

**RESOLUTION NO. 2026-008**

**NEW GARDEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF NEW GARDEN TO SET FEES TO BE CHARGED FOR VARIOUS SERVICES AND PERMITS**

**Whereas**, various Ordinances call for the establishment of fees for permits, reviews, hearings, and/or inspections; and

**Whereas**, the Township provides various other services for which it charges fees; and

**Whereas**, it is helpful to have such service fees and permit fees listed in a single document for the benefit the public.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the following shall be fees charged by New Garden Township, as listed herein:

**SECTION I. – GENERAL GOVERNMENT**

**A. SALE OF DOCUMENTS**

- |  |                  |
|--|------------------|
| • Copies / scans (performed by staff)                      | \$ 0.25 p/ sheet |
| • Subdivision & Land Development Ordinance                 | \$ 60.00         |
| • Zoning Ordinance   | \$ 60.00         |
| • Copy, any size taken to outside vendor, actual cost plus | \$ 25.00         |

Right To Know Requests: Fee structure as promulgated by PA Office of Open Records (on file at the Township office or online at <https://www.openrecords.pa.gov/RTKL/FeeStructure.cfm> )

Credit Card Convenience Charge	2.5%
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**B. SERVICES**

- |                      |          |
|----------------------|----------|
| • Returned check fee | \$ 35.00 |
|----------------------|----------|

**Building Use:**

- |                          |  |
|--------------------------|--|
| • Small Conference Room  | \$ 200.00 deposit<br>\$ 75.00 resident<br>\$ 150.00 non-resident |
| • Medium Conference Room | \$ 250.00 deposit  |

\$ 150.00 resident  
 \$ 300.00 non-resident

- Large Board Room (BOS)
  - \$ 300.00 deposit
  - \$ 450.00 resident
  - \$ 600.00 non-resident

**SECTION II. – PUBLIC SAFETY**

**A. PUBLIC WORKS DEPARTMENT**

- Hourly rate per employee \$ 75.00

Highway occupancy fees shall be in accordance with **Schedule of Fees for Highway Occupancy Permits** as published by PENNDOT Board of Supervisors.

Equipment rates commensurate with FEMA Schedule of Equipment

**B. BUILDING PERMITS**

<p><i>The contract copy must be submitted with all permits to properly determine fees.          All permit fees doubled for commencing construction without a permit.          All building permit applications incur an additional \$4.50 PA Labor and Industry fee.          Must submit two (2) sets of plans with application and electrical reviewed and signed by a certified electrical plans examiner.          Incomplete applications will not be accepted until complete. Including Contractor Registration</i></p>	
<p><u>Estimated Value of Construction</u>          Construction estimated values are only intended to determine the amount of a permit fee for construction projects that do not have a contract or costs included. Construction estimated value will be determined as per the following schedule.</p>	
<p><u>New Dwellings, Additions, or Alterations to include Apartments and Townhouses.</u></p> <p>Basements utilized as kitchens, living rooms, dining rooms, bedrooms, etc. constitute living space and shall be computed as per item as indicated.</p> <p><i>Does not include permit fees for Electrical, Plumbing, and Mechanical</i></p>	<ol style="list-style-type: none"> <li>1. \$95.00 per sq. ft. of living space</li> <li>2. \$20.00 per sq. ft. of unfinished basement</li> <li>3. \$30.00 per sq. ft. of finished basement</li> <li>4. \$26.00 per sq. ft. of garage area</li> <li>5. \$18.00 per sq. ft. of wooden decks</li> <li>6. \$10.00 per sq. ft. of patios</li> <li>7. \$25.00 per sq. ft. of covered porches</li> <li>8. \$15.00 per sq. ft. for miscellaneous</li> </ol>

<u>Assembly Buildings</u>  <i>Does not include permit fees for Electrical, Plumbing, and Mechanical</i>	1. \$145.00 per sq. ft. of assembly or occupied area. 2. \$50.00 per sq. ft. of unoccupied areas with excess of 150 sq. ft.
<u>New Commercial, Industrial, Institutional, Assembly, and all other structures not previously included.</u>  <i>Does not include permit fees for Electrical, Plumbing, and Mechanical</i>	1. \$145.00 per sq. ft. of all areas excluding basement, utility room, furnace room, etc. more than 150 sq. ft. 2. \$50.00 per sq. ft. of basement, utility room, furnace room and similar areas more than 150 sq. ft.
<u>Residential Accessory Buildings</u>  <i>Does not include permit fees for Electrical, Plumbing, and Mechanical</i>	1. \$26.00 per sq. ft. for buildings not intended for human occupancy, garages, sheds, barns, greenhouses, etc. 2. \$36.00 per sq. ft. for buildings intended for human occupancy, studios, workshops, hobby shops, etc.

<b>Building Permit Fees</b>	
<b>Residential Use Group R-3 (Detached &amp; Semi-detached SFD)</b>	<b>Fee</b>
• Minimum fee for residential permits	\$150.00
• New Construction, alteration, structural, repair, & accessory structures	\$52.00 1 <sup>st</sup> \$1,000.00 + \$21.00 Add'l \$1,000.00
• Manufactured homes	\$20.00 p/ 100 s. f.
• Generator	
○ Residential Mechanical	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
○ Residential Electrical	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
• Residential Mechanical	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
• Residential Plumbing	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
○ Water Service	\$100.00 <sup>2</sup>
○ Sewer Lateral	\$100.00 <sup>2</sup>
○ Grease traps/oil separators	\$100.00 <sup>2</sup>
• Residential Electrical	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
• Residential Fire	\$52.00 1st \$1000.00 + \$21.00 Add'l \$1000.00
• Residential Roof Replacement	\$85.00
• Use & Occupancy (res)	\$50.00
<b>Commercial &amp; all other use groups other than R-3</b>	
• Minimum fee for permits	\$275.00
• Plan Review	\$100.00

• New Construction, additions, alterations & repairs	\$155.00 1 <sup>st</sup> \$1000.00 + \$31.00 Add'l \$1000.00
• Generator	
○ Commercial Mechanical	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
○ Commercial Electrical	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
• Commercial Mechanical	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
• Commercial Plumbing	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
○ Water service	\$100.00 <sup>2</sup>
○ Sewer lateral	\$100.00 <sup>2</sup>
○ Grease traps/oil separators	\$100.00 <sup>2</sup>
• Commercial Electrical	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
• Fire	\$75.00 1 <sup>st</sup> \$1000.00 + \$25.00 Add'l \$1000.00
• Commercial Use & Occupancy	\$7.50 p/100 sq. ft. with minimum \$75.00
• Commercial Change of Use or Occupancy	\$275.00
Failed/Reinspection's	\$100.00 each
Canceled Permit	\$75.00
Code Official	\$75.00 per hour
Appeal to Building Appeals Board	\$1,550.00 Escrow shall be established with the submittal of an application for appeal. The following cost will be deducted from the escrow account.
• Notes of testimony and transcript fees	
• Stenographers' appearance cost	
• Advertising costs	
• Plus, an administrative fee of 10% of charges incurred in conjunction therewithin; \$150.00 minimum.	

<b>Stormwater Management/Erosion Control</b>	Projects >4999 sq. ft. earth disturbance
• Application fee	\$200.00
• Escrow initial deposit	\$500.00
• Operation & Maintenance Fee	Based on Township Engineer Inspection

<b>Miscellaneous Permits/Fees</b>	
• Blasting	\$100.00
• Concrete slab	\$5.00 p/100 sq. ft.
• Contractor Registration (annual)	\$100.00
• Demolition	\$150.00
• Driveway <sup>5</sup>	\$50.00
• Home Occupation	\$100.00
• Junk Yard License (annual)	\$100.00
• Lot alteration	\$100.00 + \$10.00/1,000 sq. ft.
• Mobile food permit (annual)	\$150.00 <sup>7</sup>

• Mobile Home Park (annual)	\$100.00 + \$10/unit
• Mushroom farm wastewater collection system	\$100.00
• Mushroom spent substrate (registration)	\$600.00
• Mushroom spent substrate (annual renewal)	\$300.00
• Reinstate expired permit	½ original fee
• Signs	\$5.00 p/sq. ft. (\$275.00 minimum)
• Solicitation (30 day)	\$300.00 + \$50.00 per applicant (max 5)
• Special Events	\$100.00
• Timber Harvesting	\$100.00
• Trailer (construction)	\$250.00
• Trailer (Sales/Office)	\$400.00
<sup>1</sup> GFA – Gross Floor Area, defined by the International Building Code: total square footage of all levels.	
<sup>2</sup> Plus consultant & engineer’s review fees and inspection fees billed separately.	
<sup>3</sup> Applicant will be billed for actual costs after appeal.	
<sup>4</sup> Change of use only when a building permit is not required.	
<sup>5</sup> Inspection fees not included. Fees set by PENNDOT’s Schedule of Fees for Highway Occupancy.	
<sup>6</sup> Does not include Township Engineer review or inspection fees. Applicant is responsible for all fees.	
<sup>7</sup> Excluded are permit/fee requirements for NGT Parks and Recreation sponsored events	

C. Fire Code Permits

Construction Permits	Fee
Automatic Fire-Extinguishing System to include but not limited to: Fire Sprinklers, Wet Chemical Systems, Dry Chemical Systems, Gaseous Suppression Systems must have appropriate plans, calculations, and cut sheets provided for a permit. Three (3) sets of engineered plans are required with the application	
Auto Fire Extinguishing System	Plan Review and Inspection Fees
• First \$1000.00 of cost or fraction thereof	\$50.00
• Each additional \$1000.00 or fraction thereof	\$20.00
A permit application is required for Fire Alarm Systems and must be submitted in triplicate. One set remains with the applicant, one set is returned to the applicant, and one must be kept on site.	
Fire Alarm System	
• First \$1000.00 of cost or fraction thereof	\$50.00

<ul style="list-style-type: none"> <li>Each additional \$1000.00 or fraction thereof</li> </ul>	\$20.00
Fire Pumps, Standpipe Systems, and Underground Water Main Systems/Private Fire Hydrants	\$260.00 \$260.00 per standpipe
Emergency Responder Radio Coverage System, Gates and barricades across fire apparatus access roads, motor vehicle repair rooms and booths, spraying room, dip tank or booth, smoke control or smoke exhaust systems, tent membrane structures & tents	\$260.00
Smoke control or smoke exhaust systems	\$260.00
<b>Operational Permits</b>	<b>Fee</b>
Manufacture, storage, or handling of aerosol products, Special amusement buildings, Cellulose nitrate film, Combustible fibers, Compressed gases, Cryogenic Fluids, Dry Cleaning business, Flammable & Combustible Liquids, Liquid or Gas-fueled Vehicles or Equipment in Assembly Buildings, LP-Gas, Ethylene Gas, Magnesium, Miscellaneous Combustible Storage, Organic Coatings, Pyroxylin Plastics, Spraying or Dipping, Tire Rebuilding Plants, Waste Handling	\$206.00 – 30 day \$515.00 – Annual
Cutting and Welding Operations, Hot Work Operations, Open Burning, Open Flames and Torches, Open Flames and Candles	\$52.00 – 30 day \$103.00 – annual
Aviation Facilities, Places of Assembly, Repair Garages and Motor Fuel-Dispensing Facilities, Rooftop Heliports	\$206.00 – annual
Carnivals and Fairs	\$156.00 – 30 day
Covered and Open Mall Buildings <ul style="list-style-type: none"> <li>Combustible Goods</li> <li>Flame Producing Devices</li> </ul> Gas Fired Equipment	\$206.00 – annual \$206.00 – 30 day \$515.00 – annual
Fire Hydrants and Valves, Private Fire Hydrants	\$103.00 – annual
Fireworks <ul style="list-style-type: none"> <li>Public</li> <li>Private</li> <li>Floor Finishing</li> </ul>	\$205.00 flat fee, certificate of insurance and copy of PA Pyrotechnics License Prohibited \$52.00 – 60 day
Explosives, Fireworks, Hazardous Materials, HPM Materials	\$26.00 – daily \$206.00 – 30-day \$1,030.00 – annual
Exhibits and Trade Shows	\$206.00 per event (maximum 30 days)
Mobile food preparation vehicles	\$103.00
Pyrotechnics	\$103.00 per event

Industrial Ovens	\$103.00 – annual
Lumber Yards, Wood Working Plants, Wood Product Storage, High Piled Storage	\$309.00 – annual
Refrigeration Equipment	\$103.00 – annual
Storage of Scrap Tires and Tire Byproducts	\$515.00 – annual
Temporary Membrane Structures and Tents	\$103.00 – annual
<b>Fire and Life Safety Permit</b>	
In conjunction with the International Fire Code, annual Fire Prevention and Life Safety inspections are conducted on all occupancies, except for single family dwellings and townhomes. Associated inspections are conducted by the Township Fire Marshal or a designated representative.	
Square Feet	Fee
Up to 1,000	\$52.00
1,001 to 3,500	\$77.00
3,501 to 12,000	\$103.00
12,001 to 36,000	\$129.00
36,001 to 50,000	\$155.00
50,001 to 100,000	\$206.00
Over 100,000	\$258.00
Reinspection fee	\$100.00
<b>False Fire Alarm Fees</b>	
A fee will be charged according to the following fee schedule. Failure to pay fees will result in assessed penalties. Fire alarms will be assessed on a 12 – month cycle.	
False Alarm	Fee
Two (2) per 12-month cycle	\$100.00
Three (3) per 12-month cycle	\$550.00
Three (3) or more per 12-month cycle	\$550.00 per alarm
Failed/Reinspection Inspections	\$100.00
Code Official	\$75.00 p/hour
Appeals to Fire Code Appeals Board	\$500.00 application fee <sup>3</sup>

D. Rental & Property Maintenance

<b>Rental</b>	
Single/Multifamily Dwellings	\$100.00 per unit (annual)
Failed/Reinspection Inspections	\$100.00 per unit
Late fee	\$30.00

SECTION III - ZONING

<b>General</b>	
• Zoning Certification	\$200.00
• Zoning Permit	\$100.00
• Zoning Certificate of Occupancy	\$100.00
• Home Occupation	\$100.00
• Home Day Care	\$100.00
<b>Zoning Hearing Board Applications</b>	
• Application, Zoning Hearing Board (res)	\$1,000.00
• Application, Zoning Hearing Board (com)	\$1,400.00
• Subsequent Hearings	\$1,200.00 each
<b>Conditional Use Hearings</b>	
• Applications	\$1,400.00
• Subsequent Hearings	\$1,200.00 each

SECTION VI. – SUBDIVISION/LAND DEVELOPMENT

Every applicant, at the time of filing an application for approval of a subdivision or land development plan, shall pay to the Township of New Garden a basic filing fee and escrow deposits for reasonable and necessary charges by the Township’s professional consultants in accordance with the approved consultant fee schedule on record at the Township Building.

A. Tentative Sketch Plan

No Charge if submitted to the Township Planning Commission for informal discussion purposes only.

Persons submitting tentative sketch plans shall reimburse the Township all charges associated with the sketch plan review prior to submission of Preliminary or Final Subdivision and Land Development applications.

B. Minor Subdivision

<b>Lot Line Change/Reverse Subdivision:</b>	<b>Fee</b>
• Filing Fee	\$300.00
• Escrow initial deposit	\$1,300.00
• Escrow minimum balance	\$650.00
<b>Plan to show from two (2) through and including three (3) lots:</b>	
• Filing Fee	\$500.00
• Escrow	\$1,300.00
• Escrow minimum balance	\$650.00

C. Major Subdivision – Residential

Plans showing four (4) through ten (10) lots:	
• Filing fee	\$500.00
• Per lot or dwelling fee	\$100.00
• Escrow initial deposit	\$3,500.00
• Escrow minimum balance	\$1,750.00
Plans showing eleven (11) or more lots:	
• Filing fee	\$500.00
• Per lot or dwelling fee	\$100.00
• Escrow – Deposit first ten (10) lots	\$8,500.00
• Escrow – Minimum balance	\$4,250.00

D. Subdivision – Non-Residential

• Filing fee	\$500.00
• Per lot or building fee	\$100.00
• Escrow initial deposit	\$4,000.00
• Escrow minimum balance	\$2,000.00

E. Land Development Plan

Plan to show less than ten (10) acres of development:	
• Filing fee	\$500.00
• Escrow – Initial deposit	\$11,000.00
• Escrow – Minimum balance	\$5,500.00

Plans showing greater than ten (10) acres of development:	
• Filing fee for first 50 acres	\$500.00
• Filing fee for each additional acre	\$50.00
• Escrow initial deposit	\$18,000.00
• Escrow minimum balance	\$9,000.00

F. Manufactured home/mobile home park application planned residential development\*

• Filing fee	\$500.00
• Per lot/Unit fee	\$40.00
• Engineer and Legal review (initial escrow)	\$3,000.00 + \$25.00 p/proposed lot



- New Garden Township Residents: \$ 75.00 p/ event p/  
day
- Non-residents: \$ 150.00 p/ event per  
day
- Businesses/Organizations: \$ 150.00 p/ event p/  
day
- Township personnel in attendance: \$ 75.00 p/ Township  
staff p/ hour

**SECTION VI. – NEW GARDEN FLYING FIELD FEES**

- Individual T-Hangar \$ 300.00 p/ month
- Shared Hangar \$ 200.00 p/ month
- Hangar 1301 \$ 750.00 p/ month
- Tie Down \$ 85.00 p/ month
- Overnight Ramp Fee \$ 10.00 p/ night

**SECTION VII. – CONSULTANT FEES**

Consultant fees shall be re-billed according to fee schedule rates on file at the Township.

**SECTION VIII. – PAST DUE INVOICES**

All past due invoices are subject to interest rate charges as provided by law. Charges for services that involve a late fee as stated in this resolution are not subject to charge for interest.

**SECTION IX. – DISCLAIMER**

The failure to list, in this Resolution, a fee that is properly listed elsewhere shall not obviate the responsibility to pay that fee. In the event a fee is not specifically listed herein for a specific structure, alteration, or repair, then the fee to be paid is that which is most similar to the proposed activity.

Resolution 26-008 shall have an effective date of March 3<sup>rd</sup>, 2026, through December 31<sup>st</sup>, 2026.

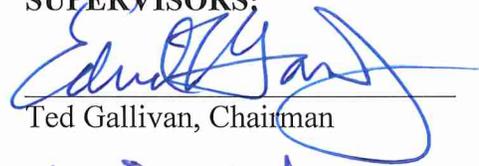
All Resolutions inconsistent herewith are repealed and of no force and effect.

This Resolution adopted this 2<sup>nd</sup> day of March 2026, by the Board of Supervisors.

**ATTEST:**

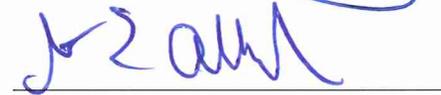


**SUPERVISORS:**



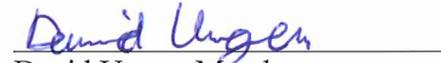
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Ted Gallivan, Chairman



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Stephen Allaband, Vice Chair



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David Unger, Member



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Kristie Brodowski, Member

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Troy Wildrick, Member