

## **RESOLUTION # 10-15-2025A**

### **2025 FEE SCHEDULE OF NEWTOWN BOROUGH**

**A RESOLUTION OF THE NEWTOWN BOROUGH COUNCIL ADOPTING A REVISED SCHEDULE OF FEES FOR 2025; TO ESTABLISH FEES AND ESCROW DEPOSITS FOR SUBDIVISION AND LAND DEVELOPMENT APPLICATIONS AND PLAN SUBMISSIONS; TO ESTABLISH A SCHEDULE OF ENGINEER, LEGAL AND/OR OTHER CONSULTANT FEES; TO ESTABLISH A DISPUTE RESOLUTION PROCEDURE FOR FEE DISPUTES; TO ESTABLISH FEES FOR ZONING, USE, AND BUILDING PERMITS AND APPLICATIONS; TO ESTABLISH FEES FOR PARKING PERMITS; TO ESTABLISH BUILDING PERMIT FEES; TO ESTABLISH CERTAIN CODE INSPECTION FEES; TO SET FORTH FEES AND CHARGES FOR ROAD OPENING, FRONTAGE IMPROVEMENT PERMITS, STORMWATER MANAGEMENT; TO ESTABLISH FEES RELATED TO SHORT TERM RENATL UNITS AND OTHER MISCELLANEOUS PERMITS AND APPLICATIONS; AND TO ESTABLISH CHARGES FOR NEWTOWN BOROUGH PUBLICATIONS AND MAPS.**

#### **B A C K G R O U N D:**

**A.** The Council of the Borough of Newtown, Bucks County, Pennsylvania, desires to adopt the Newtown Borough, Bucks County, fee schedule (the "Fee Schedule") to set the filing fees and escrow deposits required for the submission of all subdivision and/or land development applications; zoning, use and building permit fees; road opening, frontage improvement and other miscellaneous permits and applications; and establishing charges for Newtown Borough publications and maps; and

**B.** This Resolution has been proposed and considered in accordance with the applicable provisions of Pennsylvania law.

#### **Part 1 – General Provisions.**

**A.** All fees and deposits for costs, as hereinafter provided shall be made payable to Newtown Borough simultaneously with the submission of a plan for subdivision, land development or other application; the filing of any petition to the Newtown Borough Council for an amendment, curative or otherwise, supplement, change, modification or appeal of the regulations of the Newtown Borough Zoning Ordinance and/or map; the filing of an application for any

permit, use or improvement; the filing of any appeal or license transfer approval request; or the filing of any other application for a permit, license or approval.

B. Newtown Borough, in the exercise of its responsibilities, may call upon the services of consultants for engineering, legal services, site design, traffic design, landscape design, architectural design, historic preservation and such other consultants as it may deem necessary incident to the examination of the specific matter. The cost of such consultants' services shall be borne by the applicant and shall be charged to the applicant's escrow account including an administrative fee as set forth in this Resolution, against the applicant's escrow amount. Any unused portion of the refundable escrow will be returned to the applicant. If the refundable escrow amount is insufficient to cover the costs, an additional escrow amount equal to the projected costs must be paid prior to further consideration of the applicable matter. If services of consultants are deemed necessary for any project not subject to Subdivision or Land Development, an escrow fee of \$1,000 shall be posted at the time of building permit application.

C. When the Accounting Department becomes aware of insufficient funds in the escrow account, they shall notify the Code Enforcement Officer, Building Inspector and the Newtown Borough Council that the costs of a matter are not substantially equivalent to the deposit(s) theretofore made, further costs are anticipated, the applicant shall be required to advance additional monies in an amount equal to the projected costs or otherwise specified within existing ordinances. The applicant shall be advised in writing.

D. Within a reasonable time after the conclusion of a matter for which a deposit has been made, and after all bills for costs have been received by the Borough, the Accounting Department shall account to the depositor for all costs incurred in such matters not previously accounted to the depositor, and shall refund any portion of the deposit not required to pay expenses or shall bill the depositor for any additional costs not covered by the deposit. The Borough will not pay any interest on any monies on deposit with the Borough.

E. The applicant assumes all risks for any actions taken by the applicant prior to the issuance of an appropriate permit for which an application has been made.

F. Any fee not covered by this Fee Schedule or previously established by Resolution and/or Ordinance of Newtown Borough shall be determined on a case-by-case basis by the Newtown Borough Council.

G. Plan Review Fee. Applicants for a building permit shall, if review by the issuing entity (i.e., International Code Council) is deemed appropriate by the Borough, be responsible for the cost of any such review for compliance with the applicable Newtown Borough Ordinance. These costs shall be in addition to

any other fees and costs set forth in this Fee Schedule and Resolution.

**Part 2 – Subdivision and Land Development.**

A. The following fees and escrows costs are applicable to applications for any Subdivision and/or Land Development submittal that have not been accepted as complete by Newtown Borough prior to the adoption of this Fee Schedule.

B. Pursuant to the Newtown Borough Subdivision and Land Development Ordinance, as amended, a filing fee and escrow deposit are payable at the time of each application (sketch, preliminary and final). Separate checks shall be submitted by the applicant to cover the amounts of the filing fees and escrow deposits. In general, the filing fee will reimburse Newtown Borough for indirect, un-liquidated and overhead expense incurred during each review process for a particular application. The escrow deposit will only be utilized if the applicant does not pay the invoices for the expenses of the Borough Council and/or the Planning Commission for advisory services. These services may include but are not limited to administrative, staff, postage, advertising, stenographic services, engineering, legal, site design, traffic design, landscaping, street lighting, historic preservation and any other consultant necessary, at the opinion of the Borough Council and/or the Planning Commission, to properly examine the proposed Subdivision/Land Development application. The Escrow Account funds shall be replenished within fifteen (15) days when the Borough notifies the applicant that the funds are depleted to fifty percent (50%) of the original amount or per the developer's agreement.

C. To any fees incurred by Newtown Borough, the sum of ten percent (10%) shall be added to the fees as reimbursement to Newtown Borough to cover administrative, overhead and other costs associated and incurred in processing the application and/or plan, and for the collection of such fees and their distribution to Newtown Borough's professionals.

D. In the event the applicant disputes the amount of any expense in connection with the review of applications, reports and inspections of the improvements, the applicant shall within ten (10) days of the billing date, notify Newtown Borough that such expenses are disputed as unreasonable or unnecessary, in which event Newtown Borough shall not delay or disapprove a subdivision/land development application or any approval or permit related to the subdivision/land development due to the applicant's request over disputed fees.

E. In the event that Newtown Borough and the applicant cannot agree on the amount of the review fees which are reasonable and necessary, then the applicant and Newtown Borough shall follow the procedure for dispute resolution set forth in 53 P.S. §10510(g), as amended; provided that the professionals resolving such dispute shall be of the same profession or

discipline as the consultants whose fees are being disputed.

F. The Code Enforcement Officer shall determine, at the time of the application, what classification a project is considered for purposes of determining the applicable fee. In the case of projects proposing a combination of residential and non-residential uses, the filing fee shall be the greater filing fee calculated for each category of uses, and the escrow deposit shall be the total escrow deposit for the combined mixed uses. If a final plan for subdivision and/or land development is submitted more than one (1) year after approval of a preliminary plan, in addition to the applicable final plan application fees, an additional fee of one-half (1/2) of the fee for the preliminary plan shall be paid to the Borough.

G. Residential Subdivision and/or Land Development.

| <b>Plan</b>  | <b>Fee</b>                                  | <b>Escrow</b>   |
|--|---|---|
| 1. Sketch (NOT REQUIRED)   | \$100                                       | \$1,000   |
| 2. Preliminary – Minor Subdivision or Land Development (1 to 2 lots or units)      | \$1,500                                     | \$3,000   |
| 3. Preliminary – Major Subdivision or Land Development (3 or more lots or units)   | \$2,000 plus \$200 per proposed lot or unit | 3 to 5 - \$6,000<br>6 to 10 - \$10,000<br>11 or more - \$16,000 |
| 4. Final – Minor Subdivision or Land Development (1 to 2 lots or units)            | \$1,500                                     | \$4,000   |
| 5. Final – Major Subdivision or Land Development (3 or more lots or units)         | \$2,000 plus \$150 per proposed lot or unit | 3 to 5 - \$5,000<br>6 to 10 - \$10,000<br>11 or more - \$15,000 |
| 6. Revised Final – Minor Subdivision or Land Development (1 to 2 lots or units)    | \$1,500 plus \$50 per proposed lot or unit  | \$2,000   |
| 7. Revised Final – Major Subdivision or Land Development (3 or more lots or units) | \$1,500 plus \$75 per proposed lot          | 3 to 5 - \$5,000<br>6 to 10 - \$10,000<br>11 or more - \$15,000 |

H. Non-Residential Subdivision or Land Development.

| <b>Plan</b>              | <b>Fee</b>   | <b>Escrow</b> |
|--------------------------|--|---------------|
| 1. Sketch (NOT REQUIRED) | \$200  | \$2,000       |
| 2. Preliminary           | \$5,000 plus \$50 for each 2,500 square feet of gross building and site area to be altered, constructed or disturbed | \$16,000      |
| 3. Final                 | \$3,500 plus \$25 for each 2,500 square feet of gross building and site area to be altered, constructed or disturbed | \$13,000      |
| 4. Revised Final         | \$1,500 plus \$20 for each 2,500 square feet of gross building and site area to be altered, constructed or disturbed | \$7,000       |

I. Fees in Lieu of Trees or Woodland Removal. Ordinance 710; Section 486-25 of the Code of Ordinances of Newtown Borough.

1. Removal of individual trees with a diameter of 8" to 16" - \$500 plus \$200 for each caliper inch in excess of 16" for trees over 16".
2. Woodlands - \$15,000 for the first ¼ acre or a portion thereof plus \$15,000 for each additional ¼ acre or portion thereof.

J. Professional Fees and Charges.

| Services   | Fees/Rates   |
|--|--|
| <p>A. Engineering Services – classifications:</p> <ol style="list-style-type: none"> <li>1. Principal Engineer</li> <li>2. Assistant Engineer</li> <li>3. Technical Assistant</li> <li>4. Junior Engineer Tech</li> <li>5. Office/Field</li> </ol> | <p style="text-align: right;">\$149 per hour<br/>\$139 per hour<br/>\$110 per hour<br/>\$77 per hour<br/>\$62 per hour</p> |
| <p>B. Legal Services<br/>all work performed by Partners<br/>all work performed by Associates<br/>all work performed by Paralegals</p>  | <p style="text-align: right;">\$195 per hour<br/>\$175 per hour<br/>\$135 per hour</p>                                     |
| <p>C. Historic Preservation Consultant</p>   | <p style="text-align: right;">\$100 per hour</p>   |
| <p>D. Barry Isett &amp; Associates<br/>Administrative Support</p>  | <p style="text-align: right;">\$100.00 per<br/>hour</p>  |
| <p>E. All other professional and consultant fees</p>   | <p style="text-align: right;">Available upon request</p>   |

K. Review of Residential Projects. For all proposals for development of a residential project that does not qualify as a land development under the Borough Code, the Borough’s professional staff shall provide pre-submission review of the proposal upon application and provision of appropriate fees and escrows. The application fee is \$100.00 plus an escrow deposit against fees and costs of \$1,000.00. The applicant is responsible for all costs incurred by Newtown Borough for engineering, legal, and administrative charge of 10% and other professional and inspection fees involved in the application.

**Part 3 – Zoning; Historic District.**

A. In accordance with the Newtown Borough Zoning Ordinance and the Newtown Borough Historic District Ordinance, all fees referenced in this part shall be doubled if the project is commenced without all applicable permits and approvals.

B. Newtown Borough Zoning Hearing Board Applications. Includes variances, special exceptions, interpretations and appeals from the decisions and/or actions of the zoning officer and all other hearings (other than curative amendments) before the Newtown Borough Zoning Hearing Board. The fees are as follows:

| <b>Item</b>                                      | <b>Fees/Escrow</b>                     |
|--|--|
| Curative amendment/Validity Challenge            | \$15,000 fee;<br>\$7,500 escrow        |
| Residential (single family)                      | \$900 fee<br>\$500 continuance fee     |
| Commercial and Office (one unit)                 | \$1,500 fee<br>\$1,000 continuance fee |
| Commercial, Office and Multi-Family (2 or more)  | \$2,000 fee<br>\$1,500 continuance fee |
| Industrial                                       | \$2,500 fee<br>\$2,000 continuance fee |
| Non-profit educational, religious, institutional | \$1,000 fee<br>\$1,000 continuance fee |
| Signs  | \$1,000 fee<br>\$600 continuance fee   |
| All other applications                           | \$1,500 fee<br>\$1,000 continuance fee |

The costs include notice and advertising costs and necessary administrative overhead; the costs do not include legal, engineering or other professional costs. Continuance fees will be collected at the time the application is filed. If the hearing is not continued, the fee will be returned to the applicant in full. A continuance is defined as any second or more hearing, whether testimony or arguments are presented or not.

C. Newtown Borough Council Applications. Includes conditional use applications, petitions for amendments to the Newtown Borough Zoning Ordinance, curative amendment applications, or amendments to the Newtown Borough Zoning Map. Conditional use and curative amendment charges are those set forth in Section B above for applications to the Zoning Hearing Board. Escrow deposits for curative amendments are also to be applied against any costs incurred by the Borough in connection with the legal, engineering or

other professional consultant fees and expenses in review and processing the application. Continuance fees will be collected at the time the application is filed. If the hearing is not continued, the fee will be returned to the applicant in full. A continuance is defined as any second or more hearing, whether testimony or arguments are presented or not.

| <b>Application</b>  | <b>Fee</b> | <b>Continuance Fee/Escrow</b> |
|---|------------|-------------------------------|
| 1. Conditional Use  | \$2,500    | \$5,000<br>Continuance Fee    |
| 2. Petition for Amendment to Zoning Ordinance   | \$3,000    | \$5,000<br>Escrow Fee         |
| 3. Curative Amendment (escrow is applied in connection with all fees and costs incurred by the Borough in processing and reviewing the application) | \$15,000   | \$10,000<br>Escrow Fee        |
| 4. Amendments to the Zoning Map   | \$3,000    | \$5,000<br>Escrow Fee         |

D. Written Zoning Opinion of Plan Prior to Formal Submission. Fee is \$350 per each opinion by the Zoning Officer; plus all legal, engineering and other professional consultant fees incurred in rendering opinion.

E. Sign Permits. Fees are charged in accordance with Section 550-56 of the Newtown Borough Zoning Ordinance.

| <b>Temporary Signs</b>                        | <b>Fees</b> |
|---|-------------|
| Sale of development or real estate (annually) | \$80        |

| <b>Permanent Signs</b>                             | <b>Fees</b> |
|--|-------------|
| Public utility or municipal activity               | No charge   |
| School, church, hospital, sanitarium or civic club | \$100       |
| Professional, Office, Business, or Industrial      |             |
| A. Directory Slats                                 | \$75        |
| B. All other types                                 | \$100       |
| Other permanent signs                              | \$100       |

| <b>Code Inspection – Signs</b> | <b>Fees</b>      |
|--------------------------------|------------------|
| Electric for sign lighting     | \$65.00 per sign |

F. Zoning/Use Permits. A Zoning/Use permit is required in accordance with Section 550-54.B of the Newtown Borough Zoning Ordinance. Such permit is required prior to any use of any building or other structure erected, reconstructed, changed, improved, or enlarged for which a building permit or frontage permit is required; a change in use of any building, space, area or structure; use of land or changes in the uses thereof; or the change in use or expansion of any non-conforming use.

| <b>Type</b>     | <b>Fees</b> |
|-----------------|-------------|
| Residential     | \$50        |
| Non-residential | \$75        |

G. Occupancy Permits. Fees are charged in accordance with Section 550-56, of the Newtown Borough Zoning Ordinance.

| <b>Application</b>   | <b>Fees</b> |
|--|-------------|
| Occupancy of residential construction, including applicable alterations and enlargements to dwelling units | \$40        |
| Non-residential construction and/or changes in use or occupancy  | \$75        |

H. Fences. In accordance with the Newtown Borough Zoning Ordinance, a permit is required prior to the construction, alteration, installation, extension or reconstruction of a fence. The fee is \$100.

I. Act 537 Plan Revision. Residential - \$1,000 fee; non-residential - \$2,000 fee. Review of a planning module by the Borough that is not associated with a land development -\$500 escrow.

J. Temporary Construction Trailer \$250 per trailer per year fee.

K. Historic Architectural Review Board Application. No Charge.

L. Appeals to Council under the Historic District Ordinance. Fees and escrows are charged in accordance with Chapter 314 of the Code of Ordinances of Newtown Borough. The non-refundable fee for the appeal is \$1,000, with an escrow against all hearing fees and costs of \$3,000.

M. Chicken Coops – both at grade and posted/elevated \$100.00

**Part 4 – Parking Permits.**

A. All Day Parking Permits. \$200 per year, pro-rated after September 30th to \$50/month; All day parking permits are issued by the Newtown Borough Police Department in accordance with Section 535-31.C of the Code of Ordinances of Newtown Borough.

B. One Day Temporary Parking Permit. \$5.00 per day. One day temporary parking permits are issued through and by the Newtown Borough Police Department in accordance with Section 535-31. D of the Code of Ordinances of Newtown Borough. A one-day temporary parking permit shall be freely transferable from person-to-person or vehicle-to-vehicle for the day it is issued.

C. Failure to Display Parking Permit. \$15.00 per event, in accordance with Sections 535-31.C-D of the Code of Ordinances of Newtown Borough. This fine is assessed to individuals that fail to display the required parking permit in their vehicle and, as a result, receive a citation and parking ticket from the Newtown Borough Police Department.

**Part 5 – Street and Public Way Openings and/or Excavations; Frontage and Stormwater Drainage Improvements; Impervious Surface Permits; Drainage Plans; Sewer Connections.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Road Openings; Excavation in Borough streets or public ways. A permit is required in accordance with Chapter 480, Article II, as amended, of the Newtown Borough Code of Ordinances.

1. Issuance fee. This fee is applied to the administrative costs that are incurred in reviewing the application and plans, and issuing and processing the permit. Issuance/Administrative fee (non-refundable) - \$50; supplement fee (each four (4) month time extension or each submitted change) - \$50.
2. Professional Services Escrow. These funds are held by the Borough to cover all costs incurred by Borough professionals in reviewing the permit application, including legal,

engineering or other professional costs. The Borough Engineer's office shall be contacted prior to final restoration to set up an inspection schedule; after final restoration and acceptance by the Borough Engineer's office, the applicant must make a written request to Newtown Borough to have the escrow released. Escrow is \$500 per application plus an administrative charge of 10%.

3. Permit Fee.
  - a. Road openings and excavations in any Borough highway, roadway, right-of way, public alley, sidewalk, curb, footpath or bike path, having an improved or unimproved surface - \$50 for first 20 square feet; \$1 per square foot thereafter.
  - b. Openings and excavations outside of the paved cart way along State roads, including right-of-way, curb, sidewalk, handicap curb ramp, footpath, or bike path, having an improved or unimproved surface - \$50 for the first 20 square feet; \$1 per square foot thereafter.
  - c. Moving/replacement of Utility Poles - \$50 plus \$10 per pole.
  - d. Road openings and excavations with non-escrowed restoration fees- \$500.
4. Restoration Escrow. These funds are held by the Borough during the permit period and until the restoration of the roadway, sidewalks, etc. or relocation or the pole(s) are completed to the Borough's satisfaction. The Borough Engineer's office shall be contacted prior to final restoration to set up an inspection schedule; after final restoration and acceptance by the Borough Engineer's office, the applicant must make a written request to Newtown Borough to have the escrow released and pay an administrative charge of 10%. For road openings and excavations, \$500 for first 20 square feet, \$20 per square foot thereafter; for utilities, \$500 or \$100 plus \$20 per structure.

C. Impervious Surface/Stormwater Management Permits. A permit is required in accordance with the Newtown Borough Neshaminy Creek Watershed Stormwater Management Ordinance. Permit to be issued by the Code Enforcement Officer. Permit fee and escrow deposit against

fees and costs are required as set forth below. The applicant is responsible for all costs and fees incurred by Newtown Borough for engineering, legal and other professional review and inspection fees involved in the application plus an administrative charge of 10%.

| Project Impervious Surface Area  | Application Fee | Escrow Fee | Replenish Escrow at |
|--|-----------------|------------|---------------------|
| 0-500 sq ft<br>*Air conditioning pads, or the like, under 20 sq ft are exempt. | \$100           | None       | n/a                 |
| 501-1,000 sq ft  | \$150           | \$1,000    | \$200               |
| 1,001-5,000 sq ft  | \$350           | \$1,000    | \$200               |
| >5,001 and not part of A Subdivision or Land Development Application           | \$500           | \$3,000    | \$500               |

D. Frontage and/or Storm Drainage Improvement Permit. A permit is required in accordance with Section 550-54.C of the Newtown Borough Zoning Ordinance. Permit to be issued by the Newtown Borough Engineer. The permit fee is \$100.00, plus an escrow deposit against fees and costs of \$500.00. The applicant is responsible for all costs incurred by Newtown Borough for engineering, legal, an administrative charge of 10% and other professional, and inspection fees involved in the application.

E. Connection Management Plan and Sewer Planning Modules. For all proposals for connection to the Borough's sanitary sewer system which require inclusion in the Borough's Act 537 Connection Management Plan, review of the application and planning module by the Newtown Borough Engineer is required. The application fee is \$100.00 plus an escrow deposit against fees and costs of \$1,000.00. The applicant is responsible for all costs incurred by Newtown Borough for engineering, legal, and administrative charge of 10% and other professional and inspection fees involved in the application.

## **Part 6 – Building Permits.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Fees are in accordance with Chapter 260 of the Code of Ordinances of Newtown Borough, known as the Newtown Borough Building Code. For the purpose of calculating the fees established in this part, “gross floor area” (as defined in the Newtown Borough Building Code) shall include the total square feet of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways and covered walkways, halls, mechanical areas, restrooms, stairs, stair towers and covered decks. Attics and crawl spaces are not included within the gross floor area.

C. Use Groups. The use group designations stated in this part are derived from the Newtown Borough Building Code. Use group R-3 refers to structures arranged for occupancy as a one or two family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. Use group R-4 refers to all detached one or two family dwellings not more than three stories in height. All other Use groups refers to all other use groups under the Newtown Borough Building Code, including without limitation use groups A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.

D. New Construction. New construction is new building units.

| <b>Application</b>               | <b>Fees</b>   |
|----------------------------------|---|
| Involving use groups R-3 and R-4 | \$1000 plus \$1.00 per square foot of gross floor area  |
| Involving all other use groups   | \$1,750 plus \$1.20 per square foot of gross floor area |

E. Additions and/or Alterations. An addition includes any increase in building area, aggregate floor area, height or number of stories of a structure. Alterations include any construction or renovation to an existing structure, including a repair, but not including an addition.

| <b>Application</b>               | <b>Fees</b>   |
|----------------------------------|---|
| Involving use groups R-3 and R-4 | 3% of estimated costs up to \$10,000 plus 1.5% of estimated costs up to \$100,000 plus 1.25% of estimated costs up to |

| <b>Application</b>             | <b>Fees</b>   |
|--------------------------------|---|
|                                | \$200,000 plus 1.00% of all estimated costs thereafter.<br>Minimum fee is \$200     |
| Involving all other use groups | \$750 of estimated costs up to \$20,000 plus 3% of total estimated costs thereafter |

F. Demolition. Required prior to a complete or partial demolition, removal and/or razing of any building or structure. NOTE: The permit application will be held for a minimum of 30 days and may be held up to 90 days for review by the Newtown Joint Historic Commission and/or the Newtown Historic Architectural Review Board.

| <b>Application</b>               | <b>Fees</b>   |
|----------------------------------|---|
| Involving use groups R-3 and R-4 | \$15 for each \$1000 of estimated demolition costs.<br>Minimum fee is \$150   |
| Involving all other use groups   | \$250 for the first 1,000 square feet to be demolished, plus \$20 for every 1,000 square feet thereafter.<br>Minimum fee is \$250 |

G. Specific Accessory Structures – All require an Impervious Surface Permit & Zoning Use Permit.

| <b>Application</b>   | <b>Fees</b>                                     |
|--|---|
| Decks or patios (individual applications for covered decks or patios shall be classified as an addition. Patios utilizing interlocking pavers do not require placement of a foundation and/or frost wall and require a zoning/use permit only) | \$1.00 per square foot.<br>Minimum fee is \$175 |
| Sheds and pole barns<br>(Sheds and pole barns less than 120 square feet do not require a building permit—see G. above)   | \$100   |
| Chicken Coops both at grade and posted/elevated  | \$100   |

H. Roofing. For R-3 and R-4 use groups only, fee is \$125. For other use groups fee is \$250 for the first \$10,000 of costs and \$20 for each additional \$1000 of costs.

I. Swimming Pools. Required for pools over twenty-four (24) inches of water depth. Pool fencing is not included within permit cost, which is a separate permit. Fee for aboveground or in-ground pools is \$200 for the first \$1,000 estimated costs of construction, plus \$20 for each additional \$1,000 estimated costs of construction thereafter. Minimum fee is \$200.

Certifications of pool bonding and electrical equipment grounding shall be provided by a certified electrical underwriting agency licensed within the Commonwealth of Pennsylvania with notifications being provided to Newtown Borough for pool steel grounding inspection and final inspection.

| <b>Code Inspection – Swimming Pool</b> | <b>Fees</b> |
|--|-------------|
| Private Pool wiring                    |             |
| Bonding of frame                       | \$125.00    |
| Pool motors and heaters                | \$125.00    |
| Sub-panel and trench                   | \$110.00    |

J. Storage Tanks.

| <b>Residential tank Installation / Removal – tanks associated with residential heating or cooking operations</b>                  | <b>Fees</b>    |
|---|----------------|
| 0 to 10,000 gallons   | \$100 per tank |
| Greater than 10,000 gallons   | \$125 per tank |
| Underground tank removal (copies of soil and water test results, disposal ticket and closure report shall be provided to Borough) | \$150 per tank |

| <b>Non-residential tank Installation / Removal – tanks NOT associated with residential heating or cooking operations</b> | <b>Fees</b>    |
|--|----------------|
| 0 to 10,000 gallons  | \$125 per tank |
| Greater than 10,000 gallons  | \$150 per tank |

|   |                |
|---|----------------|
| Underground tank removal (copies of soil and water test results, disposal ticket and closure report shall be provided to Borough) | \$250 per tank |
|---|----------------|

K. Fireplaces. Masonry Fireplaces - \$175; pre-manufactured fireplace inserts and/or wood stoves - \$125.

L. Elevators. Certificate of approval from the Pennsylvania Department of Labor and Industry shall be provided to the Borough and shall be required in advance of any permit being issued. Fee is \$200 for residential, \$350 for non-residential.

M. Mobile Home Units Installation. Fee is same as 6 D - Other Use Groups

## **Part 7 – Mechanical Permits.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Fees are in accordance with Chapter 260 of the Code of Ordinances of Newtown Borough, known as the Newtown Borough Building Code. For the purpose of calculating the fees established in this part, “gross floor area” (as defined in the Newtown Borough Building Code) shall include the total square feet of all floors within the perimeter of the outside walls, including basements, cellars, garages, roofed patios, breezeways and covered walkways, halls, mechanical areas, restrooms, stairs, stair towers and covered decks. Attics and crawl spaces are not included within the gross floor area.

C. Use Groups. The use group designations stated in this part are derived from the Newtown Borough Building Code. Use group R-3 refers to structures arranged for occupancy as a one- or two-family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. Use group R-4 refers to all detached one- or two-family dwellings not more than three stories in height. All other Use groups refers to the all other use groups under the Newtown Borough Building Code, including without limitation use groups A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.

D. Replacement of Existing Equipment (in kind). Units utilizing an existing chimney and/or vent pipe must have the existing chimney and/or vent certified by a qualified professional specializing in certification of chimneys and vents with written evaluation provided to the Borough.

| <b>Item</b>  | <b>Fees</b> |
|--|-------------|
| Existing heater (gas, electric oil) for use groups R-3 and R-4                                   | \$100       |
| Existing residential air conditioning unit/condenser for use groups R-3 and R-4                  | \$100       |
| Existing heater (gas, electric, oil) or air conditioning unit/condenser for all other use groups | \$150       |

|   |       |
|---|-------|
| Existing air conditioning unit/condenser for all other use groups | \$150 |
|---|-------|

E. New Construction (Equipment Installation).

| Item   | Fees  |
|--|---|
| Heater (gas, electric oil) for all use groups      | \$150 for first \$5,000 of estimated costs, plus \$20 for each additional \$1,000 of estimated costs. Minimum fee is \$150. |
| Air conditioning unit/condenser for all use groups | \$150 for first \$5,000 of estimated costs, plus \$20 for each additional \$1,000 of estimated costs. Minimum fee is \$150. |

F. Alterations to Existing HVAC Systems.

| Item                   | Fees   |
|------------------------|--|
| Use Groups R-3 and R-4 | \$125 for first \$5,000 of estimated costs, plus \$15 for each additional \$1,000 of estimated costs. Minimum fee is \$125 |
| All other use groups   | \$150 for first \$5,000 of estimated costs, plus \$15 for each additional \$1,000 of estimated costs. Minimum fee is \$150 |

G. Commercial Kitchen Exhaust System. Units utilizing an existing chimney and/or vent pipe must have the existing chimney and/or vent certified by a qualified professional specializing in certification of chimneys and vents with written evaluation provided to the Borough. Fee is \$125.

H. Closed Loop Geothermal System. A heating and/or cooling system that utilizes the earth’s thermal energy to heat and/or cool a building through the use of a series of underground pipes. Fee is \$350.

**Part 8 – Plumbing Permit.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Use Groups. The use group designations stated in this part are derived from the Newtown Borough Building Code. Use group R-3 refers to structures arranged for occupancy as a one or two family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. Use group R-4 refers to all detached one or two family dwellings not more than three stories in height. All other Use groups refers to the all other use groups under the Newtown Borough Building Code, including without limitation use groups A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.

C. Prior to any plumbing permit being issued, the applicant is required to present the Borough with written proof that the Newtown, Bucks County, Joint Municipal Authority and the Newtown Artesian Water Company have approved the application and all applicable fees have been paid in full.

D. New Construction and Alterations.

| <b>Item</b>                       | <b>Fees</b>  |
|-----------------------------------|--|
| Use Groups R-3 and R-4 (per unit) | \$100 for first 5 fixtures plus \$15 per fixture for each additional fixture. Minimum fee is \$100   |
| All other use groups (per unit)   | \$250 for first 10 fixtures plus \$20 per fixture for each additional fixture. Minimum fee is \$250. |

E. Hot Water Generator / Domestic Water Heater or Coil (new or replacement).

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$75        |
| All other use groups   | \$100       |

F. Boiler to Potable Water tie-In (All Use Groups). Connections to the potable water system may only be performed by a licensed master plumber. Fee is \$75.

G. Lawn Sprinkler System to Potable Water Tie-in (including backflow preventer). Connections to the potable water system may only be performed by a licensed master plumber.

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$75        |
| All other use groups   | \$125       |

H. Fire Sprinkler System to Potable Water Tie-In. Connections to the potable water system may only be performed by a licensed master plumber.

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$75        |
| All other use groups   | \$125       |

I. Solar System to Potable Water Tie-In. Connections to the potable water system may only be performed by a licensed master plumber.

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$75        |
| All other use groups   | \$125       |

J. Circulators Pumps and Sump Pumps (All Use Groups).

| Item              | Fees  |
|-------------------|-------|
| Under 2 H.P.      | \$75  |
| 2 H.P. to 6 H.P.  | \$100 |
| 6 H.P and greater | \$125 |

K. Interceptors. If applicable, interceptors shall be inspected by the Borough Engineer and will be administered in conjunction with a Land Development/Subdivision approval, and associated with an approved Land Development and Financial Security Agreement.

**Part 9 – Fire Protection.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Fire Suppression and Detection Systems. In addition to the costs listed below, the applicant shall reimburse Newtown Borough for the actual costs incurred for plan review in reviewing each system proposed, such as any and all engineering and/or third-party review of the plan. A ten percent 10% administrative and processing charge shall be added to each invoice.

| Item   | Fees   |
|--|--|
| 1 to 10 sprinkler heads or smoke/heat detectors. | \$75 for first \$1000 of estimated construction costs, plus \$10 for each \$1000 estimated costs thereafter, plus all plan review costs  |
| 11 to 50 sprinkler heads or smoke/heat detectors | \$125 for first \$1000 of estimated construction costs, plus \$10 for each \$1000 estimated costs thereafter, plus all plan review costs |
| 51 to 100 sprinkler heads or smoke/heat          | \$175 for first \$1000 of  |

|   |  |
|---|--|
| detectors   | estimated construction costs, plus \$10 for each \$1000 estimated costs thereafter, plus all plan review costs                           |
| 101 and greater sprinkler heads or smoke/heat detectors | \$225 for first \$1000 of estimated construction costs, plus \$10 for each \$1000 estimated costs thereafter, plus all plan review costs |

C. Non-Residential Kitchen Hood Suppression System. Fee is \$125 per system.

D. Annual Fire Safety Inspection. Inspections are conducted in association with the Fire Safety and Emergency Equipment Inspection Program. Fees are charged in accordance with Chapter 294, Article I, Fire Inspections, of the Code of Ordinances of Newtown Borough. Inspection fees are per Newtown Township's Fee Schedule at the time of inspection. The Township's Fee Schedule can be found on their website <http://www.newtownpa.gov/schedule-of-fees-and-charges/>.

In addition to the inspection fee the Township charges, an administrative fee of twelve percent (12%) (or whatever percentage is in place at time of inspection) of the fee is charged for each annual fire safety inspection required under the Code of any unit or area in any non-residential or multi-unit residential building or structure. All such fees and administrative costs are billed and invoiced by the Newtown Borough Fire Inspector, and/or an authorized agent, to the owner, tenant, and/or occupant of the building, structure or premises inspected and shall be paid by the owner, tenant and/or occupant directly to the Newtown Borough Fire Inspector's office per the fee schedule at the time services are rendered.

E. All other Inspections and/or Reviews not provided for herein performed by Fire Inspector and/or Fire Marshal shall be billed per the fee schedule at the time services are rendered. All such fees and administrative costs are billed and invoiced by the Newtown Borough Fire Inspector, and/or an authorized agent, to the owner, tenant, and/or occupant of the building, structure or premises inspected and shall be paid by the owner, tenant and/or occupant directly to the Newtown Borough Fire Inspector's office per the fee schedule at time services are rendered.

**Part 10 – Electrical Permits.**

A. In accordance with the applicable provisions of the Newtown Borough Code of Ordinances, all fees referenced within this part shall be doubled if the project is started without the applicable permits and/or approvals.

B. Use Groups. The use group designations stated in this part are derived from the Newtown Borough Building Code. Use group R-3 refers to structures arranged for occupancy as a one or two family dwelling unit where each unit has an independent means of egress and each unit is separated by a two-hour fire separation assembly. Use group R-4 refers to all detached one or two family dwellings not more than three stories in height. All other Use groups refers to the all other use groups under the Newtown Borough Building Code, including without limitation use groups A-1, A-2, A-3, A-4, A-5, B, E, F-1, F-2, H-1, H-2, H-3, H-4, I-1, I-2, I-3, M, R-1, R-2, S-1 and S-2.

C. New Construction.

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$315       |
| All other use groups   | \$500       |

D. Alterations to Existing Structures.

| <b>Item</b>            | <b>Fees</b> |
|------------------------|-------------|
| Use Groups R-3 and R-4 | \$250       |
| All other use groups   | \$375       |

F. Photovoltaic Systems (Solar Power System)

If the system involves any structural alternations, a permit is required as noted in Section D above. A non-refundable application fee is required in the amount of \$250.00. The application fee shall be credited toward the issuance of the permit.

| <b>Code Inspection – Photovoltaic Systems</b>                                | <b>Fees</b>         |
|--|---------------------|
| 1 – 5 modules  | \$25.00 per module  |
| 6 or more modules  | \$15.00 per module  |
| Inspection of sub panels, switchgear, disconnects, separate meters – 100 amp | \$90.00 per device  |
| Inspection of sub panels, switchgear, disconnects, separate meters – 200 amp | \$100.00 per device |
| Inspection of sub panels, switchgear, disconnects, separate meters – 400 amp | \$400.00 per device |

### **Part 11 – Alarms.**

A. Fire Alarm Registration Fee (per alarm). Fire Alarm Registrations are issued by the Newtown Borough Fire Marshal through the Newtown Borough Zoning Department to qualified applicants in accordance with Chapter 220 of the Code of Ordinances of the Borough of Newtown. Fee is \$10.

B. Emergency Alarm Registration Fee (per alarm). Emergency Alarm Registrations are issued by the Newtown Borough Police Department to qualified applicants in accordance with Chapter 220 of the Code of Ordinances of the Borough of Newtown. Fee is \$10.

C. False Alarms. False alarm civil penalties are prescribed in accordance with Chapter 220 of the Code of Ordinances of the Borough of Newtown. Civil charges are assessed over a 12-month period from date of issuance of applicable permit.

| <b>False Alarms</b>    | <b>Charge per alarm</b> |
|------------------------|-------------------------|
| 0 to 1 false alarms    | No charge               |
| 2 or more false alarms | \$50.00 per alarm       |

D. Annual Registration Fee for Operating an Alarm Business. Defined as a central station or office for receiving and distributing alarm signals.

| <b>Years</b> | <b>Fee</b> |
|--------------|------------|
| Annual Fee   | \$100      |

**Part 12 – Refuse Collection and Disposal.**

A. Trash Collector Registration. A trash collector’s registration certificate shall be issued by the Newtown Borough Code Enforcement Officer upon approval of the application by Newtown Borough Council in accordance with Chapter 455 of the Code of Ordinances of Newtown Borough.

B. Dumpster or Pod Located on Borough Street or Borough Property. Fee is \$20 per day per dumpster/pod. Permit shall be approved by the Newtown Borough Police Department prior to Zoning issuance.

**Part 13 – Peddling and/or Soliciting/Vendor; Mobile Food Vendors.**

A. Peddling and/or Soliciting

Fee is \$50 per day  
 Fee is \$125 Semi-Annually  
 Fee is \$225 per year

Permit shall be issued by the Newtown Borough Police Department in accordance with Chapter 377 of the Code of Ordinances of Newtown Borough.

B. Mobile Food Vendors

1. Host Permits (Resident, Business or Special Event):  
     \$50 per day/unit
2. Mobile Food Unit Permit:  
     \$225 per year/unit

**Part 14 – Video and Pinball Machines.**

A. Gaming Machine License. License Fee is \$25 per machine per year. A gaming machine license is required under Chapter 233 of the Code of Ordinances of Newtown Borough, and shall be issued by the Newtown Borough Zoning Officer. There is no limit to the number of machines permitted at any property.

**Part 15 – Short Term Rental Units**

- A. Fees are charged pursuant to Chapter 100 of the Code of Ordinances of Newtown Borough (created pursuant to Ordinance No. 781).

|                         |          |
|-------------------------|----------|
| Initial Application Fee | \$250.00 |
| Annual Renewal Fee      | \$175.00 |
| Special Events          | \$50.00  |

Code inspection fee is included in the above fees.

## **Part 16 – Miscellaneous**

### A. Copies of Borough Ordinances, Maps and other documents.

| <b>Publication; Service</b>  | <b>Fee or Charge</b> |
|--|----------------------|
| Zoning Ordinance (with zoning map)   | \$35                 |
| 11 X 17 Color Zoning Map   | \$5                  |
| Subdivision and Land Development Ordinance<br>(with or without flood plain map)  | \$35                 |
| Historic District Ordinance (with or without<br>historic district map)   | \$35                 |
| Design Guidelines – Historic District  | \$35                 |
| Comprehensive Plan   | \$35                 |
| Photocopies (all other open records released in<br>accordance with Newtown Borough Council<br>Resolution No. 12-10-02) | \$0.25 per page      |
| Copies of Accident Reports (applicant must be<br>involved party, attorney or insurance company)                        | \$15 per report      |
| Copies of all other police incident reports (release<br>of information must be approved by Chief of<br>Police)         | \$15 per report      |
| Tax Certification  | \$35                 |
| Duplicate Tax Bill (third part requests only)  | \$5                  |
| Storm Water Management Ordinance   | \$35                 |
| Electronic Media (copy to CDS/DVDS, etc.)  | At cost              |
| Police Background Checks for Non-Governmental<br>Agencies  | \$25.00              |

| Publication; Service                             | Fee or Charge |
|--|---------------|
| for purpose of hiring employees.                 |               |
| Police Fingerprinting Services for Non-Residents | \$25.00       |

B. Inter-Municipal Liquor License Transfer and/or Economic Development Liquor License. Fees and escrows are charged in accordance with Chapter 226 of the Code of Ordinances of Newtown Borough. The non-refundable fee is \$500, with an escrow against all hearing fees and costs of \$4,500.

C. Historic Preservation Consultant. Fee is \$100 per hour

D. Garage and/or Yard Sales. Maximum number of occurrences is two (2) per year, per address; and occurrences must be separated by a minimum of 6 months. Permit to be issued by and through the Zoning Office in accordance with Chapter 305 of the Code of Ordinance of Newtown Borough. Fee is no charge.

E. Returned Checks. \$25 charge per check.

F. Abandoned Structures. The owner of every vacant and/or abandoned structure, building or lot shall apply to the Zoning Officer for an abandoned structure license and pay an annual fee of \$75 in accordance with Chapter 404 of the Code of Ordinances of Newtown Borough.

G. Deed Registry. Every person acquiring title to real property in Newtown Borough shall pay a non-refundable fee of \$10 for deed registration in accordance with Ordinance No. 662 (Chapter 418 of the Code of Ordinances of Newtown Borough).

H. Uniform Construction Code Board of Appeals. The fees for applications, appeals, or petitions to the Newtown Borough Uniform Construction Code Board of Appeals shall be as follows:

| Item                                   | Fees   |
|--|--|
| Residential (single family)            | \$900 fee<br>\$500 continuance fee                     |
| Residential (multiple family dwelling) | \$1,000 fee plus \$100/unit<br>\$1,000 continuance fee |

|                                   |  |
|-----------------------------------|--|
| Commercial/Office/Non-residential | \$1,000 fee<br>\$600 continuance fee (1 <sup>st</sup> meeting)<br>\$500 per meeting fee thereafter |
|-----------------------------------|--|

The fees are to offset public notice, advertising, and administrative expenses paid by the Borough. The appearance fee for the court stenographer shall be shared equally by the petitioner and the Board of Appeals. The party who requests an original transcript shall bear the cost thereof. The cost of additional copies of the transcript shall be paid by the person or party who requests such copy or copies.

Continuance fees will be collected at the time the application is filed. If the hearing is not continued, the fee will be returned to the applicant in full. A continuance is defined as any second or more hearing, whether testimony or arguments are presented or not.

I. Police Fees for Events

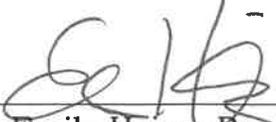
1. Event Registration Fee. \$50.00 per day.
2. A fee of \$95.00 per hour per officer will be charged for additional police coverage at events held in Newtown Borough, as required by the Police Chief.

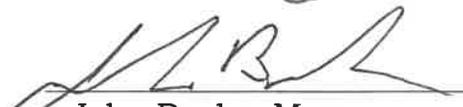
J. Code Re-Inspection Fee. A fee of \$75.00 shall be payable to the Borough upon each re-inspection following two consecutive failed inspections (i.e. initial inspection failed and first re-inspection failed; each subsequent re-inspection shall require payment of the re-inspection fee).

ADOPTED as Resolution by the Newtown Borough Council on the 15<sup>th</sup> day of October, 2025.

Borough of Newtown  
 County of Bucks  
 Commonwealth of Pennsylvania

Attest:  By:  
 Judy S. Musto, Borough Secretary

  
 Emily Heinz, President

  
 John Burke, Mayor



