

## Chapter A29

### FEES

#### § A29-1. Fee schedule.

**[HISTORY: Adopted by the Board of Commissioners of the Township of Whitehall by resolution, effective 6-9-2005; amended in its entirety 3-9-2009 by Ord. No. 2765. Subsequent amendments noted where applicable.]**

#### § A29-1. Fee schedule.

The fee schedule for the Township of Whitehall is set forth below:

M-1 Amusement game license. No person, firm, association, corporation, or other entity shall place, possess, keep, maintain, exhibit, use or operate or permit to be placed, possessed, kept, maintained, exhibited, used or operated an automatic, mechanical, electrical or electronic amusement game in or upon any building, premises, store or other public or quasi-public place, in their possession within their control within the Township of Whitehall, without obtaining a license therefor subsequent to the payment of the following fees:

- a. License fee: \$100 per machine.
- b. Machines placed after July 1 of the year: \$50 per machine.
- c. Transfer fee: \$10 per machine.

M-2 Billboards. See signs.<sup>1</sup>

M-3 Business license. Any person desiring to conduct or to continue to conduct any business, as herein defined, within the Township of Whitehall shall file with the Treasurer an application for a business privilege license. This license shall be conspicuously posted in the place of business for which the said license is issued and shall remain in effect for the license year or fraction of year for which said license was issued. In cases where more than one place of business is conducted, a separate license shall be issued and posted for each place of business.

- a. Initial license fee: \$35 per license.
- b. Renewal license fee: \$35 per license.

M-4 (Reserved)

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<sup>1</sup> Editor's Note: See M-16 of this Schedule.

## WHITEHALL CODE

M-5 Canvassing.

5.01 Peddler's license: \$35 per year or \$10 for three months.

M-6 (Reserved)

M-7 International Codes. All fees noted herein shall be subject to an additional surcharge, where applicable, pursuant to PA Act 157 of 2006, amending the UCC (\$4 as of this writing). [Amended 2-14-2011 by Ord. No. 2851; 2-13-2012 by Ord. No. 2890]

7.01 Appeals. Appeals to the Building Code Appeals Board:

- a. Single-family residences: \$500.<sup>1</sup>
- b. All other appeals: \$1,000.<sup>1</sup>

### NOTES:

<sup>1</sup> All hearings subsequent to the first hearing continued at the request of the applicant will require additional fees for stenographic services and advertising. All such costs must be paid by the applicant prior to final written decision being issued by the Board.

7.02 Building. No permit to begin work for building construction, alteration, or other building operations shall be issued until the applicable permit fee therefor has been paid in full to the Township.

- a. One- and two-family residential additions or new construction work including placement of industrialized or modular home: pursuant to contracted agent fee schedule (Exhibit 2A),<sup>2</sup> plus administrative fee of \$10.
- b. New multifamily, commercial and industrial construction work and additions: pursuant to contracted agent fee (Exhibit 2A) schedule, plus administrative fee of \$20.
- c. Alterations and repairs: one- and two-family residential dwellings:
  - 1. A permit fee as noted on the attached contracted agent fee schedule (Exhibit 2A), plus an administrative fee of \$10 will be charged for alterations or repairs on one- and two-family residential structures, including but not limited to concrete patios, concrete porches, satellite dishes or antennas, decks and any other addition or alteration requiring the securing of a building permit pursuant to the Pennsylvania Uniform Construction or Township Building Codes.
- d. Alternative power and heating systems (plus plan review fees): per contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.

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<sup>2</sup> Editor's Note: Exhibit 2A is on file in the Township offices.

## FEES

- e. Alterations/repairs: multifamily residential, commercial, or industrial structures: Fees shall be per the contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$20.
- f. Sprinkler/fire protection systems: Fees shall be per the contracted agent fee schedule, plus administrative fees of \$10 for residential one- and two-family dwellings and \$20 for all others.
- g. Driveways:
  - 1. New one- and two-family residential driveways and parking lots: pursuant to contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.
  - 2. Existing residential driveways: pursuant to contracted agent schedule (Exhibit 2A), plus administrative fee of \$10.
  - 3. Existing commercial, apartment or industrial driveways and parking lots: pursuant to contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$20.
  - 4. New commercial or industrial driveways and parking lots: pursuant to contracted agent Fee Schedule (Exhibit 2A), plus administrative fee of \$20.
- h. Swimming pools:
  - 1. Aboveground pools: pursuant to contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.
  - 2. In-ground pools: pursuant to contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.
  - 3. Temporary/storable/removable aboveground pool: \$40 per season (contracted agent fee of \$30, plus administrative fee of \$10); permit valid for a period of five months from the date of issuance. Pool must be removed completely at the end of the season; otherwise it will be considered a permanent aboveground pool.
- i. Building plan reviews: per contracted agent fee schedule (Exhibit 2A).

7.03 Consultant/contracted service fees, Uniform Construction Code. Where the Township contracts with any third party agency for the review of plans or enforcement of codes as is required under the Pennsylvania Uniform Construction Code (Pennsylvania Act 45), the permit applicant shall be responsible for the payment of all fees associated with the enforcement of the codes including, but not limited to, plan review, inspection, permit and hourly consultation fees. Said fees shall be as established from time to time by the

## WHITEHALL CODE

Board of Commissioners as submitted by the contracted agency for performing such services. All such fees shall include a municipal administrative fee and PA Act 13 surcharge.

### 7.04 Demolition.

- a. Existing main one- and two-family residential building: per contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.
- b. Existing one- and two-family residential accessory building: per contracted agent fee schedule plus administrative fee of \$10 (Exhibit 2A).
- c. Commercial/industrial/multifamily residential structures: fees pursuant to contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$20.

### 7.05 Electrical Code. A permit shall be required for all electrical installations in new or existing buildings, including but not limited to duct work, central heating, heat pumps, duct heaters, air conditioning, low-voltage wiring (such as telephone and data wiring, as well as satellite dish and antenna wiring); and in all instances where the cost of installation, including labor and materials but not including fixtures or new or replacement appliances, exceeds a value of \$100.

- a. One- and two-family electrical administrative fee: \$10.
- b. Commercial, industrial or multifamily electrical administrative fee: \$20.
- c. Electrical permit/inspection fees: fees shall be in accordance with contracted agent fee schedule (Exhibit 2A).
- d. Minimum inspection fee: \$57.25.
- e. A special fee may be charged for services and/or conditions not provided for in this schedule.
- f. The fees set forth above include only the listed number of inspections. A fee of \$57.25 for reinspection will be charged per visit for: failure to have access to job site; requesting an inspection on incomplete work; and violation visits.
- g. Inspection fees for annual electrical permits shall be paid by all commercial and industrial manufacturing facilities, pursuant to Whitehall Township Ordinances. In place of the scheduled fee, the property owner may secure an annual electrical permit (the cost of which shall be determined at the time of application) to cover necessary maintenance-related electrical work. A log must be kept of all work done and must be

## FEES

available for regular inspection and review by the Electrical Inspector. Fees for such a permit shall be in accordance to contracted agent fee schedule (Exhibit 2A).

- 7.06 Energy Code. The following administrative fee shall be paid in addition to the contracted agent inspection fees for any Energy Code related inspections:
  - a. Residential: \$10.
  - b. Commercial: \$20.
- 7.07 Fire Prevention Code. Permit and inspection fees shall be in accordance with contracted agent fees, plus the following administrative fees: **[Amended 5-13-2019 by Ord. No. 3152]**
  - a. Blasting/explosives: \$50.
  - b. Fireworks: \$50.
  - c. Vehicle repair shop: \$25.
  - d. Flammable and combustible liquids, storage, etc.: \$25.
  - e. Flammable and combustible liquids, tanks and equipment: \$25.
  - f. Commercial tents less than 900 square feet: \$30.
  - g. Tents over 900 square feet: \$50.
  - h. Vehicles parked inside a structure for display: \$25.
- 7.08 Mechanical Code, permit fees.
  - a. One- and two-family residential: per contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.
  - b. Commercial, industrial and multifamily residential: per contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$20.
- 7.09 PA Act 13 surcharge. Prior to the issuance of any building permit, all permit applicants shall also be subject to a minimum surcharge of \$4, as required by Pennsylvania Act 13, amending the Uniform Construction Code, or the amount as amended by the State Legislature.
- 7.10 Plumbing Code, permit fees.
  - a. One- and two-family residential dwellings: per contracted agent fee schedule (Exhibit 2A), plus administrative fee of \$10.

## WHITEHALL CODE

1. First three fixtures.
  2. Each additional.
  3. New water line or repair from curb box.
  4. Sanitary sewer hookup (each lateral).
  5. Storm sewer connections.
  6. Water softeners.
  7. Water supply and drainage connections to heating/cooling/sprinkler systems.
- b. Multifamily residential, commercial and industrial: per contracted agent fee schedule plus administrative fee of \$20.
- c. Plumber license fees:
1. Master plumber (yearly rate): \$75.
  2. Journeyman plumber (yearly rate): \$50.
  3. Temporary license, master or journeyman (calendar year only): \$110.
- d. Plumbing license examination fees:
1. Master plumber (includes year license): \$100.
  2. Journeyman plumber (includes year license): \$50.
- 7.11 Property Maintenance Code.
- a. Stormwater management facility inspection:
1. Commercial, industrial or multifamily residential facility: \$500.
  2. One- and two-family residential facility: \$50.
- b. Certificate of occupancy inspection fees for existing structures (all fees to be paid at time of inspection request):
1. Residential dwellings:

## FEES

- (a) Single-family, sale or lease, Single-family townhouse, single-family twins, semi-attached individual condominium units and mobile homes, sale or lease: \$50 per unit.
  - (b) Multifamily (apartments) lease in an entirely residential structure: \$30 per unit.
  - (c) Multifamily (apartment) lease in a mixed use structure: per contracted agent fee schedule (Exhibit 2A), plus \$20.
  - (d) Multifamily (apartments), both in entirely residential and mixed use, sale: per contracted agent fee schedule (Exhibit 2A), plus \$20.
2. Commercial and industrial buildings: per contracted agent fee schedule (Exhibit 2A), plus \$20.
  3. Accessory structures (commercial/industrial only): per contracted agent fee schedule (Exhibit 2A), plus \$20.
  4. Reinspections pertaining to the same change of ownership or occupancy:
    - (a) Residential rental only: \$30 for third inspection; \$35 for fourth and subsequent inspections.
    - (b) All others: per contracted agent fee schedule (Exhibit 2A).
  5. Assisted living facilities, skilled care facilities and hotels: \$850 (annual inspection).
  6. Temporary/conditional certificates of occupancy:
    - (a) Residential single-family: fee of \$50, plus deposit of \$100.<sup>1</sup>
    - (b) Residential rental up to five units: fee of \$100, plus deposit of \$250.<sup>1</sup>
    - (c) All others: \$250, plus deposit of \$500.<sup>1</sup>

### NOTE:

- <sup>1</sup> The deposit will be refunded to the applicant if and when all conditions are satisfied on the temporary/conditional certificate of occupancy. However, the deposit will be relinquished to the Township if all conditions of the certificate of occupancy are not satisfied within 18 months or sooner of the date of the issuance of the temporary certificate, and the Township will proceed with all enforcement action for no valid certificate of occupancy.

- 7.12 Reinspection fees. A reinspection fee pursuant to the contracted agent fee schedule (Exhibit 2A) shall be charged per visit for: failure to have access to job site (this includes the failure to provide safe entranceways and/or ladders

WHITEHALL CODE

where stairs are not yet installed); requesting an inspection on incomplete work; and violation visits. These fees, when assessed, will be charged to the individual requesting the inspection, and must be paid in full prior to final inspection approval.

7.13 Penalty fees. Any person who commences any work requiring the issuance of a permit pursuant to the Uniform Construction Code, Zoning Ordinance, the Building, Plumbing, Mechanical, Electrical and Fire Prevention Codes, before obtaining the necessary permits, shall be subject to 100% of the usual permit fee for such work in addition to the required permit fee.

7.14 Fire inspection fee schedule. **[Added 8-12-2019 by Ord. No. 3170]**

a. Initial, annual or biannual fire inspection for all structures:

1. Less than 2,000 square feet: \$150.
2. 2,001 to 10,000 square feet: \$200.
3. 10,001 to 25,000 square feet: \$250.
4. 25,001 to 50,000 square feet: \$300.
5. 50,001 to 75,000 square feet: \$350.
6. 75,001 to 100,000 square feet: \$500.
7. 100,001 to 200,000 square feet: \$750.
8. 200,001 to 300,000 square feet: \$1,000.
9. 300,001 to 500,000 square feet: \$1,500.
10. Greater than 500,001 square feet: \$2,000.

b. Any additional reinspections which are not an initial, annual or biannual fire inspections shall be billed to the property owner at a rate of \$65 per hour. Such billing shall be for a minimum of one hour, and shall continue after the first hour in thirty-minute increments thereafter.

M-8 Copying/record reproduction charges.

8.01 Photocopying per page:

- a. Eight and one-half inches by 11 inches: \$0.25.
- b. Eight and one-half inches by 14 inches: \$0.30.



## FEES

- c. Eleven inches by 17 inches: \$0.50.
  - d. Eight and one-half inches by 11 inches, color copies: \$0.50.
  - e. Copies of redacted records for viewing 8 1/2 inches by 11 inches, 8 1/2 inches by 14 inches, 11 inches by 17 inches: \$0.25 per sheet.
- 8.02 Formatted computer disk: \$5.
- 8.03 Certification of any document as a true and correct copy of a Township record: \$5.
- 8.04 Postage or express mail charges to respond to request for public record by forwarding records to requestor: actual cost incurred by the Township.
- 8.05 Reproduction of record by third party when Township does not have necessary equipment: actual cost incurred by the Township.
- 8.06 Engineering copies (provided same are not copyrighted): \$7 per sheet.
- 8.07 Inspection lists: \$15.
- 8.08 Certificate of occupancy duplicates: \$5.
- M-9 Exemptions. All fees contained herein may be waived by resolution of the Whitehall Township Board of Commissioners when the applicant is an officer, department, or agent of the Township of Whitehall or any public agency or a 501(c)(3) (or other similar tax exempt designation) charitable entity.
- M-10 Fire or emergency alarms.
- 10.01 Installation permit fees (for which no permit has been secured) [**Amended 5-13-2019 by Ord. No. 3152**]
- a. Residential dwelling: \$45.
  - b. Commercial or industrial building: \$75.
- 10.02 Report fees.
- a. Incident reports: \$20.
  - b. All other reports: \$20.
- 10.03 Excessive false alarms:
- a. Residential dwelling: \$25.

## WHITEHALL CODE

- b. Commercial or industrial building: \$200.
- 10.04 Copies of fire reports: \$20.
- M-11 Junkyard permits.
  - 11.01 Less than 12,000 square feet: \$500.
  - 11.02 Twelve thousand square feet or more but less than 30,000 square feet: \$1,000.
  - 11.03 Thirty thousand square feet or more: \$1,500.
- M-12 Liquor license transfer application. Prior to any liquor license being transferred into Whitehall Township from another municipality within Lehigh County, pursuant to the State Liquor Code, a hearing shall be held. Since this hearing will include the cost of advertising, the cost of stenographic services as well as other processing costs, an application fee shall be paid prior to the scheduling of the hearing. No applications shall be considered without these fees having first been paid in full. **[Amended 2-14-2011 by Ord. No. 2851]**
  - 12.01 Application fee: \$3,500.
- M-13 Municipal liens.
  - 13.01 Amounts. All municipal liens filed shall state and include the following amounts:
    - a. Claim or assessment of all fees remaining unpaid.
    - b. Interest accrued on the amount remaining unpaid, at the rate of 10% per annum (except curb and sidewalk liens which shall accrue interest at a rate of 5% per annum).
    - c. Administrative charge of \$50.
    - d. Lien filing and satisfaction costs, in an amount as specified by the Township Solicitor.
  - 13.02 Attorney fees. Municipal liens shall include reasonable attorney's fees based upon a rate of \$75 per hour.
- M-14 Penalty. No permit or license shall be issued nor shall the Township review any plan until such time as all fees and costs associated with the enforcement of all applicable codes have been paid in full, including, but not limited to, plan review, permit, inspection and/or penalty fees. In the event that fees and/or costs are not paid within 30 days of the Township's written demand therefor, the Township may institute legal proceedings to collect all such fees and/or costs due, together with interest, reasonable attorney's fees and costs of collection. For purposes of this chapter, the term "costs of

## FEES

collection” shall mean all fees, costs, and expenses incurred by the Township prior to litigation and/or the commencement of a legal proceeding as a result of filing and litigating such legal proceeding, as a result of settling any claim or threatened action and/or as a result of removal of any liens affecting any property related to the fees and/or costs.

M-15 (Reserved)

M-16 Planning, zoning and development. **[Amended 2-14-2011 by Ord. No. 2851]**

16.01 Act 167 Stormwater Management Plan drainage reviews. A separate fee for the review of Act 167 drainage plans or any waiver requests to same not associated with a land development or subdivision plan review shall be charged as follows:

- a. Initial fees:
  1. Single residential lot: \$100.
  2. All other uses: \$100, plus \$50 per acre or fraction thereof (acreage rounded up to the next whole amount).
- b. Plus the property owner/applicant will be required to pay all engineering fees incurred by the Township over these initial amounts.

16.02 Administrative fees on developer’s escrow accounts. The administrative charge for the establishment and maintenance of developer’s escrow accounts for review of conditional use, subdivisions, and land developments shall be 1% per annum of the highest balance on deposit for each developer at any time during the course of the calendar year, and shall be paid over to the Township General Fund on an annual basis. In no event, however, shall the administrative charge be less than \$50 per annum.

16.03 Cellular towers and antennas. This permit fee shall encompass the concrete pad, fencing, and equipment shelter/s as well as the tower structure. It shall not include paved parking areas or access drives, nor shall it include any electrical or plumbing or related work.

- a. Erection of new tower, first antenna: \$150, plus contracted agent fees.
- b. Each additional antenna mounted on existing tower structure: \$75, plus contracted agent fees.

16.04 Conditional use appeals.

- a. Single-family residential: \$75.
- b. Residential, up to and including five units: \$500.

## WHITEHALL CODE

c. All other appeals: \$1,000.

16.05 (Reserved)

16.06 Forestry permit: \$500.

16.07 (Reserved)

16.08 Reimbursement escrow for subdivision and land development review.

- a. Minor subdivisions, up to and including five residential units, preliminary or sketch plans: \$500.<sup>1</sup>
- b. Major subdivisions, land developments, preliminary or sketch plans: \$1,000, plus \$100 per acre or fraction thereof; to a maximum amount of \$10,000.<sup>1</sup>
- c. Request for consultation by Township Engineer and/or solicitor, or requests for meetings to discuss proposed development or approved development plans sold by original developer, preliminary information meetings with engineer or other Township consultants such as the traffic engineer: \$2,000.<sup>1</sup>

### NOTE:

- <sup>1</sup> This sum shall be held by the Township in escrow to reimburse itself for any and all fees for all legal and engineering and professional consultant expenses (including, but not limited to, architects, certified public accountants, geologists, land surveyors, landscape architects and planners) incurred by the Township in processing the minor subdivision, major subdivision, requests for consultation, sketch, preliminary and final plans and the inspection of installed improvements. As soon as this escrow decreases by 50%, the developer shall make payment in an amount necessary to fully fund the account.

16.09 Signs and billboards.

- a. Outdoor advertising license: \$250 per year
- b. Commercial sign permit, signs 16 square feet or less: \$50.<sup>1,3</sup>
- c. Commercial sign permit, over 16 square feet: \$100, plus \$1 per square foot of sign display area.<sup>1,3</sup>
- d. Temporary signs: \$100 per sign plus escrow of \$100.<sup>1,2</sup>

### NOTES:

- <sup>1</sup> Fees are hereby exempted for public or semipublic religious, educational institutions.
- <sup>2</sup> Escrow is placed in a non-interest-bearing account and will be forfeited if the sign is not removed at the end of permit period.
- <sup>3</sup> Does not include contracted agent fees for plan review, electrical, permit or inspection.

16.10 Subdivision review fees.

## FEES

- a. Minor subdivision (up to and including five residential lots), preliminary or sketch plan: \$100.
- b. Major subdivision, sketch or preliminary plan: \$200, plus \$50 per acre or fraction thereof (rounded to the next whole number).
- c. Final plan submission: \$100.

### 16.11 Use permits (zoning). [Amended 2-13-2012 by Ord. No. 2890]

- a. Residential no-impact home occupations: \$25.<sup>1</sup>
- b. Residential impact home occupations: \$50.<sup>1</sup>
- c. Commercial/industrial/all others: \$250.<sup>1</sup>
- d. Temporary use permit (per event): \$1,000.<sup>1</sup>
- e. Family day-care facility: \$50.<sup>1</sup>
- f. Use permit transfer fee:<sup>2</sup> 25% of original fee.
  
- g. Zoning permits (those items not regulated by the Uniform Construction Code, including but not limited to fencing six feet or less in height, detached accessory structures such as sheds, carports, storage buildings, residential satellite dishes and any other items regulated by the Whitehall Township Zoning Ordinance. For signs see Section M-16.09):
  - (1) Residential: \$5 per \$500 of cost of improvement or fraction thereof; minimum permit fee \$20.
  - (2) Commercial: \$10 per \$500 of cost of improvement or fraction thereof; minimum permit fee \$50.
  
- h. Kiosks/carts within existing enclosed retain areas: \$75.<sup>1</sup>

#### NOTES:

<sup>1</sup> Plus applicable permit, plan review and inspection fees.

<sup>2</sup> Transfer fee only applies when the actual use of the property is not changing, only when the ownership changes.

### 16.12 Zoning Hearing Board appeals.

- a. Appeals involving single-family residences: \$150.
- b. Appeals involving residences up to and including five units: \$500.
- c. All other appeals: \$1,000.
- d. Additional fee for appeals that involve calculations or review by the Township Engineer (floodplain, impervious calculations, plan review, etc.): \$250.

## WHITEHALL CODE

- e. Continuance fee (when appeal is continued by applicant): 25% of original filing fee, per request.

16.13 Zoning Ordinance amendments. Application to the Whitehall Township Board of Commissioners for the supplement, change, modification or amendment of any provision of the Zoning Regulations or of the zoning classification of any property situate within the Township shall, upon filing of such application, pay a filing fee of \$2,500 for each such application, and shall be responsible for payment of all stenographic and advertising costs incurred by the Township in connection with such application.

### M-17 Police.

17.01 (Reserved)<sup>3</sup>

17.02 Reproduction of paper for civil case: \$50 per request.

17.03 Dogs at large taken into custody of police: \$15.

17.04 Dumpsters in the public right-of-way: \$50.

17.05 Fingerprinting processing fee: \$25 per request.

17.06 Reproduction of photographs for civil case: \$50, plus cost of photo reproduction.

17.07 Report fees. **[Amended 5-13-2019 by Ord. No. 3152; 8-12-2019 by Ord. No. 3171]**

- a. Criminal histories (only arrest and convictions): \$20.

- b. Incident and accident reports: \$15.

- c. All other reports: \$20.

17.08 Research of records: \$25 per request.

### M-18 Recreation.

18.01 Recreation fees.

- a. Where required by the Whitehall Township Board of Commissioners, all applicants for residential subdivision or development (single-family, multifamily, townhouses, twins, condominiums, and apartments) shall

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<sup>3</sup> Editor's Note: Subsection 17.01, which set the fee for a bicycle license, was repealed 5-13-2019 by Ord. No. 3152.

## FEES

pay a fee of \$2,000 per new residential unit and/or lot created for the purpose of providing recreational services to residents.

- b. All monies contributed by the developer shall be placed in an a Whitehall Township recreation escrow account in the following manner:
  1. For developments consisting of up to and including five building lots: the fee must be paid in total prior to the recording of the final plan at the Lehigh County Courthouse.
  2. For developments of over five lots: 50% of the appropriate fee must be paid in total prior to the recording of the final plan. Thereafter the remaining 50% of the fee must be paid in total within 180 days of plan recording, or prior to the issuance of any certificates of occupancy for any structure in the development, whichever comes first. This remaining 50% must be secured in the construction security posted by the developer for the development in order to secure any building permits.

18.02 Pool passes. These fees are as established from time to time by resolution of the Board of Commissioners, and Township administration must be contacted for current fee each calendar year.

18.03 Camp Whitehall. These fees are as established from time to time by resolution of the Board of Commissioners, and Township administration must be contacted for current fee each calendar year.

18.04 Facility reservation fees. Pursuant to Ordinance No. 2652,<sup>4</sup> a reservation fee and proof of insurance is required of any person or team wishing to reserve a field, court or pavilion, unless exempted per this chapter. **[Amended 2-10-2014 by Ord. No. 2961; 5-13-2019 by Ord. No. 3152]**

- a. Reservation fees:
  1. Baseball, football, soccer, lacrosse, and field hockey fields: \$25 per game; \$75 per day per field.
  2. Basketball courts: \$25 per game; \$75 per day per court.
  3. Volleyball and tennis courts: \$25 per game; \$50 per day per court.
  4. Small (two tables) open air pavilion: \$25 per day, resident rate; \$50 per day, nonresident rate.
  5. Large (three or more tables) open air pavilion: \$50 per day, resident rate; \$100 per day, nonresident rate.

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<sup>4</sup> Editor's Note: See Ch. 16, Parks and Recreation, Art. III, Athletic Fields, Game Courts or Park Pavilions.

## WHITEHALL CODE

6. Band trailer: \$400 plus insurance policy.
  7. Rental of either the Cementon Playground Community Building or the West Catasauqua Playground Community Building: \$300 per day, resident rate; \$400 per day, nonresident rate.
- b. Proof of insurance:
1. Personal injury or death: \$500,000 per each occurrence; \$1,000,000 aggregate.
  2. Property damage: \$250,000.
- c. Notwithstanding the above, Whitehall Township resident league teams or groups shall be entitled to reserve a field, court or pavilion without the payment of the reservation fee. Such fee-exempt groups shall include:
1. A group which lists a minimum of 80% of its members as Whitehall Township residents by its official roster or membership list.
  2. A group representing a Whitehall Township playground athletic association; dependent on a valid lease agreement/insurance proof with Whitehall Township.
  3. A group composed of members of a service officially recognized and otherwise funded, in whole or in part, by the Township of Whitehall (i.e., volunteer firemen's league, Environmental Advisory Council, etc.).
  4. A private nonprofit group with official offices in Whitehall Township (i.e., V.F.W., church, Rotary Club, etc.)

Fee-exempt groups must still obtain a valid Whitehall Township recreation facility permit from the Township to reserve playing fields, courts or pavilions.

- M-19 Relocation of buildings. Moving of any building along or across any street or highway, for each day that the structure or moving equipment remains, crosses, or in any way occupies the public right-of-way of a street, alley, road or lane: \$150 per day.
- M-20 Sewage enforcement services. Sewage enforcement services shall be provided by the Township's designated engineer, and the property owner or his/her representative shall arrange an appointment with the Township's Sewage Enforcement Officer (SEO) and shall be responsible for all fees associated with all processes involved in evaluating, establishing and maintaining an on-site septic system.
- M-21 Streets.



## FEES

- 21.01 Curbs and sidewalks. Prior to the construction or reconstruction of any curb, a permit authorizing the work shall be secured and the fee set forth hereinafter paid for the Township stake out (where required by Township for new curbing, not replacement): \$50 for 40 linear feet (or any fraction thereof) plus \$1 for each additional linear foot.
- 21.02 Curb and sidewalk waiver requests. **[Amended 9-14-2009 by Ord. No. 2794]**
- a. All requests: \$500.
- 21.03 Extended payment plan for curbs and sidewalks.
- a. When curb and sidewalk installation is required by the Township as part of the Township Curb and Sidewalk Program and when an extended payment plan is chosen for payment of installation of curbing and/or sidewalk, the property owner shall pay an administrative fee of \$50, which is to reimburse the Township for its additional costs incurred in administering the installment payment plan. This fee does not include the costs and expenses related to filing and satisfying a municipal lien. This administrative fee shall be added to the amount of the assessment or claim in any municipal lien which is filed. Payment plans available (to be selected by the property owner) are as follows:
1. Payment in full within 45 days of the date of invoice from the Township: discount of 1%.
  2. Payment in full after the 45th day of the date of the invoice from the Township, but prior to the 90th day: invoice amount.
  3. One-year payment plan: semiannual billing plus interest rate of 5% per annum on all outstanding amounts.
  4. Two-year payment plan: semiannual billing plus interest rate of 5% per annum on all outstanding amounts.
  5. Three-year payment plan: semiannual billing plus interest rate of 5% per annum on all outstanding amounts.
- b. Prior to the construction or reconstruction of any sidewalk, a permit authorizing the work shall be secured. There is no fee applicable to sidewalk construction or reconstruction.
- 21.04 Street openings and excavations. Prior to the opening or excavating of any Township street or alley, application shall be made to the Township for a permit authorizing such work. Fees for said permit shall be paid in full at time of filing said application in accordance with the following schedule. The cost

## WHITEHALL CODE

of the permit shall be the sum total of the issuance (\$25 in all cases), inspection, occupying, degradation and restoration permit costs.

- 21.05 Degradation. If a street is proposed to be opened and said street has been constructed or resurfaced within 10 years of the date of the application, a fee shall be charged for degradation (per square yard) as follows (with a minimum two-square-yard fee):
- a. A street less than one year old: \$150 per square yard.
  - b. Less than two years old: \$140 per square yard.
  - d. Less than three years old: \$130 per square yard.
  - e. Less than four years old: \$120 per square yard.
  - f. Less than five years old: \$110 per square yard.
  - g. Five to 10 years old: \$100 per square yard.
- 21.06 Inspection. Fee for inspection of backfill of trenches and pavement restoration:
- a. More than 30 square yards: \$6 per square yard.
  - b. Ten point one to 30.0 square yards: \$12 per square yard.
  - c. Ten square yards and less: \$18 per square yard.
  - d. Minimum charge: \$75.
- 21.07 Occupancy of right-of-way.
- a. Railroad tracks, overhead, under grade or at grade:
    1. One hundred feet or less: \$75.
    2. Each additional 100 feet or fraction thereof: \$7.50.
    3. Removal: \$15.
  - b. Inspection fee for placement of new utility poles, addition of guy wires, or additional facilities to telephone, telegraph or power utility poles:
    1. One to five poles: \$30.
    2. Each additional pole over five: \$5.
    3. Replacement of poles in existing location: \$10.

## FEES

- c. Conduit or underground pipelines:
    1. Length along street of 50 feet or less: \$40.
    2. Each additional 100 feet or fraction thereof: \$25.
    3. Crossing of main line from one side of the street to other side: \$40.
    4. Service connection, each: \$30.
    5. Manholes, if placed with main permit operations: \$25.
- 21.08 Restoration. Prior to the issuance of a permit, a deposit shall be made by the applicant with the Township to cover the cost of street restoration in the event that the work performed by the applicant is unsatisfactory. The amount of this deposit shall be in accordance with the following:
- a. Improved surface (concrete, bituminous, etc.) up to 10 square yards; charge based on area to nearest square yard: \$200.
  - b. Each additional square yard or fraction thereof over 10 square yards: \$75.
  - c. Minimum charge, improved surface: \$1,000.
  - d. Earth or other unimproved surface: \$25 per square yard.
  - e. Minimum charge, unimproved surface: \$500.
- 21.08.1 In computing the fee for surface restoration, 24 inches shall be added to the actual width of the trench as allowance for over-excavation and proper joining of the new pavement to the old pavement.
- 21.08.2 The deposit, or any unused portion of such deposit shall be retained by the Township until the permanent restoration is satisfactorily completed. Thereafter, 75% shall be released, and the Township will hold the remaining 25% for 24 months following the completion of restoration work. The balance shall be returned to the applicant by the Township Treasurer upon written notification from the Township Bureau of Development.
- 21.08.3 The deposit fees for restoration may not be charged to utility companies regulated by the Pennsylvania Public Utility Commission, at the discretion of the Township based upon the extent of the work being done.
- 21.08.4 In the event that the permit applicant fails to satisfy any outstanding charges related to street opening, the balance outstanding shall be filed as a municipal

## WHITEHALL CODE

lien against the property on which the permit was issued and/or the street opening was requested.

- 21.09 Street vacations. **[Amended 2-14-2011 by Ord. No. 2851]**
- a. Due to the expenses associated with a request for vacation of a Township right-of-way, any person requesting the vacation of any street, alley, etc., shall reimburse the Township for any and all legal and engineering fees incurred as a result of reviewing and/or administering the vacation. Said reimbursement is authorized by the Township's adoption of the Administrative Code.
  - b. The applicant is required to make an initial deposit of \$5,000 with the Township, which will be placed in an account to be maintained and monitored by the Township. It is hereby noted that the applicant is responsible for payment of all fees and costs, including those that may be in excess of the initial deposit of \$5,000.
  - c. Any and all legal and engineering fees incurred as a result of reviewing and/or administering the vacation will be deducted from the account.
  - d. An initial charge of \$500 will be immediately deducted from the account as a fee to reimburse the Township for administrative and advertising costs.
  - e. After all fees and costs have been paid in full and the vacation request has been completely processed, any remaining balance in the account will be returned to the applicant.
- M-22 Traffic impact fees.
- 22.01 Fees shall be as established by the Board of Commissioners per peak p.m. trip, and shall be amended from time to time. Per Ordinance No. 2749, adopted December 8, 2008: \$811.81.
- M-23 Tanks. Flammable and combustible tanks in excess of 300 gallons:
- 23.01 Placement/installation of residential tanks: \$30 per tank, plus contracted agent fees.
  - 23.02 Placement/installation of commercial/industrial tanks: \$250 per tank plus contracted agent fees.
  - 23.03 Removal: \$50 per tank.
  - 23.04 Residential fuel and gas storage tanks 300 gallons or less, installation or removal: \$20.

## FEES

M-24 Temporary utility trailers and storage containers. For the use and storage of temporary utility trailers and storage containers: **[Amended 2-13-2012 by Ord. No. 2890]**

24.01 Job site and sales trailers: per contracted agent fee Schedule (Exhibit 2A), plus administrative fee of \$20 and \$1,000 reimbursable escrow.

24.02 Storage trailers/containers: \$150 per trailer plus \$1,000 reimbursable escrow.

24.03 Reimbursable escrow is a deposit, placed in a non-interest-bearing account, which shall be refundable only in the event that said temporary trailer is removed at the end of the duration of the building permit. Failure to remove said trailer by expiration deadline will result in the forfeiture of the deposit.

M-25 Tax Appeals Board fees. Pursuant to Ordinance No. 2170,<sup>5</sup> the following administrative fees shall be charged for any appeals filed with the Whitehall Township Tax Appeals Board:

25.01 Single-family dwelling: \$75.

25.02 Dwellings, up to and including four units: \$150.

25.03 All other appeals: \$350.

Furthermore, the applicant will be required to reimburse the Township for any and all advertising costs associated with the appeal when the applicant is the cause of hearing postponement.

M-26 Weed cutting and codes enforcement. In the event that any person refuses, neglects, or fails to comply with any of the terms or provisions of the Township Weed, Building, Electrical, Fire Prevention, Plumbing, Property Maintenance, Zoning and other related ordinances, despite previous notification, the Township of Whitehall shall, through its own agents, contractors and/or employees, cause said violation to be abated, together with any cleanup or related work to be required. The cost and expense thereof, including but not limited to administration, and supervision; transportation of equipment, equipment rental, equipment operator, incidental labor, legal and advertising fees, storage and disposal costs. The total costs and expenses shall be billed to the property owner in addition to an administrative fee of \$300, or 15% of the total cost of the abatement, whichever is greater. Failure to pay any and all fees so assessed shall result in the Township filing a municipal lien in accordance to the provisions of Section M-19 of this part.

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<sup>5</sup> Editor's Note: See Ch. 1, Administration and Government, Art. XIX, Tax Appeals Board.