limit, ect. (24' x 30")	\$ 45.00	
Stop – 30” x 30”	\$ 65.00	
Stop – 36” x 36”	\$ 75.00	
Stop Ahead – 48” x 48”	\$ 200.00	
Other Sizes & Titles	as quoted	
Square Post Breakaway System (PADOT approved) 10 ft post includes 30 in. ground stake & hardware	\$120.00	
PLANNING 2024		FEES
PROFESSIONAL CONSULTING FEES		
General Planning Engineer	Per Attached Schedule	
Traffic Engineer	Per Attached Schedule	
Special Review Engineer or other Professional	Per Attached Schedule	
Attorney Fee	Per Attached Schedule	
Others – As Authorized by MPC	Per Attached Schedule	
SALE OF MAPS AND PUBLICATION		
Maps	\$ 20.00 each	
Comprehensive Plan for North Whitehall Township	\$ 40.00 each	
Zoning Ordinance	\$40.00 each	
Plotting service fee	\$ 50.00 / hr. (Plus materials to be determined)	

Large format copies – greater than 11” x 17”	\$ 15.00 each sheet
SUBDIVISION AND LAND DEVELOPMENT	FEES
RESIDENTIAL DEVELOPMENT APPLICATION FEES	
Sketch Plan	\$ 1,000.00
Preliminary Plan	\$ 2,000.00 plus \$50.00 per unit/lot
Preliminary/Final Plan	\$ 2,500.00 plus \$50.00 per unit/lot
Final Plan	\$ 1,000.00 plus \$25.00 per unit/lot
Revised Final Plan	\$ 1,500.00
COMMERCIAL DEVELOPMENT APPLICATION FEES	Ten Cents (.10) per square foot of building floor area and impervious coverage rounded to the nearest whole dollar not to exceed \$50,000.00
LOT LINE ADJUSTMENT and/or LOT CONSOLIDATION FEES	
Fee	\$ 1,000.00
REVIEW FEE ESCROW FOR PROFESSIONAL CONSULTANTS	Applies to all Professional Consulting Fees and other costs incurred by the Township in review of the plans and related documents and expenses incurred from the inspection of the improvements all in accordance with the MPC.
ESCROW FEES FOR RESIDENTIAL DEVELOPMENTS (INCLUDING APTS)	
One (1) to Five (5)	\$4,000.00 per lot or proposed dwelling unit - whichever is higher
Six (6) or more	\$3,000.00 per lot or proposed dwelling unit - whichever is higher
Maximum Escrow	\$50,000.00
Minimum Escrow	\$5,000.000
Lot Line Adjustment Escrow	\$2,000.00
Sketch Plans Escrow	\$3,000.00
Non-Residential Developments	
Escrow amount	\$10,000.00 per acre
Minimum Escrow	\$10,000.00
Maximum Escrow	\$50,000.00
Construction Fee Escrow as per Land Development Improvement Agreement.	
RECREATION CONTRIBUTION IN LIEU OF PUBLIC DEDICATION OF LAND	
Residential Developments – (INCLUDING APARTMENTS)	\$3,500 per residential lot or dwelling unit (whichever number is greater) that is part of an approved application shall be charged to the Applicant or Developer in lieu of the requirement for public dedication of land in accordance with Chapter 375, Subdivision and Land Development and pursuant to 53 P.S. 10503.
Non-Residential Developments	\$0.35 per total combined square foot of Total Floor Area and Impervious Surface shall be charged to the Applicant or

	Developer in lieu of the requirement for public dedication of land, in accordance with Chapter 375, Subdivision and Land Development and pursuant to 53 P.S. 10503.
ZONING & PERMITTING	
FEEES	
ZONING PERMITS	
Roadway Occupancy Permit (Road Opening)	\$ 100.00
New Driveway	\$ 75.00
Existing Driveway (Removal and replace)	\$ 75.00
Existing Driveway (Expanding Square Footage)	\$75.00
Existing Driveway (overlay)	\$35.00
Home Occupancy Permit (Light)	\$ 50.00
Home Occupancy Permit (General)	\$ 50.00 PLUS Zoning Hearing Board Special Exception Fee
Temporary Certificate of Occupancy	\$250.00
On-Lot Final Grading Permit	\$525.00 Standard review includes no more than two (2) revisions and a site visit. Any additional reviews or additional site visits will be billed at the standard published township engineering fee.
Storm Water Facilities	\$200.00
Earthmoving – Earthmoving involving any change in elevation greater than 1.0 foot involving or affecting an area greater than 300 SQFT of horizontal surface area.	\$ 200.00
Accessory structures less than 1,000 square feet	\$ 50.00
Deck – Under 30 inches above grade	\$ 50.00
Fences & retaining walls (up to 6 feet)	\$ 50.00
Demo of structure (per UCC Requirements)	\$ 50.00
Patios (NO footers ; concrete pavers)	\$ 50.00
Temporary Signs	\$ 50.00
Blasting	\$ 50.00
Seepage Stormwater Pit	\$ 200.00
Fireworks (Professional display)	\$ 100.00
Non-Residential Change of Use and Occupancy Permit	\$ 75.00
Temporary Accessory Structure	\$ 50.00
Special Events	\$ 50.00
Peddlers and Solicitors Permit	\$ 50.00
Other permits NOT covered by UCC Permits	\$ 50.00
RESIDENTIAL UCC PERMITS	
Review/Deposit for Third Party Inspection (In addition to Permit Fee)	\$75.00
New construction, manufactured, modular home(s) & additions to existing structures	\$ 65.00
Accessory Structures (1,000 square foot and greater)	\$ 65.00
Addition to Accessory Structure (addition creates greater than 1,000 square feet)	\$ 65.00
Structural renovations & alterations (Interior {including basements} & Exterior)	\$ 65.00

Decks (30 inches above grade & higher) porches, patios with footers, patio roofs	\$ 65.00
In-ground pools, above ground pools, hot tubs	\$ 65.00
Fences higher than 6 FT & retaining walls higher than 4 FT	\$ 65.00
Demolition of structure (per UCC Requirements)	\$ 65.00
Photovoltaic (Solar) panels & wind turbines	\$ 65.00
Plumbing, electrical, mechanical	\$ 65.00
Interior & Exterior Alterations	\$ 65.00
Patio/Concrete slab with footers	\$ 65.00
Full House Generator	\$ 65.00
Roof over Deck	\$ 65.00
Solar Panels (ground or roof mounted)	\$ 65.00
Fuel Storage	\$ 65.00
Temporary Structure	\$ 65.00
New connection to public water OR sewer	\$ 65.00
Re-activate electrical service after 6 months	\$ 65.00
New/upgrade or additional electrical panel	\$ 65.00
New/replacement of heating system (involving structure change)	\$ 65.00
NON-RESIDENTIAL UCC PERMITS	
Review/Deposit for Third Party Inspection (In addition to Permit Fee)	\$ 250.00
New Construction (Including additions)	\$ 130.00
Additions, interior & exterior renovations and alterations	\$ 130.00
New or addition to Accessory Structure(s)	
Fence higher than 6 ft & retaining walls higher than 4 ft	\$ 130.00
Signs	\$ 130.00
Fire suppression, Camera, Security systems	\$ 130.00
Replacing roofing materials (shingles, metal, ect.)	\$ 130.00
Photovoltaic (solar) panels & wind turbines	\$ 130.00
Plumbing, Electrical & Mechanical	\$130.00
Temporary Structures (Tents, Temp. Trailers/Storage, ect.)	\$ 130.00
Alarm System	\$ 130.00
Change of Use	\$ 130.00
UCC BUILDING CODE & IPMC CODE APPEALS – (RESIDENTIAL / COMMERCIAL)	
Fee -- Residential	\$750.00
Fee -- Non-Residential	\$1,000.00
	*Applicant shall reimburse to North Whitehall Township one-half price of Stenographer appearance cost.

ZONING HEARING BOARD APPEAL (RESIDENTIAL / NON-RESIDENTIAL)	
Variances	
Fee -- Residential	\$1,000.00
Fee -- Non-Residential (Including Apartments)	\$1,500.00
ENFORCEMENT NOTICE APPEAL	
Fee -- Residential	\$750.00
Fee -- Non-Residential	\$1,000.00
Determination and / or Interpretation	
Fee -- Residential	\$750.00
Fee -- Non-Residential	\$1,000.00
Zoning Officer Preliminary Opinion (s)	
	\$ 300.00
Zoning Hearing Board, UCC Building Code, IPMC Time Extension & Continuance	
Fee -- Residential	\$400.00
Fee -- Non-Residential	\$500.00
	* All applicants shall reimburse to North Whitehall Township one-half of the stenographer appearance cost for each meeting for any hearing beyond the first zoning hearing the application is heard. Payment for transcripts shall be in accordance with the MPC Section 908.
RE-ZONING PETITIONS TO AMEND ZONING ORDINANCE/AMEND ZONING MAP	
Fee	\$3,500.00 fee plus one-half of the stenographers cost for all meetings.
CURATIVE AMENDMENT	
	\$3,500.00 fee plus one-half of the stenographers cost for all meetings and hearings if any.
CONDITIONAL USE APPEAL	
	\$3,500.00 fee plus one-half of the stenographers cost for all meetings

SEWER	FEES
TEST PIT PROFILE ANALYSIS (PROCEDURE FOR PROBE)	
Permit Application (Single Lot)	
The property owner or his representative will be required to set up an appointment with the Sewage Enforcement Officer (SEO) to arrange for evaluation of the pit, collection of necessary site data, taking of necessary slope readings and notation of all soil mapping information. The owner is required to supply the necessary excavation and any information pertinent to the application. At this time, the SEO will try to answer any questions, which the owner may have in reference to his system planning or permit procedure.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$140.00 per EDU; quantity evaluation \$140.00 per perc test site, i.e. one for the primary site, and one for the secondary, if applicable.
Subdivision Planning	
The developer is required to supply a drawing of the proposed subdivision delineating proposed subsurface disposal areas (drawn to scale) for each lot and provide sufficient physical markers to locate these areas in the field according to their individual location on the subdivision plan. At this point, the developer will contact the Township SEO to set up an appointment to arrange for the SEO's evaluation or observation of the pit evaluation. The developer may retain a soil scientist or other qualified individual to evaluate individual probes. This is typically performed for site suitability and planning module preparation. The developer must provide appropriate oversight and all necessary equipment and labor.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is <u>\$140.00 per pit observation</u> ; quantity observation is <u>\$140.00 per test site</u> , i.e., one for the primary and one for the secondary site.
PERCOLATION TEST (LIMITED TO SIX HOLES)	Percolation Test (Complete)
If the site is found suitable as listed above, arrangements may be made for the performance of percolation tests. In the complete test, the SEO will provide the necessary labor, equipment, and materials to properly conduct the test. If test results are unsuitable, the permit applicant or developer would be notified and further testing or incorporation of the proposed lot into surrounding suitable proposed lots would be required.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$655.00

Percolation Test (Partial)	
<p>Same as above, except that permit applicant or developer would be required to dig the six holes and prepare them properly. The SEO would inspect the presoak and conduct the actual tests with the developer providing the necessary labor, equipment, and materials.</p>	<p>Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$460.00 per test</p>
Observation of Percolation Test	
<p>If the applicant or developer should desire to retain another qualified individual to perform the percolation test and presoak, this option would apply. Prior to the performance of testing, the SEO shall be notified of who will perform the test. If this person is qualified to perform percolation tests, scheduling may proceed. The SEO would then observe and inspect the pre-soak, hole depth and test preparation plus witness and verify test readings.</p>	<p>Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$410.00 per test; quantity observation \$410.00 per lot, i.e., two perc sites, includes both the primary and the secondary sites.</p>
PERMIT APPLICATION REVIEW, PERMIT ISSUANCE/DENIAL	
<p>After the required testing has been analyzed and an application has been submitted, the SEO will process and notify the applicant of permit approval or denial. Please note that the system design is the responsibility of the applicant and that an incomplete submission will result in appropriate action. Should the permit be denied per the Department of Environmental Protection's Rules and Regulations, the reasons for denial will be noted and the applicant's right to appeal will be brought to his attention. Copies of all permit correspondence and data will be provided to the applicant and to the Township for their use.</p>	<p>Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$220.00; additional review time at \$117.50 per hour.</p>
SYSTEM REPAIRS (Minor)	
<p>Repairs that do not include replacement of the treatment tank or absorption area, do require a permit under the Sewage Facilities Act. Installation or repair of building sewers, transmission lines, and other sewerage need to be monitored to assure compliance with slope requirements, as well as no adverse impact on the environment. In these circumstances a report will be generated supplying the appropriate information, i.e. Owner, Contractor, type of repair,</p>	<p>Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$300.00.</p>

etc. This information shall be provided for Township Records.	
SYSTEM REPAIRS (Major)	
Repairs that entail repair replacement, enlargement of a treatment or retention tank, or the repair, replacement, disturbance, modification or enlargement of a soil absorption area or spray field, or the soil within or under the absorption area or spray field require a permit as described above.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$355.00; additional review time at \$117.50 per hour.
PRE-CONSTRUCTION INSPECTION/MEETING	
After receipt of a sewage permit, and prior to any lot earth disturbance, the SEO will inspect the site to reaffirm that the designated area for the on-lot system has not been disturbed since earlier testing. During this inspection, the system installer and applicant will be required to meet with the SEO at the site to review Township guidelines and construction procedures.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$230.00.
FINAL INSPECTIONS	
"At the time of system installation and prior to approval to cover, necessary field inspections shall be performed. System installation, grades and distances shall be checked to the standards set forth by DEP and the results of that inspection retained on file. These include, but are not limited to: a) Surface Preparation/Excavation b) Sand and/or Stone/Placement c) Final Inspection"	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$460.00.
VALIDITY OF PERMIT (RENEWAL)	
If the system is not built within three (3) years from the date of permit issuance, or if the property is transferred within such time, renewal is applicable. The renewal is subject to: a) Review of available test data and previous permit. b) Verify prior testing as outlined in "Verifying Prior Testing" below.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$315.00 per permit renewal.
SYSTEM MALFUNCTION	
The SEO will investigate the malfunction, establish available data, and coordinate required testing procedures. Any related activities including, but not limited to, dye testing, water sampling and lab test fees, are also included.	Keystone Consulting Engineers, Inc.'s 2024 fee is \$117.50 per hour. Due to variability of malfunctions, the fee will be accrued hourly.

ALTERNATE OR EXPERIMENTAL SYSTEM REVIEW	
The SEO shall review and prepare a "Report of Findings" commenting on the applicant's submission	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$117.50 per hour.
ADDITIONAL SERVICES - PLANNING. WATER QUALITY, ENVIRONMENTAL	
Included is long-range planning, water quality investigation and environmental consulting on basically any specialty assignment the Township would require which is not included in the Sewer Schedule . This may include additional malfunction investigation & related activities, dye testing, water samples, etc.	Services will be billed at the rates given in the attached Professional Fee Schedule.
VERIFY PRIOR TESTING	
This pertains to an applicant whose lot was tested and found acceptable for on-lot sewage disposal, more than three (3) years ago. The SEO will inspect the site to reaffirm that the designated area for the on-lot system has not been disturbed since earlier testing. This verification is also required under PA Code Title 25 § 72.26(b), when testing was performed or observed by a previous Sewage Enforcement Officer. If the area shows signs of having been disturbed, the applicant will be required to follow the procedure outlined in "Test Pit Profile Analysis" section; if not disturbed, the applicant would advance to "Permit Application Review" section.	Keystone Consulting Engineers, Inc.'s 2024 fee for this service is \$240.00 per inspection.