

RESOLUTION NO. 2026-09

RESOLUTION OF THE BOARD OF SUPERVISORS OF THORNBURY TOWNSHIP TO ESTABLISH A FEE SCHEDULE

THEREFORE, BE IT RESOLVED that the Thornbury Township schedule for permit fees shall be established as follows:

General Terms and Policies

- All applications must be submitted with two sets of plans, drawings, and/or sketches of the alteration or addition showing structural, framing and piping detail sufficient to understand the project. The plans shall be sealed by an engineer. Site plans should include setback dimensions.
- The property owner must sign the application, or contractor must submit Owner Authorization Form.
- Each permit application shall be accompanied by a signed contract.
- All contractors must provide the PA Contractors license, Mandatory Workers' Compensation Insurance, as well as current liability insurance when application is made.
- The mandatory state surcharge of \$4.50 shall be added to the cost of each construction permit fee.
- **All building applications shall be subject to a zoning permit review.**
- A fine equal to twice the required permit fee shall be assessed if construction begins prior to a permit being issued. In addition to the fine, the property owner, applicant, or applicant's representative shall bear any cost to remove, disassemble, or otherwise alter and/or reconstruct the improvement so as to provide for the required inspections of the same; and may be required to test any material as required by the Township. The fine must be paid prior to the issuance of any permit.
- Any field inspection that requires more than 2 site visits by the Township Building Code Official due to incomplete work (including footings foundation, framing, plumbing and final inspections) will incur an additional fee of \$85 per site visit.
- The applicant, owner, or agent shall reimburse all fees paid to the Township professional consultants such as Township Engineer or Solicitor for all reviews and field inspections if required.
- All inspections require a minimum of 48 hours' notice.
- All previously established fees, permits, and policies prior to this Fee Resolution, not specifically changed or repealed, remain in effect.
- The Board of Supervisors by written request shall have the right to waive or reduce any applicable fee.
- **Stormwater Management Ordinance Requirements:** At a minimum, Regulated Activities that involve 500 or more square feet, but less than 2,000 square feet of Proposed Impervious Surfaces and/or less than 10,000 square feet of proposed Earth Disturbance require Stormwater Management. Details of the management requirements can be found in Thornbury Township Code Chapter 116.

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Agritourism/Agritainment Permit

Each event \$25

Building Permits

Residential

- Plan Review Fee \$100.00
- New Construction - \$850.00
- Alterations, Renovations, Accessory Structures and Additions - \$600.00
- Deck - \$275.00
- Roof - \$100.00

Commercial

- Plan Review Fee \$150.00
- New Construction \$350.00 minimum fee or one percent (1%) of the total value of the cost of construction whichever is greater
- Alterations, Renovations, and Additions \$200 minimum fee or two percent (2%) of the total value of the cost of construction whichever is greater

Electrical Permits

Residential

- Plan Review (minimum one hour) \$75 per hour
- New Single-Family Dwelling – 200 amps, rough wire & final - \$225.00
- New Single-Family Dwelling – greater than 200 amps, rough wire & final - \$300.00
- Additions/Renovations to Existing Residential House - \$200.00
- Pools – \$250.00
- Solar Installations
 - Under 10 kW - \$200.00
 - Each additional kW - add \$20 per kW
- Generators
 - Under 22 kW - \$120.00
 - Over 22 kW to 40 kW - \$160.00
- Service – Meter Equipment
 - 200 amps or less - \$125.00
 - 400 amp (320 amp) - \$150.00
- Car Chargers - \$125.00
- Septic Pumps/Well Pumps - \$125.00
- Temporary Service under 200 amps - \$125.00

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Commercial

- Plan Review (minimum one hour) \$85 per hour
- Rough wire and final inspection based on Plan Review (1% of \$1000.00) - Minimum \$150.00
- Store sign requiring electric \$95.00 for the first sign; \$20.00 for each additional sign
- Parking Lot Poles \$65.00 for the first pole; \$20.00 for each additional pole

Erosion and Sedimentation Control (Grading/Stormwater Management)

Simplified Approach to Stormwater Management for Small projects:

- Regulated Activities that involve 500 or more square feet, but less than 2,000 square feet of Proposed Impervious Surfaces and/or less than 10,000 square feet of proposed Earth Disturbance
- Two sets of plans to be submitted to the Township with the application fee of \$100.00 plus an executed escrow agreement established in the amount of \$2,500.00
- The escrow shall be used to reimburse the Township for Township Engineering and other required Consultant fees. Charges shall be made on a per hour basis with the balance of the escrow fund being returned to the applicant upon site completion. The escrow must be replenished if the balance drops below \$100.00 (one hundred dollars). All reviews shall cease and/or the job will be issued a stop work order until such time that the additional escrow deposit has been made. The deposit shall be equal to the original escrow amount.
- Details of the requirements can be found in Ordinance Chapter 116 Appendix A

Projects greater than 2,000 square feet of proposed Impervious surface and/or greater than 10,000 square feet of Earth Disturbance

- Requirements, standards and submission details may be found in Chapter 116 Stormwater Management
- Two sets of plans shall be submitted to the Township with an application fee of \$100.00 and an executed escrow agreement established in the amount of \$3,000.00.
- The escrow shall be used to reimburse the Township for Township Engineering and other required Consultant fees. Charges shall be made on a per hour basis with the balance of the escrow fund being returned to the applicant upon site completion. The escrow must be replenished if the balance drops below \$300.00 (three hundred dollars). All reviews shall cease and/or the job will be issued a stop work order until such time that the additional escrow deposit has been made. The deposit shall be equal to the original escrow amount.

Mechanical Permits

- HVAC, Gas powered Generators, and Oil Tanks - \$175.00
- New Construction (Residential and Commercial) - \$175.00
- Duct work must be inspected for Fire Code Compliance
- Commercial Exhaust Hood/ Fire Suppression System Installation \$225.00

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- Sprinkler Systems
 - Residential \$10.00 for each \$1000 of estimated cost or fraction thereof
 - Commercial \$30.00 for each \$1000 of estimated cost or fraction thereof

Plumbing Permits (replacement of fixtures does not require a permit)

- New Construction (Residential and Commercial) - \$175.00
- Residential modification \$175.00
- Commercial modification \$200.00
- Sewer Connection
 - Residential \$195.00
 - Grinder pump (electrical permit required) \$180.00
 - Commercial - \$30 for the first \$1000 of cost plus \$20 for each \$1000.00 or fraction thereof; minimum fee of \$195.00
- Water Service
 - Residential flow meter pit \$195.00
 - Commercial - \$30 for the first \$1000 of cost plus \$20 for each \$1000.00 or fraction thereof; minimum fee of \$195.00

Zoning Permit

- Zoning & Use Permit \$50.00
- Decks, Patios, Walkways, Fences, and Sheds \$50.00
- Certificate of Use and Occupancy
 - Commercial Resale \$100.00
 - Residential and Commercial *New Construction* \$90.00
 - Commercial Knox Box must be installed, contact Thornbury Township Fire Marshal
- Special Events, Seasonal Sales – application shall be accompanied by a detailed site plan indicating proposed location of any temporary structures within the zoning envelope \$250.00

Other Fees (alphabetically ordered)

Communication Antenna Application \$500.00

Deck Permit – requires Building Permit, Zoning Permit, and possible Stormwater

Demolition Permit – follows Building Permit Fee Schedule

Detached Garage – requires Building, Zoning, and Electrical Permits

Duplication fees

- Photocopying 8 ½" x 11" single sided \$0.25 per page B&W; \$0.35 per page color
- Photocopies other sizes up to 11" x 17" B&W \$1.00 per page

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- Any larger records including but limited to plans, maps, and similar oversized documents will be sent by the Township for copying and 100% of the costs shall be reimbursed prior to receipt of the record.
- Township Comprehensive Plan, SALDO, Zoning Ordinances - available at no cost on Township website www.thornburytwp.com

False Alarm Call for Automatic Protection Devices

- \$0.00 First occurrence in 365-day period
- \$50.00 Second occurrence in 365-day period
- \$100.00 Third occurrence in 365-day period
- \$250.00 Each additional occurrence in 365-day period

Fence Permit – require a Zoning Permit

Park Pavilion and Township Building Rental

- \$100.00 rental fee Thornbury Township resident; \$125.00 rental fee non-resident
- Certificate of Insurance for personal and property liability coverage in an amount of at least \$500,000 naming Thornbury Township as additional insured under the policy for any claims associated with the Renter and their activities at Goose Creek Park must be submitted with the application.

Pool Permit – requires Zoning, Building, and Electrical Permits and Stormwater Review

Returned Check Fee of \$100.00

Sign Permit

- \$100 per sign or 1% of the total construction value whichever is greater
- \$70.00 per side Face Change of an existing sign
- \$125.00 for a 14-day temporary sign
- Requires electrical permit as well

Shed – requires Zoning Permit, possibly Electric

Solicitation/Transient Merchant Permit

- Fee is \$150.00 per person; valid for 60 days upon approval.
- Thornbury Township Application form required as well as completed state background check and driving record check for each person.
- PA Sales Tax License or a Social Security Number must be provided on the application.
- Permit, if issued, must be displayed at all times on the person while conducting business in Thornbury Township.

Street Opening Permit - \$190 fee; Requires Plumbing Permit Application

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Tax Collector Services

- A fee of \$25.00 for each tax year certification per folio requested for the Township.
- A fee of \$40.00 for each tax certification per folio requested within 72 hours of settlement for Township taxes.
- A fee of \$20.00 for each duplicate tax bill issued.
- A fee equal to the actual bank charge incurred by the Township plus \$20 for each check used in payment of tax certification fees that is returned unpaid due to insufficient funds.

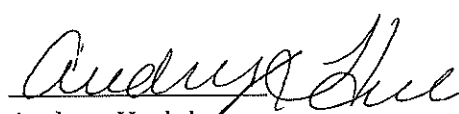
Tree Clearing Permit - \$35.00 per tree if removing 10 or more trees

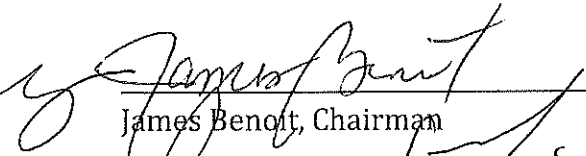
UCC Board of Appeals Application - \$500.00

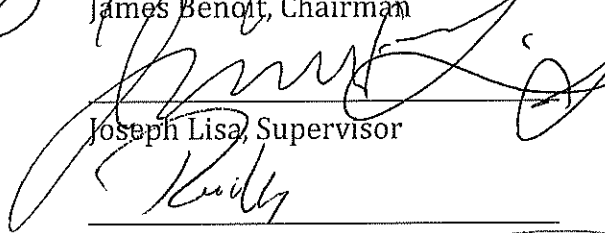
RESOLVED and **ADOPTED** this 5th day of January 2026 by the Board of Supervisors of the Township of Thornbury, Chester County, Pennsylvania.

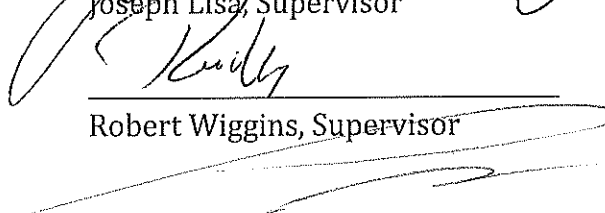
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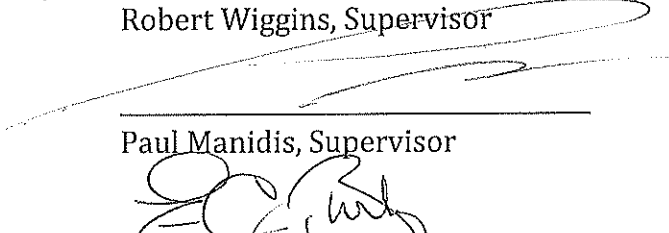
**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS**

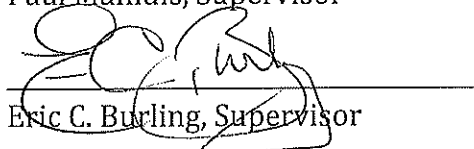

Audrey Hudak,
Township Manager


James Benoit, Chairman


Joseph Lisa, Supervisor


Robert Wiggins, Supervisor


Paul Manidis, Supervisor


Eric C. Burling, Supervisor