

RESOLUTION 2021- 12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF BETHEL TOWNSHIP, BERKS COUNTY, PENNSYLVANIA, ESTABLISHING A REVISED SCHEDULE OF FEES FOR THE REVIEW OF SUBDIVISION AND LAND DEVELOPMENT PLANS

Pursuant to Section 503(1) of the Pennsylvania Municipalities Planning Code, as amended, Section 8.04 of the Bethel Township Subdivision and Land Development Ordinance of 2006, as amended (the Ordinance), and the Bethel Township Stormwater Management Ordinance 2015-02, the Board of Supervisors of Bethel Township, Berks County, Pennsylvania, does hereby adopt, by this Resolution, a schedule of fees to be paid by developers for the review of plans for subdivisions and land developments within Bethel Township.

DETERMINATION OF REVIEW FEES

The review fees to be paid by the developer shall include the charges by the Township's professional consultants (including attorneys, zoning officers and engineers), at a rate not exceeding the rate or cost charged to the municipality when fees are not reimbursed or otherwise imposed on applicants, for reviewing each plan, plus a administrative fee to the Township of ten percent (10%) of the total amount of fees charged by the consultants and engineers.

The amounts set forth below are basic fees which must be deposited with the Township at the time of submission of a subdivision and/or land development plan or a stormwater management plan for review. If the amount deposited is less than the total amount of actual costs charged by the Township's professional consultants (including attorneys, zoning officers and engineers) to review and report on the plan, plus the Township's administrative fee, the developer shall pay the difference to the Township before final action on the plan is taken by the Board of Supervisors. In the event that the balance of the escrow account drops below 25% of the total amount of the required review fees established by the Township Supervisors herein above, or as subsequently amended, then upon written notice to the Applicant, Applicant shall within ten (10) days of such notice remit such additional amount required to pay in full all outstanding balance owed in connection with the review of the plan and to restore the balance to the original amount required by the then applicable fee resolution. Failure to pay any outstanding balance and/or failure to restore the balance of the review fee to the original amount established by the Township may result in the rejection of Subdivision and Land Development Plan or a Stormwater Management Plan in accordance with the Pennsylvania Municipalities Code.

If the total amount deposited exceeds the total costs charged by the Township's professional consultants (including attorneys, zoning officers and engineers), plus the Township's administrative fee, the difference will be refunded to the developer by the Township, without interest, within one month following release of an approved plan for recording and receiving all bills associated with plan.

A developer shall be required to pay the fee charged by the Berks County Planning Commission to cover its costs for reviewing a proposed subdivision and/or land development plan. This fee shall be paid to the Township, together with the Township review fees, at the time of submission of each plan which must be submitted to the

BETHEL TOWNSHIP BASIC FEES¹

Residential and Agricultural (excluding intensive agricultural which shall be considered commercial for fee purposes), based upon number of lots/units:

<u># of Lots/Units</u>	<u>Preliminary</u>
Less than 6	\$750.00
06 -10	\$1,000.00
11 - 20	\$1750.00
21 – 50	\$2750.00
51 – 100	\$3750.00
More than 100	\$6750.00 plus \$100.00 per lot/unit over 100

<u># of Lots/Units</u>	<u>Final</u>
Less than 6	\$500.00
06 -10	\$750.00
11 - 20	\$1000.00
21 – 50	\$1250.00
51 – 100	\$1500.00
More than 100	\$2000.00 plus \$100.00 per lot/unit over 100

Commercial, Industrial, Institutional, Intensive Agricultural and all other Land Development, based upon acreage directly or indirectly affected by the Subdivision/Land Development:

<u>Acres</u>	<u>Preliminary</u>
Less than 2.01	\$750.00
2.01 – 5.00	\$1,500.00
5.01 – 10.00	\$2,750.00
10.01 – 25.00	\$3,750.00
More than 25.00	\$6,750.00 plus \$100.00 per acre over 25.

<u>Acres</u>	<u>Final</u>
Less than 2.01	\$500.00
2.01 – 5.00	\$750.00
5.01 – 10.00	\$1,500.00
10.01 – 25.00	\$2,000.00
More than 25.00	\$2,250.00 plus \$100.00 per acre over 25.

For fees based on acreage, the developed area of the entire tract shall be used and any portion of an acre shall be considered as a full acre.

¹ When Developer is progressing from one planning stage to the next, all fees incurred, but not previously paid in the earlier planning stage shall be paid in full before the application, plan, and fees for the next planning stage submission will be accepted by the Township.

For fees based on acreage, the developed area of the entire tract shall be used and any portion of an acre shall be considered as a full acre.

Stormwater Management Site Plans (not requiring a subdivision or land development plan) as stipulated in Stormwater Management Ordinance, Ordinance 2015-02 (or most recent amendment)

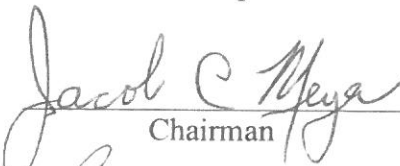
Deposit amount (see table below)

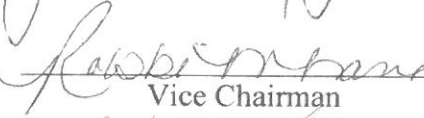
Acres ¹	SWM Site Plan Deposit
0-2	\$750 + \$150/acre
> 2 to 5	\$900 + \$150/acre
> 5 to 10	\$1,050 + \$150/acre
> 10 to 15	\$1,200 + \$150/acre
> 15 to 25	\$1,350 + \$150/acre
> 25 to 50	\$1,500 + \$150/acre
> 50 to 100	\$1,650 + \$150/acre
> 100	\$1,800 + \$150/acre

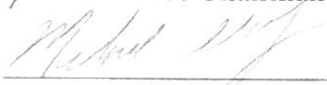
- 1) Area of proposed lot to be developed or disturbed area of existing tract undergoing expansion.

RESOLVED and ADOPTED by the Board of Supervisors of Bethel Township in lawful session assembled, this 4th day of January, 2021 A.D.

Bethel Township Board of Supervisors


Chairman


Vice Chairman


Member

Attest:


Jayne K. Seifrit, Secretary/Treasurer

BETHEL TOWNSHIP, BERKS COUNTY

Application for review and consideration of a Subdivision, Land Development or Stormwater Plan

ALL INFORMATION MUST BE COMPLETED OR MARKED NOT APPLICABLE. IF ANY CATEGORY IS NOT ANSWERED OR IF ANY REQUIRED DEPOSIT OR DOCUMENT SUBMISSION IS NOT SUBMITTED WITH THE APPLICATION, THE APPLICATION WILL BE CONSIDERED INCOMPLETE!

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Plan Name _____

Application Submission Status

____ Preliminary Plan

____ Final Plan

____ Stormwater

Project Location _____

Tax PIN _____

Name and Address of Property Owner (s)

Telephone Number _____ Fax Number _____

Name and Address of Applicant (if other than owner, what is your relationship to property
____ tenant ____ purchaser under agreement of sale ____ other explain _____)

I, _____ (owner) hereby authorize
_____ to act as my agent with regard to requesting
waivers, modification, granting extensions, etc. Agent's relationship to the owner?
_____ (engineer, surveyor, attorney, etc.)

Address of authorized agent listed above to submit waivers, modification, extensions, etc.

Telephone Number _____ Fax Number _____

Name and Address of Plan Preparer

Telephone Number _____ Fax Number _____

Total Area of Property _____

For Land Developments and Stormwater, Total Area affected by proposed development _____

For Subdivisions, Total Number of Lots, including residue _____

Proposed Use _____

Type of Proposed Water Supply _____

Type of Proposed Sewage Disposal _____

Lineal Feet of New Streets or Roads Proposed _____

Are all new streets proposed for dedication to the Township? (If no, explain) _____

List of plans, reports and other materials being submitted with this Application

Is a storm Water Plan required for this plan? _____ If yes, is it included? _____

Number of Copies

Item

_____	_____
_____	_____
_____	_____
_____	_____

Digital copies of plans and reports can also be submitted to Township Engineer (dropbox for larger files). Township still requires hard copies.

I verify, subject to criminal penalties for unsworn falsification to Authorities, that the above information is True and Correct. I further verify that I am the owner or one of the owners of the property proposed to be subdivided and/or developed and have full authority to act on behalf of all other owners if any. I understand that I am personally liable to the Township for all costs, legal fees, and any other liability or expense for any error or misstatement of fact in this application. I further authorize the Township to proceed with this application in accordance with the Bethel Township Zoning and Subdivision and Land Development ordinances as well as all other applicable laws and ordinances. I further agree that I am liable for all unpaid review fees, required deposits, and all other expenses of the Township associated with this application.

Owner(s) Printed Name _____

Signature _____

Date _____

Owner(s) Printed Name _____

Signature _____

Date _____

Witness' Printed Name _____

Signature _____

Date _____

County Referral – Land Subdivision & Land Development Review Application

TO: Berks County Planning Commission, Berks County Services Center, 633 Court Street, 14th Floor, Reading, PA 19601
Tel: 610-478-6300 FAX: 610-478-6316

SUBJ: Request for review of a subdivision or land development proposal pursuant to the Pennsylvania Municipalities Planning Code, Act 247, of 1968, as amended. This application must be completed by the applicant or his agent and submitted by the municipality along with the required number of plans and the required fee (see fee schedule).

******(To be completed by the Municipality)******

FROM: Municipality _____ E-mail _____

Municipal Official's Name _____ Position _____

Name of Proposal _____

(Check appropriate level of Submission)

Type of Plan: _____ Sketch Plan
_____ Sketch Plan for Record
_____ Preliminary
_____ Final
_____ Revision to Plan of Record

Type of Submission: _____ New Proposal
_____ Revision to a Prior Proposal
_____ Phase or Section of a Prior Proposal

******(To be completed by the Applicant)******

Applicant/Equitable Owner _____ Telephone _____

Address _____

E-mail _____

Record Owner _____ Telephone _____

Address _____

E-mail _____

Engineer or Surveyor _____ Telephone _____

Address _____

E-mail _____

Location of Proposal _____

Total Acreage _____ Area to be subdivided _____ Disturbed Area for Development _____
(Non-Residential Land Development Only)

Description of intent of proposal [including land use(s)] _____

Type of Land Use Proposed: (No. of Lots or Units)

<u>Residential:</u> _____ Single Family	<u>Non-Residential:</u> _____ Commercial	<u>Misc.:</u> _____ Annex
_____ Semi Detached	_____ Industrial	_____ Open Space/Rec.
_____ Townhouse	_____ Public	_____ Residue
_____ Apartment	_____ Agriculture	
_____ Manufactured Home	_____ Other (Explain) _____	
_____ Other (Explain) _____		

Linear Feet of New Streets Proposed for Dedication: _____

OVER

Linear Feet of New Street Proposed for Private Use: _____

Water Supply: _____ Public
_____ Community
_____ On-lot

Sewage Disposal: _____ Public
_____ Community
_____ On-lot
_____ Other (explain) _____

Members of the Berks County Planning Commission and staff are authorized to enter land for site inspection, if necessary.

Signature of Applicant

Date

BCPC USE ONLY

BCPC File No. _____ Fee Paid _____ Check No. _____ Date Received _____

Payee _____

Submission Discrepancy(s) _____ No _____ Yes

Explain Any Discrepancy(s) _____

Date Discrepancy(s) Resolved _____

FEE SCHEDULE FOR REVIEWS

The following fees will be charged by the Berks County Planning Commission for subdivision and land development reviews as authorized by the Pennsylvania Municipalities Planning Code, Act 247, as amended. These fees are effective July 1, 2018. All fees are to be submitted to the Berks County Planning Commission through the appropriate township, borough, or city at the time of application. Plans will not be accepted for review by the County without the appropriate fee, County Referral Application (signed by the appropriate municipal official) and the required number of plans. Check or money order (no cash) should be made payable to the County of Berks. Fees are not refundable unless the BCPC fails on its own part.

Schedule I – Fees Subdivision (All Land Uses) and Land Development (Residential Use Only)

Number of Lots or Units Including <u>Residue Units</u>	Sketch Official Sketch <u>Sketch for Record</u>	Preliminary or <u>Final</u>
1 – 5	170	290
6 – 25	240	400
26 – 49	385	585
50 – 99	555	775
100 – 199	680	965
200 – 299	815	1,160
300 – 399	965	1,350
400 – 499	1,135	1,560
500 and Over	Add \$110 for each 100 lots/units over 499	Add \$150 for each 100 lots/units over 499

Schedule II – Fees Commercial, Industrial, Public and Quasi Public (Land Development Only)

Area to be Disturbed <u>for Development</u>	Sketch Official Sketch <u>Sketch for Record</u>	Preliminary or <u>Final</u>
Under 2 acres	305	470
2 to under 8 acres	480	815
8 to under 15 acres	615	1,095
15 to under 30 acres	750	1,380
30 to under 50 acres	880	1,655
50 to under 100 acres	1020	2,075
100 acres & over	Add \$110 for each 50 acres over 100 acres	Add \$220 for each 50 acres over 100 acres

The terms “lots” includes conveyances, tracts or parcels of land for the purpose, whether immediate or future, of lease, transfer of ownership or building or development, as well as residue parcels, annexations, or correction of lot lines.

(Over)

The term land development includes any of the following activities:

1. The improvement of one lot or two or more contiguous lots, tracts or parcels of land for any purpose involving:
 - a. a group of two or more residential or non-residential buildings, whether proposed initially or cumulatively, or a single non-residential building on a lot or lots regardless of the number of occupants or tenure; or
 - b. the division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of streets, common areas, leaseholds, condominiums, building groups or other features.
2. A subdivision of land.

Typical examples are: office buildings housing different businesses, apartments, mobile home parks, shopping malls, hotels and additions to commercial, industrial and public buildings.

TIME LIMITATIONS: The BCPC will accept the application when all necessary information and fees have been supplied and at that time the review time-clock will start. Any proposal which does not contain the appropriate information and/or fee will not be processed through the Commission. In such cases, the municipality and applicant will be informed of any additional information or fees necessary. The review time-clock will not begin until the necessary information or correct fee is received. If a check is refused by the bank due to insufficient funds the review time clock will stop as of the day such notice is received and the applicant and municipality will be so notified. The time-clock will not re-start until this Commission has received the required fee.

MEETING WITH STAFF: Meetings with the staff of the Berks County Planning Commission to discuss proposals either prior to or during the formal review period are encouraged and shall be free of charge. Appointments can be made by calling (610) 478-6300.

SCHEDULE I FEES are based on the number of lots or units. All land uses are included: residential, commercial, industrial, public, quasi-public and other. Therefore, an industrial park subdivision prior to development of individual lots is subject to Schedule I. The same would be true of a commercial lot subdivision or selling of land for a church or school. Schedule I fees also cover residential land development such as an apartment complex, condominiums, rental townhouses and mobile home parks. Where there is a mix of lots and rental units the totals are added together to determine the fee.

SCHEDULE II FEES are based on the amount of land to be disturbed for development including buildings, access drives, streets, stormwater management, grading, public sewer and water service, erosion and sediment control landscaping and any other activity that disturbs the ground on the site. The total disturbed area of a project is most accurately calculated by a planimeter following all outlines of disturbed areas. Where combinations of subdivision and non-residential development are proposed on a plan the fees must be determined separately and added together.

PRD – PLANNED RESIDENTIAL DEVELOPMENT Fees will be based on the number of residential units and the amount of disturbed area for the non-residential uses. In cases where a building is used as a mixed use (commercial units on lower level(s) with residential units above) the fee will be based on the amount of disturbed area associated with that building (Schedule II Fees).

REPEAT STAGE If a subdivision/land development with significant plan revisions is presented to the Berks County Planning Commission for a second review, the fees for the second review will be based on the extent of changes made to the project. Significant revisions are those that impact the scope and concept of a project that include street and lot layout, number of buildings and locations, stormwater/grading land use and intensity, traffic issues and environmental issues. If site revisions are based upon recommendations made in the initial project review by the Berks County Planning Commission, the fees may be waived. Meeting with staff prior to resubmission of the revised plans for the Berks County Planning Commission's review is recommended to establish the required fee for plan submission.

