

**HEREFORD TOWNSHIP  
RESOLUTION #2024-05**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HEREFORD TOWNSHIP, BERKS COUNTY, PENNSYLVANIA ESTABLISHING A FEE SCHEDULE FOR BUILDING AND ZONING PERMITS FOR 2024.

**BE IT RESOLVED** by the Board of Supervisors of Hereford Township, Berks County, Pennsylvania, that pursuant to the grant of powers set forth in the Second Class Township Code and/or municipal codes passed by the General Assembly of the Commonwealth of Pennsylvania, the current Schedule of Fees for Building and Zoning Permits shall be as follows:

**2024 BUILDING & ZONING PERMIT FEE SCHEDULE**

All building permit fees are computed on a square foot basis as measured out to out of the structure and shall include basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, foyers, and attics that have a minimum of 6-foot head room, decks, porches, bedrooms, living and family rooms, kitchens; laundry rooms, dining rooms, bathrooms, office and shop areas.

**New Construction, Repairs and Additions**  
Fee includes a Use and Occupancy Permit

The following construction activities or structures are not regulated under Act 45 (Building Code) however, they shall require a of Zoning Permit

Section A – Zoning Permits

1. The following structures, if the structure has a building area less than 1000 square feet, and is accessory to a detached one or two family dwelling, and multi-family dwelling units:
  - a. Detached Carport \$90.00
  - b. Detached private garage less than 1000 sq. ft. \$90.00
  - c. Greenhouse \$90.00
  - d. Sheds and gazebos less than 150 sq. ft. \$65.00  
Sheds and gazebos between 151 sq. ft. to 1000 sq. ft. \$90.00
2. All Agricultural Building(s), irrespective of size, as defined by Act 45 Section 103 \$90.00
3. Uncovered decks and patios, with a floor height of 30" or less above finished grade \$90.00
4. Fences that are no more than 6'0" in height \$65.00
5. Issuance of a Use and Occupancy Permit for a change of use of an existing building to a similar type use, with no structural alterations \$90.00
6. Signs
  - a. Residential Home Occupation or Home Related Business \$65.00
  - b. Commercial Non-structural replacement or repair of an existing sign \$90.00
7. Manufactured roof covering and/or awning less than 1000 sq. ft. \$90.00
8. Forestry Permit \$120.00

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**Building Permits are required for the following, with the fees set as follows:**

All residential buildings and structures over 1000 sq. ft. and addition(s) to any principal building require a building permit, see Section B. Except as noted in Section A. A state mandated fee of \$4.50 is charged to the applicant for the issuance of a building permit. In addition to the PA State mandated fee, there shall be an additional \$25.00 administrative fee assessed to all building permits payable to the Township at the time of application.

**Section B – Residential**

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| 1. New one and two family dwelling unit, multiple family dwelling unit, or similar residential structure; fee shall be computed on a square foot basis as measured out-to-out of the structure, and shall include basements, bays, hallways, stairways, utility rooms, storage rooms, lobbies, attached garages, foyers and attics that have a minimum of 6-foot headroom.         | \$100.00 plus \$0.37 per sq. ft. of floor area  |
| 2. Attached and detached structures and additions accessory to a residential dwelling to include roofed porches.   | \$100.00 plus \$0.37 per sq. ft. of floor area<br>(min. bldg. fee \$395.00)                                     |
| 3. Manufactured Housing Units (inspection of basements, piers, footers and final inspection are required).   | \$100.00 plus \$0.37 per sq. ft. of floor area  |
| 4. Alterations, renovations, or modifications of existing buildings or structures to include but not limited to: uncovered decks and patios with a floor height greater than 30" above finished grade.   | \$100.00 plus \$0.37 per sq. ft. of floor area<br>(min. bldg. fee \$240.00)                                     |
| 5. Miscellaneous Structures <ul style="list-style-type: none"><li>• Structure to include but not limited to</li><li>• Communication towers or antennas</li><li>• Retaining walls (over 4' in height)</li><li>• Alternative energy systems<ul style="list-style-type: none"><li>• Plan review/re-reviews</li><li>• Inspections to include electrical, if needed</li></ul></li></ul> | \$100.00 plus review and inspection fees<br><br>\$63.50 per hr.<br>\$95.00 per insp. as determined by inspector |
| 6. Re-inspection fee   | \$95.00/insp.   |
| 7. Re-review   | \$63.50/hr.   |

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Section C - Commercial

1.	Commercial, Industrial, Institutional Buildings	
	a. First \$1,000.00 of project cost*	\$100.00
	b. Each additional \$1,000.00 or part thereof	\$8.90
	c. Plan review and Accessibility plan review fee	\$87.50 per hr
	d. Accessibility Inspections	\$220.00
	e. Minimum building permit fee	\$405.00
2.	Review of revisions to previously approved plans	\$87.50 per hr.
3.	Additions, alteration, renovations, or modification of existing buildings or structures	
	a. First \$1,000.00 of project cost*	\$100.00
	b. Each additional \$1,000.00 or part thereof	\$8.90
	c. Plan review and Accessibility plan review fee	\$87.50 per hr
	d. Accessibility Inspections	\$220.00
	e. Minimum building permit fee	\$405.00
4.	Special Structures to include, but not limited to towers, storage tanks, cell towers, retaining walls (over 4'in height) and commercial signs	\$100.00 plus review and inspection fees
	a. Plan review	\$87.50 per hr
	b. Inspection fee	\$95.00 per inspection as determined by inspector

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Section D – Electrical

1. Residential Inspections:

a.	Service inspection	\$95.00
b.	Rough wiring inspection	\$95.00
c.	Final inspection	\$95.00
d.	Plan review	\$63.50/hr.
e.	Re-inspection fee	\$95.00

2. Commercial Inspections:

a.	Plan review and revisions	\$87.50 per hr.
b.	First \$1,000.00 of project cost*	\$100.00
c.	Each additional \$1,000.00 or part thereof	\$8.90
d.	Minimum building permit fee	\$275.00
e.	Re-inspection fee	\$95.00

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Section E – Plumbing, Mechanical and HVAC

1. Residential Inspection

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|----|---|------------------------|
| a. | Any plumbing, mechanical and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code Section 403.62 Permit Requirements and Exemptions shall require a permit. | \$95.00 per inspection |
| b. | Plan review   | \$63.50/hr.            |
| c. | Re-inspection fee   | \$95.00                |

2. Commercial Inspection

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|----|---|-----------------|
| a. | Any plumbing, mechanical and/or HVAC work not associated with a building permit and not exempted by the Uniform Construction Code Section 403.62 Permit Requirements and Exemptions shall require a permit. |                 |
| b. | First \$1,000.00 of project cost*   | \$100.00        |
| c. | Each additional \$1,000.00 or part thereof  | \$8.90          |
| d. | Plan Review   | \$87.50 per hr. |
| e. | Minimum building permit fee   | \$275.00        |
| f. | Re-inspection fee   | \$95.00         |

**\*Note: In event there is a dispute about the estimated construction cost provided for a commercial building permit, we will utilize the most current International Code Council Building Valuation Tables as a basis to establish our required permit fees.**

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**Section F - Miscellaneous**

1. Demolition Permit:
  - a. Residential and detached accessory structure \$90.00
  - b. Commercial, Industrial, Institutional and detached accessory structures \$180.00
2. Swimming Pools and spas:
  - a. Above ground (pools capable of holding 24 inches or more of water) includes (2) inspection \$275.00
  - b. In-ground Includes (3) inspections \$475.00
3. Driveway:
  - a. Township Road with curbs and/or sidewalks \$65.00
  - b. Township Road without curbs and/or sidewalks \$90.00
  - c. Paving existing driveway \$35.00
4. Ponds \$100.00 plus review fees
5. On-lot infiltration bed inspections (Unless secured by subdivision escrow) \$390.00
6. Building permit review and issuance \$35.00
7. Building Permit Renewal Fee \$70.00

**Section G – Permit Conditions**

When scheduling inspections, the contractor must ensure he has completed all items necessary for the inspection. Should the Building Inspector/Zoning Officer be required to make additional inspections, a fee of \$95.00 will be due to defray the cost of the inspection. The entire fee must be paid prior to the inspection.

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Section H - Non-Refundable Deposit

The following nonrefundable fees shall be assessed to the respective class of permits:

Section A – Zoning	\$50.00
Section B – Residential	\$100.00
Section C – Commercial	\$100.00
Section D – Electrical	\$100.00
Section E – Plumbing, Mechanical	\$100.00
Section F – Miscellaneous	\$50.00


Applicant must pay a non refundable deposit to the Township at the time of permit application. This deposit shall be applied to the total cost of the permit at the time of permit issuance. Failure to pick up a permit within 180 days from the date of issuance shall result in the applicant's forfeit of the deposit.

The Building Inspector and Hereford Township is hereby granted authority to collect fees for the Township according to the above fee schedule.

Adopted by the Board of Supervisors of Hereford Township this 2nd day of January, 2024.


BOARD OF SUPERVISORS  
HEREFORD TOWNSHIP

  
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John G. Membrino

  
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Keith J. Masemore

  
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Karla T. Dexter

Attest:

  
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Secretary