

**MONROE TOWNSHIP**  
**CUMBERLAND COUNTY, PENNSYLVANIA**

**RESOLUTION 2024-01**

A RESOLUTION OF THE BOARD OF SUPERVISORS  
OF MONROE TOWNSHIP, CUMBERLAND COUNTY,  
PENNSYLVANIA, ESTABLISHING A SCHEDULE OF FEES.

WHEREAS, the Supervisors of Monroe Township are authorized by the Second Class Township Code and by the Pennsylvania Municipalities Planning Code to prescribe reasonable fees; and

WHEREAS, the Supervisors of Monroe Township wish to incorporate in one Resolution all fees; and

WHEREAS, the fee schedule shall be effective immediately after the date of this Resolution; and

WHEREAS, all fees to be made payable to MONROE TOWNSHIP and collected by the Township office and staff. The sewage fees are collected by the Sewage Enforcement Officer and turned over to the Township on a regular basis; and

WHEREAS, any Resolution or part of Resolutions conflicting with the terms of this Resolution, be and the same, are hereby repealed to the extent of such conflict.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Monroe Township, Cumberland County, Pennsylvania, that the following be established as the Schedule of Fees:

<u>Type of Application/Permit</u>	<u>Fee</u>
Amusement Permit	\$ 50.00
Copies	\$ .25
*Set the copy price at \$.25 per page for copy made when staff time used is under 15 minutes. When a file request requires more than 15 minutes of staff time there will be a charge of \$15/per hour for all time in excess of 15 minutes, plus \$.25 per copy. Where Consultants are used to perform the work requested, the Consultant's hourly rate shall be used.	
Hall Rental	
Resident	\$ 75.00
Non-Resident	\$ 250.00
Non-Profit outside Twp.	\$ 25.00
Township Driveway Permit	\$ 35.00

Curb and Sidewalk Permit (includes one inspection)		\$ 75.00
Highway Occupancy Permits		Fee Schedule Attached
Maps (Zoning, Highway, etc.)		\$ 4.00
Pavilion Rental	Resident	\$ 30.00
	Non-Resident	\$ 50.00
	Non-Profit outside Twp.	\$ 15.00
Recreation Facility Reservation and fees		(Res. 2005-11)
Recreation Fee (per dwelling unit)		\$1,500.00
Return Check Charge		\$ 20.00
Sewage Fees		(See Res. 2022-03)
Soliciting Permit	Month	\$ 50.00
Stormwater Mgmt Permit Filing Fee (Res. 98-7)		\$100.00
Stormwater Mgmt Escrow		\$300.00

#### Subdivision Fee

1. The filing fee and the actual cost of engineering services is required for preliminary plans and final plans, as specified in the Monroe Township Subdivision and Land Development Ordinance. Application shall not be considered complete and will not be accepted until the filing fee and deposit for engineering services is paid.
2. Filing fee (Preliminary, Final, Land Development)  
(Res. 2003-6) \$ 500.00
3. Initial deposit for the actual cost of engineering services \$2,000.00
4. The re-submission of a previously rejected plan or the re-submission of a plan not properly recorded shall be deemed a new submission subject to the fees, deposits and costs provided hereunder unless waived by the Board of Supervisors.

5.	Sketch Plan Application (Res. 2003-6)	\$500.00
6.	Re-submission of Sketch Plan (Res. 2003-6)	\$500.00
	Subdivision Ordinance	\$ 10.00
	Construction Observations of Public Improvement during construction	4% of total costs of bondable improvements (See Ord. 99-1)

### ZONING AND BUILDING FEES

Uniform Construction Code	(See Resolution 2024-02)
Variance Request (Res. 2003-4)	\$750.00
Zoning Hearing Board Appeal (Res. 2003-4)	\$750.00
Zoning Hearing Board Application	\$750.00
Zoning Ordinance w/map	\$ 15.00
Zoning Permit	First \$1,000. \$ 50.00
	Each additional \$1,000. \$ 5.00
	Or any Part Thereof.
Zoning Permit – Paving / Grading / Demolition	\$ 50.00
Zoning Permit - Issued with UCC permit	\$ 50.00
Zoning Permit – Permanent Signs	\$100.00*
Zoning Permit – Temporary Signs	\$ 25.00*

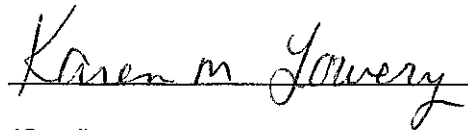
\* Signage associated with agricultural uses, excluding commercial livestock operations, shall be exempt from permit fees.

Zoning Ordinance Validity Challenge (Res. 2003-4)	\$750.00 plus \$1,000 escrow
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Zoning Permit Extension	\$ 25.00
Certificate of Non-Conformance	\$75.00
Certificate of Use Permit (Zoning)	\$ 75.00
Change or Amendment to Zoning Ordinance & Map (Res. 2003-4)	\$750.00 plus \$1,000 escrow
Conditional Use Request (Res. 2003-4)	\$500.00 plus \$1,000 escrow
Conditional Use – ECHO Housing Annual Verification Fee (421.2)	\$100.00
Special Exception Uses (Res. 2003-4)	\$750.00
Floodplain Permit Fee (Ord. 2009-01)	\$250.00, plus costs incurred
Floodplain Ordinance Appeal (Ord. 2009-01)	\$500.00 plus \$1,000 escrow

RESOLVED THIS 2<sup>nd</sup> DAY OF JANUARY, 2024.

ATTEST:



(Seal)

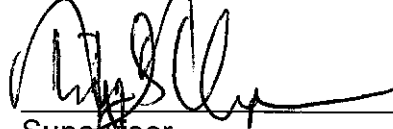
MONROE TOWNSHIP  
BOARD OF SUPERVISORS



Chairman



Vice Chairman



Supervisor

**CERTIFICATE**

I, the undersigned, Secretary/Treasurer of the Township of Monroe, Cumberland County, Pennsylvania (the "Township"), certify that the foregoing is a true and correct copy of a Resolution of the Board of Supervisors of the Township (the "Board"), which duly was enacted by affirmative vote of a majority of the members of the Board at a meeting held on January 2, 2024; said Resolution duly has been recorded in the Resolution Book of the Township; said Resolution duly has been published as required by law; and said Resolution remains in effect, unaltered and unamended, as of the date of this Certificate.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the Township, this 2<sup>nd</sup> day of January 2024.

  
Secretary or Treasurer

(SEAL)