

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS  
MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA  
RESOLUTION #2026-05**

**WHEREAS**, Chapter 208 of Title Two (General Provisions) of Part Two of the Township Code (the Administrative Code), authorizes the Board of Supervisors to adopt a General Fee Schedule; and

**WHEREAS**, Township administration has reviewed the fees assessed under Chapter 208 and recommends the adoption of the General Fee Schedule attached as Exhibit "A";

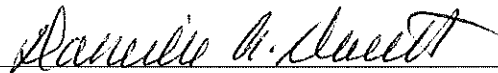
**NOW THEREFORE BE IT RESOLVED** that the General Fee Schedule for Lower Gwynedd Township attached hereto as Exhibit "A" is approved. This Resolution shall be effective immediately.

**RESOLVED AND ENACTED** this 5th day of January 2026.

**ATTEST:**

  
\_\_\_\_\_  
**MIMI GLEASON  
TOWNSHIP MANAGER**

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

By:   
\_\_\_\_\_  
**CHAIRPERSON**

**Exhibit A**  
**Fee Schedule of Lower Gwynedd Township**

**Building Permits.**

**Residential.** The fees associated with residential building, construction, alteration, and related activities are as follows:

Type	Fee
State Permit Surcharge: State fee added to every permit issued under Act 157 of the PA Uniform Construction Code	\$4.50
Pre-Submission Plan Review (if requested)	\$150
Building Permit New Construction Professional Services Agreement (PSA) required	\$500 + \$0.35 per square foot above grade & \$0.25 per square feet of attic and basement space; requires grading permit PSA-\$1,500; see PSA section below for details
Alterations & Additions to Existing Structures	\$250 + \$0.35 per square feet for all space
Bathroom & Kitchen Remodel Permit (only required for non-cosmetic updates)	\$250.00
Accessory Structure/Uses Building Permit- (includes sheds greater than 200 square feet)	\$200 + \$0.15 per square feet
Zoning Permit- required for things such as sheds less than 200 square feet, fences, patios, etc.	\$150
Swimming Pools, Tennis/Basketball Courts & Other Recreational Uses where Building Permit/Grading Permit is required	\$300 + \$0.45 per square foot of surface area; also requires grading permit
Demolition Permit	\$300
Electrical Permit	\$50 per 100 amps of electrical service or equivalent; minimum permit fee \$50
Plumbing Permit	\$55 + \$15 per fixture; \$150 per grease trap, ejector
HVAC Permit/Replacement	\$150
Use & Occupancy Permits- Required for permit closeout not a separate permit fee	\$0.00
Storage Tanks	\$200 per 1,000 gallons of capacity
Removal of Oil Tank	\$150
Gas Fireplaces	\$100
Generator Permit Propane Permit	\$75 + electrical permit (in some cases a plumbing permit may also be needed)
Solar Permit	\$250 + electrical permit
Residential Re-Roofing (only required if sheathing is being replaced)	\$100
Residential Re-Inspection Fee	\$50.00

**Non-Residential.** The fees associated with non-residential building, construction, alteration, and related activities are as follows:

Type	Fee
Pre-Submission Plan Review (if requested)	\$150
New Construction	\$750 Plan Review- fee due at submission \$600 + \$0.45 per square foot- Permit/Inspections
Building Work/Alterations	\$750 Plan Review-fee due at submission 500 + \$0.35 per square foot-Permit/Inspections
Demolition Permit	\$100 per 1,000 square feet
Electric Permit	\$250 + \$50 per 100-amp service
Plumbing Permit	\$250 + \$15 per fixture, trap, appliance
HVAC	\$500
Roofing Permit (New)	\$500 plus \$0.35 per square foot
Roofing Permit (Re-Roof)	\$250 plus \$0.10 per square foot
Re-Inspection (inspector is unable to conduct required inspection due to applicant error)	\$100.00
Use & Occupancy Permit	\$250
Removal of Oil Tank	\$450
Storage Tank	\$200 per 1,000 gallons of capacity
Antenna Cell Tower Permit	\$2,500 permit + \$500 escrow
Generator Permit	\$250 + electrical permit (in some cases a plumbing permit may also be needed)

**Building Permit Licensing Fees**

Type	Fee
<b>Electrical Licensing Registration</b>	
Master Electrician	\$50
Journeyman	\$35
Apprentice	\$10
Inspection Agency	\$200
<b>Plumbing Licensing Registration</b>	
Master Plumber	\$125
Journeyman	\$50
<b>General Contractor's License</b> (Fee applies to new homebuilders, commercial contractors and any contractor not registered in the State of PA)	\$125

**Building Permit Other Fees**

Type	Fee
Driveway/Road Opening Permit- reviewed by Public Works Director	\$250 + calculated as per the application fee schedule attached
Grading/Excavation/Stormwater Management- reviewed by Township Engineer	\$500 flat fee; When plan review, engineering inspections and legal documents are needed, a grading permit may also require an escrow or PSA as directed by the Twp Engineer; grading permits in lieu of land development require an approved cost estimate & escrow. <b>See PSA section below for details when applicable.</b>
Tent Permit Required for 700 sq. feet with open sides & 400 sq. feet with sides closed	\$150
Public Sewer Connection	\$250
Sewer Lateral Inspection	\$150

**Zoning Permits.** Zoning permits are required for all new construction, alterations, decks, fences, accessory structures, and other; if a building permit is also required the building permit fee includes the zoning review and is not a separate or additional fee. If a building permit is not required, then the zoning permit fee below applies.

Type	Fee
Residential	\$150
Non-residential	\$250
Home Businesses Use & Occupancy	\$150
Signs (up to 40 square feet)	\$150
Signs (over 40 square feet as per ZHB approval)	\$250

**Fire.** The fees associated with fire safety permits and inspections are as follows:

Type	Fee
Fire False Alarms: # w/in 12 Calendar Months	
2	\$50 / false alarm
3	\$100 / false alarm
4 or 5	\$200 / false alarm
6 or more	\$1,000 / false alarm
<b>Residential</b>	
Fire Safety Sprinkler Permit (residence over 2,000 square feet) Includes inspection	\$500
Fire Alarm Installation Permit includes inspection fee	\$500
<b>Non-residential</b>	
Fire- Wet Ansul System or Other	\$250
Fire Safety Sprinkler System- New	\$700- \$400 inspection fee + \$300 permit fee
Fire Safety Sprinkler System- Add on	\$500- \$300 inspection fee + \$200 permit fee
Fire Alarm Installation Permit includes inspection fee	\$500

**Police.**

Type	Fee
Security False Alarms: # within 12 Calendar Months	
3	\$35 / False Alarm
4	\$50 / False Alarm
5 or more	\$100 / False Alarm
Home Alarm Permit	\$100
Peddlers/Canvassers License (Issued by Police)	\$40 per day/per person or \$60 per week/per person
Police Report	\$15.00
Police Special Event Services/Special Detail-Officer & Vehicle	Overtime rate of the highest paid Sergeant per officer per hour

**Other General Fees.**

Type	Fee
Banner	\$25
Copying	\$0.25 per page black & white; \$0.50 color
Copying-Wide Format	\$4.50 per page
Certification of a Record	\$5.00 per record
Specialized documents, including but not limited to blueprints, color copies, and non-standard-sized documents	Cost of production
RTK mailings *All Right-to-Know requests must have all fees paid in full before documents are released.	Cost of postage
Prepayment of Right-to-Know Requests	Prepayment required if fees are estimated to exceed \$100.
Fireworks	\$150
Returned Check Fee	\$25
Special Events	
Police Services: Officers and Vehicles	Overtime rate of highest paid Sergeant per hour per officer
Public Works: Staff and Trucks	\$40 per hour per employee regular pay; Overtime Rate \$60 per hour per employee

**Small Wireless Facilities.** The fees associated with small wireless facilities are set forth in this section as follows:

Type	Fee
Application-1-5 co-located small wireless facilities	\$500
Application-> 5 co-located small wireless facilities	\$500 plus \$100 for each co-located small wireless facility in excess of 5
Application-Installation of a new or replacement utility pole	\$1,000
Annual Right-of-Way Fee	\$270 per facility; or \$270 per new utility pole with a small wireless facility, per year

## Parks & Recreation.

**Facilities and Fields Fees.** There are set fees for the use of Township Fields and Facilities. Fees for field use and facilities shall be as follows:

Type/Facility	Resident Fee	Nonresident Fee	Business Group Fee
<b>Security Deposit:</b> Required for all facility use, including game area	\$200	\$200	\$200
<b>Penllyn Woods</b> Community Building	\$60 per hour	\$95 per hour	\$130 per hour
<b>Picnic Pavilions</b> Up to 4 hours	\$40	\$75	\$125
Up to 8 hours	\$70	\$125	\$200
Electricity	\$20	\$20	\$20
<b>Baseball/Soccer Fields</b> Youth Associations Nonprofit Groups	N/A	N/A	N/A
<b>Baseball/Soccer Fields</b> Individual: one-time use	\$50	\$75	\$85
<b>Baseball/Soccer Fields Team:</b> full season (5 consecutive weeks of play or more), one day a week use	\$220	\$250	\$250
<b>Baseball/Soccer Fields</b> One week (Mon-Fri) consecutive use	\$370	\$400	\$420
<b>Basketball, Tennis, Volleyball Courts</b> Individual- one time only	\$30	\$40	\$75
<b>Basketball, Tennis, Volleyball Courts</b> Team: full season (5 consecutive weeks of play or more), one day per week use	\$150	\$175	\$200
<b>Basketball, Tennis, Volleyball Courts</b> One-week consecutive use (Mon-Fri)	\$300	\$300	\$300

**Zoning Fees.** Fees are non-refundable after processing or review of applications begin, regardless of hearing outcomes.

**Conditional Use Fees.** Conditional Use applications submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees.

Type	Fee	PSA Escrow
Residential	\$1,500	\$2,500
Non-Residential	\$2,500	\$2,500
Additional Hearing	\$500 each	N/A

**Rezoning/Zoning Ordinance Amendment Fees.** Rezoning requests or Zoning Ordinance Amendments submitted to the Board of Supervisors c/o the Zoning Officer shall have the following fees. Costs include copies of transcripts as requested, solicitor, stenographer, etc. Requires a PSA with associated escrow (See PSA section).

Type	Fee
Zoning Map Amendment	\$1,800 + costs
Zoning Ordinance Text Amendment	\$1,800 + costs
Curative Amendments	\$3,500 + costs
Additional Hearings	\$650 each

**Zoning Hearing Board Application Fees (excluding Curative Amendments).**

Type	Fee
Residential	\$1,200
Non-Residential	\$2,500
Other Matters	\$1,000
Sign	\$1,350
Validity Challenge	\$2,500
Additional Hearings (necessitated by applicant)	\$400
Postponement/Continuance (applicant's request)	\$250
Zoning and Floodplain Certification	\$50

**Land Use Fees.** Fees are non-refundable after processing or review of applications begin, regardless of decision outcomes.

**Land Development and Subdivision Filing Fees.** Fees in the amount set forth in this section shall be paid when filing a preliminary land development application or a preliminary/final subdivision application. In addition, a Professional Services Agreement (PSA) with associated escrow is required with any application. (See next page for more information about the PSA.)

**Land Development Fees.** The fees for land development include an application fee which is the set amount plus the calculated fee based on the per square footage rate.

Acres Affected	General Fee	PSA Escrow
0-2.5 acres	\$2,500	\$5,000
2.5-5 acres	\$4,000	\$6,500
5-10 acres	\$5,000	\$8,500
10-20 acres	\$6,000	\$10,000
20-50 acres	\$7,500	\$11,500
50-100 acres	\$9,000	\$13,000
PLUS Gross Floor Area in Sq. Ft.	Fee Per 1,000 Square Feet	
0 to 49,000	\$50	
50,000 to 299,000	\$40	
300,000 or more	\$30	
Traffic Impact Fee	See Code (Part 12, Title 8)	N/A
Final Plan Filing Fee	No application fee will be charged for filing an improvement construction plan or record plan, unless no preliminary plan has been filed, in which case the fees established for preliminary plans will apply.	Based on approved estimate of costs from Township Engineer

**Subdivision Fees.** The subdivision fee includes a flat application fee plus a calculated fee based on the per lot rate. Prior to recording a subdivision plan, each developer shall submit digital plans.

Number of Lots	General Fee	PSA Escrow
Lot Line Adjustment	\$1,800	\$2,500
Minor = 1 to 2	\$1,800	\$5,000
Major = 3 to 5	\$4,500 + \$250 per lot	\$5,500
Major = 6-10	\$5,000 + \$250 per lot	\$7,500
Major = 11-50	\$5,000+ \$300 per lot	\$10,000
Major = 51-100	\$5,000 + \$350 per lot	\$11,500
Major = 101 and over	\$5,000 + \$400 per lot	\$13,000
GIS Parcel Map Update	Included in app fee	
Traffic Impact Fee	See Code (Part 12, Title 8)	



### **Professional Service Agreements / Escrows.**

**Professional Consultants Fees.** The Township shall be reimbursed for the charges of its professional consultants in connection with any land use or permit matter as specified in this resolution. The Township requires a PSA with associated fees to be paid by anyone submitting an application or wishing to meet with and discuss potential land use items with any of the professional consultants prior to the filing of an application. The hourly fees for Township consultants are on file with the Township Secretary. Township invoices include a 10% administrative fee for the Township. The Applicant shall pay all invoices within 30 days of the billing date otherwise a 1.5% per month interest charge will be assessed.

<b>Land Use/Permit Matter</b>	<b>PSA Escrow</b>
Any Land Development Project	\$5,000
Subdivision (1-3 Lots)	\$1,500
Subdivision (4+ Lots)	\$3,000
Zoning Amendments	\$1,500
Conditional Use	\$1,500
Property Use Proposals	\$2,000
New Homes	\$2,500
Residential Additions/Alterations	\$1,000
Stormwater Management	\$1,500
Erosion Sediment Control/Grading	\$1,500
Sewage Planning Module	\$1,000
Sewer Construction of a Main, or Off-Site	\$3,500
Any other project not listed above	\$1,500
Any combination of the above will refer to the higher fee schedule amount	

**Stormwater Management Facility Fees.** As originally adopted in Resolution 2005-16, the following fees shall be paid in full prior to recording of any subdivision or land development plan depicting stormwater management facilities in the form of a detention basin, retention basin, rain garden, natural stormwater basin or any other type of stormwater impoundment facility, regardless of whether the Township accepts dedication:

<b>Stormwater Management Facility</b>	<b>Fee</b>
< 50,000 cubic feet	\$500 / 1,000 cubic feet
> 50,000 cubic feet	\$250 / 1,000 cubic feet

**Highway Occupancy Permit Fees.** The following fees are applied to the administrative costs incurred in reviewing the permit application and processing the permit; also includes preliminary site review whether or not a permit is issued and processed.

#### **Permit Issuance Fees**

##### **Permit Application Fees**

Application Fee.....	\$75.00
Utility Application (Gas, Sewer, Water, Electric, etc.) .....	\$150.00

#### **General Permit Inspection Fees**

##### **Driveways onto Township Dedicated Roadways**

<b>Minimum Use</b> .....	<b>\$50.00</b>
Single Family Dwellings, Apartments 4 or fewer units, less than 25 Cars	
<b>Low Volume</b> .....	<b>\$75.00</b>
Apartment Buildings, Small Office Buildings more than 25 cars but less than 500	
<b>Medium Volume</b> .....	<b>\$100.00</b>
Motels, Restaurants, Service Stations, Small shopping complexes more than 500 Cars but less than 1000.	
<b>High Volume</b> .....	<b>\$125.00</b>
Large shopping centers, multiple building apartments, condos, or offices more than 1000 cars daily.	

<b><u>Other</u></b> .....	<b>\$40.00</b>
Curbing, Sidewalk, embankment removal etc.	

<b><u>Permit Extension or Changes</u></b> .....	<b>\$30.00</b>
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<b><u>Emergency Permit</u></b> .....	<b>\$40.00</b>
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##### **Surface Openings**

Calculated on the total amount of linear feet of installation in 100-foot increments.

Opening in Pavement.....	\$75.00
Opening in Shoulder.....	\$60.00
Opening outside pavement and shoulder.....	\$40.00

**Note:** If longitudinal opening simultaneously occupies two or more areas identified above, only the higher fee will be charged. Linear distances shall be measured to the nearest foot.

Of less than 36 Square Feet (Service Connections or Utility Repairs)

Opening in Pavement.....	\$75.00
Opening in Shoulder.....	\$60.00
Opening outside pavement and shoulder.....	\$40.00

##### **Above Ground Facilities**

Poles, Anchors, Guide Cables, etc.

Up to 10 physically connected above ground facilities (each continuous group)	\$35.00
Additional above-ground physically connected facilities (each)	\$5.00

**Crossings**

Overhead, tipples, conveyors or pedestrian walkways and under-grade subways or mines     **\$100.00**

**Seismograph - Vibrosis Method (prospecting for oil or gas)**

First Mile ..... **\$75.00**

Each additional Mile or fraction thereof ..... **\$20.00**

**Test Holes in Pavement & Shoulder (Each Hole) ..... \$25.00**

**HOP Exemptions**

Highway Occupancy Permit fees are not payable by any of the following:

- 1) The commonwealth.
- 2) Political subdivisions of the commonwealth, except when placing a facility within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged.
- 3) Government authorities organized under the laws of the commonwealth.
- 4) The Federal Government
- 5) Charitable organizations that are in compliance with Act No. 337 approved August 9, 1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veteran organizations, non-profit organizations).
- 6) Utility facility owners for:
  - A. The installation of streetlights at the request of Penn Dot or political subdivision.
  - B. The replacement or renewal of their facilities prior of a Township resurfacing project after notice from the Township.
  - C. Facilities moved at the request of Penn Dot or political subdivision.
  - D. The construction or maintenance of their facilities that occupy the right of way under private status.

**HOP Additional Fees**

- 1) If the Township determines that the permitted work is of sufficient magnitude the Township may require that the permittee post an escrow or bond guaranteeing the completion and restoration of Township owned facilities.
- 2) If the Township determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by each assigned inspector and the Township.