

**MOORE TOWNSHIP
NORTHAMPTON COUNTY, PENNSYLVANIA
RESOLUTION 2024-8**

**A RESOLUTION OF MOORE TOWNSHIP, NORTHAMPTON COUNTY,
PENNSYLVANIA, ESTABLISHING APPLICATION AND RELATED FEES FOR
ZONING PERMITS, BUILDING PERMITS, AND OTHER PERMITS, CERTIFICATES
OF OCCUPANCY, SPECIAL EXCEPTION AND OTHER PROCEEDINGS BEFORE
THE ZONING HEARING BOARD, APPEALS TO THE MOORE TOWNSHIP BOARD
OF SUPERVISORS AND ZONING AMENDMENTS AND APPLICATION, REVIEW
AND INSPECTION FEES FOR SUBDIVISION APPLICATIONS**

The Board of Supervisors of Moore Township, Northampton County, Pennsylvania, hereby resolves that:

1. Moore Township (“Township”) hereby establishes a checking account called the “Moore Township Plans and Appeals Account” (“Plans and Appeals Account” or “Escrow Account”).
2. **Subdivisions.** The following fees and deposits shall be paid in connection with any Application filed pursuant to the Moore Township subdivision and Land Development Ordinance of 1988, as amended (the Subdivision Ordinance).
 - A. **Subdivision Application Fee.** The following non-refundable Subdivision Application Fee shall be paid to the Moore Township General Fund Pursuant to the Subdivision Ordinance upon the filing of any Sketch Plan, Preliminary or Final Subdivision or Land Development Application (hereinafter collectively referred to as “Subdivision Applications”), in order to reimburse the Township or the advertising, notice, and other necessary administrative overhead incurred in connection with said Subdivision Application as follows:

(1) **Sketch Plan Filing Fee**

<u>Number of Lots</u>	<u>Fee</u>
1-5	\$125.00
6-20	\$185.00
21 and over	\$250.00

(2) **Preliminary or Final Plan Filing Fee - Minor subdivision**

<u>Number of Lots</u>	<u>Application Fee</u>
Lot Line Adjustment	\$450.00
1-3 Building Lots	\$500.00

(3) Preliminary or Final Plan Filing Fee - Major Subdivision

<u>Number of Lots</u>	<u>Application Fee</u>
1-3 Building Lots	\$500.00
4-24 Building Lots	\$650.00 plus \$50.00 for every lot over 4
25 or more Building Lots	\$750.00 plus \$33.00 for every lot over 26

(4) Preliminary or Final Land Development Plan Filing Fee

	<u>Fee</u>
(a) Non-Commercial	\$ 500.00
(b) Commercial	\$2,000.00

(5) Site Plan

<u>Fee</u>
\$ 200.00

(6) Highway Occupancy Permit

Fee Schedule

Base fee for eight (8) square feet of Disturbed Area	\$ 70.00	_____
\$.50 per square feet additional fee for Disturbed Area		
Total square feet of Disturbed Area – 116 sq. ft.	_____ x \$.50	_____
	Total Fee	_____

B. **Review and Inspection Deposit.** In addition to the Application Fee(s) (All Categories) Specified in Section 2A of this Resolution, an Applicant also shall deposit in the Moore Township Plans and Appeals or Escrow Account the following sums, and such other funds as may be requested from time to time by the Township, as a Review and Inspection Deposit:

(1) Minor Subdivision:	\$1,000.00
(2) Major Subdivision:	\$5,000.00
(3) Land Development:	\$5,000.00

C. **Review Fee, Inspection Fee, and Administration Fee.** Subdivision Applicants shall be assessed and pay a Review Fee intended to reimburse the

Township for the reasonable and necessary charges of the Township's professional consultants, including but not limited to, engineer's, legal and other professional consulting fees for review and report on the Subdivision Application and Inspection Fee for the estimated reasonable and necessary expenses to be incurred by the Township for the inspection of required improvements. In the event that the above referenced Escrow Account shall fall below thirty (30%) percent of the initial deposit, then the Secretary shall issue a letter directing the Owner/Developer to replenish the account in full. In the event the Owner/Developer fails to replenish the account, then the Township will stop the review process and deny the pending subdivision/land development plan, for failure to comply with any and all outstanding conditions of the Township Subdivision and Land Development and/or Zoning Ordinances. Prior to approval of any Subdivision Application, the Township Secretary shall prepare a Preliminary Review and Inspection Fee Statement, and in connection therewith shall credit the Applicant for any Review and Inspection Deposit made pursuant to Section 2B of this Resolution. Should the actual and anticipated Review Fees and Inspection Fees calculated by the Township Secretary exceed the amount of the Review and Inspection Deposit, the Applicant shall pay into the Plans and Appeals or Escrow Account, the outstanding balance prior to approval of the Subdivision Application. If the amount of the Review and Inspection Deposit exceeds the actual or anticipated Review Fees and Inspection Fees as stated in the Preliminary Review and Inspection Fee Statement, the Township Secretary shall direct that an appropriate refund be made to the Applicant, unless as part of the approval of the Subdivision Applicant the Applicant is required to post financial security pursuant to the Subdivision Ordinance, in which case such excess funds shall remain in the Plans and Appeals or Escrow Account until disbursed pursuant to Section 2D of this Resolution. Review Fees and Inspection Fees shall be in accordance with the ordinary and customary fees charged by the Township Engineer, Solicitor and/or consultants for work performed for similar services. In addition, Township shall assess an administrative fee (12% of escrow

account when established or replenished) for each transaction associated with the transfer of funds from the Plans and Appeals or Escrow Account.

- D. **Final Release of Financial Security.** Prior to the release of any financial security required pursuant to the Subdivision Ordinance, the Township Secretary shall prepare a Final Review and Inspection Fee Statement of actual Review Fees and Inspection Fees incurred. No financial security shall be released until any outstanding balance is paid by the Applicant into the Plans and Appeals or Escrow Account. In the event that the balance in the Applicant's account exceeds any expenses incurred, the Township Secretary shall direct that an appropriate refund be made to the Applicant.

 - E. **Recreation Contribution.** The first lot or dwelling unit of a subdivision plan are exempt from a Recreation Fee. A recreation contribution of Two Thousand (\$2,000.00) Dollars per lot or dwelling unit shall be paid to the Township by Developer/Owner at the time of Final Plan Approval by the Supervisors, unless otherwise secured in a manner acceptable to the Board of Supervisors.

 - F. **Site Plan Review.** In the event the Township Subdivision or Zoning Ordinances require a Site Plan Review, the Applicant shall submit with the plan a non-refundable application fee of \$250.00 and an Escrow fee of One Thousand (\$1,000.00) Dollars.
3. **Zoning Hearing Board.** The following fees shall be paid in connection with any application made to the Zoning Hearing Board pursuant to the Moore Township Zoning Ordinance of 2011, as amended (the "Zoning Ordinance").
- A. **Hearing Application Fee.** An Applicant before the Zoning Hearing Board shall pay a non-refundable application fee in the sum of Seven Hundred Fifty (\$750.00) Dollars for a residential use and One Thousand (\$1,000.00) Dollars for a commercial use and continuation by Applicant of Five Hundred

(\$500.00) Dollars, into the General Fund Account in order to reimburse the Township and/or the Zoning Hearing Board for the stenographic appearance fee, compensation paid to the Secretary and members of the Zoning Hearing Board, notice and advertising costs and necessary administrative overhead connected with the hearing. No application shall be considered complete and no hearing will be scheduled until the Application Fee is paid.

B. **Additional Hearing Fee.** In the event it shall become necessary to hold an additional public hearing on an Application before the Zoning Hearing Board, by reason of the Applicant's desire to present testimony that cannot be reasonably presented on one two-hour session, or otherwise at Applicant's request, Applicant shall pay an Additional Hearing Fee of Five Hundred (\$500.00) Dollars into the General Fund Account for each such additional hearing. In the event the Applicant fails to pay the Additional Hearing Fee within five (5) days of notice to the Applicant of the scheduling of the additional hearing, the Zoning Hearing Board, at its option, may continue with the hearing, consider the hearing closed as of the date of the last hearing, and/or deny the relief requested by the Applicant on the basis of such nonpayment, at the discretion of the Zoning Hearing Board.

C. **Stenographic Fees.** The cost of the appearance fee for a Court Reporter is included within the Application Fee and Additional Hearing Fee. Said fees, however, do not include the cost of any transcription of the stenographic record. Any such costs shall be paid as specified in Section 908 of the Municipalities Planning Code.

4. **Zoning and Curative Amendments.** Any application to the Board of Supervisors for a Zoning Amendment wherein a zoning classification of any particular parcel of land in the Township is to be changed pursuant to Section 609 or 609.1 of the Municipalities Planning Code shall first deposit with the Township, in the Plans and Appeals or Escrow Account, the sum of Fifteen Thousand (\$15,000.00)

Dollars, against which shall be charged all engineering, legal and advertising costs, and any other costs which must necessarily be advanced by the Township in the orderly process of the consideration of the Zoning Amendment. Any funds not so expended by the Township shall be refunded to the Applicant after final action has been taken on the application. In the event said expenses exceed Fifteen Thousand (\$15,000.00) Dollars, the Applicant shall pay to the Township any such excess costs and the Township will not take final action on any proposed Zoning Amendment until such payment has been made.

5. **Appeals to Board of Supervisors.** The following fees shall be paid in connection with any application made to the Board of Supervisors pursuant to the Township Subdivision and Land Development Ordinance or Zoning Ordinance.
 - A. **Additional Use Appeals.** An Applicant before the Board of Supervisors shall pay a non-refundable application fee for the sum of Five Hundred (\$500.00) Dollars into the General Fund Account in order to reimburse the Township for the stenographic appearance fee, compensation paid to the Secretary and members of the Board of Supervisors, to cover reasonable and necessary legal fees, to cover notice and administration costs and necessary administrative overhead in connection with the hearing. No application shall be considered complete and no hearing will be scheduled until the application fee is paid.
 - B. **Conditional Use Appeals.** An Applicant before the Board of Supervisors shall pay a non-refundable application fee in the sum of Five Hundred (\$500.00) Dollars for a residential use and Six Hundred (\$600.00) Dollars for a commercial use, into the General Fund Account in order to reimburse the Township for stenographic appearance fees, compensation paid to the secretary, and members of the Board of Supervisors, notice and advertisement costs and necessary administrative overhead connected with a Conditional Use Hearing. No application shall be considered complete and no hearing will be scheduled until the application fee is paid.

C. **Administrative Hearing.** An Applicant before the Board of Supervisors who requests any type of Administrative Hearing, including but not limited to, requests for waiver(s) from any Township Ordinance shall pay a non-refundable application fee for the sum of Three Hundred (\$300.00) Dollars each per Section or Subsection of the Ordinance from which relief is sought, into the General Fund Account in order to reimburse the Township for any stenographic appearance fee, compensation paid to the secretary and members of the Board of Supervisors, to cover reasonable and necessary engineering costs and legal fees, to cover notice and administration costs and necessary administrative overhead in connection with the hearing. No application shall be considered complete and no hearing will be scheduled until the application fee is paid.

- 6. **Permit Fees.** See Attached Schedule “A” for Miscellaneous Township Fees.
- 7. **Engineering Fees and Legal Fees.** Engineering Fees and Legal Fees assessed to Developer/Owner in accordance with the Township SALDO are set forth in Exhibits “B” and “C” respectively attached hereto.
- 8. Any and all other Resolutions inconsistent with this Resolution be and the same are hereby repealed.

IN WITNESS WHEREOF, this Resolution has been duly adopted this **2nd day of July, 2024.**

ATTEST:

MOORE TOWNSHIP

Township Manager

By: _____
Chairman, Board of Supervisors

FEE SCHEDULE 2024

MOORE TOWNSHIP ZONING OFFICE ZONING PERMIT FEES

Fee calculation: Section 1 + Section 2 = applicable fee.

Section 1 Zoning Permits --- Zoning Use Fee

A1.	Residential	\$.....65.00	See Exceptions
A2.	Detached Garages, Accessory, Patios, Decks, Sheds, Buildings	\$.....65.00	
B1.	Commercial	\$...150.00	
B2.	Agricultural Storage	\$.....40.00	Farms Only (minimum of 10 acres per County definition)
B3.	Commercial Forestry	\$...250.00	
C.	Demolition	\$150.00 for the first 1000 square feet, plus \$50 for each additional 1,000 square feet or fraction thereof.	
D.	Driveway	\$.....50.00 Repave \$....150.00 New	
E.	Fence	\$.....50.00	
F.	Excavation/Filling/Grading	Northampton County Fee & Permit	
G.	Home Occupation	\$.....65.00	
H.	Final Zoning Permit Inspection	See Section 2.A.5	
I.	Swimming Pool	\$.....75.00 Above Ground \$....100.00 In Ground	
J.	Signs	\$.....40.00 6 sq. ft./under \$.....65.00 7 - 24 sq. ft. \$....125.00 25 sq. ft. and over	
K.	Moving In/Out Permits	\$.....10.00	
L.	Temporary Use	\$....100.00	
M.	Miscellaneous Structure	\$.....65.00	One Fee (Not covered elsewhere – ex: minor alteration to existing structure, carport, small shed, etc.)
N.	Cellular Tower (New)	\$ 1,000.00 + Site Plan Review Fee	
O.	Cellular Tower Co-location	\$....800.00 + Site Plan Review Fee	
P.	Windmills	\$....300.00	
Q.	Solar Farm (Commercial/Non-residential facility)	\$ 3,000.00 plus the fee below in subsection R.	
R.	Solar Energy Systems	\$....100.00	Per 15 square feet of solar panel area

MISCELLANEOUS FEES

A.	Site Plan Review	Application: \$200.00 Escrow: \$1,000.00
B.	Engineering Review	Prevailing Rate

SECTION 2 - ZONING PERMIT SQUARE FOOTAGE FEE/NEW CONSTRUCTION OR ADDITIONS RESIDENTIAL/COMMERCIAL/ACCESSORY BUILDINGS

A1. RESIDENTIAL/COMMERCIAL/ALL LEVELS

1.	UNDER 240 Sq. Ft.	\$.....55.00	
2.	241 to 1000 Sq. Ft.	\$.....27.00	per 100 Sq. Ft.
3.	1001 to 2000 Sq. Ft.	\$.....29.00	per 100 Sq. Ft.
4.	2001 to 3000 Sq. Ft.	\$.....31.00	per 100 Sq. Ft.
5.	3001 and up	\$.....33.00	per 100 Sq. Ft.

A2. DETACHED ACCESSORY BUILDINGS/DETACHED GARAGES/SQ. FT. Fee in addition to use fee

1.	Up to 240 Sq. Ft.	\$.....0.00	per 100 Sq. Ft.
2.	240 to 1000 Sq. Ft.	\$.....18.00	per 100 Sq. Ft.
3.	Over 1000 Sq. Ft.	\$.....20.00	per 100 Sq. Ft.

A3. AGRICULTURAL STORAGE (FARM USE ON ESTABLISHED FARM ONLY)

1.	All Sizes	\$.....6.00	per 100 Sq. Ft.
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A4. SWIMMING POOLS

1.	In-Ground	\$.....17.00	per 100 Sq. Ft.
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A5. INSPECTIONS

1.	Final Inspection Fee	\$....100.00	New principal structures and uses.
		\$.....60.00	Accessory structures and additions >= 500 Sq. Ft.
		\$.....35.00	Accessory structures* and additions <500 Sq. Ft. or Other (If Applicable)
		\$.....10.00	*Accessory structures <=240 Sq. Ft.

RENEWAL FEES FOR 1 YEAR ADDITIONAL - ONE TIME ONLY

1.	15% of original fee
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BOOKS, COPIES, MISCELLANEOUS (Mailing costs to be paid) (all of these costs to be determined as rates increase or decrease for costs to Township)

1.	Zoning Ordinance w/map	\$.....40.00	
2.	SALDO Ordinance	\$.....40.00	
3.	Construction Standards	\$.....40.00	
4.	Zoning Map	\$.....10.00	
5.	Road Map	\$.....10.00	Color
		\$.....2.00	Black/White
6.	Ordinance Copies	\$.....	.50 per page after six (6) free pages
7.	Postal Map Set	\$.....40.00	
8.	Comprehensive Plan	\$.....40.00	
9.	Act 167 Stormwater	\$.....40.00	
10.	Moore Township Open Space	\$.....20.00	
11.	Return Check Fee	\$....100.00	plus Magistrate Fees