

**TOWNSHIP OF UPPER SALFORD  
MONTGOMERY COUNTY, PENNSYLVANIA  
Resolution #2025-3**

**AMENDING UPPER SALFORD TOWNSHIP'S FEE SCHEDULE**

**WHEREAS**, the Township is authorized under the Second Class Township Code, the Pennsylvania Municipalities Planning Code, the Pennsylvania Uniform Construction Code, the Pennsylvania Sewage Facilities Act, and other enabling legislation, to adopt ordinances regulating activities within the Township of Upper Salford; and

**WHEREAS**, the Township has adopted various ordinances pursuant to the enabling legislation as aforesaid; and,

**WHEREAS**, under the various adopted ordinances the Board of Supervisors is authorized and directed to establish fees and charges in connection with the activities regulated by the ordinance of Upper Salford Township.

**NOW, THEREFORE**, the Board of Supervisors of Upper Salford Township hereby resolves as follows:

1. The Fee Schedule attached hereto is adopted as the Fee Schedule of Upper Salford Township.
2. The Fee Schedule is effective upon adoption of this Resolution.

**RESOLVED** this 6<sup>th</sup> day of January, 2025.

BOARD OF SUPERVISORS  
TOWNSHIP OF UPPER SALFORD

  
\_\_\_\_\_  
KEVIN O'DONNELL, CHAIRMAN

  
\_\_\_\_\_  
THEODORE F. POATSY, JR., MEMBER

  
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RICHARD E. SACKS, MEMBER

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**MISCELLANEOUS FEES, PERMITS, AND LICENSES**

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<b>Fireworks</b>	\$ 100.00
<b>Highway Occupancy &amp; Driveway Permits</b> (Township Roads)	\$ 100.00
<b>Junk Yard Dealers</b>	
Annual License Fee	\$ 100.00
Annual Transfer Fee	\$ 100.00
<b>Mobile Homes &amp; Mobile Parks</b>	
Annual License Fee	\$ 100.00 Plus \$10.00 per unit
<b>Transient Retail Merchants</b>	
License fee (per person)	\$ 30.00
<b>Wastewater Systems</b> (Sewer Plants or Collection System)	
Annual Permit	\$ 150.00
Application Fee	\$ 300.00
<b>State Annual Permit Fee (UCC)</b>	\$ 4.50 (added to Individual Building Permit Fees)

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**Park Pavilion Rental**

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<b>Pavilion &amp; Kitchen Rental (Family Rate - under 100 guests)</b>	\$ 100.00 – Resident Rate	\$200.00 – Non-Resident Rate
<b>Pavilion &amp; Kitchen Rental (Family Rate - over 100 guests)</b>	\$ 200.00 – Resident Rate	\$300.00 – Non-Resident Rate
<b>Pavilion &amp; Kitchen Rental (Corporate/Business Rate)</b>	\$ 500.00	

**Security Deposit** \* \$50.00

\*Returned within 5 days of rental, provided pavilion and kitchen are left undamaged and without excessive cleaning required for the next rental.

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**Stormwater Plan Reviews**

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**All properties located within Upper Salford Township.**

Small Projects - Stormwater Management Plan Review	\$ 750.00
Full Stormwater Management Plan Review	\$ 1,500.00

\*Fee includes the preparation and recording of an operation and maintenance agreement, as required by Township Ordinance.

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**HEARINGS/ APPEALS**

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**Uniform Construction Code (UCC) Appeals**

Indian Valley Regional Appeals Board	\$ 450.00
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NOTE: The appeals process does not apply to appeals from citations for violations of the International Property Maintenance Code.

**Township Ordinance Appeals and Variances**

Chapter 18 - Part 1 - Stormwater Appeal	\$ 750.00
Chapter 18 - Part 2 - Wastewater Disposal Variance	\$ 350.00
Chapter 18 - Part 2 - Wastewater Disposal Appeals	\$ 750.00
Chapter 27* - Zoning Interpretation, Variance or Special Exception	\$ 850.00
Conditional Use Hearing Applications	\$ 850.00
Validity Challenges	\$ 5,000.00
Curative Amendments	\$ 5,000.00

\*NOTE: In hearings under Chapter 27 - Zoning, if there is a need for an additional hearing, the applicant shall be obligated to pay an additional fee of \$250.00 per hearing and reimburse the Township for any additional legal advertisement and court reporter charges.

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**DOCUMENT PURCHASE FEES**

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Zoning Ordinance	\$ 35.00
SALDO	\$ 35.00
Indian Valley Regional Comprehensive Plan	\$ 35.00
Open Space Plan	\$ 35.00

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**SUBDIVISION AND LAND DEVELOPMENT**

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**Subdivision and Land Development Applications**

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*\* Below are the Township's rates. The Applicant is also responsible for the payment of all fees charged by the Montgomery County Planning Commission based on their fee schedule. Each fee shall be paid by separate check.*

**Residential Subdivision**

Number of Lots/Units - whichever is greater:

Lot Line Adjustment/Consolidation	\$	100.00	Flat fee
1 - 2	\$	200.00	Flat fee
3 -10	\$	300.00	Plus \$35.00 per lot
11 - 20	\$	685.00	Plus \$30.00 per lot
over20	\$	1,015.00	Plus \$25 per lot

**Non-Residential Subdivision**

Number of Lots/Units - whichever is greater

1-3	\$	750.00	Flat fee
over 3	\$	750.00	Plus \$100.00 per lot

**Non-residential Land Development**

Fee per 1000 sq. ft. (gross - measured at exterior footprint of structure(s))

1 -1,500 sq. ft.	\$	250.00	Flat fee
1,501 - 3,000 sq. ft.	\$	250.00	Plus \$35 per 1000 sq. ft.
3,001 - 5,000 sq. ft.	\$	325.00	Plus \$30 per 1000 sq. ft.
5,001 - 10,000 sq. ft.	\$	400.00	Plus \$25 per 1000 sq. ft.
10,001 - 25,000 sq. ft.	\$	550.00	Plus \$20 per 1000 sq. ft.
25,000 + sq. ft.	\$	900.00	Plus \$18 per 1000 sq. ft.

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**Subdivision and Land Development Professional Services Security Escrow**

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**Residential Subdivision**

Number of lots:

Lot Line Adjustment/Consolidation	<b>Fee - Engineering / Legal</b>
1 - 10	No Escrow Required
11 - 25	\$1,500.00/\$1,000.00 plus \$500.00 per lot over 1
over 25	\$5,000.00/\$2,500 plus \$750.00 per lot over 11
Maximum required escrow	\$12,000.00 / \$7,000.00 plus \$800.00 per lot over 26 \$20,000.00 / \$15,000.00

**Non-Residential Subdivision**

Number of Lots:

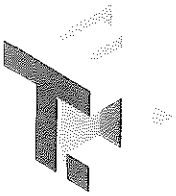
1 - 3	<b>Fee -Engineering / Legal</b>
over 3	\$5,000.00/\$2,500.00
Maximum required escrow	\$6,500.00/\$3,500.00 plus \$1,000 per lot \$20,000.00/\$15,000.00

**Nonresidential Land Development**

Gross square footage (measured at exterior footprint of structure(s))

	<b>Fee - Engineering / Legal</b>
1 - 1,500 sq. ft.	\$2,500.00/\$1,500.00
1,501 - 3,000 sq. ft.	\$3,000.00/\$2,000.00
3,001 - 5,000 sq. ft.	\$3,500.00/\$2,500.00
5,001 - 10,000 sq. ft.	\$4,000.00/\$3,500.00
10,001 - 25,000 sq. ft.	\$5,000.00/\$5,000.00
25,000 + sq. ft.	\$10,500.00/\$7,500.00 plus \$100 per 1,000 sq. ft.
Maximum required escrow	\$20,000.00/\$15,000.00

**\* Once established, escrow accounts shall be replenished to the level required when the balance falls below 25% of beginning balance.**

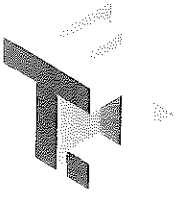


**UPPER SALFORD TOWNSHIP  
YEAR 2025**

**The following construction activities or structures are not regulated under Act 45 (Building Code) however, they shall require a Zoning Permit.**

**Section A – Zoning Permits**

1. The following structures, if the structure has a building area less than 600 square feet, and is accessory to a detached one or two family dwelling, and multi-family dwelling units:
  - a. Detached Carport \$95.00
  - b. Detached private garage less than 600 sq. ft. \$95.00
  - c. Greenhouse \$95.00
  - d. Sheds and gazebos less than 150 sq. ft. \$75.00  
Sheds and gazebos between 151 sq. ft. to 600 sq. ft. \$95.00
2. All Agricultural Building(s), irrespective of size, as defined by Act 45 Section 103 \$95.00
3. Uncovered decks and patios, with a floor height of 30" or less above finished grade \$95.00
4. Fences that are no more than 6'0" in height (Agricultural fencing is exempt) \$75.00
5. Issuance of a Use and Occupancy Permit for a change of use of an existing building with no structural alterations (includes one inspection) \$180.00
6. Signs
  - a. Residential Home Occupation or Home Related Business \$75.00
  - b. Commercial Non-structural replacement or repair of an existing sign \$95.00



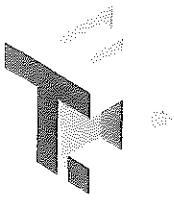
**UPPER SALFORD TOWNSHIP  
YEAR 2025**

**Building Permits are required for the following, with the fees set as follows:**

All residential buildings and structures over 600 sq. ft. and addition(s) to any principal building require a building permit, see Section A. A state mandated fee of \$4.50 is charged to the applicant for issuance of building permit.

**Section A – Residential**

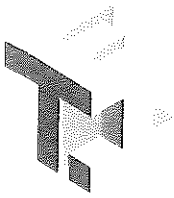
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|--|--|
| 1. New one and two family dwelling unit, multiple family dwelling unit, or similar residential structure; fee shall be computed on a square foot basis as measured out-to-out of the structure, and shall include basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, foyers and attics that have a minimum of 6-foot headroom          | \$100.00 plus \$0.37 per sq.ft. of floor area  |
| 2. Additions, attached and detached structures accessory to a residential dwellings to include roofed porches.   | \$100.00 plus \$0.37 per sq.ft. of floor area (min. bldg. fee \$395.00)                                      |
| 3. Manufactured Housing Units (inspection of basements, piers, footers and final inspection is required).  | \$450.00 (no basement) plus electrical inspection<br>\$650.00 (with basement) plus electrical inspection     |
| 4. Alterations, renovations, or modifications of existing buildings or structures to include but not limited to: uncovered decks and patios with a floor height greater than 30" above finished grade.   | \$100.00 plus \$0.37 per sq. ft. of floor area (min. bldg. fee \$235.00)                                     |
| 5. Miscellaneous Structures <ul style="list-style-type: none"><li>• Structure to include but not limited to</li><li>• Communication towers or antennas</li><li>• Retaining walls (over 4' in height)</li><li>• Alternative energy systems<ul style="list-style-type: none"><li>• Plan review/re-reviews</li><li>• Inspections to include electrical, if needed</li></ul></li></ul> | \$150.00 plus review and insp. fees<br><br>\$72.00 per hr<br>\$95.00 per insp.<br>as determined by inspector |
| 6. Re-inspection   | \$95.00/insp.  |
| 7. Re-review   | \$72.00/hr.  |



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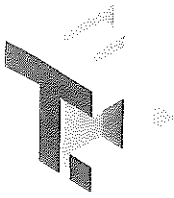
**Section B - Commercial**

1. Commercial, Industrial, Institutional Buildings
  - a. First \$1,000.00 of project cost\* \$100.00
  - b. Each additional \$1,000.00 or part thereof \$8.90
  - c. Plan review and Accessibility plan review fee \$87.50 per hr.
  - d. Accessibility inspections \$220.00
  - e. Minimum building permit fee \$405.00
2. Review of revisions to previously approved plans \$87.50 per hr.
3. Additions, alterations, renovations, or modification of existing buildings or structures
  - a. First \$1,000.00 of project cost\* \$100.00
  - b. Each additional \$1,000.00 or part thereof \$8.90
  - c. Plan review and Accessibility plan review fee \$87.50 per hr.
  - d. Accessibility inspections \$220.00
  - e. Minimum building permit fee \$405.00
4. Demolition Permit
  - a. Commercial, Industrial, Institutional and detached accessory structure (includes two inspections only. Additional inspections at \$95.00 per/inspection) \$195.00



UPPER SALFORD TOWNSHIP  
YEAR 2025

5. Special Structures to include, but not limited to towers, storage tanks, cell tower, retaining walls (over 4' in height) and commercial signs
  - a. First \$1,000.00 of project cost\* \$100.00
  - b. Each additional \$1,000.00 or part thereof \$8.90
  - c. Plan review and Accessibility plan review fee \$87.50 per hr.
  - d. Accessibility inspections \$220.00
  - e. Minimum building permit fee \$405.00
6. Solar Energy Systems
  - a. Commercial 1.5% cost of construction (\$200 min fee)
  - b. Solar Farm 2.5% of cost up to \$10,000 plus 2% of cost over \$10,000 (\$500 min fee)
  - c. Plan Review \$87.50 per hr



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YEAR 2025

**Section C - Electrical**

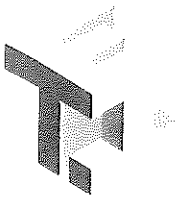
1. Residential Inspections:

a. Service inspection	\$95.00
b. Rough wiring inspection	\$95.00
c. Final inspection	\$95.00
d. Plan review	\$72.00/hr.
e. Re-inspection fee	\$95.00

2. Commercial Inspections  
(to include fire alarm systems):

a. Plan review and revisions	\$87.50 per hr.
b. First \$1,000.00 of project cost*	\$100.00
c. Each additional \$1,000.00 or part thereof	\$8.90
d. Minimum building permit fee	\$275.00
e. Re-inspection fee	\$95.00





UPPER SALFORD TOWNSHIP  
YEAR 2025

**Section D – Plumbing, Mechanical and HVAC**

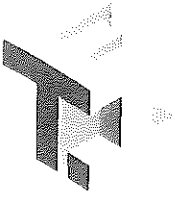
1. Residential Inspection

- |    |   |                   |
|----|---|-------------------|
| a. | Any plumbing, mechanical and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code Section 403.62 Permit Requirements and Exemptions shall require a permit. | \$95.00 per insp. |
| b. | Plan review   | \$72.00/hr.       |
| c. | Re-inspection fee   | \$95.00           |

2. Commercial Inspection

- |    |  |             |
|----|--|-------------|
| a. | Any plumbing, mechanical, sprinkler or other fire suppression systems and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code Section 403.62 Permit Requirements and Exemptions shall require a permit. |             |
| b. | First \$1,000.00 of project cost*  | \$100.00    |
| c. | Each additional \$1,000.00 or part thereof   | \$8.90      |
| d. | Plan Review  | \$87.50/hr. |
| e. | Minimum building permit fee  | \$275.00    |
| f. | Re-inspection fee  | \$95.00     |

**\* Note: In event there is a dispute about the estimated construction cost provided for a commercial building permit, we will utilize the most current International Code Council Building Valuation Tables as a basis to establish our required permit fees.**



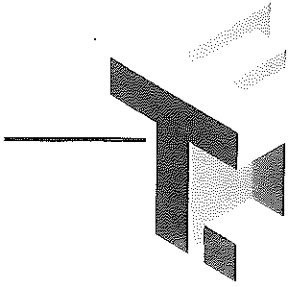
**UPPER SALFORD TOWNSHIP  
YEAR 2025**

**Section E - Miscellaneous**

1. Demolition Permit:
  - a. Residential and detached accessory structure \$120.00
2. Swimming Pools and spas:
  - a. Above ground (pools capable of holding 24 inches or more of water) includes (2) inspection \$275.00
  - b. In-ground Includes (3) inspections \$475.00
  - c. Swimming pool fence/safety barrier replacement \$125.00
3. Building permit review and issuance \$35.00
4. Building Permit Renewal Fee \$70.00
5. Penalty of construction completed without a permit Double permit fee
6. Certificate of Occupancy fee \$35.00
7. Temporary Certificate of Occupancy fee \$50.00
8. Zoning permit review associated with building permit \$50.00

**Section F – Permit Conditions**

When scheduling inspections, the contractor must ensure he has completed all items necessary for the inspection. Should the Building Inspector be required to make additional inspections, a fee of \$95.00 will be due to defray the cost of the inspection. The entire fee must be paid prior to the inspection. The fee is made payable to Technicon Enterprises, Inc. II.



# TECHNICON

Enterprises Inc., II

200 Bethlehem Drive  
Suite 201  
Morgantown, PA 19543

Tel. (610) 286-1622

Fax (610) 286-1679

October 15, 2024

RECEIVED  
OCT 18 2024

Upper Salford Township Board of Supervisors  
PO Box 100  
Salfordville, Pennsylvania 18958-0100

Dear Board Members:

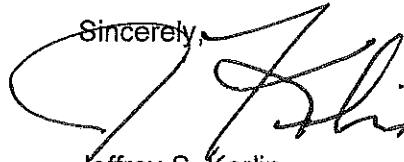
I have attached our revised rate and fee schedules for calendar year 2025.

TEI-II is proposing no increase to the current hourly billing rates for Engineering, Zoning, Building and Sewage Enforcement services. We are also proposing no increase in our unit fees for new commercial and residential construction. We have, however, made minor adjustments to our residential accessory structures and miscellaneous structures fee schedules. Specifically, we have added fees for larger scale commercial solar projects. We have also added some minor administrative fees to better capture our administrative processing efforts. Lastly, we are proposing no increase in our Sewage Enforcement Officer (SEO) fee schedule for the new calendar year for those clients that we serve in that capacity.

We have made every effort in the last few years not to increase our rates but the current inflationary increases that we are experiencing have forced us to make some minor adjustments to our fees. We are very appreciative of your continued support of TEI and are making every effort to keep our rates and fees affordable during these trying economic times.

As we look forward to another year, I want to thank you again for your continued confidence in our services. I am always interested in your suggestions on how we can improve our service to you and the residents. If you have any questions or concerns regarding these proposed rates and fee schedules, please feel free to contact me at 610-286-1622, ext. 109.

Sincerely,



Jeffrey S. Kerlin  
President

cc: TEI File\2025 Fee Schedules

Emailed to BOS 10/18/24