

East Penn Township
Carbon County, Pennsylvania
167 Municipal Road
Lehighton, PA 18235

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RESOLUTION # 2026-06

2026 FEE SCHEDULES

Rev.	11/2/21
Amend.	3/1/21
Amend.	4/1/22
	Rev. 1/3/22
	Rev. 1/6/25
Amend.	1/6/25
Amend.	12/8/25

BE IT HEREBY RESOLVED this 5th day of January 2026 that we, the East Penn Township Board of Supervisors, hereby accept and adopt the following fee schedules.

ALL FEES ARE DOUBLED IF PERMITS ARE ACQUIRED AFTER THE FACT

SECTION I – GENERAL GOVERNMENT

Costs for all copying costs must be paid prior to their release. Prepayment required if fees are expected to exceed \$100.00.

Copying / Printing Fee – Black & White	8.5" x 11" 8.5" x 14" 8.5" x 17"	\$.25 per page side \$.50 per page side \$1.00 per page side
Copying / Printing Fee – Color, Specialized Documents, Non-Standardized Documents		Actual Cost
Certified Copy – per Document * in addition to any copying charges		\$15.00 *
Returned Check Fee * plus any fees imposed upon the Township accounts by the Township depository		\$50.00 *
Zoning Verification Letters		\$75.00

SALE OF DOCUMENTS

SALDO – Subdivision / Land Development Ordinance	\$30.00
Stormwater Management Ordinance with Plates (drawings)	\$30.00
Construction Standards	\$30.00

Zoning Ordinance with Map	\$30.00
Zoning Map only	\$10.00
Zoning Ordinance Book only	\$20.00

SECTION II – PERMITS

Moving Permit – In / Out / Within Township	\$5.00
After-the-fact Permit	\$10.00
Paving Permit – Driveway Abutting Township Road	\$75.00
Peddler’s Permit – Application Fee	\$65.00
Plus – per Day	+ \$ 5.00
Plus – per Week	+ \$10.00
Plus – per Month	+ \$20.00
Plus – per Year	+ \$50.00
Road Occupancy Permit – Driveway Abutting Township Road	\$75.00
Renewal for Additional 12 Months – any permit	\$125.00
Demolition Permit	\$75.00
Sign Permit	\$70.00 plus \$0.10 per sq. foot

SECTION III – SALDO – SUBDIVISION / LAND DEVELOPMENT

Engineer & SEO fees charged according to their respective fee chart are additional to the following. Professional consultant fees as defined by the Pennsylvania Municipal Planning Code are charged at actual cost.

FEES ARE IN ADDITION TO THE SALDO ESCROW ACCOUNT FEE

Review of Sketch Plan	\$250.00
Minor Subdivision (2-3 lots)	
- Preliminary Plan	\$300.00 plus \$25.00 per lot *
- Final Plan	\$300.00 plus \$25.00 per lot *
- Lot Line Adjustment	\$300.00 plus \$25.00 per lot * * plus engineering fees
Major Subdivision	
- Preliminary Plan	\$850.00 plus \$25.00 per lot *
- Final Plan	\$850.00 plus \$25.00 per lot * * plus engineering fees
Commercial / Industrial Subdivision	
- Preliminary Plan	\$850.00 plus \$5.00 per sq. ft.
- Final Plan	\$850.00 plus \$5.00 per sq. ft.
Land Development – commercial / industrial	

- Submission Fee - Final Plan - Review / Revision	\$850.00 plus * \$850.00 plus * \$850.00 plus * * plus \$25.00 per lot or building
Stormwater Management Plan Review Fee	Base fee of \$100.00 plus \$25.00 per lot plus an escrow account of \$1,000.00 to cover legal and engineering fees with any unused escrow fee refunded; excess costs would be charged
Revision Fee (Minor Subdivision) (Major Subdivision) Commercial / Industrial Subdivision - Revision Fee	\$200.00 plus \$25.00 per lot \$750.00 plus \$25.00 per lot \$850.00 plus \$5.00 per sq. ft.
Engineer Revision Fee	Actual Cost
Field Inspection	Actual Cost
Recreation – In Lieu of Fee – * per proposed dwelling unit SALDO Sec. 3.205F	\$550.00

SALDO – SUBDIVISION / LAND DEVELOPMENT

ESCROW ACCOUNT

Applies on the Preliminary and Final Stage Levels

Balance of the escrow, if any, shall be refunded to the applicant if it has not been exhausted during the review process.

Escrow balance to be replenished when balance reduced to \$500.00

SUBDIVISION / LOT LINE CHANGE – RESIDENTIAL	
0 – 10 lots or dwelling units	\$500 plus \$225 per lot or dwelling unit
11 – 50 lots or dwelling units	\$500 plus \$200 per lot or dwelling unit
51 – 100 lots or dwelling units	\$500 plus \$175 per lot or dwelling unit
101 or more lots or dwelling units	\$500 plus \$150 per lot or dwelling unit
LAND DEVELOPMENT / SUBDIVISION / LOT LINE CHANGE – NON-RESIDENTIAL OR MIXED USES	
1 – 4.99 acres	\$1000 plus \$250 per ½ acre
5 – 24.99 acres	\$1000 plus \$225 per ½ acre

25 – 49.99 acres	\$1000 plus \$200 per ½ acre
100 or more acres	\$1000 plus \$175 per ½ acre

SECTION IV – ZONING

Engineer & SEO fees charged according to their respective fee chart are additional to the following. Professional consultant fees as defined by the Pennsylvania Municipal Planning Code are charged at actual cost.

ZONING PERMITS	
RESIDENTIAL / FARM	
New or Conversion Dwelling Unit	\$400.00 per unit
All Additions & Expansions (porch, patio, deck, etc.)	\$70.00 plus \$.10 per sq. ft.
Accessory building (barn, out-building, storage shed, garage, etc.)	\$70.00 plus \$.10 per sq. ft.
Moving a Building	\$70.00
Change of Use	\$70.00
Pools – Stationary & Permanent	\$70.00 plus \$.10 per sq. ft.
Temporary Permit	\$70.00
Temporary Residence	\$100.00
COMMERCIAL * plus engineer fees (deposit may be required)	
New or Conversion	\$750.00 base plus \$.10 per sq. ft. floor or coverage area
Addition and Expansion	\$450.00 base plus \$.10 per sq. ft. floor or coverage area
Accessory Building	\$ 75.00
Moving a Building	\$ 75.00
Change of Use	\$ 75.00
Temporary Permit	\$ 755.00
Temporary Use Permit	\$150.00
INDUSTRIAL * plus engineer fees (deposit may be required)	
New or Conversion	\$750.00 base plus \$.10 per sq. ft. floor or coverage area
Addition and Expansion	\$450.00 base plus \$.10 per sq. ft. floor or coverage area
Accessory Building	\$ 75.00
Moving a Building	\$ 75.00
Change of Use	\$ 75.00
Temporary Permit	\$ 150.00
Temporary Use Permit	\$ 150.00
Curative Amendment	\$3,550.00 plus legal and

VARIANCE AND SPECIAL EXCEPTION or CONDITIONAL USE**RESIDENTIAL / FARM USE - \$1,800.00 base plus**

(any unused portion is refundable after Admin. charges (Secretary PEMA/FEMA rate) and Zoning Officer admin. charges (\$60.00) are calculated)

For project valuation up to \$50,000.00	\$ 250.00
For project valuation greater than or equal to \$50,000.00 but less than \$100,000.00	\$ 300.00
For project valuation greater than or equal to \$100,000.00 but less than \$200,000.00	\$ 400.00
For project valuation greater than or equal to \$200,000.00 but less than \$400,000.00	\$ 800.00
For project valuation greater than or equal to \$400,000.00	\$1,600.00

COMMERCIAL / FARM USE - \$2,500.00 base plus

(any unused portion is refundable after Admin. charges (Secretary PEMA/FEMA rate) and Zoning Officer admin. charges (\$60.00) are calculated)

For project valuation up to \$50,000.00	\$ 275.00
For project valuation greater than or equal to \$50,000.00 but less than \$150,000.00	\$ 450.00
For project valuation greater than or equal to \$150,000.00 but less than \$450,000.00	\$ 900.00
For project valuation greater than or equal to \$450,000.00	\$1,800.00

INDUSTRIAL USE - \$3,500.00 base plus

(any unused portion is refundable after Admin. charges (Secretary PEMA/FEMA rate) and Zoning Officer admin. charges (\$60.00) are calculated)

For project valuation up to \$50,000.00	\$ 450.00
For project valuation greater than or equal to \$50,000.00 but less than \$150,000.00	\$ 900.00
For project valuation greater than or equal to \$150,000.00 but less than \$450,000.00	\$1,800.00
For project valuation greater than or equal to \$450,000.00	\$3,600.00

Refundable portion of fee schedule will be used to pay reasonable fees with respect to the administration.

TEMPORARY USE PERMIT (SPECIAL EXCEPTION)

Residential Use	\$1,800.00 plus ½ stenographer
Commercial Use	\$2,500.00 plus 1/2 stenographer
Industrial Use	\$3,500.00 plus 1/2 stenographer

AUTHORIZATION FOR CHANGE OF A NON-CONFORMING USE (SPECIAL EXCEPTION)

Residential Use	\$1,800.00 plus 1/2 stenographer
Commercial Use	\$2,500.00 plus 1/2 stenographer
Industrial Use	\$3,500.00 plus ½ stenographer

APPEAL OF RULING ON DECISION OF THE ZONING OFFICER

Residential Use	\$1,800.00 plus 1/2 stenographer
Commercial Use	\$2,500.00 plus ½ stenographer

Industrial Use	\$3,500.00 plus 1/2 stenographer
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SECTION V – UCC – UNIFORM CONSTRUCTION CODE

All Building Permits require a refundable \$100.00 check made out to the Township to ensure building permits are closed out and a Final Certificate of Occupancy is received. Upon the final inspection a refund will be issued within 30-days. If failure to finish construction with a final inspection within 18-months of permit issuance the \$100.00 will be forfeited unless an extension is requested and paid for.

Building Code Official and UCC Inspector fees are as set by the appointed BCO and/or UCC Inspection Service	
Building Permit Administrative Fee	30% of the Inspection Fee charged
UCC Joint Board of Appeals Application Fee	\$3,000.00

SECTION VI – SEO – SEWAGE ENFORCEMENT OFFICER

SEO fees set and charged by SEO and/or Alternate according to their respective fee schedules.

SECTION VII- PLAYGROUND & COMMUNITY CENTER

RENTAL OF FACILITIES	
Playground & Community Center: Checks, money orders, certified checks; no cash rental payments	
Playground – Ashfield Playground - \$50 refundable clean up deposit required	\$100.00
Community Center: * - Rates shown below -	
Small functions (birthday parties, showers, etc.) NO USE OF KITCHEN	\$300.00 maximum of 4 hours *
*Flat fee of \$50 refundable clean up deposit is required Rental time will include the time for set up and breakdown	
Daily Rent of Community Center Large functions. NO USE OF KITCHEN	\$500.00

<p>*Flat fee of \$100 refundable clean up deposit required Rental time will allow for opening at 9am the day of the event, the facility closes at midnight.</p>		
Mid-week rental rate (Monday-Thursday)	\$80.00 Up to 2 hours* Additional hours avail.	
* Bartender fees in addition to above- Maximum 6 hours Any event serving alcohol will require a Bartender to serve per our insurance liability. Any event over 75 patrons requires 2 Bartenders.	\$80.00	

SECTION VIII – SANITARY SEWER SYSTEM

Quarterly User Charge – per EDU	\$220.00
Pro-Rated Daily User Charge	\$2.42
Late Fee – if Quarterly User Charge not paid within 45 day of Due Date – Resolution 2019-08	\$10.00 per month
Hook-Up Fee – Single Residence – 1 EDU	\$3,728.21
Hook-Up Fee – Shared Lateral – each EDU	\$2,806.71
Hook-Up Fee – Single Residence - Paid on Installment – paid in 5 equal quarterly payments of \$783.00	\$3,915.00

SECTION IX – MISCELLANEOUS ITEMS

Field Inspection Fee – Residential / Commercial / Industrial	\$65.00 / hour or rate billed by engineer, whichever is higher
Appeals to Board of Supervisors	\$410.00 plus stenographer fees
Roadmaster Inspection- Roadcrew sign installation	\$65.00

SECTION X- PARKS /RECREATION

Non-Commercial Fees / Permits:

➤ **Pavilion Rental (1-day)**

- Resident - No Charge \$50 Cleanup Deposit
- Non-Resident - \$50 \$50 Cleanup Deposit

➤ **Field Rental (Activities / Weddings, etc.) *Insurance required**

- Resident - No Charge \$50 Cleanup Deposit

- Non-Resident - \$50 \$50 Cleanup Deposit
- Multi-Days - As negotiated

➤ **Large Group Park Permit (entire park) * Insurance required**
(Uses such as LunkerFest / Wildlands Conservancy, etc.)

- Resident - \$100 \$100 Cleanup Deposit
- Non-Resident - \$100 \$100 Cleanup Deposit

Commercial Use Permits: * Insurance required

➤ **Minimum Use (Guides):** \$100 per year

➤ **Rafting / Kayaking / Tubing / Bicycling & Other Boating:**
 (based on annual retrievals / launches per person or tube kayak rentals)

- Under 150 persons per year: \$ 250 per year
- 150 to 1,500 persons per year: \$1,500 per year
- Over 1,500: \$4,000 per year

Commercial Food Vendors: *Insurance required

- \$25.00 per day – garbage to be taken by Vendor
- \$500.00 per year - \$400.00 garbage deposit required

In addition, any permittee using Riverview Boat Launch shall pay \$400 per year trash fee. This does not include cardboard. For each occurrence of permittee leaving cardboard at park, an additional fee of \$100 shall be billed and due within ten days. Failure to pay same within 30 days shall result in the automatic revocation of permit and no further use shall be allowed.

- This fee schedule shall continue until changed by the Supervisors.

* These fees shall be for use of Marvin Gardens area only. Use of Boat launch shall be in sole discretion of Park Commission when reviewing impact on non-commercial users. In event approved the permit fee is double. The Park Commission may also terminate same any time in event enters into an exclusive concession contract for the Riverview Boat Launch.

2026 FEE SCHEDULES

OF

Professional Appointments

- ✓ Township Solicitor(s)**
- ✓ Township Engineer**
- ✓ Sewer Project Engineer**
- ✓ Plumbing Inspector**
- ✓ Zoning Officer / Alternate**
- ✓ Building Code Official**
- ✓ UCC Inspection Services**
- ✓ SEO**
- ✓ SEO – Alternate**
- ✓ Stenographer**

FEE SCHEDULES

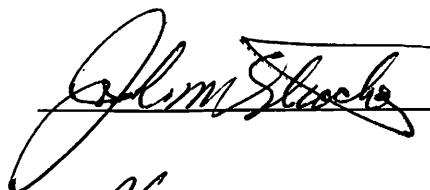
RESOLUTION # 2026-06

BE IT HEREBY RESOLVED THIS 5th day of January 2026,

the EAST PENN TOWNSHIP BOARD OF SUPERVISORS

**hereby accept and adopt the attached fee
schedules.**

PASSED AND ADOPTED THIS 5th day of January 2026.



CHAIRMAN



TOWNSHIP SECRETARY

scd/j