

# RESOLUTION 671 -2024

WHEREAS, the Board of Supervisors of Bern Township, Berks County, Pennsylvania, adopted a schedule of fees for zoning permits and building permits on January 4, 2021 by enacting Resolution No. 635; and

WHEREAS, the Board of Supervisors for the Township of Bern desires to revise the schedule of fees for zoning, stormwater, building, plumbing, electrical and mechanical permit and inspection fees and to adopt fees for zoning and permit applications.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for the Township of Bern hereby adopts the following fee schedule for zoning, stormwater, building, demolition, signage, plumbing, electrical, mechanical, and alternative energy permit plan review and inspection services.

## A. APPLICATION FEES

1. Zoning Permit application fee shall be \$80.00, payable when the application is submitted for review.
  - A. Upon zoning permit approval, the zoning permit fee shall be credited by the application fee received.
2. Building, Demolition, Signage, Plumbing, Electrical, Mechanical and Alternative Energy application(s) (singularly or combined) fees shall be \$80.00, payable when the application(s) is submitted for review.
  - A. Upon permit approval, the respective permit fee shall be credited by the amount of the application fee received.
3. Storm Water Permit application fees shall be as follows:
  - A. Exempt Projects Phase application fee shall be \$25.00, payable when the application is submitted for review.
    1. Upon permit approval, the respective permit fee shall be credited by the amount of the application fee received.
  - B. Small Projects Phase application fee shall be \$75.00, payable when the application is submitted for review.
    1. Upon permit approval, the respective permit fee shall be credited by the amount of the application fee received.
  - C. Large Projects Phase application fee shall be \$250.00, payable when the application is submitted for review.
    1. Upon permit approval, the respective permit fee shall be credited by the amount of the application fee received.

**B. 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 \$80.00.
2. All commercial structures and uses that require a zoning permit. The permit fee shall be \$150.00.
3. All Impact and no-impact home-based business that require a zoning permit. The permit fee shall be \$125.00
4. Unless specifically exempted in the construction code, a zoning permit is required in conjunction with all residential construction and every material change in the use of land. The zoning permit fee is \$80.00.
5. Property zoning determination letter requested by applicant. Fee shall be equal to 100% of the zoning officer hourly rate set annually, for each hour or part of an hour which the zoning officer employed by the Township shall be required to expend in reviewing and determining the applicable zoning status of said request.

**C. STORMWATER PERMIT FEES**

1. EXEMPT PROJECTS permit fee is \$25.00.
2. SMALL PROJECTS
  - A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a small project, the Building Code Official of the Township shall require the applicant to submit construction plans to enable the Building Code Official to make a good faith determination of the project size to inspect the stormwater facilities. The applicant shall pay the amount of \$500.00 into the Project Fund.
  - B. Actual Permit Fee. The permit fee for small stormwater projects shall be equal to 125% of the Building Inspector's hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.
  - C. Additions to or Refunds from Project Fund. The applicant for small stormwater projects permit shall pay to the Township any amount by which the actual inspection fee as calculated in paragraph C(2)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph C(2)(B) is less than the Project Fund.

3. LARGE PROJECTS

- A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a large project, the Township Engineer shall require the applicant to submit construction plans to enable the Township Engineer to make a good faith determination of the project size to inspect the stormwater facilities. The applicant shall pay the amount of \$1,000.00 into the Project Fund.
- B. Actual Permit Fee. The permit fee for small stormwater projects shall be equal to 125% of the Township Engineer and Building Inspector hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.
- C. Additions to or Refunds from Project Fund. The applicant for large stormwater projects permit shall pay to the Township any amount by which the actual inspection fee as calculated in paragraph C(3)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph C(3)(B) is less than the Project Fund.

D. BUILDING PERMIT FEES

1. ONE and TWO FAMILY RESIDENTIAL CONSTRUCTION

- A. New construction, \$0.41 per square foot of building or structure area, including porches, patios, attics, basements, garages, and living areas. Crawl spaces and dead area spaces (areas with less than minimum height ceilings such as kneewalls) are excluded. There is a minimum permit fee of \$400.00  
Manufactured Home (not including site-built garages or decks). There is a building permit fee of \$350.00.
- B. For residential additions including attached garages, the minimum building permit fee is \$350.00. Any useable space, including porches, patios, attics, basements, garages, and living areas, will be calculated at \$0.41 per square foot.
- C. For detached garages 200 square feet and over, accessory structures 200 square feet and over, and decks, \$0.41 per square foot of building or structure area (total area, each level) is charged. There is a minimum permit fee of \$250.00.
- D. Pre-fabricated sheds placed on site 200 square feet and over, permit fee of \$80
- E. For private swimming pools over 24 inches in depth, \$0.41 per square foot of structure area, including surrounding patio/deck, is charged. There is a minimum permit fee of \$250.00.

Storable pools over 24 inches in depth, there is a permit fee of \$100.00.

For above-ground pools (includes building and electric) is \$250.00.

- F. Renovations, Alterations, Modification, and where none of the above categories apply, \$0.41 per square foot of building or structure area (areas with at least minimum height ceilings). There is a minimum building permit fee of \$ 200.00.
- G. The building permit renewal fee is \$100.00.
- H. Demolition permit - \$175.00
- I. Signs - \$150.00 per sign.
- J. Fuel storage tank fee - \$50.00 for installation of each tank.
- K. Additional or re-inspections will be billed to the applicant on a per inspection basis. The fee for each inspection will be \$85.00.

2. NON-RESIDENTIAL and INSTITUTIONAL CONSTRUCTION

- A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a multi-family residential, commercial, industrial, educational, or an institutional building permit, the Building Code Official of the Township 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 inspect the building during construction of the building. The Building Code Official shall also itemize the various inspection stages which shall include itemizing each stage and the description thereof and the estimated number of inspections in each stage. The applicant shall pay the estimated amount into the Project Fund. The applicant shall have the right to request the Supervisors to review any estimate in excess of \$2,000.00 and the Supervisors shall have the right to confirm, decrease or increase the Project Fund.

<u>Estimated Demolition Cost</u>	<u>Payment Amount</u>
\$0.00 to \$3,000.00	\$250.00
Over \$3,000.00	Payment Amount \$250.00 plus \$10.00 per each additional \$1,000.00 of Estimated Demolition Cost or Portion Thereof

- B. Actual Permit Fee. The building permit fee for multi-family residential, commercial, industrial, educational or an institutional building shall be equal to 125% of the building inspector hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.

- C. Additions to or Refunds from Project Fund. The applicant for a building permit shall pay to the Township any amount by which the actual inspection fee as calculated in paragraph D(2)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph D(2)(B) is less than the Project Fund.

**E. PLUMBING PERMIT FEES**

1. RESIDENTIAL

- A. Manufactured dwelling with crawl space (includes mobile home on foundation) \$ 100.00
- 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. Additions, Renovations, and Alterations, and work that requires a permit where none of the above categories apply. \$ 150.00
- E. Additional or re-inspections will be billed to the applicant on a per inspection basis of \$85.00 per inspection.

2. NON-RESIDENTIAL and INSTITUTIONAL FEES

- A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a commercial, industrial, educational, or institutional plumbing permit, the Building Code Official of the Township 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 inspect the plumbing during construction. The Building Code Official shall also itemize the various inspection stages which shall include itemizing each stage and the description thereof and the estimated number of inspections in each stage. The applicant shall pay the estimated amount into the Project Fund and shall have a right to request the Supervisors to review any estimate in excess of \$1,000.00. The Supervisors shall have the right to confirm, decrease, or increase the Project Fund.
- B. Actual Permit Fee. The plumbing permit fee for multi-family residential, commercial, industrial, educational, or an institutional building shall be equal to 125% of the building inspector's hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.
- C. Additions to or Refunds from Project Fund. The applicant for a plumbing permit shall pay to the Township any amount by which the actual

inspection fee as calculated in paragraph E(2)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph E(2)(B) is less than the Project Fund.

3. MISCELLANEOUS PLUMBING FEES

A.	Sewer lateral	\$ 100.00
B.	Water Lateral	\$ 100.00
C.	Re-inspection Fee	\$ 85.00
D.	Permit for any Plumbing Work which requires a Permit (not listed elsewhere)	\$ 125.00

F. ELECTRICAL PERMIT FEES

1. RESIDENTIAL

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
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

2. NON-RESIDENTIAL and RESIDENTIAL other than ONE and TWO FAMILY USES

A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a commercial, industrial, educational, or institutional electric permit, the Building Code Official of the Township 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 inspect the electrical installations during the construction. The Building Code Official shall also itemize the various inspection stages which shall include itemizing each stage and the description thereof and the estimated number of inspections in each stage. The applicant shall pay the estimated amount into the Project Fund. The applicant shall have a right to request the Supervisors to review any estimate in excess of \$1,000.00 and the Supervisors shall have the right to confirm, decrease, or increase the Project Fund.

B. Actual Permit Fee. The electrical permit fee for multi-family residential, commercial, industrial, educational, or an institutional building shall be equal to 125% of the building inspector's hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.

C. Additions to or Refunds from Project Fund. The applicant for an electrical permit shall pay to the Township any amount by which the actual inspection fee as calculated in paragraph F(2)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph F(2)(B) is less than the Project Fund

3. MISCELLANEOUS FEES

A. Fee for each written verification of a residential permit or approval \$100.00

B. Fee for each written verification of a commercial (or other) permit or approval \$500.00

C. Contractor License Fee \$ 35.00

D. Site meetings and special appointments requested by the applicant shall be equal to 100% of the code official hourly rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and determining the applicable zoning status of said request.

E. Issuance of Temporary Use and Occupancy Permit \$ 95.00

**G. MECHANICAL PERMIT FEES**

1. RESIDENTIAL (new construction, additions, alterations, modification) \$150.00

Re-Inspection Fee \$ 85.00

2. NON-RESIDENTIAL and INSTITUTIONAL

A. Project Fund. Upon submission of an application for permit to the Township by an applicant for a multi-family residential, commercial, industrial, educational, or institutional mechanical permit, the Building Code Official of the Township 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 inspect the mechanical components during the construction. The Building Code Official shall also itemize the various inspection stages which shall include itemizing each stage and the description thereof and the estimated number of inspections in each stage. The applicant shall pay the estimated amount into the Project Fund. The applicant shall have the right to request the Supervisors to review any estimate in excess of \$1,000.00 and the Supervisors shall have the right to confirm, decrease or increase the Project Fund.

B. Actual Permit Fee. The mechanical permit fee for multi-family residential, commercial, industrial, educational or an institutional building shall be equal to 125% of the building inspector hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County, Pennsylvania.

C. Additions to or Refunds from Project Fund. The applicant for a mechanical permit shall pay to the Township any amount by which the actual inspection fees calculated in paragraph G(2)(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph G(2)(B) is less than the Project Fund.

**H. ENERGY PERMIT FEES**

1. RESIDENTIAL \$125.00

Reinspection Fee \$85.00

**I. FIRE PROTECTION PERMIT FEES**



- A. Project Fund. Upon submission of an application for a permit to the Township by an applicant for a commercial, industrial, educational, or institutional plumbing permit, the Building Code Official of the Township 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 inspect the plumbing during construction. The Building Code Official shall also itemize the various inspection stages which shall include itemizing each stage and the description thereof and the estimated number of inspections in each stage. The applicant shall pay the estimated amount into the Project Fund and shall have a right to request the Supervisors to review any estimate in excess of \$1,000.00. The Supervisors shall have the right to confirm, decrease, or increase the Project Fund.
- B. Actual Permit Fee. The plumbing permit fee for multi-family residential, commercial, industrial, educational, or an institutional building shall be equal to 125% of the building inspector's hourly inspection rate set annually, for each hour or part of an hour, plus mileage at the prevailing IRS Rate and other expenses, which the code official employed by the Township shall be required to expend in reviewing and inspecting the various stages of construction to assure compliance with the requirements of all the codes in the Township of Bern, Berks County Pennsylvania.
- C. Additions to or Refunds from Project Fund. The applicant for a plumbing permit shall pay to the Township any amount by which the actual inspection fee as calculated in paragraph I(B) exceeds the Project Fund. The Township shall refund to the applicant any amount by which the actual inspection fee as calculated in paragraph I(B) is less than the Project Fund.

**J. NON-COMPLIANCE FEES**

- 1. In all cases where permits are required, applicants shall submit the appropriate documentation and permit application forms to the Township, and secure the appropriate permit approvals, prior to the commencement of work.
- 2. In the event that the appropriate permits are not secured by the applicant prior to the commencement of work, the applicant shall be responsible for reimbursing the Township for any enforcement action costs required by the Building Code Official to affect the securing of permits by the applicant, in addition to the appropriate schedule of fees of the permits.
- 3. Non-compliance fees shall be satisfied at the time of the securing of the appropriate permits for the work involved.
- 4. All application fees become non-refundable when permits are not secured by the applicant prior to the commencement of work.

**L. MANDATED FEES**

Act 13 of 2004 Municipal Code Official Training Account Fee assessed for any construction or building permit package issued under the UCC. \$4.50/project

**M. RENTAL INSPECTION FEES**

1. Rental operating license fee (per Building) - \$50.00 application fee for each building plus \$75 inspection fee per rental unit. All re-inspections are a fee of \$75 per rental unit.
2. Enforcement actions, the applicant will be billed for the additional time at the hourly rate for the Building Inspector and the corresponding mileage at the current mileage rate.

This resolution amends and supersedes all previous fees adopted by the Township for the administration and enforcement of this Code.

RESOLVED AND ADOPTED THIS 2<sup>nd</sup> DAY OF January, 2024.

ATTEST:

*Debbie R. Jones*  
Secretary

BY:

*Irene Reed*  
Chairman **IRENE REED**

*Jeffrey A. Thompson*