

PRELIMINARY
Franconia Township
Subdivision/Land Development Application

Date Submitted:

The undersigned hereby applies for a preliminary review of the plans submitted. In addition to the application, 4 sets of full-sized plans, 3 11x17 copies of record plan and property deed, an electronic version of plan, all applicable checks, and a completed checklist have been submitted. If the applicant is submitting land development plans then 2 stormwater specification booklets should also be enclosed. Please describe plan below:

1. Name of Subdivision/Land Development _____

Location _____

County Deed Book # _____ Page # _____ Zoning District _____

County Tax Map Block# _____ Unit # _____

Total Acreage _____ County Assigned Parcel # _____

2. Give a brief description of the proposed subdivision/land development:

3. Name of Property Owner (s) _____

(If a Corporation, list Corporation's name, address, and two officers)

Address: _____

Email: _____

Telephone Number: _____

4. Name of Applicant (if other than owner) _____

Address: _____

Email: _____

Telephone Number: _____

5. Engineer, Surveyor or Planner responsible for the preparation of the plan:

Address: _____

Email: _____

Telephone Number: _____

6. Type of Development or Use Planned: Check all that areas that apply

	No. of Units
_____ Single-Family Detached	_____
_____ Single-Family Attached (Townhouse)	_____
_____ Single-Family Semi-Detached (Twin)	_____
_____ Multi-Family (Apartment, Duplex, Quad)	_____
_____ Planned residential development	_____

_____	Commercial	_____
_____	Industrial	_____
_____	Land Development	_____
_____	Subdivision of Land Only	_____

7. Check additional materials and note fee amounts submitted with this application:
Please remember that checks must be separate and not lumped into one sum.

Twp. Official Acceptance

_____	Plan Checklist	_____
_____	Franconia Twp Escrow Agreement Form	_____
_____	Montgomery County Conservation	_____
_____	Service Application (send original; attach copy)	_____
_____	MCPC Municipal Request for Review Form	_____
_____	PA DEP Planning Modules- 2 Copies	_____
_____	Franconia Twp Application Fee	_____
_____	(Make payable to Twp) Amt: \$ _____	_____
_____	Escrow Agreement Fund	_____
_____	(Make payable to Twp) Amt: \$ _____	_____
_____	Montgomery County Planning Commission Fee	_____
_____	(Will be paid directly to the County)	_____
_____	Montgomery County Conservation Service Fee	_____
_____	(Send directly to MCCD)	_____
_____	Other (Please Specify)	_____
_____	Subdivision/Land Development Approval Extension	_____

8. Please indicate which sewer item pertains to the proposed project:

_____	Public sewer is available and "will serve" letter from the Franconia Sewer Authority is attached to this application
_____	No Public sewer is currently available but an application for an extension Of public sewer has been submitted to the Franconia Sewer Authority
_____	On-Lot System

Do Not Write Below This Line

Application Received and Reviewed By: _____

Date Received and Reviewed: _____

Number of copies of Plan submitted: _____

Accepted: _____ Not Accepted: _____

Reason for Denial: _____

Approval Extension: _____

Franconia Township SUBDIVISION AND DEVELOPMENT PLAN CHECKLIST

This form must be completed by applicant's engineer and/or surveyor and submitted as part of the subdivision and/or land development applications for Preliminary Plan, Construction Development Plan and Record Plan

I. INFORMATION

A. Drafting Standards – does the plan show:

1. Scale 40' to 1 inch
2. Dimensions - feet and decimals
3. Bearings – Degrees, minutes and seconds
4. Courses and distances of boundary line survey
5. Sheet size 24 X 36
6. Are sheets numbered if more than one

Shown

Not Applicable

[illegible]

B. Location and Identification

1. Title consisting of:
 - (a) Name and address of subdivider
 - (b) Name and address of registered engineer
 - (c) Location and area of subdivision
 - (d) Drawing date, scale and north point
 - (e) Drawing revisions
2. Tract boundary with bearings and distances
3. Location map

C. Existing Features

1. Does the plan show features with 200'
2. Existing Street
 - (a) Locations
 - (b) Names
 - (c) Widths (legal & Ultimate Right-of-Way)
 - (d) Centerline Courses and distances
 - (e) Curve Data
 - (f) Paved Widths
 - (g) Curb Lines
 - (h) Right-of-Way radii at intersections
 - (i) Curb Line radii at intersections
 - (j) Street location tie-ins by courses and distances to Nearest intersection of existing and planned streets
3. Property Lines
4. Location and size of water courses and flood plain areas
5. Location and size of sanitary sewers
6. Location and size of storm drains and water easements
7. Location and size of gas mains
8. Location of electric facilities
9. Location of fire hydrants and/or water supply
10. Location of existing buildings
11. Location of recreational areas within the land to be subdivided
12. Location and character of:
 - (a) Existing buildings
 - (b) Species and size of large trees standing alone
 - (c) Limits of wooded sections
 - (d) Marshland, Wetlands
 - (e) Areas subject to inundation
 - (f) Other topographical features which may affect the location of proposed streets

	Shown	Not Applicable
13. Existing and proposed contour lines and intervals not to Exceed 2'		
14. Measured distances from centerline of streets to:		
(a) Existing buildings		
(b) Large trees standing alone		
(c) Control points and monuments		
15. Zoning Requirements		
D. <u>Proposed Street and Lot Layout</u>		
1. Layout of streets to show		
(a) Names		
(b) Widths (right-of-way, legal & ultimate)		
(c) Widths sidewalks		
(d) Widths cartway		
(e) Widths cross walks		
2. Lot layout and gross, NET areas		
3. Reference to land to be dedicated for public use		
4. Tentative grades to:		
(a) An existing street		
(b) A point 200' beyond boundaries of subdivision		
5. Location and size of:		
(a) Sanitary sewers and manholes		
(b) Storm sewers and inlets		
6. On-Site Sewerage		
(a) Location of deep hole tests		
(b) Location of percolation test holes		
(c) Delineation of soil types on entire subdivision		
7. Driveway location and cross section detail		
8. Shoulder improvement detail		
9. Water, sewer, gas lateral(s)		
II. DOCUMENTATION SUBMISSION REQUIREMENTS		
A. Four (4) full sized copies of the plan, (3) 11x17 copies, (1) electronic file of plan set		
B. Check list signed and dated below		
C. Application forms		
1. Franconia Township		
2. Soil Conservation Service		
3. MCPC-Municipal Request for Review		
D. DEP Planning Modules (3 copies)		
E. Escrow Agreement Form		
F. Checks		
1. Franconia Township Filing Fee		
2. Soil Conservation Service Filing Fee		
3. Montgomery County Planning Commission Filing Fee		
4. Review Escrow Fee		
G. Additional Information		
1. List Parcel #, Block and Unit # of subject property on Plan		
2. Applicant is responsible for all submittals & fees to the MCCD (SoilConservation Service)		

Signature

Date

Printed Name

Phone Number

RESOLUTION NO. 97-27-11-08

FRANCONIA TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

A RESOLUTION ESTABLISHING PLAN INFORMATION REQUIREMENTS AND PROCESSING PROCEDURES FOR SUBDIVISIONS AND/OR LAND DEVELOPMENT APPLICATIONS REQUIRED TO BE REVIEWED PURSUANT TO THE SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF FRANCONIA TOWNSHIP AND/OR THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE, AS AMENDED

WHEREAS, it is the intention of the Board of Supervisors of Franconia Township to implement uniform plan information requirements and processing procedures for subdivision and/or land developments within Franconia Township which are required to be reviewed pursuant to the Franconia Township Subdivision and Land Development Ordinance and/or the Pennsylvania Municipalities Planning Code, as amended; and

WHEREAS, Section 122-13 of the Franconia Township Subdivision and Land Development Ordinance states that such procedures shall be detailed in a Resolution duly adopted by the Board of Supervisors at an advertised Public Meeting.

NOW THEREFORE, BE IT RESOLVED that the following plan information requirements and processing procedures shall be applicable to all subdivision and/or land development plans required to be reviewed by Franconia Township:

PLAN INFORMATION REQUIREMENTS

In addition to the specific requirements set forth in the Franconia Township Subdivision and Land Development Ordinance, Subdivision/Land Development plans shall comply with the following requirements:

- 1) Plans must show the Montgomery County tax assessment parcel number of all ground depicted on the plan. Parcel numbers are in the highest degree mandatory and plans not containing parcel numbers will not be processed and will be returned to the applicant.
- 2) Plans may not contain notation of copyright or other claim to ownership. Subdivision/Land Development plans become public documents and copies are available to the public under the Pennsylvania Right to Know Law. Any plans containing a copyright notation or other claim to ownership will not be processed and will be returned to the applicant.

- 3) Additional notations required by the Franconia Township Subdivision and Land Development Ordinance are also required. Where dedications are to be made, the dedication shall be noted on the plan. Dedication of road widening area to the ultimate right-of-way shall also be noted where appropriate.
- 4) An owner's certificate and acknowledgment are required. The forms following shall be followed and shall appear on the plan as appropriate:

OWNER'S CERTIFICATE
(If A Subdivision Plan)

_____, undersigned, has/have laid out upon my/our land situate in Franconia Township, Montgomery County, Pennsylvania, certain lots and streets according to the accompanying plan which is intended to be recorded.

OWNER'S CERTIFICATE
(If A Land Development Plan)

_____, undersigned, has/have laid out upon my/our land situate in Franconia Township, Montgomery County, Pennsylvania, certain improvements according to the accompanying plan which is intended to be recorded.

(USE SIGNATURE FORM AS APPROPRIATE)

IF INDIVIDUALS

Witness my/our hand(s) and seal(s)

Dated: _____

(Name)

IF A CORPORATION

APEX CORPORATION

ATTEST:

By: _____
President

Secretary

Dated: _____

IF A PARTNERSHIP

APEX LIMITED PARTNERSHIP

By: Apex Corporation, Inc., General Partner

ATTEST:

By: _____
John Apex, President

Secretary

Dated: _____

ACKNOWLEDGMENT

The signature of the person signing the Owner's Certificate must be acknowledged before a notary public. The appropriate form of acknowledgment set forth below must be on the plan.

BY INDIVIDUALS

COMMONWEALTH OF PENNSYLVANIA:

SS.

COUNTY OF MONTGOMERY:

On this, the _____ day of _____, 199____, before me, a notary public, the undersigned officer, personally appeared _____ known to me (or satisfactorily proven) to be the person (persons) whose name (names) is/are subscribed to the accompanying Certificate and acknowledged that he/she/they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public

BY A CORPORATION

COMMONWEALTH OF PENNSYLVANIA:

SS.

COUNTY OF MONTGOMERY

On this, the _____ day of _____, 199____, before me, a notary public, the undersigned officer, personally appeared _____, who acknowledged himself/herself to be the _____ of Apex Corporation, Inc., and

that he/she as such _____, being authorized to do so, executed the accompanying Certificate for the purposes therein contained by signing the name of the corporation by himself/herself as _____.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public

BY A LIMITED PARTNERSHIP

COMMONWEALTH OF PENNSYLVANIA

SS.

COUNTY OF MONTGOMERY:

On this, the _____ day of _____, 199____, before me, a notary public, the undersigned officer, personally appeared _____, of the Apex Limited Partnership, known to me (or satisfactorily proven) to be the person described in the accompanying Certificate and acknowledged that he/she executed the same in the capacity therein stated for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public

- 5) No signature block/line shall be provided for the Township Engineer.
- 6) No signature block/line shall be provided for the Franconia Township Planning Commission.
- 7) The signature block for the Board of Supervisors shall be as follows:

Approved by the Board of Supervisors of the Township of Franconia,
County of Montgomery, Commonwealth of Pennsylvania, on the _____
day of _____, 19____.

Chairman

Secretary

PROCESSING PROCEDURES

Applicant inquires about procedures for subdivision and/or land development approval, is sent appropriate forms and requested to make appointment with Manager/Assistant Manager at time of submission.

Applicant submits 19 copies of plan, completed plan check list, Township and Soil Conservation Service application forms, completed engineering/legal escrow agreement form, DEP Planning Modules and the following checks to the Township office:

Check for Montgomery County Planning Commission filing review fee

Check for Montgomery County Soil Conservation Service (Erosion and Sediment Control Plan) filing review fee

Check for Franconia Township Filing Fee

Check for Review Escrow Fund

Manager/Assistant Manager assures all documents are complete and reviews plan check list with applicant. Any incomplete application shall not be considered a formal application.

Manager/Assistant Manager logs application date and check information on plans and distributes plans as follows:

Montgomery County Planning Commission with completed Request for Review form and fee

Montgomery County Soil Conservation Service with completed application and fee

Board of Supervisors)

Planning Commission)

Superintendent of Highways)

Township Engineer (with brief report prepared by

Township Solicitor) Manager/Assistant Manager

Chairman, Recreation Board)

Chairman, Sewer Authority)

Pennsylvania Department of Environmental Protection with completed Planning Modules

Township File

Township Planning Commission conducts initial review at first meeting following submission; submissions must be made by 12:00 Noon on the Friday ten days before the Planning Commission Meeting to be included on the agenda.

Township Planning Commission conducts final review at first meeting after all other review comments have been received from the appropriate persons or agencies. Recommendations are made via formal motion for submission to the Board of Supervisors.

Final revised plans must be submitted to the Township Office before 12 Noon on the Friday before the Board of Supervisors Regular Meeting to be included on the agenda.

The Board of Supervisors shall act on the plan within ninety (90) days of the date stamped on the plan. The following optional consequences shall result from action by the Board:

- (a) If the Board approves the plan by motion, the applicant would then resubmit five (5) copies of the approved plan [three (3) paper copies and two (2) Mylar or linen copies] for seal and signature of Township Officials after Owner's Certificate and Notary Acknowledgment are completed.
- (b) The Board may conditionally approve a plan by resolution, in which case the applicant shall be required to indicate acceptance of the conditions by signing and returning said resolution to the Township Office with fourteen (14) calendar days upon receipt. The applicant shall then resubmit the proposed plan demonstrating compliance with the conditions stipulated and upon acceptance, copies as noted in (a) above shall be provided for seal and signature of Township Officials after Owner's Certificate and Notary Acknowledgment are completed.
- (c) If the Board disapproves the plan, the Township Secretary will notify the applicant, in writing, of the defects in the application, will describe the requirements which have not been met and shall cite the provisions of state law or Township ordinance relied upon.

Upon approval as noted in paragraph (a) or (b) above and execution of the record plans as noted, the Township will retain two (2) paper copies and one (1) linen or mylar copy for its records. The Township Solicitor will record the one remaining paper copy of the plan with the Montgomery County Planning Commission and the one remaining linen or mylar copy of the plan with the Montgomery County Recorder of Deeds for a fee of seventy-five dollars (\$75.00) to be paid at the time of the submission of the record plans for seal and signatures.

Approval will be effective for a period of five (5) years, unless extended by the Board. Where final approval is preceded by preliminary approval, the five year period shall be counted from the date of the preliminary approval. No subsequent change or amendment in the Zoning Ordinance, Subdivision Ordinance or other governing ordinance or plan shall be applied to affect adversely the right of the applicant to commence and to complete any aspect of the approved development in accordance with the terms of such approval within five (5) years from such approval.

When deemed desirable, the applicant may be requested to agree, in writing, to an extension of time prescribed herein, in which case the Board when rendering its decision, shall communicate it to the applicant prior to the termination of the extended time period.

This resolution rescinds and replaces Franconia Township Resolution No. 87-19-14-09.

DULY ADOPTED at a Regular Meeting of the Board of Supervisors of Franconia Township held this 11th day of August, 1997.

BOARD OF SUPERVISORS
FRANCONIA TOWNSHIP

By:

Merrill H. Borgey
Chairman

Attest:

John P. Burt

J. Selton Clark
Secretary

Donald A. Hagen

RESOLUTION 08-22-20-05

**FRANCONIA TOWNSHIP,
MONTGOMERY COUNTY, PENNSYLVANIA**

**A RESOLUTION AMENDING PRIOR TOWNSHIP RESOLUTIONS TO ESTABLISH
REVISED IMPACT FEES FOR TRANSPORTATION SERVICE AREAS I, II AND III,
IN FURTHERANCE OF THE TOWNSHIP TRANSPORTATION CAPITAL
IMPROVEMENT PROGRAM, AS AUTHORIZED BY ACT 209 OF 1990**

WHEREAS, by Resolution 96-19-12-11 dated November 12, 1996, the Board of Supervisors adopted revisions to the Transportation Capital Improvement Programs for Transportation Service Areas I, II and III, previously established pursuant to Act 209 of 1990; and


WHEREAS, the revised Transportation Capital Improvement Program requires adjustment of the impact fees, which were based upon the original Transportation Capital Improvement Programs approved for Transportation Service Areas I, II and III; and

WHEREAS, impact fees for Transportation Service Area I are authorized by Township Ordinance No. 187, dated December 9, 1991; impact fees for Transportation Service Area II are authorized by Township Ordinance No. 213 dated October 10, 1994; and impact fees for Transportation Service Area III are authorized by Township Ordinance No. 229 dated January 2, 1996.

NOW, THEREFORE, BE IT RESOLVED, that the Franconia Township Board of Supervisors of Franconia Township that Township Resolutions No. 07-14-21-05 dated May 21, 2007, No. 06-23-15-05 dated May 15, 2006, No. 05-20-25-05 dated April 25, 2005, No. 96-21-09-12 dated December 9, 1996, No. 96-01-02-01 dated January 2, 1996, No. 94-22-10-10 dated October 10, 1994 and No. 91-24-09-12 dated December 9, 1991 be and hereby are revised and amended to reestablish the impact fee in each Resolution in the amount of Two Thousand Five Hundred Eighty-seven (\$2,587.00) Dollars per dwelling unit for Transportation Services Areas I, II and III based upon the revision to the Transportation Capital Improvement Programs for each Transportation Service Area. For Commercial, Industrial and Institutional land developments the impact for Transportation Services Areas I, II and III shall be \$2.51 per square foot.

DULY PRESENTED AND ADOPTED by the Franconia Township Board of Supervisors, Montgomery County, Pennsylvania, in a public meeting held this 20th day of May 2008.

FRANCONIA TOWNSHIP
BOARD OF SUPERVISORS


Steven P. Barndt, Chairman

Attest:


Keyin D. Bayer, Secretary

Applicant Request for County Review

This request should be filled out by the applicant and submitted to the municipality where the application is being filed along with digital copies of all plan sets/information. Municipal staff will electronically file the application with the county, and a notice for the prompt payment of any fees will be emailed to the Applicant's Representative.



Date:	Applicant's Representative:
Municipality:	Address:
Proposal Name:	City/State/Zip:
Applicant Name:	Business Phone (required):
Address:	Business Email (required):
City/State/Zip:	
Phone:	
Email:	

Type of Review Requested:

(Check All Appropriate Boxes)

- ☐ Land Development Plan
- ☐ Subdivision Plan
- ☐ Residential Lot Line Change
- ☐ Nonresidential Lot Line Change
- ☐ Zoning Ordinance Amendment
- ☐ Zoning Map Amendment
- ☐ Subdivision Ordinance Amendment
- ☐ Curative Amendment
- ☐ Comprehensive / Other Plan
- ☐ Special Review*

* (Not included in any other category - includes parking lot or structures that are not associated with new building square footage)

Type of Plan: Type of Submission:

- | | |
|---------------------|--|
| Tentative (Sketch) | <input type="checkbox"/> New Proposal |
| Preliminary / Final | <input type="checkbox"/> Resubmission* |

* A proposal is NOT a resubmission if A) The proposed land use changes, or B) The amount of residential units or square footage proposed changes more than 40%, or C) The previous submission was over 5 years ago.

Zoning:

Existing District:

Special Exception Granted	Yes	No
Variance Granted	Yes	No

Plan Information:

Tax Parcel Number(s)

Location

Nearest Cross Street

Total Tract Area

Total Tract Area Impacted By Development

(If the development is a building expansion, or additional building on existing development, or only impacts a portion of the tract, please provide a rough estimate of the land impacted, including associated yards, drives, and facilities.)

Land Use(s)	Number of New		Senior Housing		Open Space Acres*	Nonresidential New Square Feet
	Lots	Units	Yes	No		
Single-Family						
Townhouses/Twins						
Apartments						
Commercial						
Industrial						
Office						
Institutional						
Other						

*Only indicate Open Space if it will be on a separate lot or deed restricted with an easement shown on the plan.

Additional Information:

RESET

Effective 5/1/18

FRANCONIA TOWNSHIP
ESCROW FUND AGREEMENT

Name of Subdivision or Land Development

Location of Subdivision or Land Development

Tax Block Tax Unit(s)

I, _____
***Name of Owner/Developer and Firm, if applicable*

hereby agree and acknowledge that as Owner/Developer, I will be responsible for any fees incurred when plans are reviewed by Franconia Township or any of its appointed officials or representatives. These fees shall be payable for any of the following services as applicable:

- (1) Professional services: the services of the Township Engineer and/or Solicitor. In addition, all costs for other engineering, legal and professional certification as deemed necessary.
- (2) Material and facilities tests: the actual cost of all drainage, water, and/or material tests.
- (3) Inspection: all costs of the Township Inspector at the current hourly rate while engaged on the project.
- (4) Dedication: legal fees, advertising, and other costs involved in the dedication of streets and public improvements to the Township.

Escrow funds in the amount of _____, pursuant to the current Franconia Township fee schedule as adopted by the Board of Supervisors, are submitted herewith.

On a monthly basis, payment of bills for services in conjunction with the review process for the referenced subdivision or land development will be withdrawn from the escrow account established by this agreement. Upon completion of the review process, plan approval and payment of all service fees, I understand that any remaining escrow funds provided, if any, will be returned to me.

***Signature of Owner/Developer*

Date Signed

Address City State

Zip Code

Telephone Number

Tax ID# or S.S. #

Email

Accepted by Township

Date

****Note:** The person signing this agreement will be the individual directly accountable for the payment of the subject fees. Accordingly, if it is desired to assign this responsibility to another party or firm, said party or the appropriate officer of said firm must execute this document.

Franconia Township Board of Supervisors
671 Allentown Road
Telford, PA 18969-2205

Re: Subdivision/Land Development Approval Extension

The Subdivision/Land Development Plan titled _____ was submitted by _____ (applicant) to Franconia Township on _____ for official filing. With respect to the above-named application, submitted herewith, and as an authorized representative of the applicant, I hereby waive any time limitations set forth in the Pennsylvania Municipalities Planning Code and/or elsewhere for the rendering of a decision in this matter. This waiver may be revoked upon ninety (90) days prior written notice to the attention of Franconia Township Manager at the administrative offices of the Township sent certified mail return receipt requested.

Applicants Name (printed)

Applicants Signature

Date

FRANCONIA TOWNSHIP

671 Allentown Road

Telford, PA 18969

Phone (215) 723-1137, Fax: (215) 723-4167

MEMORANDUM

ATTN: Subdivision/Land Development Applicant

DATE: June 25, 2018

FROM: Beth T. Gooch, Director of Planning and Zoning

SUBJECT: Financial Responsibilities

Please read the information below pertaining to the policies of Franconia Township for the financial obligation of the applicant.

- At the time of application submission all applicable fees must be paid in full. This includes, but is not limited to, the Township application fee and a cash escrow. The Montgomery County Planning Commission Review Fee is now to be paid directly to the county. The required amount for fees and escrow are specified in the Franconia Township Fee Schedule. Resolution 18-02-19-03.
- During the subdivision/land development review process, the Township Engineer and the Franconia Sewer Authority Engineer will perform reviews on the plans and issue their review letters. All costs associated with the review of an application and plans are the sole responsibility of the applicant. The Township will draw against the cash escrow until such a time that there are no longer sufficient funds to cover the costs incurred. At that time the bills will be sent directly to the applicant for payment. Escrow accounts are to be maintained at a minimum amount of \$1,000.00. Once the minimum is reached the escrow account needs to be replenished.
- Under the Municipalities Planning Code, the Township has the right to follow what is referred to as the “re-bill” process. Applicants should expect to receive a bill approximately two months after the work is actually performed. The appropriate monies will be deducted from the cash escrow in order to pay the invoices associated with the project. The Township will provide the applicant with a statement detailing the escrow account activity. Escrow accounts will not be closed until such time that no additional invoices are pending.

- An approval resolution must be signed and all financial guarantees secured prior to the recoding of the plan. The Township will not permit a developer/applicant to push any financial responsibilities onto future property owners or agree to future establishments of escrows or payments of outstanding invoices.
- Any and all invoices generated in conjunction with a project are the responsibility of the applicant/developer. This includes all inspections performed by the Township Engineer. The Township Engineer is there to ensure that the improvements are installed per the Township Code and requirements. The invoices generated for these inspections will include a full inspection report as required by state law.
- If a developer/applicant disputes a charge on an invoice they shall follow the formal process outlined in the Municipalities Planning Code. Until any and all disputes are resolved a Use and Occupancy Permit will not be issued. Nor will a U&O be issued if there are any outstanding invoices relating to the particular project. Franconia Township will not issue temporary U&Os.
- All monies held in escrow by the Township will not be released until an authorization from the Township Engineer is received verifying that all improvements have been installed per the Township Code and to the satisfaction the Township Engineer.

RESOLUTION NO 19-08-15-04

FRANCONIA TOWNSHIP,
MONTGOMERY COUNTY, PENNSYLVANIA

A RESOLUTION REVISING APPLICATION FEES, PERMIT FEES, ESCROW
REQUIREMENTS & FEES, PARK & RECREATION FEES, AND PURCHASE FEES

WHEREAS, the Zoning Ordinance, Building Code, Subdivision and Land Development Ordinance, Grading Ordinance and other appropriately enacted Ordinances, provide inter alia, that the Board of Supervisors shall, from time to time, establish appropriate fees and escrow requirements; and

WHEREAS, the Board of Supervisors wishes to establish fees for the purchase of Township Maps and Documents; and

WHEREAS, rising costs and other financial considerations have created a need to increase the fee schedule so that administrative services, testing and inspections related to the enforcement of applicable state and local regulations can be maintained on a self-sustaining basis.

NOW, THEREFORE, BE IT RESOLVED, that the Franconia Township Board of Supervisors approves the following fee schedule and all previous fee schedule resolutions are hereby repealed:

SECTION 1 – ZONING

1. Applications to the Zoning Hearing Board for Special Exceptions, Variances and/or interpretations (excluding curative amendments).
 - A. Fee - \$1,800 Residential \$2,000 Non-Residential
 - B. \$275.00 for each additional hearing necessitated by applicant
2. Curative amendment application to the Board of Supervisors or the Zoning Hearing Board
 - A. Fee - \$3,850 + costs
 - B. \$825 + costs for each additional hearing
 - C. Each 3 hours or fraction thereof shall constitute an additional meeting. No meetings are to extend beyond 12 midnight of the day convened.
 - D. Costs are transcript, steno, meeting room, solicitor, etc.
3. Application to Board of Supervisors for amendment to zoning ordinance or for change of zoning
 - A. Fee - \$1,925 + costs
 - B. \$605 + costs for each additional hearing
 - C. Costs are transcript, steno, meeting room, solicitor, etc.
 - D. Each 3 hours or fraction thereof shall constitute an additional meeting. No meetings are to extend beyond 12 midnight of the day convened.
4. Application to Board of Supervisors for Conditional Use Approval other than Rural Resource Residential in 5.
 - A. Fee - \$880.00
 - B. \$260.00 + costs for each additional hearing
 - C. Costs are transcript, stenographer, meeting room, solicitor, etc.
 - D. Each three hours or fraction thereof shall constitute an additional meeting.

5. Application to Board of Supervisors for Conditional Use Approval for 3 lots or less for Rural Resource Residential Subdivision / Land Development
 - A. Fee - \$825.00 or \$275.00 when submitted in conjunction with a Subdivision/Land Development application.
 - B. \$110.00 + costs for each additional hearing
 - C. Costs are transcript, stenographer, meeting room, solicitor, etc.
 - D. Each three hours or fraction thereof shall constitute an additional meeting.

SECTION 2 - SUBDIVISION AND/OR LAND DEVELOPMENT

1. Application Fees
 - A. Residential Subdivision and/or Land Development
 - 1) Sketch Plan - \$300 (No Engineer Review)
 - 2) Preliminary
 - a) \$660 up to 2 lots or units
 - b) Plus \$140 for each lot or unit in excess of 2 lots or units
 - 3) Lot Line Change(s)/Simple Conveyance
 - c) \$165.00
 - 4) Final Plan Application Fee
 - a) \$660.00
 - 5) Record Plan & Document Recording Fee
 - a) \$120.00
 - B. Nonresidential Subdivision and/or Land Development
 - 1) Sketch Plan – \$500 (No Engineer Review)
 - 2) Preliminary/Final Plan
 - a) \$660 General Fee PLUS either \$165 for each lot or unit or \$110 per acre. Whichever fee is higher will apply.
 - 3) Record Plan & Document Recording Fee
 - a) \$120.00
2. Security Escrow- All escrow accounts must be replenished when they fall below \$1,000.00.
 - A. Residential
 - 1) \$4,500p to and including 2 lots or units
 - 2) \$8,000-5 lots or units
 - 3) \$10,000 6 lots/units or more plus \$110 per lot or unit in excess of 6
 - B. Nonresidential
 - 1) \$9,350 plus either \$110 per lot or unit or \$140 per acre. Whichever fee is higher will apply.

The purpose of the escrow, which is held in an interest bearing account, is to guarantee that all legal and engineering costs are paid by the applicant. A separate check shall be required for the payment of this fee. All legal and/or engineering costs will be billed monthly and payable to the Township within thirty (30) days of said billing. Should costs not be paid in full each month, the Township will stop further processing of work on the project. At the time of final plan approval, this escrow amount shall be closed and refunded to the applicant, after it has been determined that there are no outstanding charges.

3. Administrative Charges
 - A. 5% of total cost of review fees

SECTION 3 – GRADING PERMIT

1. Permit
 - A. Fee:

Up to 250 cubic yards	\$220.00
250 to 500 cubic yards	\$360.00
500 to 1,000 cubic yards	\$385.00
1000 + cubic yards	\$440.00 plus \$45 for each additional 1,000 cubic yards or portion thereof.
2. Security Escrow-All Escrow accounts must be replenished when they fall below \$1,000.00.
 - A. Residential
 - 1) \$3,300
 - B. Nonresidential
 - 1) \$10,000 with an additional \$2,000 for lots greater than 5,000 square feet of impervious
3. Retaining Wall (greater than 3 feet with footing) \$100.00
4. Administrative Charges
 - A. 5% of total cost of review fees

SECTION 4 – BUILDING PERMITS: A \$4.50 fee will be added to all permits as per the regulations of the UCC Building Code.

1. Residential
 - A. Building Permits - New single-family detached dwellings, duplex dwellings, twin dwellings, quadraplex dwellings and townhouses shall be charged per unit. Apartments shall be charged per building.
 - 1) \$500 plus \$0.35 per square foot of floor area including basement and garage, but excluding crawl space and attic.
 - B. Alterations and additions
 - 1) \$300 plus \$0.35 per square foot of floor area with \$750.00 maximum fee
 - C. Basement Egress Door or Window
 - 1) \$110
 - D. Window or Door Replacement with increased opening size
 - 1) \$85
 - E. Decks and Patios greater than 100 square feet
 - 1) \$115.00 plus \$0.35 per square foot of area
 - F. Barn, pole barn, detached garage, utility building, bathhouse, gazebo and storage sheds
 - 1) \$100.00 up to 200 square feet and \$30 for each additional 200 square feet or fraction thereof
 - G. Construction Trailers
 - 1) Temporary Sales Office \$330.00
 - 2) Temporary Job Office \$330.00
 - 3) Job Site Storage Trailers \$110.00 eachTrailers must be removed 15 days before project dedication

2. Commercial Industrial, Institutional, Shopping Center or Other Nonresidential
Plan Review Fee – Under 2,000sq ft - \$150; 2,000-5,000sq ft - \$400; 5,000-10,000sq ft- \$600;
10,000+- \$750 (Non-Refundable Fee must be paid at the time of submittal.)

Rejected Plan Fee \$100.00

A. New Alterations and additions

- 1) Fee - \$715.00 for the first 1,000 sq. ft. of floor area.
- 2) \$110.00 for each additional 1,000 sq. ft of floor area or fraction thereof.
- 3) Each 18-foot interval in height or fraction thereof shall count as an additional story. Where more than one building classification is incorporated within the permit, the higher fee shall be paid for all square footage of all buildings.
- 4) Maximum fee of \$715.00 for all farm buildings.

B. Construction Trailers

- 1) Temporary Sales Office \$330.00
- 2) Temporary Job Office \$330.00
- 3) Job Site Storage Trailers \$110.00

Trailers must be removed 15 days before Use and occupancy Permit is issued.

C. Swimming Pools, Tennis Courts and all other recreational uses related to Residential

- 1) Fee - \$75.00 for the first \$1,000 of cost.
- 2) \$30.00 for each additional \$1,000 of cost or fraction thereof, \$715.00 maximum fee.

D. Hot Tubs and Saunas

- 1) Fee - \$85.00

E. Gas or Wood Fireplaces

- 1) Fee - \$85.00

In any instances where more than one building classification is incorporated within a permit, the higher fee classification shall apply.

SECTION 5 – DRIVEWAY

1. New - \$85.00 Fee
2. Paving of an existing driveway - \$50.00 Fee

SECTION 6 – PLUMBING

1. Permits

- A. Residential Inspection - \$55.00
- B. Industrial & Commercial Inspection - \$110.00
- C. Per Fixture Residential– New \$15.00 each; Commercial \$25
- D. Per Fixture Residential– Replacement \$10.00 each
- E. Public sewer line connection inspection - \$250.00 lateral
(Any costs exceeding \$200.00 will be the responsibility of the homeowner)
- F. Lawn Sprinkler System - \$48.00 for first \$1,000 and \$30 for each additional \$1,000 or fraction thereof
- G. Automatic Fire Sprinkler Residential- \$48.00 for first \$1,000 and \$30 for each additional \$1,000 or fraction thereof
Commercial - \$510 base plus \$5 per head

SECTION 7 – ELECTRICAL – Third Party Inspected

Plan Review Fee – Residential \$260 – (Fee must be paid at the time of submittal. The review fee will be deducted from the total permit fee.)

1. Permit Fees – Residential and Non-Residential: Basic fee \$260.00 for the first \$5,000 of cost or fraction thereof and an additional \$25.00 per \$1,000 of additional electrical cost.

Plan Review Fee – Commercial \$500 – (Fee must be paid at the time of submittal. This fee is non-refundable and is in addition to the permit fee.)

SECTION 8 – USE & OCCUPANCY

1. New Residential
 - A. Fee - \$110.00
Use and Occupancy Permit required and fee applicable when tenant changes in any in-law suite.
2. New Commercial or Industrial; Change in use for industrial or commercial; Nonconforming change of ownership, tenant or occupant.
 - A. Fee - \$140.00

SECTION 9 – SIGNS – Directional, business, commercial, industrial or development

1. Residential Permit Fee – permanent directional sign of 3 sq. ft. or under
 - A. \$75.00
2. Business, Industrial, or Commercial Permit Fee –
 - A. \$150.00 for the first \$1,000 of cost and \$30.00 for each additional \$1,000 of cost or fraction thereof.

SECTION 10 – SEWER MANAGEMENT PROGRAM

1. Pumper/Hauler Registration
 - A. First Registration- \$50.00
 - B. Per Year thereafter - \$40.00

SECTION 11 – PARK AND RECREATION FEES

1. Pavilion Fee
 - A. \$75.00 - Non-Resident User Fee
 - B. \$10.00 - Resident User Fee
 - C. \$100.00 - Event Fee
2. Field Reservation
 - A. A refundable security deposit of \$250.00 is required by any Non-Profit organization or group reserving any township athletic field. The deposit is due prior to use of the field. Any damage to the field or violation of the rules and regulations agreed upon through the completion and signature of application will result in forfeiture of deposit.
 - B. \$22.00 – Non Profit Organizations or Groups in excess of twenty (20) using

- Township athletic field for a single day event
 - C. \$110.00 - Non Profit Organizations or Groups in excess of twenty (20) using Township athletic field for a period of five (5) days
 - D. \$440.00 - Non Profit Organizations or Groups in excess of twenty (20) using Township athletic field for a period of thirty (30) days
 - E. \$1,320.00 - Non Profit Organizations or Groups in excess of twenty (20) using Township athletic field for a period exceeding thirty (30) days
- 3. Concession Stand
 - A. \$30.00 - User Fee per time block for the use of the concession stand. Concession stands may be reserved in 4 hour time blocks (see application or as approved by the Park and Recreation Board). A refundable security deposit of \$100.00 is required prior to use of the stand.

SECTION 12 – POLICE

- 1. Copies of Police Reports (no photographs) - \$15
 - A. State Accident Reports - \$20
- 2. Photographs – (digital) \$10/photo \$200 Maximum
- 3. Videos - \$300
- 4. Alarm Permits (burglar, holdup, fire, etc.)
 - A. Residential - \$35
 - B. Non-Residential - \$100
- 5. Vendors
 - A. Vendor License (I.D. card with photo) \$100/quarterly
 - B. Vendor Permit (replacement I.D. card) - \$15

SECTION 13 -OTHER MISCELLANEOUS FEES

- 1. Utility Permits
 - A. Pole Relocation or replacement - \$105.00 each pole
 - B. Utility Service Permit \$105.00
 - C. Utility Main Extension \$0.20/ft
- 2. Cell Tower "Antenna" Replacement
 - A. Fee - \$165.00
- 3. Fire Suppression Hood System
 - A. Fee - \$85.00
- 4. Demolition of any Structure
 - A. Fee - \$100.00 for the first 1,000 sq. ft.
\$25 for each additional 1,000 square feet or fraction thereof.
- 5. Relocation of a structure
 - A. Fee - \$75.00

6. Roadside Stands
 - A. Seasonal Only - \$55.00
Fee waived if stand on property where products are raised.
7. Parking Area (other than accessory to private residence)
 - A. Fee - \$110.00 + engineer's inspection fee
8. Fence
 - A. Replacement Fee - \$65.00
 - B. New Fence - \$85.00
9. Dog Boarding
 - A. Fee- \$15.00 per day
10. Fire and Code Inspection
 - A. Fee - \$100
11. Tent Inspection (Over 400 sq ft.) \$100.00
12. Banner Permit
 - A. Fee - \$50.00
13. Firework Permit
 - A. Fee - \$250.00
14. Returned Check Fee - \$35.00
15. Tree Replacement or Fee in lieu of replacing
 - A. \$300
16. Traffic Impact Fees and Park and Recreation Impact Fees
Fees to be set forth in separate Resolution and or Ordinance adopted from time to time by the Board of Supervisors.

SECTION 14 – MAP/DOCUMENT PURCHASE FEES

1. Zoning Ordinance \$30.00
2. Subdivision & Land Development Ordinance \$30.00
3. Zoning Map \$10.00
4. Complete set of all Codified Ordinances in Binder \$550.00
5. Supplementation Service (only for 4 above) \$45.00 annual charge
6. Use of Copier (for all related subject matter) \$.25 per sheet.
7. Oversized copies \$8.00 per sheet.

DULY PRESENTED AND ADOPTED by the Franconia Township Board of Supervisors, Montgomery County, Pennsylvania, in a public meeting held this 15th, day of April 2019.

FRANCONIA TOWNSHIP
BOARD OF SUPERVISORS



Grey R. Godshall, Chairman

Attest:



Jon A. Hammer, Secretary