

RESOLUTION 2021-15
JEFFERSON TOWNSHIP BOARD OF SUPERVISORS

BE IT RESOLVED that the Jefferson Township Board of Supervisors, Lackawanna County, Pennsylvania, at a duly convened meeting conducted on this 8th day of November, 2021 that the following fees are hereby established, shall supersede any and all previously established fees, and shall be assessed in accordance as follows:

ADMINISTRATION FEES

Mailing/courier expenses (e.g., USPS, FedEx, UPS) fee is Actual Postage/courier charges
Returned check charge \$ 35.00
Mileage Reimbursement - Current IRS rate

COPIES/CERTIFICATION OF DOCUMENTS

Copies – standard sheets (up to 11x17) - \$ 0.25 per page, larger sheets – actual reproduction cost
Faxed pages - \$ 0.50 per page
Certification of documents - \$ 2.00 per document
Copies of maps/plans – Actual copying costs
Subdivision and Land Development Ordinance - \$ 40.00
Zoning Ordinance - \$ 40.00
Stormwater Management Ordinance - \$ 40.00
All other Ordinances, Resolutions, pages copied - \$ 3.00 plus \$0.25 per sheet

PERMIT FEES

ZONING PERMIT (including land use and change of use) - \$ 100.00

NEW DRIVEWAY PERMITS: RESIDENTIAL - \$ 50.00
COMMERCIAL/INDUSTRIAL - \$ 200.00

RESURFACING/PAVING EXISTING DRIVEWAY - \$ 30.00

ROAD CUT PERMIT - \$ 300.00 (plus line of credit/bond for applicable restoration amount to be determined by Township Engineer.)

RAZING PERMIT - \$ 50.00 (plus UCC Permit and Inspection fees)

SIGN PERMIT - \$ 50.00 (plus UCC Permit and Inspection fees)

RE-INSPECTIONS (all additional inspections) - \$ 50.00

PERMIT MINOR REVISION - \$ 35.00

JUNKYARD PERMIT - \$200.00 per year

LOT IMPROVEMENTS -

PRINCIPLE STRUCTURE, DWELLINGS - \$ 200.00 (plus UCC Permit and Inspection fees)

RENOVATIONS, ADDITIONS/ALTERATIONS - \$ 150.00 (plus UCC Permit and Inspection fees)

ACCESSORY STRUCTURES (w/o plumbing & sewage) - Plus UCC Permit Fees, when applicable
GARAGE \$ 150.00 (each additional Bay more than 2 add \$ 50.00)

SHED	\$ 50.00
DECK	\$ 100.00
POOL	\$ 100.00 (includes required fence, plus UCC Permit and Inspection fees)
FENCE	\$ 50.00

SMALL WIRELESS FACILITIES -

INITIAL APPLICATION FEES -

\$500.00 for single application covering up to 5 collocated antennas; \$100 per antenna thereafter

\$1000.00 for application for a new pole

RECURRING FEE - \$270/site per year for use of ROW

**SHORT-TERM RENTAL PERMIT - \$ 175.00 - Initial Application Fee;
\$100.00 – Annual Renewal
(\$100.00 - Missed inspection/unable to gain access penalty)**

A penalty shall be imposed for failure to obtain required building and/or zoning permits prior to conducting construction equal to 2X the applicable permit fee.

SUBDIVISION & LAND DEVELOPMENTS***

Sketch Plan (Review)	\$ 250.00 - Initial Escrow
Minor Subdivision Plan	\$ 200.00 plus \$500.00 Initial Escrow
Major Subdivision (Preliminary Plan)	\$ 200.00 plus \$3,000.00 Initial Escrow
Major Subdivision (Final Plan)	\$ 200.00 plus \$1,500.00 Initial Escrow
Lot Improvement/Combination – Section 5.301	\$ 50.00 admin fee + legal prep/review fees & recording
Land Development Plan	\$ 200.00 plus \$1,500.00 Initial Escrow
Resigning fee of previously approved Plan	\$ 50.00
Engineer Site Inspection	\$ 500.00 Initial Deposit
Public Hearing	\$ 500.00 (stenographic deposit)

*** The fees for subdivisions and land developments set forth herein represent the minimum fees that must be deposited with the Township Secretary upon submission of the plan. All engineering, legal and other appropriate professional consultant fees shall also be paid by the applicant, and will be billed at prevailing hourly rates. All applications must be accompanied by the applicable fees. If, during the review and approval process, the administrative and professional consultant fees exceed the initial deposit, the Township may require the payment of an additional deposit from the applicant in order to continue processing the application. The Township will stop the review process until the additional deposit is paid in full. After the Township's review has been completed, and it has been determined that there are no outstanding charges, any remaining deposit monies will be returned to the applicant. The set forth herein are in addition to any review fees established by the Lackawanna County Planning Commission and any other reviewing agency.

ZONING HEARING FEES – (COST + ½ OF STENOGRAPHER FEE FOR ALL HEARINGS LISTED)

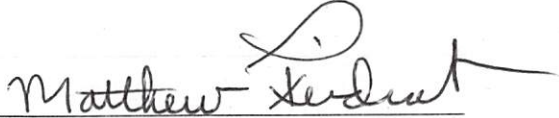
SPECIAL EXCEPTION & CONDITIONAL USE HEARING - \$ 500.00

RESIDENTIAL SETBACK VARIANCE - \$ 500.00

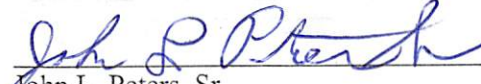
ZONING APPEAL - \$500.00

CURATIVE AMENDMENT - \$ 500.00

BE IT RESOLVED that the Jefferson Township Board of Supervisors adopt Resolution 2021-15
This 8th day of November 2021. New fees to be effective immediately.


Matthew D. Pendrak


Jason B. Hollister


John L. Peters, Sr.

ATTEST:

Coleen Watt
Jefferson Township Secretary