

**WESTFALL TOWNSHIP
PLANNING COMMISSION AND BOARD OF SUPERVISORS**

**APPLICATION FOR REVIEW OF PLANS AND
ESCROW FEE CALCULATION FORM**

Resolution 2006-15

Amended 11/2/06

Applicants for the review of any plans, planning modules or other items required in the Westfall Township Ordinances or other regulations shall complete the following information and submit this form and the appropriate checklist with the required application fee and escrow amount to the Township Secretary.

The undersigned hereby applies for review of the plans described below:

1. Date Submitted to the Township _____

2. Name of Development _____

Location _____

Deed Book # _____ Page # _____

Zoning District _____

Tax Assessment # _____

Total Acreage _____

Number of Units (if applicable) _____

3. Name of Property Owner (s) _____

Address: _____

Telephone Number _____

4. Name of Applicant (if other than owner) _____

Address: _____

Telephone Number _____

Applicants Interest _____

5. Engineer, Surveyor or other person or firm responsible for the preparation of the Plan

Name _____

Address _____

Telephone Number _____

Please check one:

_____ Engineer

_____ Surveyor

_____ Other (specify) _____

6. Please check all items which are applicable

_____ Sketch Plan

_____ Preliminary Plan

_____ Final Plan

_____ Planning Module

7. Please check the type of development (all which apply):

_____ Land Development

_____ Major Subdivision

_____ Minor Subdivision

_____ Conditional Use

_____ Commercial

_____ Industrial

_____ Single Family

_____ Multi-Family

_____ Other _____

ESCROW ACCOUNT DESCRIPTION

Review Fees

All engineering, legal and other appropriate consulting fees shall be paid by the applicant. To accomplish this end, for each project, the Township shall establish an escrow account. The escrow fee required for the project shall be paid to the Township Secretary at the time that the required application, plan(s) or planning module is submitted for review. The escrow account will be used to pay for expenses as they are incurred for engineering reviews, legal services and other professional consulting services, which will be billed at prevailing hourly rates.

The Township Engineer shall review the Escrow Fee Calculation Form and determine if the fee submitted is adequate. If the escrow amount is inadequate, then the applicant will be informed in writing of the additional amount required and how it was determined. The Township will consider the application incomplete and no action will be taken until the escrow amount is paid in full.

If, during the review and approval process, all of the escrow account has been billed for the services described above because of multiple reviews, complexities in the site or other reasonable expenses, and the review is not complete, an additional escrow fee (or fees) will be requested from the applicant in order to continue processing the application. In the event that additional escrow fees are not paid, the application will be deemed to be incomplete and the Township will stop the review process until the additional fee (or fees) are paid in full. After the review of the plan(s) or planning module has been completed by the Township and it has been determined that there are not outstanding charges, the amount remaining in the escrow account will be returned to the applicant.

Field Inspections

An escrow account will also be set up by the Township for all required site inspections after the final plan(s) have been approved by the Board of Supervisors. The amount required by the applicant for the Inspection Escrow Account will be determined by the Township Engineer based on the inspection schedule, the schedule of construction and the size and complexity of the site.

Any other review or inspections required by any ordinances or regulations of Westfall Township which are not specifically outlined in this form, shall have a minimum escrow fee of \$500.00. If the Township Engineer or other professional consultant determines that this minimum fee is not adequate to properly review or inspect the project then the additional amount required will be determined and requested from the applicant and no reviews or inspections will be initiated until the additional amount is received by the township. If during the review or inspection process the escrow account has been depleted, then additional fee(s) will be requested from the applicant in writing and the review or inspection process will be stopped until the fee is received.

REQUIRED ESCROW FEES

I. Major Subdivisions and Residential Land Developments

Total No. of Units or Lots _____ Total Acreage _____

A. Subdivision Land Development Ordinance

Preliminary Plan	Number of Units or Lots	Fee/Unit or Lot	Total Fee
First 10 units/lots (per unit or lot)			\$750.00
Next 11 to 50 units/lots (per unit or lot)	_____	\$30.00	_____
Next 51 to 100 units/lots (per unit or lot)	_____	\$10.00	_____
Each additional unit/lot over 100 (per unit or lot)	_____	\$ 5.00	_____
ESCROW SUBTOTAL		(A1)	_____

Final Plan	Number of Units or Lots	Fee/Unit or Lot	Total Fee
First 10 units/lots (per unit or lot)			\$750.00
Next 11 to 50 units/lots (per unit or lot)	_____	\$15.00	_____
Next 51 to 100 units/lots (per unit or lot)	_____	\$ 5.00	_____
Each additional unit/lot over 100 (per unit or lot)	_____	\$ 2.00	_____
ESCROW SUBTOTAL		(A2)	_____

Total for Major Subdivisions or Residential Land Developments Subdivision
and Land Development Ordinance (A1 or A2) _____

II. Commercial And Industrial Land Developments (Minor or Major)

Total Acreage

A. Subdivision and Land Development Ordinance

Preliminary Plan	Number of Units or Lots	Fee/Unit or Lot	Total Fee
First 10 acres			\$750.00
Next 11 to 50 acres (per acre)	_____	\$30.00	_____
Next 51 to 100 acres (per acre)	_____	\$10.00	_____
Each additional acre over 100 (per acre)	_____	\$ 5.00	_____
ESCROW SUBTOTAL		(A1)	_____

Final Plan	Number of Units or Lots	Fee/Unit or Lot	Total Fee
First 10 acres			\$750.00
Next 11 to 50 acres (per acre)	_____	\$30.00	_____
Next 51 to 100 acres (per acre)	_____	\$10.00	_____
Each additional acre over 100 (per acre)	_____	\$ 5.00	_____
ESCROW SUBTOTAL		(A2)	_____

Total for Commercial and Industrial Land Developments
Subdivision and Land Development Ordinance (A1 or A2) _____

Note: Minor land development, adding one additional structure of 500 square feet or less (not an accessory structure) to previously approved land development, no escrow fee required (actual fees incurred to be billed).

III. Minor Subdivision

Total Number of Units or Lots _____ Total Acreage _____

A. Subdivision Ordinance

Minor Subdivision \$400.00

ESCROW SUBTOTAL: _____

IV. Planning Modules

Number of EDU's*

* EDU is an equivalent dwelling unit. For the purposes of calculating the fee only, one EDU will equal 262.5 gallons per day.

	Number of EDU's	Fee per EDU	Total Fee
First 50 EDU's			\$500.00
Each Additional EDU over 50 (per EDU)	_____	\$ 3.00	_____
ESCROW SUBTOTAL:			_____

V. All Other Reviews and Inspections Not Included Above

Minimum Escrow Amount \$500.00 _____

Summary Form

Total Escrow Submitted

- I. Major Subdivision and Residential Land Developments _____
- II. Commercial and Industrial Land Developments _____
- III. Minor Subdivisions _____
- IV. Planning Modules _____
- V. Other Reviews and Inspections _____

Total Amount Submitted _____

Township Application Fee (non-refundable)

Subdivision (Major or Minor)	First 3 Lots	\$1,000.00	
(Preliminary or Final Plans)	Each Additional Lot	\$125.00	
	Subdivision Total		
Land Development	Minor	\$1,250.00	
	Minor Land Development of adding one additional structure of 500 square feet or less (not an accessory structure) to a previously approved land development	\$450.00	
	Major - Preliminary Plan	\$2,000.00	
	Major - Final Plan	\$1,000.00	
Planning Module		\$500.00	
Lot Combination		\$250.00	
	Total Township Application Fee:		

Total Fees Submitted

Escrow _____

Township _____

TOTAL: _____

To be signed by all applicants

The information on this form is correct to the best of my knowledge and I have read and understand the requirements of the escrow account.

Date

Signature of Applicant

To be completed by Township

Date Received _____

Twp. Eng. Review _____

Check Number _____

Amount Received _____