



Derry Township Board of Supervisors

# Master Fee Schedule

Effective: January 01, 2026

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## Section 1. Building Development Permit, Inspection, Plan Review and Code Enforcement Fees

### Subdivision & Land Development Plan (SALDO)

Subdivision & Land Development Plan	Rate	Note
Plan Review Fee – SALDO & Zoning Reviews	\$125.00	Per Review. Fee due with submission of application.

### Zoning Permits

Zoning Permits	Rate	Note
Zoning Application for Permitted Uses	\$75.00	Basic Application Fee - (includes two (2) inspections)
Square Footage for Zoning of Agricultural or Residential	\$.05/sq. ft.	Calculated by multiplying Rate by Square footage
Square Footage for Zoning of Industrial or Commercial	\$.10/sq. ft.	Calculated by multiplying Rate by Square footage
Failure to obtain Agricultural or Residential Permit	\$150.00	
Failure to obtain Industrial or Commercial Permit	\$300.00	
Skid Mounted Shed – up to 150 sq. ft.	\$30.00	**Application fee waived, but shed MUST be an accessory to a permitted use
Skid Mounted Shed – 151 – 500 sq. ft.	\$50.00	**Application fee waived, but shed MUST be an accessory to a permitted use
Certificate of Occupancy – Residential and Commercial	\$40.00	
Demolition Permit	\$25.00	
Logging Permit	\$100.00	
Driveway Permit	\$75.00	
Additional Inspections	\$50.00/ea.	Inspections exceeding the two (2) that are included in zoning application fee

### Sign Permits

Sign Permits Determined by Size per Side	Rate	Note
0 – 10.9 sq. ft.	\$30.00	
11 – 50.9 sq. ft.	\$45.00	
51 – 100.9 sq. ft.	\$60.00	
101 – 200 sq. ft.	\$75.00	

### Liquor License Application & Hearing Fee

Board of Supervisors	Rate	Note
Liquor License Application & Hearing Fees	\$600.00	

### Zoning Hearing Board Appeals

Zoning Hearing Board Appeals	Rate	Note
Hearing Application Fee	\$600.00	

### Conditional Use Hearing

Board of Supervisors	Rate	Note
Conditional Use Hearing Application Fees	\$600.00	

## Section 2. Bureau Veritas North America

### RESIDENTIAL BUILDING FEE SCHEDULE

#### New Stick Built

.46 X sq. ft. of living space + .25 X sq. ft. of garages and/or finished basements (Min of \$616.00)

#### Modular & Manufactured

.34 X sq. ft. of living space + .25 X sq. ft. of garages and/or finished basements (min of \$ 385.00)

#### Additions

.46 x sq. ft. of living space (.26 x sq. ft. of garages) (Min of \$308.00)

\$77.00 for the first \$1,000.00 of work + \$12.00 per \$1,000.00 of work thereafter (Min of \$200.00)

#### Miscellaneous Fees (Hourly charges include reviews, inspections, & administrative time accrued)

- o Change of Occupancy- \$77.00 per man hour
- o Daycare Inspections - \$100.00 + \$4.50
- o Swimming Pool, Fence, Demolition, Solar Panels- \$75.00 for 1<sup>st</sup> \$1,000.00 + \$7.00 for every \$1,000 after or Number of Inspections X \$77.00, whichever is higher. (Min. of \$100.00)
- o Consultations & Prelim Plan Review- \$77.00 per man hour
- o Plan Review (permit not issued)- 30% of projected Permit Fee
- o Non-UCC Electrical Service Inspection (100-200 amp)- \$75.00

**NOTE\*** At the discretion of the Building Code Official, BVNA reserves the right to charge below the minimum fees.

**NOTE\*\*** Refunds for Building Permits must be requested in writing and will be granted minus 30% for plan review & administrative time accrued.

**NOTE: BVNA RESERVES THE RIGHT, WITH APPROVAL FROM THE MUNICIPALITY, TO ASSESS ADDITIONAL FEE(S) AT A RATE OF \$77.00 PER HOUR ON THE PROCESSING OF A BUILDING PERMIT APPLICATION FOR PROJECTS THAT HAVE BEEN STARTED AND/OR COMPLETED PRIOR TO THE ISSUANCE OF A UCC BUILDING PERMIT. SUCH FEE(S) SHALL ACCOUNT FOR BVNA'S ADDITIONAL ENFORCEMENT COSTS AND/OR LABOR REQUIRED TO PROCESS AND ISSUE A BUILDING PERMIT WHERE WORK HAS ALREADY COMMENCED OR BEEN COMPLETED.**

## COMMERCIAL NEW CONSTRUCTION FEE SCHEDULE

Total Square Footage X Type of Construction from Table Below = Permit Fee  
(Cents per square foot)

New Construction Permit Fees Breakdown:  
Building/Fire=50, Electrical=20, Plumbing=15,  
Mechanical=15

Use Group_		Type of Construction (cents per square foot)				
		1	2	3	4	5
A-1	Assembly	1.24	1.20	1.05	1.11	.98
A-2	Assembly	1.00	.97	.88	.90	.80
A-3	Assembly	1.11	1.02	.97	.98	.84
A-4	Assembly	1.16	1.12	1.01	1.06	.90
B	Business	1.06	.99	.85	.91	.76
E	Educational	1.12	1.04	.95	.99	.85
F-1	Factory and Industrial, moderate hazard	.62	.57	.49	.55	.41
F-2	Factory and Industrial, low hazard	.62	.57	.49	.55	.41
H-1 thru H-5	High hazard	.59	.55	.45	.50	.39
I-1	Institutional	1.04	.98	.88	.96	.79
I-2	Institutional	1.46	1.39	1.37	1.42	1.21
I-3	Institutional	1.18	1.12	1.01	1.16	.89
I-4	Institutional	1.04	.98	.88	.96	.78
M	Mercantile	.75	.68	.61	.64	.55
R-1	Residential, hotels	1.04	.99	.88	.98	.81
R-2	Residential, multiple family	.87	.81	.71	.80	.64
R-3	Residential, one and two family	.72	.68	.61	.68	.47
R-4	Residential, care/assisted living facilities	1.12	.98	.82	.96	.79
S-1	Storage, moderate hazard	.58	.54	.45	.50	.38
S-2	Storage, low hazard	.57	.51	.44	.49	.36
U	Utility, miscellaneous	.43	.40	.35	.37	.27

Note (1) unfinished basements (all use groups) - no charge

Note (2) Finished basements (all use groups) = \$.26 per square foot

**MINIMUM CHARGE OF \$385.00 PER COMMERCIAL CONSTRUCTION PERMIT**

**COMMERCIAL ALTERATIONS FEE SCHEDULE**

*(Including Decks, Porches, Signs, Repairs, and projects including Plumbing, Electrical, Mechanical & Fire Protection)*

\$77.00 for the first \$1000 in Cost of Construction      \$12.00 per \$1000.00 of work thereafter

OR

Number of Inspections & Hours in Plan Review X \$77.00

*(Whichever is higher)*

Commercial Roofs:      \$77.00 for the first \$1000 in Cost of Construction

\$6.00/\$1000.00 of work thereafter

**COMMERCIAL ADDITION FEE SCHEDULE**

\$77.00 for the first \$1000.00 in Cost of Construction + \$12.00 per \$ 1000.00 of work thereafter.

OR

Current ICC Building Valuation Data Chart x square footage of addition= Estimated Cost of Construction. This estimated cost of construction x Current Commercial New Construction Fee Schedule = Permit Fee.

OR

Total Square Footage X Type of Construction from Table on New Construction = Permit Fee

**NOTE: At the discretion of the Building Code Official, BVNA reserves the right to charge below the minimum fees.**

MISCELLANEOUS NON-PERMIT FEES

(HOURLY CHARGES INCLUDE REVIEWS, INSPECTIONS AND ADMINISTRATIVE TIME ACCRUED)

On-Site Consultations	\$77.00 per man hour
Change of Occupancy	\$77.00 per man hour
Specialized Inspections (Non-Permitted)	\$77.00 per man hr. (i.e., Accessibility)
Commercial Annual Permit	\$200.00
Deferred Plan Review	\$100.00 per man hour (1 hour Minimum)
Duplicate Certificate of Occupancy	\$25.00 each (if requested after initial issuance)
Electrical Service Inspections	\$125.00 (above 200 amps)
3 Year Electrical Certificate for	
3 Year Electrical Certificate for	\$300.00
Swimming pools	

The permit fee includes plan review and all inspections. This permit fee also includes within reason all re-inspections. (A copy of the actual contract must be provided).

*Refunds for permits must be requested in writing and will be granted minus 30% for the plan review and administrative time accrued.*

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## Section 3. Utility Rates & Fees

### ON-LOT SYSTEMS PERMITS/INSPECTION FEES 2025

Page, SEO, Inc. – Sewage Enforcement Officers – PO Box 67 Mifflintown, PA 17059

Phone – 717-436-2291

#### Fees for existing tracts/systems

Site investigation (per visit)	\$150.00
Soil probe	\$200.00
Perc test	\$200.00
Application	\$150.00
Design review	\$70.00
Permit issued	\$70.00
inspections (per visit) (2 minimum)	\$110.00
Additional soil probe	\$50.00
Additional perc holes	\$50.00
Repair Permit (complete job)	\$400.00
Renew permit	\$100.00
Inspection of existing tanks/systems	\$275.00
Follow-up inspection (if needed)	\$200.00
Inspection per Act 537 (+ additional \$3.00 admin fee)	\$70.00
Dye test & follow-up inspection	\$400.00
Malfunction/Complaint/Violation	\$170.00
Prepare the SEO section of DEP Annual Report	\$80.00
Attend Twp Meeting at request of Supervisors	\$100.00
Copies to replace lost permit/designs/ etc.. . . . .	\$100.00
Digging in the Archives (1 hour minimum) per hour	\$100.00

#### Fees for subdivisions

Site investigation (per visit)	\$150.00
Soil probes (3 for primary & reserve areas)	\$300.00
Perc test (12 holes for primary & reserve areas)	\$300.00
Testing for replacement areas( includes inspection of existing system )	\$900.00
Additional soil probe	\$50.00
Additional perc holes	\$50.00
Plan/Module review & signing	\$200.00
Inspection of existing systems for Planning Waiver	\$275.00

## Section 4. Transient Trade License Fee

Transient Trade License	Fee	Note
<b>One (1) license and one (1) operator</b>	\$25.00	License is good for <b>30</b> days
<b>Additional assistant(s)</b>	\$25.00/per person	

## Section 5. Equipment Rental Fees

**\*\*Renting equipment to other municipalities only\*\***

Equipment	Hourly Rate
<b>Backhoe</b>	\$65/hr. plus operator
<b>Dump Truck</b>	\$50/hr. plus operator
<b>Loader</b>	\$85/hr. plus operator
<b>Street Sweeper</b>	\$85/hr. plus operator

Township Labor - Operator	Rate	Note
<b>Labor Per Hour, Per Employee</b>	TBD	Hourly rate based on pay and benefits. May include overtime, if applicable.

## Section 6. Administration Fees

Non-sufficient fund check	Fee	Note
	\$50.00	Per occurrence; checks not resubmitted

## Section 7. Open Record Request Fees

### **Office of Open Records – Official RTKL Fee Schedule**

*Updated December 30, 2022*

Record Type / Delivery Method	Fee
<b>Black &amp; White Copies (first 1,000)</b>	Up to \$0.25 per copy.
<b>Black &amp; White Copies (beyond 1,000)</b>	Up to \$0.20 per copy.
<b>Color Copies</b>	Up to \$0.50 per copy.
<b>Specialized Documents<sup>3</sup></b>	Up to actual cost.
<b>Records Delivered via Email</b>	No additional fee may be imposed.
<b>CD / DVD</b>	Up to actual cost, not to exceed \$1.00 per disc.
<b>Flash Drive</b>	Up to actual cost.
<b>Facsimile</b>	Up to actual cost.
<b>Other Media</b>	Up to actual cost.
<b>Redaction</b>	No additional fee may be imposed.
<b>Conversion to Paper</b>	Up to \$0.25 per page.

Photographing a Record	No additional fee may be imposed.
Postage	Up to actual cost of USPS first-class postage.
Certification of a Record	Up to \$5.00 per record.

Click on link to see full schedule and comments...

<https://www.openrecords.pa.gov/RTKL/FeeStructure.cfm>

## Section 8. Kish Park

### Pavilion Rental

Pavilion	Rate	Note
<b>Orange – (All 9 rows) per row</b>	\$65.00 \$7.00/row	*Pavilions are not rented by the hour. Payment is required prior to reservation date.  *Existing reservations made prior to 12/31/25 are not subject to increased rates; however, all standing reservations will increase to new rates in 2027  *Reservations are NON-REFUNDABLE
<b>Green – (All)</b>	\$65.00	
½	\$32.00	
¼	\$16.00	
<b>Brown</b>	\$55.00	
<b>Gray</b>	\$55.00	
<b>Yellow</b>	\$60.00	
<b>Blue</b>	\$60.00	
<b>Scooter Car</b>	\$60.00	
<b>Red</b>	\$55.00	
<b>Cream</b>	\$65.00	
<b>Cedar</b>	\$65.00	

### Campground

\*Please read campground rules and regulations prior to visit\*

Campsites	Rate	Note
<b>Sites 1 – 13</b>	\$35.00/night	Water, sewer, electric and a/c hook-ups
<b>Sites 14 – 18</b>	\$25.00/night	Water hook-up only
<b>Sites 19 – 28</b>	\$30.00/night	Water and electric hook-ups
<b>Sites 29 – 30</b>	\$20.00/night	No hook-ups
<b>Miscellaneous Campground Fees</b>		
	Fee	Note
<b>Firewood – Delivered to campsite</b>	\$20.00	Available 6:00 – 2:00 p.m. M-F
<b>Firewood</b>	\$10.00/wagonload	Available at mini golf
<b>Dump Station Fee (non-campers)</b>	\$10.00	

### Park Rental

Park Rental	Rate	Note
<a href="#">PARK-APPLICATION-AND-RENTAL-AGREEMENT.pdf (www.derrytwp.info)</a>	See application for fees.	*Park use applications may also be picked up at Derry Township Office or e-mailed.