

Douglass Township Montgomery County  
Resolution No. 01052026-01

**A RESOLUTION ADOPTING THE DOUGLASS TOWNSHIP, MONTGOMERY  
COUNTY'S FEE SCHEDULE**

**BE IT RESOLVED**, that the Douglass Township Board of Supervisors hereby establish the following fee schedule;

**BUILDING PERMITS RESIDENTIAL:**

**NOTE: \$4.50** will be added to each building, mechanical, electrical, and plumbing permit for remittance to the Department of Labor and Industry, as mandated by PA State Law for training fees.

**NOTE:** Work commencing **PRIOR to the issuance of a permit** is subject to double the permit fee or \$250 (whichever is greater).

**Application Fee** (non-refundable): \$50

**Building Permit:**

Min. Building Fee	\$100
Min. New Dwelling	\$1,000
A. New Building and Additions	\$0.55/SF
B. Decks (> 30")/Overhangs/Walls	\$275
C. Alterations and Renovations (incl. Building, Mechanical, Electrical, Plumbing)	\$90/inspection
D. Re/Roofing Permit	\$100
E. Swimming Pool	
a. Above Ground	\$300
b. In-Ground	\$500
c. Spa/Hot Tub	\$250
F. Demolition	\$75
G. Electrical Permits	
a. New Service	\$50 + \$20 per \$1,000 cost
b. Electric Service Alteration, Repair, or Upgrade	\$150
c. Generator Installation	\$200

H. Mechanical Permits	
a. New Mechanical	\$50 + \$20 per \$1,000 cost
b. HVAC Equipment Replacement	\$150
c. New HVAC Equipment and Duct Work Installation	\$200
I. Plumbing Permits	\$50 + \$10 per fixture
J. Sprinkler System Permit	\$50 + \$10/head
K. Use and Occupancy Certificate	\$50
L. Reinspection Fee	\$90/hour

**BUILDING PERMITS COMMERCIAL:**

**NOTE:** \$4.50 will be added to each building, mechanical, electrical, and plumbing permit for remittance to the Department of Labor and Industry, as mandated by PA State Law for training fees.

**NOTE:** Work commencing **PRIOR to the issuance of a permit** is subject to double the permit fee or \$250 (whichever is greater).

<b>Application Fee</b> (non-refundable):	\$200
<b>Plan Review Fee</b>	\$95/hour

Min. Permit Fee	\$100
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A. New Building and Additions	\$0.60/SF
B. Building Alterations and Renovations (round to next whole \$1,000)	
a. First \$1,000 of contract price	\$150
b. Each Additional \$1,000	\$20
C. Plumbing	\$100 + \$10/fixture
D. Electrical	\$150 application
a. Plan Review	\$95/hour
b. Inspection Fee	\$90/inspection
E. Mechanical (round to the next whole \$1,000)	
a. First \$1,000 of estimated construction value	\$100
b. Each Additional \$1,000	\$25
c. Generator Installation	\$150
d. HVAC Equipment Replacement	\$100 + \$15/unit
F. Re/Roofing Permit*	\$250
G. Public Swimming Pool*	\$750
H. Demolition	\$100 + \$0.03/SF

I. Sprinkler System Permit	\$150 + \$10/head
J. Use and Occupancy Permit	\$100
K. Reinspection Fee	\$95/hour

## **ZONING PERMITS**

### **Residential**

A. Fence, Shed, or Patio	\$50
B. Home Occupation	\$100
C. All others	\$50

### **Commercial**

A. Fence	\$50
B. Shed	\$100
C. Agricultural Building	\$100
D. Use and Occupancy Existing Building	\$125
E. All others	\$100

### **Zoning Hearing Applications (Special Exceptions and Variances)**

**NOTE:** Application fees are **non-refundable**.

A. Single Family Dwelling	\$800
B. Multi-Family Dwelling	\$1,000
C. Commercial or Industrial Use	\$1,500
D. Subdivision or Land Development	\$1,500

## **MISC. PERMITS**

### **Sign Permit**

A. Signs* (> 6 SF)	\$50 + \$1.25/SF
B. Temporary Sign	\$25
C. Off-Premise Sign and Billboards	
a. First 20 SF	\$150
b. Each Additional SF	\$1.50/SF

### **Driveway Permit**

A. New Driveway with Curb	\$50
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B. New Driveway without Curb	\$100
C. Resurface of Alteration of Existing Driveway	\$50
D. Temporary Construction Entrance/Driveway	\$100

#### **Road Opening Permit**

A. Working in Legal Right of Way	\$125
B. Escrow*	\$1,000

#### **Blasting Permit**

A. Application Fee	\$150
B. Fee Per Day of Blasting	\$50

#### **Grading Permit**

(> 1,000 SF new impervious or 5,000 SF land disturbance) - Applicant is responsible for remaining balance if cost exceeds Escrow fee.

A. New Residential Development, Commercial Land Development, Non-Residential	
a. Application Fee	\$1,000
b. Escrow*	\$1,500
B. New Residential One and Two-Family Dwellings	
a. Application Fee	\$100
b. Escrow*	\$1,500
C. Existing Residential Additions, Detached Residential Buildings	
a. Application Fee	\$75
b. Escrow*	\$1,500
D. In-Ground Pool	
a. Application Fee	\$75
b. Escrow*	\$1,500

#### **Minor Stormwater Management Permit**

(< 1,000 SF new impervious or 5,000 SF land disturbance)

A. Residential New One and Two-Family Dwellings	
a. Application Fee	\$100
b. Escrow*	\$1,500
B. Residential Additions, Detached Residential Buildings	
a. Application Fee	\$75
b. Escrow*	\$1,500

C. Commercial Improvements (not part of land development)

- a. Application Fee \$1,000
- b. Escrow\* \$1,500

**Apartment and Rental Registration**

- A. Residential Rental Registration \$75/lot
- B. Inspection Fee \$50/unit
- C. Re-Inspection Fee \$50/unit

**Building Code Appeals Board**

- A. Application Fee \$100
- B. Escrow\* \$500

**Board of Supervisors Appeals and Hearings**

- A. Conditional Use Hearing \$800
- B. Constitutional Challenge or Curative Amendment \$2,500
- C. Application to Request a Zoning Ordinance Amendment or Petition for Re-Zoning \$2500
- D. Challenge to Validity of Zoning Ordinance \$5,000

**Subdivision and Land Development**

- A. Advance Escrow Deposit
  - a. Residential Subdivision and Land Development
    - i. Annexation \$500
    - ii. 0-10 Lots \$250 + \$500/lot
    - iii. 11-50 Lots \$5,500 + \$100/lot
    - iv. 51 or more Lots \$10,500
  - b. Nonresidential
    - i. Subdivision Only \$1,000 + \$200/acre
    - ii. Land Development
      - 1. No Buildings \$1,000 + \$50/acre
      - 2. Up to 50,000 SF Floor Space \$3,000
      - 3. 50,001-100,000 SF Floor Space \$4,000 + \$100 msf
      - 4. Over 100,000 SF Floor Space \$5,000 + \$100 msf
- B. Consulting Fees\*
- C. Fees and Costs

a. Residential - Preliminary and Final Plan	
i. 0-2 dwelling lots or units	\$250 + \$25/revision
ii. 3-25 dwelling lots or units	\$250 + \$30/lot + \$50/revision
iii. 26-75 dwelling lots or units	\$500 + \$30/lot + \$50/revision
iv. 76-150 dwelling lots or units	\$500 + \$35/lot + \$50/revision
v. Over 150 dwelling lots or units	\$750 + \$35/lot + \$50/revision
vi. Final Plan	\$25
b. Non-Residential/Mixed Uses	
i. Subdivision Only	\$1,000/lot or \$100/acre
ii. Land Development	
1. 0-25,000 SF Floor Space	\$1,000 + \$25/1,000 SF
2. 25,001-50,000 SF Floor Space	\$2,000 + \$20/1,000 SF
3. 50,001-100,000 SF Floor Space	\$3,000 + \$17/1,000 SF
4. Over 100,000 SF Floor Space	\$4,000 + \$15/1,000 SF
iii. Plan Revision Administrative Fee	\$25/revision
c. Sketch Plans and Misc Reviews	\$350 + \$500 escrow

#### **Trash and Recycling Department Fees**

A. Leaf Bag	\$1/each
B. Freon Item Recycling Center Drop-Off	\$20
C. Freon Item Curbside Pick Up	\$35
D. Curbside Chipping	\$50
E. Electronics	
a. Television or Computer Monitor	\$40
b. Console Television or Other Console Electronic	\$50
c. All Other Electronics and Peripherals (Ex: stereo, printer, speaker, computer tower)	\$5/item
F. Recycled Materials	
a. Hardwood Mulch	\$5/scoop
b. Processed Leaf Compost	\$5/scoop
c. Wood Chips (when available)	\$5/scoop
d. Home Delivery Fee	\$35
G. Trash and Recycling Collection	\$80.64/quarter
(Contracted with Waste Management thru 2026)	(\$322.56/year)

**Park Rentals**

A. Pavilion (Full Day)	\$50
B. Recreational Area or Open Space Use	\$50
C. Tournament (Field or Court)	\$750 plus \$100 security deposit
D. Community Event	\$750 plus \$100 security deposit
E. Restroom Key	\$10 deposit

**Fire Marshal Office**

A. Fire Inspection	\$100/unit
B. Re-Inspection	\$75

**Police Department Fees**

A. Copies	\$0.25
B. Accident Report	\$15
C. Certification of Record	\$1
D. Specialized Documents	Actual Cost
E. Facsimile/Microfiche/Other Media	Actual Cost
F. Employment Fingerprinting	\$25
G. Placards (new/renewal)	\$10
H. False Alarm	\$25
I. Parking Ticket	\$15
J. Dog Transport	\$25
K. Escort	\$50
L. Soliciting Permit	\$20/day per person
M. Civil Matters*	
a. Civil Disposition	\$100.00/hour
Douglass Township Minimum of two (2) hours.	
All Counties minimum of four (4) hours.	
b. Civil Testimony	\$100.00/hour
All Counties minimum of four hours.	

**Professional Service Fee**

\$2,500

- A. Escrow\* - fee for the review of plans and documents submitted with subdivision and land development applications (fee can be waived by Township Manager if deemed appropriate).

**\*Notes:**

- I. Residential Detached Accessory Sheds and Garages** less than 500 SF require zoning permit only.
- II. Re-Roofing** that involves the repair or replacement of any part of the building structure will require a Building Permit. The Code Enforcement Officer may require structural analysis of the building structure by a registered engineer.
- III. Swimming Pool Permits** require building, electrical, and zoning permits. Swimming Pools must meet the International Swimming Pool and Spa Code. In-ground swimming pools will require a Grading Permit including a \$1,500 escrow for grading plan reviews.
- IV. Signs** that attach to a structure or that exceed 20 square feet also require a Building Permit.
- V. Road Opening Permit** escrow may be waived in or in part at the recommendation of the Township Roadmaster.
- VI. Escrow** can include the coverage of legal, engineering, construction inspections, and advertising costs. If costs exceed the escrow amount, applicant will be billed the remaining balance and any unused funds will be returned. Escrow does not include project construction costs.
- VII. Consulting Fees** - Review fees for consultants enacted by the Township to review, comment upon or address such application shall be chargeable to and payable by the applicant in addition to the aforesaid application fees at such rates as are herein established and having been determined that such rates are reasonable and in accordance with the ordinary and customary charges by the municipal consultant for similar service in the community and do not exceed the rate or cost charged by the same when fees are not reimbursed or otherwise imposed on applicants. (Ord. 2004-4)
- VIII. Civil Matter** - All fees include travel time to and from court or any location in which the hearing and/or disposition occurs.



**RESOLVED** and **ENACTED** this **5th** day of January 2026, by the Douglass Township Board of Supervisors.

**DOUGLASS TOWNSHIP  
BOARD OF SUPERVISORS**



Joshua Z. Stouch



Sara Carpenter



Donald Bergstresser

ATTEST:

  
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Marcy Meitzler, Secretary