

RESOLUTION R-2024- 5

A RESOLUTION OF THE TOWNSHIP OF KINGSTON, LUZERNE COUNTY, PENNSYLVANIA REPEALING TOWNSHIP OF KINGSTON RESOLUTION NO. R-2023-11, (ADMINISTRATIVE CODE, CHAPTER 1, PART 13) AND ENACTING A RESOLUTION ADOPTING A SCHEDULE OF FEES FOR THE FILING OF CERTAIN APPLICATIONS, PERMITS, LICENSES, AND SERVICES IN THE TOWNSHIP OF KINGSTON, PROVIDING FOR THE EFFECTIVE DATE HEREOF, PROVIDING FOR A SAVINGS CLAUSE, AND PROVIDING FOR THE SEVERABILITY OF THE PROVISIONS HEREOF.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF KINGSTON TOWNSHIP, PURSUANT TO THE "SECOND CLASS TOWNSHIP CODE" AS PREPARED IN ACCORDANCE WITH THE HOME RULE CHARTER AND OPTIONAL PLANS LAW, ACT 62 OF 1972 OF THE COMMONWEALTH OF PENNSYLVANIA, EFFECTIVE JANUARY 1, 1976 THAT:

WHEREAS, certain ordinances and resolutions of the Township of Kingston mandate the payment of various fees, costs, charges, and expenses to be borne by an Applicant and/or Petitioner in certain municipal transactions and for certain municipal services; and

WHEREAS, the Township of Kingston has heretofore adopted certain ordinances and resolutions establishing various fees, costs, charges and expenses for such municipal services. The Board of Supervisors deems it necessary and expedient to increase the cost of certain existing fees, costs, and expenses.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF KINGSTON AS FOLLOWS:

SECTION 1. REPEAL OF RESOLUTION NO. R-2019-8

The Township of Kingston Resolution No. R-2020-11 (Administrative Code, Chapter 1, Part 13 (Fees) is hereby repealed in its entirety.

The Township of Kingston Resolution No. R-2023-11 (Administrative Code, Chapter 1, Part 13 (Fees) is hereby repealed in its entirety.

SECTION 2.

SCHEDULE OF FEES

This Resolution is enacted as Resolution No. R-2024-5, ADMINISTRATIVE CODE, Chapter 1, Part 13, A. (Schedule of Fees), ¶1301 (Fees) and is hereby ordained and enacted that the following Schedule of Fees prevailing in and applicable to the Township of Kingston is adopted and stated, as follows:

- 1. Zoning Maps **361.50** Actual invoiced cost to the Township for printed documents.

- 2. Photocopies **380.00** \$0.30/page (\$0.25 Right to Know Law)
 - A. Certified Copy Fee \$5.00 mandated by Right to Know Law
 - B. Notary Fee for Certified Copies \$15.00
 - C. Administrative Cost DUI Fee/ Processing \$25.00
 - D. Administrative Cost for Mailing Actual cost to Township for printed documents plus postage and \$5.00 handling fee.

- 3. Subdivision Ordinance Booklets Actual invoiced cost to the Township for printed documents
361.53

- 4. Zoning Ordinance Booklets Actual invoiced cost to the Township for printed documents
361.54

- 5. Stormwater Ordinance Booklets Actual invoiced cost to the Township for printed documents
362.53

6. Minor Subdivision 361.31

A. Township Filing Fee	\$300.00
B. Township Engineering Review 361.32 and Inspection Fee	\$2,000.00
C. Luzerne County P. C. Review Fees	Actual cost of Luzerne County Review Fees
D. Luzerne County Engineering Review Fee	Actual cost of Luzerne County Review Fees

7. Major Subdivision

361.31 A. Township Preliminary Plan Filing Fee.....	\$500.00
361.32 B. Township Preliminary Plan Engineering Review and Inspection Fee.....	\$2000.00 - 5 lots or less \$2500+\$15 per lot or unit; 6 lots or more
C. Luzerne County Review Fee.....	Actual cost established by Luzerne (P.C. Engineering
D. Luzerne County Engineering . Review Fee.....	Actual cost established by Luzerne County Road and Bridge Dept.
361.31 E. Township Revised Plan Filing Fee (Plans given final approval previously but requiring modifications).....	\$200.00 each
361.32 F. Township Revised Plan (Engineering Review and Inspection Fee).....	\$150.00 + \$15.00 per lot or unit
361.31 G. Township Final Plan Filing Fee.....	\$300.00 each
361.32 H. Township Final Plan Engineering Review Fee.....	\$2,000.00 for 5 lots or less \$2,500.00 +\$15.00 per lot for 6 lots or more

ALL FEES OUTLINED ABOVE ARE PAYABLE AT THE TIME OF PLAN SUB-MISSION TO THE TOWNSHIP

IN THE EVENT THAT THE REVIEW AND INSPECTION FEES REQUIRED BY A, B, C, D, E, F, G, AND H IN PARAGRAPHS 6, 7, 8, 12, 15 AND 30 INCREASE BEYOND THE FEES PAID BY THE APPLICANT AT THE TIME OF PLAN SUBMISSION, THE TOWNSHIP MANAGER SHALL HAVE TO THE AUTHORITY TO INVOICE THE APPLICANT FOR THE ACTUAL INCREASE REVIEW AND INSPECTION FEES, AS DEFINED IN CHAPTER 22, PART 3, SECTION 302, CHAPTER 22, AND PART 6, SECTION 611, OF THE KINGSTON TOWNSHIP CODE OF ORDINANCES.

8. Land Development

361.31 A. Township Land Development Preliminary Plan Filing Fee.....	\$500.00 each
361.32 B. Township Land Development Preliminary Plan Engineering Review and Inspection Fee.....	\$2,000.00 each
361.31 C. Township Land Development Revised Plan Filing Fee (Plans give final approval previously, but requiring modifications)..	\$200.00 each
361.32 D. Township Land Development Revised Plan Engineering Review and Inspection Fee.....	\$150.00 + \$15.00 per lot or unit
361.31 E. Township Land Development Final Plan Filing Fee.....	\$300.00 each
361.32 F. Township Land Development Final Plan Engineering and Review and Inspection Fee.....	\$1,000.00 each
361.31 G. Lot Consolidation Filing Fee.....	\$100.00 each

9. Zoning Hearing 361.34

Appeals and Variances, plus the actual cost of the transcript of the stenographic notes, if transcription is requested by a party.....	\$500.00 each
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10. <u>Curative Amendment to the Zoning Ordinance</u>	\$1,000.00 each
11. <u>Zoning Changes</u>	
Rezoning of Property.....	\$1,000.00 each
A. Luzerne County Planning Commission....	Actual cost charged by Luzerne Cnty Planning Commission
12. <u>Manufactured Home Parks</u>	
Same as Minor or Major Subdivision Fees.....	
13. <u>Road Damage Deposits</u> 250.00	
Ordinance No. 1976-39.....	\$1,250.00 for each road
14. <u>Certificate of Occupancy Permits</u>	
A. Non-Residential.....	\$50.00 each
15. <u>Conditional Use Applications</u> 362.48	
A. Application Filing Fee.....	\$1,000.00 each
B. Application Filing Fee for Wireless Communications Towers.....	\$3,000.00 each
C. Engineering Review and Inspection Fee for Wireless Communication Towers.....	\$3,000.00 each
D. Application Filing Fee for Oil and Gas Development.....	\$3,000.00 each

16. Recreation **383.30**

A. Recreation Program Registration.....	
Kingston Township Resident Child and Parpicipating Municipality	\$150.00 per child
Dallas School District Non-Resident Child Non-Participating Municipality	\$450.00 per child

17. Roadway Occupancy Permits **362.47**

To include all utility excavations in the Township right-of-way, except for those requested by the Township or as part of a Township project.

Road pavement cut.....	\$115.00	each
Grass or dirt cut off pavement...	\$80.00	each

18 Police

A. Accident Reports: **362.110**

Reportable.....	\$15.00	each
Non-Reportable.....	\$50.00	each
Incident Reports	\$25.00	each
Video/Audio Recording (Act 22 of 2017) Granted Request.....	\$75.00	each
Additional for Redaction.....	\$75.00	hour

B. Services

Police Officer and Vehicle 362.100 Per Officer Per Event.....	\$75.00	hour
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Fingerprinting 362.150 Non-Criminal/Employment.....	\$20.00	each
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Processing:		
Criminal Arrest/Charges 362.150	\$75.00	each (not including 2.C Admin fee)}
Blood Alcohol Breath Test 331.130	\$75.00	each (not including 2.C Admin fee)}

C. Enforcement:

Parking Ticket 331.12		
First Offense.....	\$10.00	each
Repeat Offense.....	\$20.00	each

19. Zoning Permits 362.48

Issued for the following:

A. New Homes.....	\$65.00
B. New Non-Residential Buildings.....	\$65.00
C. Additions for existing homes.....	\$65.00
D. Additions for non-residential bldgs.....	\$65.00
E. Garages (Attached).....	\$65.00
F. Decks (Footer-Framing-Final).....	\$65.00
G. Porches.....	\$65.00
H. Patios.....	\$65.00
I. Accessory Buildings.....	\$65.00
J. Sheds (for storage only).....	\$65.00
K. Retaining Walls.....	\$65.00
L. Fences.....	\$65.00
M. Chimneys.....	\$65.00
N. Change of Use.....	\$300.00
O. Conversions.....	\$65.00
P. Moving a Building.....	\$65.00
Q. Metal Carports.....	\$65.00
R. Detached Garage, Pool House, Pole Barn	\$65.00
S. BillBoards	\$200.00

20. Building Permits 362.41

Issued for the following:

A. New Homes

$$\text{GFA (gross floor Area) X \$160.00 per sq. foot } \div 1000 \\ \text{X \$10.00 = Permit}$$

B. Commercial Building Inspections

20%of BIA Inspection Fees

235.00 C. U.C.C. Surcharge (State Mandated Fee). \$4.50

D. Kingston Township Surcharge 362.50 \$3.50

E. New Manufactured Homes \$250.00

F. Relocated Manufactured Homes \$200

G. Detached Garage, Pool House, Pole Barn
Decks etc 362.41..... \$15.00/1000 of Cost

21. Exterior Repairs 362.41

- A. Roof Replacements \$10.00 per \$1,000.00 of cost
- B. Additions for Existing buildings \$15.00 per \$1,000.00 of cost
- C. Interior and/or Exterior Alterations \$15.00 per \$1,000.00 of cost

22. Pool Permits 362.41

- A. Above ground 24' in depth or greater..... \$80.00
- B. Inground with fence..... \$200.00
- C. Road Damage..... \$750.00 deposit will be held in escrow until approval & final inspection

23. Transient Retail Business 321.61

- A. Soliciting Door to Door..... \$50.00 per person per day
- B. Fixed Location - 90 days or less \$300.00

24. Driveways 322.80

- A. New connections to Township Roadway.. \$75.00
- B. Resurfacing of existing connection to Township Roadway..... \$50.00

25. Amusements 322.90

- Applicant Fee..... \$150.00 deposit held in escrow until obligations are met.

Fireworks Permit.....\$55.00

26. Storage of Vehicles

Reclamation costs upon Impoundment..... \$50.00 per occurrence

27. Demolition Permits **362.41**

A. Residential Structures..... \$100.00 each

B. Non-Residential Structures..... \$350.00 each

28. Spring Clean-up Permits **364.30**

A. Cars/small SUVs..... \$10.00 2 trips
\$15.00 unlimited
Mini-Vans/Mid-size SUVs/Small trks..... \$15.00 2 trips
\$30.00 unlimited
Trucks/Cargo vans < 1 ton..... \$40.00 2 trips
Vehicles > 1 ton..... \$100.00 1 trip
Tires \$6.00 per tire

29. Fire/Burglar Alarm Permits **321.30**

A. Installment Permit..... \$65.00

B. Service charges for multiple false alarms:
Burglar Alarm..... \$75.00
Fire Alarm..... \$95.00

30. Stormwater Drainage **362.53**

Plans under Toby's Creek Stormwater Ordinance
SEE STORM WATER ATTACHMENT

31. Returned Check Fee

A. Bank Fee..... Actual cost charged by Bank

B. Administrative Fee..... \$35.00

32. Storage Fees on Unclaimed Evidence

Per day..... \$15.00

33. Signs 321.60

Per square foot..... \$5.00

34. Open Fire Permits

Per occasion..... \$0.00

35. Tax Collection 361.65

A. Tax Certifications..... \$15.00 each

B. Duplicate Bills..... \$15.00 each

36 Convenience Fee

361.75

A. Collection of 3% charge for card.. Acutal cost

37 Outdoor Wood Boilers / Burners

Ordinance 2008-1..... \$40.00 each

38 Rental Property Inspections 362.51

Ordinance 2007-2

A. Initial Inspection..... \$ 65.00 per unit

B. Re-Inspection..... \$45.00

39 Stray Dog Fee 331.40

Capture and housing of stray dogs.

Per dog, per occasion \$50.00

40 Administrative Fee

Additional Penalty of 10% lawn Care, Demo of Structures,
any type work performed by KT Forces

41 Supoena Witness Fee
Copy Information for Supoena

\$300.00
\$0.30 per page

SECTION 3 **SAVING CLAUSE**

The provisions of the Township of Kingston Code of Ordinances, so far as they are the same as those ordinances and resolutions and regulations in force immediately prior to the adoption of this resolution, are intended as a continuation of such ordinances and resolutions and regulations and not as a new enactment. The provisions of this resolution shall not affect any suit or prosecution pending or to be instituted to enforce any of the prior ordinances and resolutions or regulations except as provided by law.

SECTION 4 **SEVERABILITY OF PARTS OF RESOLUTION**

It is hereby declared to be the intention of the Board of Supervisors of the Township of Kingston that the chapters, parts, sections, paragraphs, sentences, clauses or phrases of this Resolution is declared constitutional, illegal or otherwise invalid by the judgement or decree of a court of competence jurisdiction, that invalidity shall not affect any of the remaining chapters, parts, sections, paragraphs, sentences, clauses or phrases of this codification.

SECTION 5 **EFFECTIVE DATE**

This Resolution shall become effective according to law.

ORDAINED AND ENACTED at a Regular Meeting of the Kingston Township Board of Supervisors held on the 14th day of February, 2024.

ATTEST:

THE TOWNSHIP OF KINGSTON



FRED J. ROSENCRANS
Secretary

BY:



THOMAS KETCHNER
Chairman



#362.53

KINGSTON TOWNSHIP FEE SCHEDULE 30. STORMWATER MANAGEMENT
STORMWATER MANAGEMENT (SWM) SITE PLAN

LEVEL 1 Proposed Impervious Area less than 1,000 sq. ft./Proposed Total Earth
Disturbance less than 5,000 sq. ft.

Preliminary Plan

- 1. Application and Administrative Processing..... 50.00
- 2. Initial engineering review Escrow..... 150.00

Final Plan

- 1. Application and Administrative Processing..... 25.00
- 2. Initial Engineering Review Escrow..... 150.00

As-Built Plan

- 1. Application and Administrative Processing..... 25.00
- 2. Initial Engineering Review Escrow..... 150.00

LEVEL 2 Proposed Impervious Area between 1,000 and 5,000 sq. ft./Proposed Total Earth
Disturbance between 5,000 and 10,000 sq. ft.

Preliminary Plan

- 1. Application and Administrative Processing..... 150.00
- 2. Initial Engineering Review Escrow..... 500.00
- 3. Supplemental Engineering Review Escrow
(minimum amount per request)..... 250.00

Final Plan

- 1. Application and Administrative Processing..... 25.00
- 2. Initial engineering review Escrow..... 500.00
- 3. Supplemental Engineering Review Escrow
(minimum amount per request)..... 250.00

As-Built Plan

- 1. Application and Administrative Processing..... 25.00
- 2. Initial Engineering Review Escrow..... 500.00
- 3. Supplemental Engineering Review Escrow
(minimum amount per request)..... 250.00

LEVEL 3

Proposed Impervious Area between 5,000 and 10,000 sq. ft./Proposed Total Earth
Disturbance between 10,000 and 20,000 sq. ft.

Preliminary Plan

- 1. Application and Administrative Processing..... 250.00
- 2. Initial Engineering Review Escrow..... 750.00
- 3. Supplemental Engineering Review Escrow
(minimum amount per request)..... 375.00

Final Plan

- 1. Application and Administrative Processing..... 25.00
- 2. Initial Engineering review Escrow..... 750.00
- 3. Supplemental Engineering Review Escrow
(minimum amount per request)..... 375.00

As-Built Plan

1. Application and Administrative Processing.....	25.00
2. Initial Engineering Review Escrow.....	500.00
3. Supplemental Engineering Review Escrow (minimum amount per request).....	250.00

LEVEL 4 Proposed Impervious Area greater than 10,000 sq. ft./Proposed Total Earth
Disturbance greater than 20,000 sq. ft.

Preliminary Plan

1. Application and Administrative Processing.....	250.00
2. Initial Engineering Review Escrow.....	2,500.00
3. Supplemental Engineering Review Escrow (minimum amount per request).....	1,250.00

Final Plan

1. Application and Administrative Processing.....	25.00
2. Initial Engineering Review Escrow.....	2,500.00
3. Supplemental Engineering Review Escrow (minimum amount per request).....	1,250.00

As-Built Plan

1. Application and Administrative Processing.....	25.00
2. Initial Engineering Review Escrow.....	1,000.00
3. Supplemental Engineering Review Escrow (minimum amount per request).....	500.00