# Wales Township Policy No.002

Adopted by Majority Vote of the

Wales Township Board on **6-2-15**

# Administration Fees

AMENDED 2-1-22

Fees and Charges

The Township will retain 20% of Mechanical and Plumbing Permit charges. The Township will retain 20% of Electrical Permit Charges.

The Township will retain five dollars ($5.00) of address application fees.

All fees and charges must be paid directly to the Township in person or by mail. Collections in the field by Township personnel are not allowed except in rare instances with prior approval of the Township Clerk.

# Planning Commission and Zoning Board of Appeals Fees

The Township will charge five hundred dollars ($500.00) for a Planning Commission hearing and/or site plan review and Zoning Board of Review hearing. In addition, a one-thousand-dollar ($1000.00) deposit will be charged for professional services and other services and expenses as necessary. Any unused portion of the deposit will be returned to the applicant/appellant. Additional costs beyond the charge and deposit will be billed separately in the exact amount as incurred.

The Township will charge an additional one hundred and fifty dollars ($150.00) for applicant and appellant requests for Planning Commission meetings scheduled outside of regular quarterly meetings.

# Township Publications

All Township publications will be charged in accordance with printing costs, mailing costs, and labor when applicable. Such publications include but are not limited to: Zoning Ordinance, Master Plan, and Zoning Maps. Costs will be set within the price structure of the Freedom of Information Act. Pond Signs, when available, will be supplied at cost.

***Uncashed* and Non-Sufficient Fund Check (NSF)**

*After 180 days, an uncashed check will be voided and removed from the ledgers.*

The charge for handling an NSF check shall be thirty-five dollars ($35.00) NSF check charge imposed by the bank. A person submitting an NSF check to the Township must pay the charge with cash or a money order.

**NOTARY SERVICE**

Notary service is available for Township residents at no charge.