

RESOLUTION #2023-8

**AMENDMENT TO HAZLE TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT
ORDINANCE ESTABLISHING A FEE SCHEDULE FOR SUBMISSION OF ALL
PLANNING DEPARTMENT DOCUMENTS & ESCROW FEES**

WHEREAS, Hazle Township has established a Planning Department pursuant to the Pennsylvania Municipalities Code; and

WHEREAS, the Supervisors of Hazle Township, by Resolution, are amending the current Planning Department filing fees and escrow fees to cover the costs associated with Subdivision and Land Development applications as outlined in the Ordinance, "Subdivision and Land Development Ordinance" of Hazle Township, Luzerne County, Pa..

WHEREAS, this resolution amends the Planning Department Fee schedule based on recent PA DEP guidance to include a \$250.00 review fee for a Component #3 Sewage Facilities Planning Module.

NOW THEREFORE, BE IT RESOLVED that at a duly advertised meeting of the Hazle Township Board of Supervisors, held on February 13, 2023, a fee schedule which is attached hereto and marked "Exhibit A", is adopted and becomes effective February 13, 2023.

ADOPTED AND APPROVED at the Regular Meeting of the Hazle Township Board of Supervisors this 13th day of February, 2023.

Date: February 13, 2023

HAZLE TOWNSHIP SUPERVISORS

BY: 
James Montone, Chairman

BY: 
Dennis E. Dudeck, Vice-Chairman

ATTEST:



Anthony R. Griguoli, Secretary

EXHIBIT "A"

FEE SCHEDULE AND ESCROW FUNDS
Hazle Township, Luzerne County, Pennsylvania
 (Adopted by the Hazle Township Supervisors on the 12th day of July 2010)

General Provisions

The Township Board of Supervisors have established, by resolution, a collection procedure and schedule of fees to be paid by the Applicant/Developer at the time of filing of the sketch, preliminary and final plans.

Review fees and escrow funds shall be submitted to the Hazle Township Board of Supervisors. Fees are non-refundable. Use of escrow funds are detailed on Page 6.

Charges for field inspection as required by Township Supervisors for public improvements shall be based on actual costs incurred for such inspections. No final plan shall be approved unless all accrued fees and charges are paid in full. No plan shall be filed at the Recorder of Deeds Office unless all fees and charges are paid in full and all Improvements, Agreements, Deeds of Dedication, and Permits from outside agencies are provided.

The Township has investigated the normal costs associated with the review of subdivisions and land development plans and reports and has adopted the following.

Schedule of fees and escrow funds required at the time of subdivision of any application and are as follows:

| |
|---------------------------------|
| 1. Processing Fee |
| All applications ----- \$250.00 |

| |
|--|
| 2. Subdivision/Land Development Escrow Fund |
|--|

Category I - RESIDENTIAL APPLICATIONS: These fees apply to all kinds of major or minor residential projects for sale or rental; any type of building and either as a Subdivision or Land Development. Sketch plans are required for parcels greater than five (5) acres and all Planned Residential Developments (PRD).

| ITEM | SKETCH PLAN | PRELIMINARY PLAN | FINAL PLAN ¹ |
|---|-------------|-------------------------------|-------------------------|
| Minor Re-Subdivision/Boundary Line Adjustment | | | \$350.00 |
| 1 to 6 Lots | \$400.00 | \$500.00 + \$40/lot | \$350.00 |
| 7 to 20 Lots | \$600.00 | \$600.00 + \$40/lot | \$450.00 |
| 21 Lots or more | \$800.00 | \$700.00 + \$40/lot | \$500.00 |
| PRD | \$800.00 | \$1,000.00 + \$40/lot or unit | \$800.00 |

Category II - NON-RESIDENTIAL MAJOR OR MINOR LAND DEVELOPMENT: These fees apply to all projects or sections of fixed projects, which are for non-residential use of any kind for sale, rental, lease or condominium in any type of building on a single tract of land. Sketch plans are required for parcels greater than five (5) acres.

| ACRES | SKETCH PLAN | PRELIMINARY PLAN ² | FINAL PLAN ¹ |
|------------------------|-------------|-------------------------------|-------------------------|
| Minor Land Development | | | \$500.00 |
| 0 - 4.99 | N/A | \$500.00 + \$25/acre | \$300.00 |
| 5 - 24.99 | \$600.00 | \$600.00 + \$20/acre | \$400.00 |
| 25 - 99.99 | \$700.00 | \$700.00 + \$16/acre | \$500.00 |

| ACRES | SKETCH PLAN | PRELIMINARY PLAN ² | FINAL PLAN ¹ |
|------------|-------------|-------------------------------|-------------------------|
| 100 – 1000 | \$800.00 | \$1,000.00 + \$12/acre | \$800.00 |
| OVER 1000 | \$900.00 | \$1,200.00 + \$10/acre | \$850.00 |

Note 1. Any funds remaining in preliminary escrow fund will be credited to final plan escrow amount due.

2. Per acre or part thereof rounded to the next highest dollar.

In addition to the Acreage Fee, the Applicant shall include a fee for the gross impervious area of the proposed development as follows at time of preliminary application rounded to next highest dollar:

| GROSS IMPERVIOUS AREA IN SQUARE FEET | FEE FOR EACH 1000 SQUARE FEET OF IMPERVIOUS AREA | REQUIRED FEE |
|--------------------------------------|--|--------------|
| 0 – 49,999 | \$9.00 | \$ |
| 50,000 – 299,999 | \$6.00 | \$ |
| 300,000 or more | \$4.00 | \$ |

Category III – NON-RESIDENTIAL MAJOR OR MINOR SUBDIVISION/LAND DEVELOPMENT: These fees apply to applications subdividing and conveying land for non-residential uses, not proposed for land development. Sketch plans are required for parcels greater than five (5) acres.

| ACRES | SKETCH PLAN | PRELIMINARY PLAN ² | FINAL PLAN ¹ |
|-------------------|-------------|-------------------------------|-------------------------|
| Minor Subdivision | | | \$500.00 |
| 0 – 4.99 | N/A | \$500.00 + \$24/acre | \$300.00 |
| 5 – 24.99 | \$600.00 | \$600.00 + \$20/acre | \$400.00 |
| 25 – 99.99 | \$800.00 | \$700.00 + \$16/acre | \$500.00 |
| 100 – 1000 | \$800.00 | \$1,000.00 + \$12/acre | \$800.00 |
| OVER 1000 | \$900.00 | \$1,200.00 + \$10/acre | \$850.00 |

3. Stormwater Plan/Report Review Fee/Escrow Funds (Sketch Plans Exempt)

Total due with Preliminary Plan Application – all subsequent reviews shall be ¼ the amount of the initial fee.

(Please check appropriate fee in each category below)

- a. Filing Fee \$ 100.00
- b. Land Use Escrow:
- | | | | | |
|----|--------------------------|------------------------------------|----------|----------------------|
| 1. | <input type="checkbox"/> | Minor Subdivision/Land Development | \$75.00 | |
| 2. | <input type="checkbox"/> | Major Subdivision/Land Development | \$150.00 | \$ <u> </u> |
- c. Relative Area Disturbance Escrow:
- | | | | | |
|----|--------------------------|------------------------|----------|----|
| 1. | <input type="checkbox"/> | Under Max. 5,000 s.f. | \$75.00 | |
| 2. | <input type="checkbox"/> | Under Max. 10,000 s.f. | \$125.00 | |
| 3. | <input type="checkbox"/> | Under Max. 15,000 s.f. | \$150.00 | |
| 4. | <input type="checkbox"/> | 15,000 s.f. and Over | \$200.00 | \$ |

- d. Relative Project Size Escrow Based on Total Tract Size:
- | | | | |
|--------|-----------------|----------|----------|
| 1. ___ | 1 Acre or Under | \$75.00 | |
| 2. ___ | 1 to 2 Acres | \$125.00 | |
| 3. ___ | 2 to 5 Acres | \$150.00 | |
| 4. ___ | Over 5 Acres | \$200.00 | \$ _____ |
- e. Stormwater Control Review Escrow:
- | | | | |
|--------|--------------------------------------|----------|----------|
| 1. ___ | Site not requiring on-site detention | \$100.00 | |
| 2. ___ | Site requiring on-site detention | \$250.00 | \$ _____ |
- f. Site Inspections Fee as required by Ordinance:
- | | | | |
|--------|--|----------|----------|
| 1. ___ | Final Major Subdivision/Land Development | \$400.00 | \$ _____ |
|--------|--|----------|----------|
- To be billed at two hundred (\$200) dollars per inspection initial escrow of \$400 due at Preliminary Submission.
- g. Municipal Stormwater Maintenance Fund Fee
- | | | | |
|--------|------------------------------------|----------|----------|
| 1. ___ | Minor Subdivision/Land Development | \$100.00 | |
| 2. ___ | Major Subdivision/Land Development | \$200.00 | \$ _____ |
- TOTAL STORMWATER = \$ _____**

4. Recreation Fee – To be paid with Preliminary Application (Minor Re-Subdivision Exempt)

- a. Category I – Residential Applications
 One Hundred (\$100.00) Dollars per Lot or Dwelling Unit - # Lots/Dwelling Units _____ \$ _____
- b. Category II – Non-Residential Single Tract Land Development
 Fifty (\$50.00) Dollars per Acre or part of - # Acres _____ \$ _____
- c. Category III – Non-Residential Land Subdivision/Land Development:
 Thirty (\$30.00) Dollars per Acre or part of - # Acres _____ \$ _____

5. Zoning Officer Review Fee

- a. One Hundred (\$100.00) Dollars for Minor Subdivision or Minor Land Development
- b. Three Hundred (\$300.00) Dollars for Major Subdivision or Major Land Development

6. Rezoning and Curative Amendments Fee

- a. Escrow of Two Thousand Five Hundred (\$2500.00) Dollars required at time of submission.
- b. Applicant will be billed for actual costs incurred of Engineer, Attorney or any other professional required to review application

7. Plan Revision Fees

- a. Planning Department to determine fees based on Scope of Revisions.

8. Supplemental Fees/Escrow Funds (Township will Invoice Separately)

- a. The Developer shall pay any costs incurred by the Township to perform or review special studies prior to preliminary or conditional approval of a subdivision or land development, to determine the potential impact of a proposed development on activities, utilities, traffic generation and circulation, surrounding land uses, community facilities, environmental features, critical area, the health, safety and welfare of residents and other factors directly, indirectly or potentially affected that are necessary to properly evaluate any application within the context of an "impact analysis" as so defined in Article 2 of the Township Subdivision and Land Development Ordinance. Such supplemental fees shall be based on actual costs incurred.
- b. No Final Plan can be recorded until a Maintenance Inspection Escrow has been provided to the Township in accordance with the Hazle Township Subdivision and Land Development (SALDO) Ordinance.
- c. Each request for a time extension requires a fee of one hundred (\$100.00) dollars payable at time of request.
- d. Legal fees to be billed separately. Escrow funds required at time of submission of any application.

\$ _____
Sketch

\$ _____
Preliminary

\$ _____
Final

9. Component 3 Sewage Planning Module Review Fee

Total Due with Planning Module Component 3 Submission **\$ 250.00**

**FEE SCHEDULE – SUMMARY SHEET
HAZLE TOWNSHIP, LUZERNE COUNTY, PA
(Submit Two Copies with Application)**

Applicant to Submit with Application

For Subdivision/Land Development

Application No. _____

| <u>Plan</u> | <u>Fee Enclosed</u> | <u>Check No.</u> | <u>Date Received</u> | <u>Received By:</u> |
|-------------|---------------------|------------------|----------------------|---------------------|
| Sketch | \$ _____ | _____ | _____ | _____ |
| Preliminary | \$ _____ | _____ | _____ | _____ |
| Final | \$ _____ | _____ | _____ | _____ |

1. Project Name: _____
 2. Property Owner: _____
 3. Mailing Address: _____

- Phone Number: _____

The Schedule of Fees Required at Time of Submission are as Follows:

| | <u>Sketch</u> | <u>Preliminary</u> | <u>Final</u> |
|---|-----------------|--------------------|-----------------|
| 1. Processing Fee – (All Applications) | 1. \$ 250.00 | \$ 250.00 | \$ 250.00 |
| 2. Submission/Land Development Escrow Fund | 2. \$ _____ | \$ _____ | \$ _____ |
| Category I \$ _____ | | | |
| Category II \$ _____ | | | |
| Category III \$ _____ | | | |
| 3. Stormwater Plan/Report Review Fee | 3. \$ N/A | \$ _____ | \$ _____ |
| a. \$ 100.00 b. \$ _____ c. \$ _____ d. \$ _____ | | | |
| e. \$ _____ f. \$ _____ g. \$ _____ | | | |
| 4. Recreation Fee (To be Paid at Time of Preliminary Application) | 4. \$ N/A | \$ _____ | \$ N/A |
| Category I Category II Category III | | | |
| a. _____ b. _____ c. _____ | | | |
| # Lots/Units # Acres # Acres | | | |
| \$ _____ \$ _____ \$ _____ | | | |
| Fee Fee Fee | | | |
| 5. Zoning Officer Review Fee | 5. \$ _____ | \$ _____ | \$ _____ |
| 6. Rezoning Fee (To be paid at time of Preliminary Application) | 6. \$ _____ | \$ _____ | \$ _____ |
| 7. Plan Revision Fee | 7. \$ _____ | \$ _____ | \$ _____ |
| 8. Supplemental Fees/Escrow Funds (Township will Invoice Separately) | 8. \$ _____ | \$ _____ | \$ _____ |
| a. \$ _____ b. \$ _____ c. \$ _____ d. \$ _____ | | | |
| TOTAL FEE SUBMITTED = | \$ _____ | \$ _____ | \$ _____ |

Review fees and escrow funds shall be payable to Hazle Township.

Applicant acknowledges that the money in escrow is for reimbursement at Hazle Township's discretion for any and all engineering or legal or other expenses incurred by the Township exclusive of work performed by full-time Township staff members, in processing the Sketch, Preliminary and Final Plans. As soon as this escrow account decreases by fifty percent (50%), the Applicant will be notified by the Township and shall make payment in an amount necessary to fully fund the account within thirty (30) days of notification. Prior to the final approval of any application, the Township will determine all costs incurred; and, to the extent that there has been an overpayment or an underpayment, there shall be a refund or a supplemental payment, as indicated. Upon the recording of the Subdivision or Land Development Plan, as applicable, with the Recorder of Deeds and the payment of all Township engineering, legal and other expenses incurred by the Township, exclusive of work performed by full-time Township staff members, the Applicant may submit a written request to the Township Treasurer for a refund of the unused escrow account. Money held in escrow will not be returned until all invoices from the Township Engineer and Solicitor have been received by the Township and Paid by the Applicant. The Solicitor's and Engineer's invoices are submitted to the Township every thirty (30) days.

Disputes between the applicant and the Township regarding fees shall be settled pursuant to §503(1) and §510(g) of the Pennsylvania Municipalities Planning Code, as amended, and Section 718 of this Ordinance.

Signature of Applicant / Developer

Date