

**WEST VINCENT TOWNSHIP FEE SCHEDULE
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 5-2025**

RESOLUTION ESTABLISHING TOWNSHIP FEE SCHEDULE FOR 2025

WHEREAS, the Board of Supervisors of West Vincent Township, Chester County, Pennsylvania, is authorized to impose reasonable fees with respect to the administrative costs involved and pursuant to the grant of powers set forth in the Second-Class Township Code; and

WHEREAS, West Vincent Township desires to amend this resolution as to enact the following new Fee Schedule for the year of 2025.

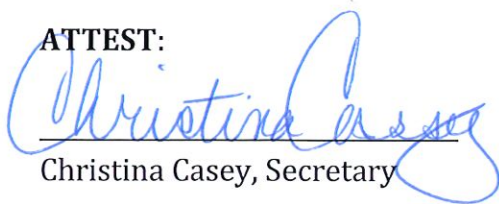
BE IT HEREBY RESOLVED, that pursuant to the grant of powers set forth in the Second-Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania, for the year 2025, has been attached to this Resolution as follows:

DISCLAIMER

The failure to list, in this Resolution, a fee that is properly listed elsewhere shall not obviate the responsibility to pay that fee.

The West Vincent Township 2025 Fee Schedule is hereby **RESOLVED AND ENACTED** on this 6th day of January, 2025.

ATTEST:


Christina Casey, Secretary

West Vincent Township, Board of Supervisors

Bernie Couris, Vice Chair


Charlene Briggs, Member


Dana Alan, Chair

2025 SCHEDULE OF FEES

All permit items calculated as a percentage of cost of construction (“COC”) will have the estimated cost checked against the current ICC

Cost of Construction Calculator for accuracy.

All building and zoning permits have 180 days to show progress or re-application may be needed.

Review fees are non-refundable.

RESIDENTIAL PERMITS

New Construction of SFD & Additions - Zoning Permit and Stormwater also required

- Review Fee \$ 500.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance \$300.00 plus 1.5% COC
- Failed Inspections Escrow for new developments with 20+ homes \$ 5,000.00

New Accessory Structures or Agricultural Buildings (including garages, carports, utility/storage buildings or sheds, greenhouse accessories to single-family dwelling, and buildings defined under UCC Act 45) - Zoning Permit also required; Stormwater may be needed

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Alterations to existing structure, substantial/structural repairs and additions, decks, patios, porches, and pergolas - Zoning Permit may also be required

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Solar, Generator, or Mechanical (HVAC) (per unit)

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Fire Suppression Systems

- Review Fee \$ 200.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Electrical

- Review Fee \$ 200.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance for:
 - ❖ New Service \$ 600.00
 - ❖ Heater or Water Heater Replacement \$ 250.00
 - ❖ Other Electrical or Mechanical 1.5% COC

Plumbing

- Review Fee \$ 200.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance
 - ❖ Sewer Lateral Replacement \$ 150.00
 - ❖ Other 1.5% COC

Swimming Pools - Zoning Permit also required; Stormwater may also be needed

- Review Fee
 - ❖ In-ground pools \$ 250.00
 - ❖ Above-ground pools \$ 100.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Accessory Uses (including tennis courts, basketball courts, and other recreational uses related to residential use) - Zoning Permit also required; Stormwater may also be needed

- Review Fee \$ 100.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Permit Issuance 1.5% COC

Zoning Permit (Review and Issuance)..... \$ 300.00

Driveway (new or change in area only) \$ 300.00

Re-Inspection Fee (required after any failed inspections; fee is per re-inspection)
MUST BE PAID BEFORE SCHEDULING RE-INSPECTION \$ 200.00

Certificate of Occupancy (required for new construction, change of owners/tenants change of use, alterations or additions, renovations)..... \$ 150.00
Temporary Use and Occupancy before COO issued (good for 180 days max.) \$ 150.00

Fireworks (use Building/Zoning Permit, select "Other" for Type of Work)..... \$ 300.00

Stormwater Management See Stormwater Management Fee Schedule

**COMMERCIAL, INDUSTRIAL, INSTITUTIONAL or
OTHER NON-RESIDENTIAL PERMITS**

New Construction & Additions - Zoning Permit and Stormwater also required

- Review Fee
 - ❖ First six (6) hours of review time \$1,500.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

New Accessory Structures or Agricultural Buildings (defined under UCC Act 45)

Zoning Permit also required; Stormwater may be needed

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Alterations to existing structures, substantial/structural repairs; *Zoning & Stormwater may be needed*

- Review Fee \$ 500.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Solar, Generator or Mechanical (HVAC) (per unit)

- Review Fee \$ 500.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Fire Suppression Systems & Alarm Systems

- Review Fee \$ 400.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Electrical

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance for:
 - ❖ New Service \$ 00.00
 - ❖ Heater or Water Heater Replacement \$ 250.00
 - ❖ Other Electrical or Mechanical 1.5% COC

Plumbing

- Review Fee \$ 300.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Swimming Pools or Accessory Uses (per use; includes tennis courts, basketball courts, and other recreational uses related to commercial use) - *Zoning required; Stormwater may be needed*

- Review Fee \$ 500.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Permit Issuance 1.5% COC

Television, Cell, Telephone, Wind Turbine or Other Tower Erection -*Zoning & Stormwater may be needed*

- Review Fee & Permit Issuance \$1,000.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD

Ham Radio (Review & Inspection) \$ 300.00

Signs (per sign; engineered drawings required) - *Zoning Permit also required; Stormwater may be needed*

- Review Fee & Permit Issuance \$ 200.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD

Commercial Cooking System (hood, duct, suppression)

- Review Fee, Permit Issuance, & Final Inspection \$ 500.00
- PA Act 157 of 2006 (required by state).....\$ 4.50
- Administration Fee
 - ❖ First two (2) hours \$ 100.00
 - ❖ Additional hours reimbursed per Professional Services Fee Schedule TBD
- Re-inspection upon failed final inspection 1.5% COC

Zoning Permit (Review and Issuance)..... \$ 300.00

Driveway \$2,500.00

Re-Inspection Fee (required after any failed inspections; fee is per re-inspection)

MUST BE PAID BEFORE SCHEDULING RE-INSPECTION \$ 200.00

Certificate of Occupancy (required for new construction, change of owners/tenants,

sale, change of use, alterations or additions, renovations)..... \$ 200.00

Temporary Use and Occupancy before COO issued (good for 180 days max.) \$ 200.00

Stormwater Management *See Stormwater Management Fee Schedule*

GENERAL PERMITS

ISSUANCE FEES, General

Bridge Weight Limit Permit \$1,000.00

Demolition Permit (must also have proof of utility disconnect, lead and asbestos testing)

- Residential \$ 200.00
- Commercial \$ 500.00

Solicitation Permit (companies need to provide their employee IDs when submitting applications)

- Business Application (valid for 6 months)..... \$1,200.00
PLUS
- Employee/Solicitor (valid for duration of business application)..... \$ 50.00/pp

Signs & Banners

- Permanent *Requires both Building & Zoning Permits*
- Temporary \$ 100.00

Moving a Building or Structure from or within Township \$ 300.00 plus 1.5% COC

Road Occupancy Permit \$ 200.00

Temporary Use and Occupancy Permit (good for 180 days max.)

- Residential \$ 100.00
- Commercial \$ 200.00

Fireworks Permit (for any fireworks needing a license to purchase or fireworks regulated by the state; this does not include readily available "Safe & Sound" fireworks) \$ 300.00

Zoning Event Permit

- Temporary (event or use of 7 days or less) \$ 100.00
- Seasonal (event or use of more than 7 days and less than 180 days per year) \$ 100.00

Temporary Tent

❖ For tent-coverage over 400 ft²; calculation of tent coverage does not include tent ropes and stakes

- Review
 - One (1) to four (4) tents \$ 200.00
 - Five (5) to ten (10) tents \$400.00
 - Over ten (10) tents Negotiable
- Each Inspection \$ 200.00

Zoning Permit \$ 300.00

Inspection Fee, Additional (to determine compliance/applicability of zoning ordinance or building code or for phasing; per inspection) \$ 200.00

STORMWATER MANAGEMENT

Stormwater Management Plan Application

- **Simplified Stormwater**
 - ❖ Property has 1,000 to 2,000 ft² of net new Impervious Surface, cumulative of improvements from 2014 and onward. **AND/OR**
 - ❖ Property has 5,000 to 10,000 ft² of earth disturbance.
 - Review fee \$1,000.00
 - Stormwater Operation and Maintenance (“O&M”) Fund Fee \$250.00
 - Escrow (for use on Consultants Fees exceeding the original review) \$3,000.00
- **Non-Simplified Stormwater**
 - ❖ Property has over 2,000 ft² of net new Impervious Surface, cumulative of improvements from 2014 and onward **AND/OR**
 - ❖ Property has over 10,000 ft² of earth disturbance.
 - Review fee \$3,500.00
 - Stormwater Operation and Maintenance (“O&M”) Fund Fee \$250.00
 - Escrow (for use on Consultants Fees exceeding the original review) \$10,000.00

SUBDIVISION/LAND DEVELOPMENT

Subdivision/Land Development

Please note that these developments may need applicants to involve Chester County Planning Commission, Chester County Health Department, and/or Chester County Conservation District at applicant’s cost.

Escrows will need to be replenished once escrow hits 50% remaining balance. Professional services billable per current rate schedule.

- **Subdivision – Up to three (3) Lots**
 - Base Fee \$250.00
 - Application fee \$1,500.00 plus \$150.00/lot
 - Review Fee (additional charges billed to escrow) \$1,500.00
 - Escrow for Project \$5,000.00
 - Escrow for each single residential sewer lateral (if needed) \$ 1,500.00
- **Subdivision – Four (4) or more lots but less than twenty (20) lots**
 - Base Fee \$250.00
 - Application fee \$2,500.00 plus \$150.00/lot
 - Review Fee (additional charges billed to escrow) \$3,500.00
 - Escrow for Project \$5,000.00
 - Escrow for each single residential sewer lateral (if needed) \$ 1,500.00
- **Subdivision – Twenty (20) or more lots**
 - Base Fee \$250.00
 - Application fee \$2,500.00 plus \$150.00/lot
 - Review Fee (additional charges billed to escrow) \$3,500.00 plus \$300.00/lot
 - Escrow for Project \$5,000.00
 - Escrow for each single residential sewer lateral (if needed) \$ 1,500.00
- **Subdivision – Lot Line Change**
 - Base Fee \$250.00
 - Application fee \$750.00
 - Review Fee (additional charges billed to escrow) \$750.00
 - Escrow for Project \$5,000.00
- **Land Development – Up to one (1) acre**
 - Base Fee \$250.00

- Application fee\$1,250.00 plus \$250.00/building
- Review Fee (additional charges billed to escrow) \$1,250.00 plus \$200.00/building
- Escrow for Project \$5,000.00
- Escrow for each single residential sewer lateral (if needed)\$ 1,500.00
- **Land Development – Up to one (1) acre**
 - Base Fee \$250.00
 - Application fee\$1,250.00 plus \$250.00/building
 - Review Fee (additional charges billed to escrow) \$1,250.00 plus \$200.00/building
 - Escrow for Project \$5,000.00
 - Escrow for each single residential sewer lateral (if needed)\$ 1,500.00
- **Waiver of Land Development** \$750.00

APPEALS

- UCC Hearing** (Building Code Challenge)\$1,000.00
- ZHB Appeal** (fees apply for first hearing only)
 - Residential \$1,500.00
 - Commercial/Industrial/Institutional (Non-Residential) \$3,000.00
 - Non-Profit Entity defined as tax exempt under Section 501(c) of IRS Code \$1,000.00
 - Appeal under Ordinance No. 153-2011 relating to Vacant Properties \$1,500.00
 - Continuance Fee (for each continued hearing) 50% of original fee
- Conditional Use Appeal** (fees apply for first hearing only)
 - Appeal under Ordinance No. 153-2011 relating to Vacant Properties \$1,500.00
- Other Appeals** to BOS \$ 1,000.00

BOARD OF SUPERVISORS CONDITIONAL USE HEARING

- Conditional Use Application** (fees apply for first hearing only)
 - Residential \$1,000.00 + reimbursement of Township Consultant and Solicitor Fees + escrow (if applicable; pursuant to Ordinance No. 128-2005 – amount to be set by Township)
 - Commercial/Industrial/Institutional (Non-Residential) \$4,000.00 + reimbursement of Township Consultant and Solicitor Fees + \$10,000.00 escrow (if applicable; pursuant to Ordinance No. 128-2005)
 - Non-Profit Entity defined as tax exempt under Section 501(c) of IRS Code ... \$1,000.00 + reimbursement of Township Consultant and Solicitor Fees + escrow (if applicable; pursuant to Ordinance No. 128-2005 – amount to be set by Township)
 - Appeal under Ordinance No. 153-2011 relating to Vacant Properties \$1,500.00
 - Curative Amendment \$4,000.00
 - Constitutional Challenge \$4,000.00
 - Continuance Fee (for each continued hearing) 50% of original fee

PROFESSIONAL SERVICES – ENGINEERING, LEGAL & PLANNING

Other consultants may be retained at the discretion of the Township, pending on the type and scale of development, proposed improvements, development impacts, etc. Mileage is billed at the prevailing IRS rate. Copies and out-of-pocket expenses are billed at cost. Court appearances or related activities where consultants act in the capacity of a municipal official are billed according to the rate schedule.

Township Engineer (LTL Consultants, Ltd.)

- Engineer 1 – recent college graduate \$ 85.25/hour
- Engineer 2 – experienced, not licensed \$ 103.00/hour
- Engineer 3 – licensed professional engineer/Project Manager/

- Licensed Landscape Architect/Professional Planner/Surveyor \$ 122.25/hour
- Principal/Department Manager \$ 136.00/hour
- Construction Inspector, GIS/CAD Tech – AutoCAD or GIS Work, or
Wetlands/Forester Consultant \$ 96.00/hour
- Soil Scientist/Environmental Scientist \$ 109.00/hour
- Survey Crew \$ 143.00/hour
- Clerical/Secretarial \$ 45.75/hour

Building Code Official (ARRO Consulting)

- Administrative \$ 84.00/hour
- Residential Building Inspector/Rental & Re-sale Inspector \$ 100.00/hour
- Commercial Building Inspector \$ 139.00/hour
- Commercial Electrical Inspector \$ 139.00/hour

Zoning Officer (Cedarville Engineering Group, LLC) \$ 99.00/hour

Legal Review (Hladik, Onorato and Federman, LLP) \$ 205.00/hour

Land Planner (Natural Land Trust)

A. Land Use Planning: Development Plan Review, Land Use Ordinances, Open Space & Trail Planning, Site Walks, Testimony, Sketch Plans:

- Senior Director, Planning \$103.00/hour
- Conservation Project Manager \$81.00/hour
- Landscape Planning Designer \$81.00/hour
- Senior Conservation Advisor \$140.00/hour

B. Land Protection: Acquisition, Conservation Easements, Open Space Referenda, Open Space Stewardship Plans for Parks & Developments:

- Senior Director, Land Protection \$108.00/hour
- Director, Conservation Easement Programs \$108.00/hour
- Stewardship Planning Program Manager \$81.00/hour
- Conservation Project Manager \$81.00/hour
- Regional Director, Land Stewardship \$81.00/hour
- Land Protection Project Manager \$81.00/hour

C. Mapping, Graphic Design, and Support Staff:

- Art Director \$81.00/hour
- GIS Program Director \$86.00/hour
- Graphic Designer \$64.00/hour
- Clerical/Hourly Support \$54.00/hour
- Intern \$35.00/hour

Planning Consultant (Theurkauf & Associates)

- Principal/Manager \$ 135.00/hour
- AICP Planner Sub-Consultant \$ 110.00/hour
- Landscape Designer/Certified GIS Planner/Land Planner 2 \$ 75.00/hour
- Lighting Sub-Consultant \$ 75.00/hour
- Project Administrator \$ 60.00/hour

Traffic Engineer (Caruolo Associates)

- Principal Engineer \$ 90.00/hour
- Associate Engineer \$ 80.00/hour
- Designer/Draftspers \$ 60.00/hour
- Technician/Counter \$ 40.00/hour
- Administrative \$ 30.00/hour

TOWNSHIP ADMINISTRATION & OTHER FEES

Copying of Materials (per Township Open Records Policy)

- 8.5" x 11" \$ 0.25/pg black & white; \$ 2.00/pg color
- 11" x 17"\$ 1.00/pg black & white; \$ 3.00/pg color
- Larger than 11"x17" \$ 6.00/pg color
- Plans & Maps \$ 10.00/page
- Comprehensive Plan..... \$ 50.00
- Greenway Lands Stewardship Guide \$ 55.00
- Ludwig's Corner Master Plan \$ 50.00
- Open Space and Recreation Plan \$ 50.00
- Stormwater Management Ordinance \$ 45.00
- Subdivision/Land Development Ordinance \$ 40.00
- Zoning Ordinance \$ 45.00

Police

- Accident Reports \$ 15.00
- Reports other than accidents (per Township Open Records Policy)\$ 0.25/pg black & white
- Traffic Control (# of officers/vehicles TBD by Police Chief)..... \$ 100.00/hour/officer
\$ 75.00/hour/vehicle

Park Reservations

- Field Reservation \$ 40.00/hour
- Gazebo Reservation (WVT residents only; commercial use not allowed) No Fee
- Gazebo with Electric Power (WVT residents only; commercial use not allowed) \$ 25.00

Community Garden (proof of WVT residency is required for residential rates) *Township is not responsible for supplying or maintaining tools or equipment for individual gardener usage*

- Residents
 - 20' x 10' plot \$ 35.00/year
 - 20' x 20' plot \$ 45.00/year
- Non-Residents
 - 20' x 10' plot \$ 55.00/year
 - 20' x 20' plot \$ 65.00/year
- All Gardeners
 - Additional fees may be assessed up to \$50.00 per plot per year, used solely for the garden

Returned Check Fee \$ 30.00+ applicable bank fee

Past Due Invoices/Late Fees (past due >30 days) *interest of 1.5%/month, subject to legal limitations*